NOTICE OF REGULAR CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS

MONDAY, AUGUST 6, 2012

6:00 P.M.

Notice is hereby given of a meeting of the Tomball City Council, to be held on Monday, August 6, 2012 at 6:00 P.M., City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball City Council reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1.0 Call to Order

2.0 Invocation

- Led by Pastor Bob Webb, Rosehill United Methodist Church

3.0 Pledges to U.S. and Texas Flags

- Led by Boy Scout Troop #113

4.0 Public Comments and Receipt of Petitions *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.]*

5.0 Presentations:

- Presentation of the ***"2012 Mayor's Volunteer of the Year"*** Award and Proclamation
- Presentation of 2012 Leadership Circle Score Sheet – Gold Level Award for Financial Transparency
- Presentation of GFOA Award
- Presentation of Texas Festival Events Association Award
- Recognition of New Tomball Police Officers
- Recognition of New Tomball Police Department Sergeants

6.0 Reports and Announcements

- **June 25** through **August 13, 2012 – Tomball Kids Club at MLK, Jr. Park – Hosted by HEB, in Partnership with Buffalo Wild Wings and Cisco's Salsa Company**
- **August 6, 2012** – **2nd Saturday at the Depot** – 6:00 p.m. (new time)
- **August 7, 2012** – **Mayor's Coffee – 5:00 p.m.—7:00 p.m.. at 207 Commerce (Sol de Luna banquet facility)**
- August 20, 2012 – Appoint/Reappoint Members to the Tomball Regional Hospital Authority Board of Directors for Terms Expiring September 1, 2012
- August 20, 2012 – Appointment to fill unexpired term on the Board of Adjustment
- ***Walk Tomball!*** – Every Saturday at 8:00 a.m. at the Depot
- Reports by City staff and members of council about items of community interest on which no action will be taken:
    - Glenn Windsor – Quarterly Investment Report for Period Ending June 30, 2012 - The Public Funds Investment Act requires that a report of the City's investments be presented to Council on a quarterly basis. The investment report includes a listing of all investments together with information relating to diversification, cost vs. market values, yield information, and weighted average maturities. On June 30, 2012, the City had total cash equivalents and investments totaling $41,776,238. A copy of the report is attached for review.
    - David Kauffman – Update on the Street Management Program

7.0 Approve the minutes of the following City Council Meetings:

- Special City Council Meeting – July 16, 2012
- Special Tomball City Council and Tomball Economic Development Corporation Meeting – July 16, 2012
- Regular City Council Meeting – July 16, 2012

8.0 Old Business:

8.1 Adopt, on Second Reading, Ordinance No. 2012-21, an Ordinance of the City of Tomball, Texas, amending Its Comprehensive Zoning Ordinance by Granting a Conditional Use Permit to E. L. Chapman to Operate a "Feed & Grain Store/Farm Supply Store"; said Tract being Approximately 0.71 acres, and being Legally Described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), generally Located on the Easterly Side of State Highway 249 Expressway, Northerly of Hirschfield Road at 13918 Hirschfield Road,

Tomball, Texas; Providing for the Amendment of the Official Zoning map of the City; Providing for Severability; Providing for a Penalty of an Amount not to exceed $2,000 for Each Day of Violation of any Provision

9.0 New Business:

9.1 Executive Session as Authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, for the Following Purpose(s):

- Sec. 551.072 – Deliberations Regarding Real Property
- Sec. 551.087 – Deliberations Regarding Economic Development

9.2 Consideration and possible action regarding Assignment and Assumption of Contract: Unimproved Property Contract (the "Contract") in the amount of $25,500.00 with an Effective Date of July 19, 2012, by and between TOM CONDON, TRUSTEE, as Buyer, and JASON S. AND LORI K. FUSELIER, as Seller, for the sale of Lots 2, 3 and 4, Block 26 of REVISED MAP OF TOMBALL, an addition in Harris County, Texas with those Lots being located on Elm Street, Tomball, Texas.

9.3 Consideration and possible action regarding Assignment and Assumption of Contract: Unimproved Property Contract (the "Contract") in the amount of $9500.00 with an Effective Date of July 19, 2012, by and between TOM CONDON, TRUSTEE, as Buyer, and RICHARD QUINONES, JR., as Seller, for the sale of Lot 9 Block 6 of REVISED MAP OF TOMBALL, an addition in Harris County, Texas with this Lot being located on Elm Street, Tomball, Texas.

9.4 Approve Request for Funding of the 2nd Annual Bugs, Brew and Barbecue Event, to be Held on Septemer 29, 2012, as recommended by the Tourism Advisory Committee, in the Amount of $12,000 in Hotel-Motel Tax Revenues

9.5 Approve Request for City Support/Co-Sponsorship of the 5th Annual Tomball German Christmas Market, to be held December 6 through Sunday, December 9, 2012 and Approve Funding, as recommended by the Tourism Advisory Committee, in the Amount of $25,000 in Hotel-Motel Tax Revenues

9.6 Approve Request for City Support/Co-Sponsorship of the 13th Annual Tomball German Heritage Festival, to be held March 21 through March 24, 2013, and Approve Funding, as recommended by the Tourism Advisory Committee, in the Amount of $35,000 in Hotel-Motel Tax Revenues

9.7 Approve Request from the Tomball Pregnancy Center for City Support of the "Run for Life" Fundraiser, to be Held on Saturday, October 6, 2012, through In-Kind Services Provided by the City of Tomball

9.8 Approve **STANFIELD ESTATES SUBDIVISION REPLAT**: Being a Replat of Lots 24, 25, 26, 27, 28, 29, 30, 31, and 32 of Block 41 of Tomball

Townsite Subdivision, Recorded under Volume 4, Page 25 of Map Records of Harris County, Texas, Situated in the J. Pruitt Survey, Abstract 629, Harris County, Texas.

9.9 Award Bid for Project No. 2012-08, Concrete Street Improvements, to Low Bidder, TJ & T Enterprises in the Amount of $210,061.80.

9.10 Approve a Change of Medical Providers from Aetna to Blue Cross Blue Shield and Approve Renewal of Agreements with All Other Existing Providers (RFP No. 2012-07)

9.11 Conduct Public Hearing on the Proposed Budget for Fiscal Year 2012-2013

9.12 Adopt, on First Reading, Ordinance No. 2012-23, an Ordinance of the City Council of the City of Tomball, Texas, Adopting the Budget for the City of Tomball, Texas, for Fiscal Year 2012-2013; and Authorizing the City Manager to Approve Intra-Departmental (Within the Same Department Only) Transfers of Budgeted Funds; and Amending the Budget for the 2011-2012 Fiscal Year in Accordance with Actual Expenditures; and Providing Other Details Relating to the Passage of This Ordinance

9.13 Adopt, on First Reading, Ordinance No. 2012-24, an Ordinance of the City of Tomball, Texas, Establishing Rates and Charges for Potable Water, Sanitary Sewer, Natural Gas, and Garbage Collection and Disposal Services; Repealing Ordinance No. 2011-20 and All Other Ordinances or Parts of Ordinances Inconsistent or in Conflict Herewith; Providing for an Effective Date; Providing Other Matters Relating to the Subject; and Providing for Severability.

9.14 Approve the City of Tomball Fire Department's Acceptance of a Two-Year DHS SAFER Grant to Hire Nine (9) Full-time Personnel in the Amount of $1,244,952

10.0 Adjournment

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 3rd day of August 2012 by 6:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

*Doris Speer*_____
Doris Speer
City Secretary, TRMC

This facility is wheelchair accessible and accessible parking spaces are available Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information.

AGENDAS MAY ALSO BE VIEWED ONLINE AT www.ci.tomball.tx.us.

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

- Led by Pastor Bob Webb, Rosehill United Methodist Church

Background:

Origination:

Recommendation:

Funding:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

- Led by Boy Scout Troop #113

Background:

Origination:

Recommendation:

Funding:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

- Presentation of the ***"2012 Mayor's Volunteer of the Year"*** Award and Proclamation
- Presentation of 2012 Leadership Circle Score Sheet – Gold Level Award for Financial Transparency
- Presentation of GFOA Award
- Presentation of Texas Festival Events Association Award
- Recognition of New Tomball Police Officers
- Recognition of New Tomball Police Department Sergeants

Background:

Origination:

Various

Recommendation:

N/A

Funding:

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

- **June 25** through **August 13, 2012 – Tomball Kids Club at MLK, Jr. Park – Hosted by HEB, in Partnership with Buffalo Wild Wings and Cisco's Salsa Company**
- **August 6, 2012 – 2nd Saturday at the Depot** – 6:00 p.m. (new time)
- **August 7, 2012 – Mayor's Coffee – 5:00 p.m.—7:00 p.m.. at 207 Commerce (Sol de Luna banquet facility)**
- August 20, 2012 – Appoint/Reappoint Members to the Tomball Regional Hospital Authority Board of Directors for Terms Expiring September 1, 2012
- August 20, 2012 – Appointment to fill unexpired term on the Board of Adjustment
- ***Walk Tomball!*** – Every Saturday at 8:00 a.m. at the Depot
- Reports by City staff and members of council about items of community interest on which no action will be taken:
    - Glenn Windsor – Quarterly Investment Report for Period Ending June 30, 2012 - The Public Funds Investment Act requires that a report of the City's investments be presented to Council on a quarterly basis. The investment report includes a listing of all investments together with information relating to diversification, cost vs. market values, yield information, and weighted average maturities. On June 30, 2012, the City had total cash equivalents and investments totaling $41,776,238. A copy of the report is attached for review.
    - David Kauffman – Update on the Street Management Program

Background:

Origination:
Various

Recommendation:
N/A

Funding:

Party(ies) responsible for placing this item on agenda:
City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Tomball Kids Club
2nd Saturday at the Depot
Mayor's Coffee
Quarterly Investment Report for Period Ending June 30, 2012

Tomball Kids Club

Hosted by H-E-B

Partnership with Buffalo Wild Wings & Cisco Salsa

Registration Form—June 25-August 13

As a parent, you may grant or deny any photography or video recording of your child. If you do not wish for your child's photograph to be taken for publications, please note below.

Parent /Guardian	Child's Name	Address	City	Phone	Email Address	Permission to use picture (Yes or No)

2nd Saturday

At the Depot in Tomball

August 11 starting at 6:00 p.m.



TOOTH FAIRY

Rusty's Family Feature
"Tooth Fairy"
On the giant inflatable screen

TOMBALL
TEXAN FOR FUN!®

www.facebook.com/TomballTexanForFun

*In case of rain the event will take place at the Tomball Community Center – Market and South Cherry Streets.

•THS Cougar Football Kickoff Rally!

- Cougar Pride Band
- THS Charms
- THS Cheerleaders
- Pep Rally
- Kids crafts & games
- Concessions from THS Band Boosters and Sweet & Sassy Snow Cones!
- THS Football, Baseball, Basketball, Soccer, Volleyball and Golf teams . . . Student Council, National Honor Society and Sports Booster Club



The Depot is at 201 S. Elm Street in historic downtown Tomball, Texas. Call 281-351-5484 for information.

Tuesday, August 7, 2012
5:00 P.M.
Sol de Luna
(Cisco's Banquet Room)
207 Commerce

Mayor's Coffee

Stop by to get in touch



Gretchen Fagan
Mayor

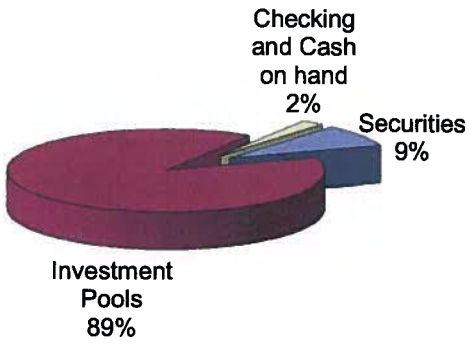
For more information call 281-290-1002 or visit ci.tomball.tx.us

CITY OF TOMBALL
PORTFOLIO DIVERSIFICATION
June 30, 2012

By Type

		Current Market Value	Percent Portfolio
Securities	$	3,643,091	8.72%
Investment Pools		37,160,539	88.95%
Checking and Cash on hand		972,608	2.33%
Total Portfolio	$	41,776,238	

Diversification By Type

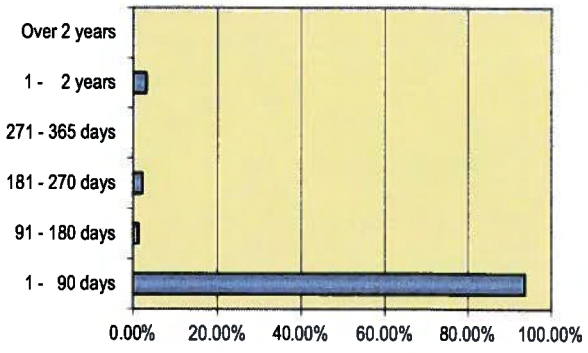


Safety of principal is the first priority of any Public investing portfolio. The City of Tomball currently invests in Securities of the United States, in Texas CLASS and in the state pool, TexPool. These investments are only in securities and pools with an AAA rating, the highest rating available. Our charter requires that we maintain reserves of no less than 90 days and no more than one year of the current budgeted expenditures. The City is in compliance with this provision.

By Maturity

		Current Market Value	Percent Portfolio
1 - 90 days	$	39,136,477	93.68%
91 - 180 days		503,440	1.21%
181 - 270 days		870,600	2.08%
271 - 365 days		-	0.00%
1 - 2 years		1,265,721	3.03%
Over 2 years		-	0.00%
Total Portfolio	$	41,776,238	

Diversification by Maturity



Ensuring adequate liquidity is available to cover all expenditures is the second priority of any public investing program. The City staff forecasts cash flow and ladders the maturity of investments to ensure funds are adequate when needed. A portion of funds are kept in overnight investments as a buffer for any unexpected expenditures. This overnight investment (TexPool) has been performing according to market in the yield category as well as providing liquidity.

CITY OF TOMBALL
INVESTMENT PORTFOLIO SUMMARY
ACTIVITY FOR QUARTER ENDING
June 30, 2012

ALL CITY FUNDS (POOLED)

INVESTMENTS	COST	MARKET	RATIO	YTM at COST	BENCHMARK YTM**
Beginning of period	4,537,742	4,446,491	0.9799	1.359%	0.19%
Purchases	717,398	717,398			
Maturities	1,507,855	1,500,000			
Change in value	-	20,798			
Sales					
End of period	3,747,285	3,643,091	0.9722	0.984%	0.21%

Total Accrued Interest at end of period: $ 26,041

**Benchmark security is the One-year U. S. Treasury Bill
Weighted average maturity of the portfolio at quarter end is 257 days.

This report is in compliance with the investment strategies as approved and the Public Funds Investment Act.

Treasurer

Asst. Treasurer

CITY OF TOMBALL
INVESTMENTS IN SECURITIES
PORTFOLIO AS OF JUNE 30, 2012

SECURITY DESCRIPTION	CUSIP NUMBER	MATURITY DATE	INTEREST YIELD	MARKET VALUE	DAYS AFTER 06/30/12	INDIVIDUAL MARKET VALUE/TOTAL	WAM DAYS x PERCENT
1) Texas State Water GO- 5%	882722GS4	8/1/2012	1.750%	1,003,330	32	27.541%	8.81
2) Federal Home Loan Bank- 1.75%	3133XVNT4	12/14/2012	1.245%	503,440	167	13.819%	23.08
3) Sugar Land 4B CO- 2%	864857CP0	2/15/2013	0.351%	717,441	230	19.693%	45.29
4) Abilene TX CO- 3.75%	003446Z95	2/15/2013	1.000%	153,159	230	4.204%	9.67
5) Brenham TX- 2%	107115JW8	8/15/2013	1.000%	264,420	411	7.258%	29.83
6) Fannie Mae- .55%	3135G0FN8	11/21/2013	0.560%	1,001,301	509	27.485%	139.90
TOTALS			**0.984%**	**3,643,091**	**263**	**100.000%**	**256.58**

CITY OF TOMBALL
CASH AND CASH EQUIVALENTS
FOR QUARTER ENDING
June 30, 2012

FUNDS	CASH AND CASH EQUIVALENTS					INVESTMENTS			
MAJOR FUNDS	TEXAS CLASS	TEXPOOL	OPERATING ACCOUNT	CASH ON HAND	TOTAL CASH AND CASH EQUIVALENTS	CERTIFICATE OF DEPOSIT	INVESTMENT SECURITIES	TOTAL INVESTMENTS	TOTAL CASH, CASH EQUIVALENTS AND INVESTMENTS
General	$ 2,264,206	$ 6,020,108	$ 219,437	$ 2,007	$ 8,505,758	$ -	$ 1,924,349	$ 1,924,349	$ 10,430,107
Debt Service	$ 503,157	$ 1,404,476	$ 6,376	$ -	$ 1,914,009	$ -	$ -	$ -	$ 1,914,009
Enterprise	$ 2,012,627	$ 4,897,143	$ 406,000	$ 551	$ 7,316,321	$ -	$ 1,001,301	$ 1,001,301	$ 8,317,622
OTHER FUNDS									
Special Revenue	$ 75,474	$ 63,498	$ 3,257	$ -	$ 142,229	$ -	$ -	$ -	$ 142,229
Housing Trust	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Municipal Court Building Security	$ 100,631	$ 78,416	$ 482	$ -	$ 179,529	$ -	$ -	$ -	$ 179,529
Municipal Court Technology	$ 60,379	$ 160,507	$ 1,332	$ -	$ 222,218	$ -	$ -	$ -	$ 222,218
Hotel Occupancy Tax	$ 100,631	$ 238,191	$ 22,470	$ -	$ 361,292	$ -	$ -	$ -	$ 361,292
Red Light Camera Program	$ 251,579	$ 454,406	$ 26,821	$ -	$ 732,806	$ -	$ -	$ -	$ 732,806
PD District Attorney Grant	$ -	$ -	$ 440	$ -	$ 440	$ -	$ -	$ -	$ 440
Department of Justice Grant	$ -	$ -	$ 3,591	$ -	$ 3,591	$ -	$ -	$ -	$ 3,591
Disaster Preparedness	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tomball "Fun Runs"	$ -	$ -	$ 3,280	$ -	$ 3,280	$ -	$ -	$ -	$ 3,280
General Capital Projects	$ 50,316	$ 15,181,966	$ 204,753	$ -	$ 15,437,035	$ -	$ 717,441	$ 717,441	$ 16,154,476
Fleet Replacement	$ 452,841	$ 756,377	$ 27,664	$ -	$ 1,236,882	$ -	$ -	$ -	$ 1,236,882
Water Capital Recovery	$ 100,631	$ 588,293	$ 1,970	$ -	$ 690,894	$ -	$ -	$ -	$ 690,894
Sewer Capital Recovery	$ 150,947	$ 668,055	$ 1,077	$ -	$ 820,079	$ -	$ -	$ -	$ 820,079
Health Insurance Trust	$ -	$ 525,684	$ 41,100	$ -	$ 566,784	$ -	$ -	$ -	$ 566,784
TOTALS	$ 6,123,419	$ 31,037,120	$ 970,050	$ 2,558	$ 38,133,147	$ -	$ 3,643,091	$ 3,643,091	$ 41,776,238

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve the minutes of the following City Council Meetings:

- Special City Council Meeting – July 16, 2012
- Special Tomball City Council and Tomball Economic Development Corporation Meeting – July 16, 2012
- Regular City Council Meeting – July 16, 2012

Background:

Origination:

Recommendation:

Funding:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Draft Minutes - Special City Council Meeting – July 16, 2012

Draft Minutes - Special Tomball City Council and Tomball Economic Development Corporation Meeting – July 16, 2012

Draft Minutes - Regular City Council Meeting - July 16, 2012

MINUTES OF SPECIAL CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS

MONDAY, JULY 16, 2012

4:00 P.M.

1.0 Call to Order

The Council meeting was called to order by Mayor Gretchen Fagan**.** Other members present were:

Councilman Stoll
Councilman Townsend
Councilman Dodson
Councilman Hudgens
Councilman Brown

Others present:

City Manager – George Shackelford
Assistant City Manager – Christal Weber
City Secretary – Doris Speer
Director Human Resources – Lisa Coe
Police Chief – Rob Hauck
Fire Chief – Randy Parr
Director of Public Works – David Kauffman
Finance Director – Glenn Windsor
Assistant City Engineer – Lori Lakatos
IT Specialist – Doug Tippey
Fire Marshal – Doug Sanguedolce
Accountant – Craig Price

draft

2.0 No public comments were received.

3.0 Workshop Session:

3.1 The Tomball City Council entered into a Workshop Session regarding the Fiscal Year 2012-2013 Budget.

George Shackelford provided an overview of additions and changes made to the FY 2012-2013 Budget following Council's direction at the July 2, 2012 Special Meeting and presented the major items proposed in the FY 2012-2013 Budget.

Information was presented regarding the estimated cost for sidewalk projects, as requested by Council, and the Hirschfield water and gas extension estimate, for inclusion in the FY 2012-2013 Budget.

Discussion was held regarding the possible early extinguishment of debt, refinancing the 2003 Bond Series in the future, and including funds in the budget for a contingent from Tomball to attend Telgte's 775th Anniversary observances in September 2013.

4.0 Motion was made by Councilman Dodson, second by Councilman Townsend, to adjourn.

Motion carried unanimously.

Meeting adjourned.

draft

PASSED AND APPROVED this 6th day of August 2012.

Doris Speer, TRMC, CMC
City Secretary

Gretchen Fagan
Mayor

MINUTES OF SPECIAL TOMBALL CITY COUNCIL AND TOMBALL ECONOMIC DEVELOPMENT CORPORATION MEETING CITY OF TOMBALL, TEXAS

MONDAY, JULY 16, 2012
5:00 P.M.

1.0 Call to Order

The Council meeting was called to order at 5:20 p.m. by Mayor Gretchen Fagan**.** Other members present were:

Councilman Stoll
Councilman Townsend
Councilman Dodson
Councilman Hudgens
Councilman Brown

draft

Others present:

City Manager – George Shackelford
Assistant City Manager – Christal Weber
City Secretary – Doris Speer
City Attorney – Loren Smith
Police Chief – Rob Hauck
Fire Chief – Randy Parr
Finance Director – Glenn Windsor
Assistant City Engineer – Lori Lakatos

The Tomball Economic Development Corporation meeting was not called to order by President Gretchen Fagan, due to quorum not being present**.** Other members present were:

William Sumner
Chad Degges

draft

TEDC Members absent:

Vincent O'Donnell – Excused
Steven Vaughan – Excused
Lori Klein Quinn – Excused
Richard Bruce – Excused

Others present:

Kelly Violette – TEDC Executive Director
Tiffani Wooten – TEDC Coordinator

2.0 No Public Comments were received before entering into Executive Session.

3.0 New Business:

3.1 Kenneth Katz provided information and responded to Council questions regarding the Property Located at 14011 FM 2920, Tomball, Texas 77375. No action was taken regarding a possible Economic Development Incentive (380 Agreement).

3.2 Executive Session: The Tomball City Council and the attending members of the Tomball Economic Development Corporation recessed at 5:45 p.m. to meet in Executive Session as Authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, for the Following Purpose(s):

- Sec. 551.087 – Deliberations Regarding Economic Development

Upon reconvening into Special Session at 6:33 p.m., no action was taken.

4.0 Motion was made by Councilman Dodson, second by Councilman Townsend, to adjourn the Special Meeting.

Motion carried unanimously.

PASSED AND APPROVED this 6th day of August 2012.

Doris Speer, TRMC, CMC
City Secretary

Gretchen Fagan
Mayor

MINUTES OF REGULAR CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS

MONDAY, JULY 16, 2012
6:00 P.M.

1.0 Call to Order

The Council meeting was called to order at 6:33 p.m. by Mayor Gretchen Fagan**.** Other members present were:

Councilman Stoll
Councilman Townsend
Councilman Dodson
Councilman Hudgens
Councilman Brown

draft

Others present:

City Manager – George Shackelford
Assistant City Manager – Christal Weber
City Secretary – Doris Speer
Director Human Resources – Lisa Coe
Police Chief – Rob Hauck
Fire Chief – Randy Parr
Director of Public Works – David Kauffman
Finance Director – Glenn Windsor
City Planner – Rebeca Guerra
Assistant City Engineer – Lori Lakatos
IT Specialist – Doug Tippey
Community Events Coordinator – Rosalie Dillon

Members of the Tomball Economic Development Corporation in attendance:

William Sumner
Chad Degges
Kelly Violette – TEDC Executive Director
Tiffani Wooten – TEDC Coordinator

draft

2.0 Invocation:

- Led by Chaplin Anthony Malfitano, Rolling Thunder, Texas Chapter 1

3.0 Pledges to U. S. and Texas Flags

- Led by Chiefs Hauck and Parr.

4.0 The following public comments were received:

Barbara Tague 503 Inwood Drive, 77375	- Expressed her appreciation for the City's support of the Pachyderm's Meeting/Reception on July 14, 2012 at the Community Center.

5.0 Reports and Announcements:

- **June 25** through **August 13, 2012 – Tomball Kids Club at MLK, Jr. Park – Hosted by HEB, in Partnership with Buffalo Wild Wings and Cisco's Salsa Company**
- **July 31, 2012 - Harris County Runoff Election;** Early Voting, July 23 through July 27, 2012, 7:00 a.m.-7:00 p.m., 501 James Street
- **August 6, 2012 –Public Hearing** on FY 2012-2013 Budget – 6:00 p.m.
- August 20, 2012 – Appoint/Reappoint Members to the Tomball Regional Hospital Authority Board of Directors for Terms Expiring September 1, 2012
- ***Walk Tomball!*** – Every Saturday at 8:00 a.m. at the Depot
- Reports by City staff and members of council about items of community interest on which no action will be taken:
    - Randy Parr, Robert Hauck, and Mike Baxter provided information regarding the results of the highly successful ***4th of July Street Party***
    - George Shackelford announced that the City of Tomball received the Texas State Comptroller's 2012 Leadership Circle Score Sheet – Gold Level – for Financial Transparency
    - Councilman Townsend expressed his appreciation to the Public Works, Police, and Fire Departments, and to George Shackelford for their efforts and hard work during the flooding.

6.0 Motion was made by Councilman Townsend, second by Councilman Stoll, to approve the minutes of the following City Council Meetings:

- Special City Council Meeting – July 2, 2012
- Special Tomball City Council and Tomball Economic Development Corporation Meeting – July 2, 2012
- Regular City Council Meeting – July 2, 2012

Motion carried unanimously.

7.0 Old Business:

7.1 Motion was made by Councilman Townsend, second by Councilman Dodson, to adopt, on Second Reading, Ordinance No. 2012-19, an Ordinance of the City Council of Tomball, Texas, Levying an Assessment against Reserve at Spring Lakes Section One Properties within the City of Tomball Public Improvement District Number Three; and making Certain Findings Related Thereto. Vote was as follows:

Councilman Dodson	Aye
Councilman Hudgens	Aye
Councilman Stoll	Aye
Councilman Brown	Aye
Councilman Townsend	Aye

draft

Motion carried unanimously.

7.2 Rebecca Guerra and Lori Lakatos presented the proposed changes to Chapter 60, Sign Ordinance. Council provided input and direction regarding the proposed changes.

No action taken.

Mayor Fagan called a short recess at 7:58 p.m.; upon reconvening into Regular Session at 8:03 p.m., the following agenda items were considered:

8.0 New Business:

8.1 Motion was made by Councilman Stoll, second by Councilman Townsend, to approve the request from Hawes Hill Calderon, LLP for Hawes Hill Calderon, as PID Administrators, to Engage McCall Gibson Swedlund Barfoot, PLLC., Auditors, to Prepare Developer Reimbursement Report for Tomball Public Improvement District No. 1 (Pine Country Section 2 Subdivision).

Motion carried unanimously.

8.2 Rebecca Guerra presented the staff report on **ZONING CASE P12-448**: Request by E. L. Chapman for a Conditional Use Permit to operate a "Feed & Grain Store/Farm Supply Store." The property is an approximately 0.71-acre site, legally described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road at 13918 Hirschfield Road. The site is located in the General Retail District.

- Mayor Fagan opened the Public Hearing on **ZONING CASE P12-448** at 8:08 p.m.; receiving no public comments, Mayor Fagan closed the public hearing at 8:08 p.m.

- Motion was made by Councilman Townsend, second by Councilman Stoll, to read Ordinance No. 2012-21 by caption only on First Reading.

  Motion carried unanimously.

- Motion was made by Councilman Dodson, second by Councilman Townsend, to adopt on First Reading, Ordinance No. 2012-21, an Ordinance of the City of Tomball, Texas, amending Its Comprehensive Zoning Ordinance by Granting a Conditional Use Permit to E.L. Chapman to Operate a "Feed & Grain Store/Farm Supply Store"; said Tract being Approximately 0.71 acres, and being Legally Described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), generally Located on the Easterly Side of State Highway 249 Expressway, Northerly of Hirschfield Road at 13918 Hirschfield Road, Tomball, Texas; Providing for the Amendment of the Official Zoning map of the City; Providing for Severability; Providing for a Penalty of an Amount not to exceed $2,000 for Each Day of Violation of any Provision Hereof, Making Findings of Fact; and Providing for Other Related Matters. Vote was as follows:

Councilman Hudgens	Aye
Councilman Stoll	Aye
Councilman Brown	Aye
Councilman Townsend	Aye
Councilman Dodson	Aye

  Motion carried unanimously.

draft

8.3 Motion was made by Councilman Dodson, second by Councilman Brown to Set August 6, 2012, at 6:00 p.m., as the Date for the Public Hearing on the FY 2012-2013 Budget, as presented to Council by the City Manager.

Motion carried unanimously.

8.4 Executive Session: The Tomball City Council and the attending members of the Tomball Economic Development Corporation recessed at 8:11 p.m. to meet in Executive Session as Authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, for the Following Purpose(s):

- Sec. 551.072 – Deliberations Regarding Real Property
- Sec. 551.087 – Deliberations Regarding Economic Development

Upon reconvening into Regular Session at 8:58 p.m., no action was taken.

9.0 Motion was made by Councilman Hudgens, second by Councilman Dodson, to adjourn.

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this 6th day of August 2012.

Doris Speer, TRMC, CMC
City Secretary

Gretchen Fagan
Mayor

draft

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Adopt, on Second Reading, Ordinance No. 2012-21, an Ordinance of the City of Tomball, Texas, amending Its Comprehensive Zoning Ordinance by Granting a Conditional Use Permit to E. L. Chapman to Operate a "Feed & Grain Store/Farm Supply Store"; said Tract being Approximately 0.71 acres, and being Legally Described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), generally Located on the Easterly Side of State Highway 249 Expressway, Northerly of Hirschfield Road at 13918 Hirschfield Road, Tomball, Texas; Providing for the Amendment of the Official Zoning map of the City; Providing for Severability; Providing for a Penalty of an Amount not to exceed $2,000 for Each Day of Violation of any Provision

Background:

The subject site is legally described as Tract 4, Block 3, Hirschfield Farms, Section 1 Unrecorded Subdivision, is approximately 0.71 acres, and is zoned General Retail District. The site's physical address is 13918 Hirschfield Road and is generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road. The property is used by the applicant and property owner, E. L. Chapman, as an auto paint and body shop and currently has a 3,600 square foot building, an asphalt parking lot, and an approximately 12,000 square foot outside storage area.

On May 23, 2012, the City of Tomball met with Mr. Chapman to discuss the possibility of leasing the subject site to a "Feed & Grain Store." A "Feed and Grain Store/Farm Supply Store" is defined in Section 45 of the Zoning Ordinance as "[a]n establishment for the selling of corn, grain and other food stuffs for animals and livestock, and including implements and goods related to agricultural processes, but not including farm machinery." Mr. Chapman was informed that a "Feed & Grain Store" would only be permitted in the General Retail District with a Conditional Use Permit (CUP).

On May 30, 2012, the City of Tomball received a CUP application and Concept Plan from the property owner requesting a "Feed & Grain Store" be permitted at the subject site. On July 16, 2012, Council adopted Ordinance No. 2012-21 on First Reading.

Origination:

Community Development Department

Recommendation:

Adopt, on Second Reading, Ordinance No. 2012-21

Funding:

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Ordinance No. 2012-21
Staff Report P12-448
Notice of Public Hearing
Adjacent Property Owner Notification
Public Comment Form

ORDINANCE NO. 2012-21

AN ORDINANCE OF THE CITY OF TOMBALL, TEXAS, AMENDING ITS COMPREHENSIVE ZONING ORDINANCE BY GRANTING A CONDITIONAL USE PERMIT TO E. L. CHAPMAN TO OPERATE A "FEED & GRAIN STORE/FARM SUPPLY STORE"; SAID TRACT BEING APPROXIMATELY 0.71 ACRES, AND BEING LEGALLY DESCRIBED AS TRACT 4, BLOCK 3, HIRSCHFIELD FARMS SECTION 1 (UNRECORDED), GENERALLY LOCATED ON THE EASTERLY SIDE OF STATE HIGHWAY 249 EXPRESSWAY, NORTHERLY OF HIRSCHFIELD ROAD AT 13918 HIRSCHFIELD ROAD, TOMBALL, TEXAS; PROVIDING REQUIREMENTS AND CONDITIONS FOR THIS CONDITIONAL USE PERMIT; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS FOR VIOLATIONS HEREOF; AND PROVIDING FOR SEVERABILITY.

* * * * * * * * *

WHEREAS, E.L. Chapman has made application for a Conditional Use Permit to allow a "Feed & Grain Store/Farm Supply Store" to operate in the General Retail District. The property is approximately 0.71 acres, located at 13918 Hirschfield Road, legally described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), and generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road; and

WHEREAS, the Property presently has a zoning classification of General Retail District, pursuant to the Comprehensive Zoning Ordinance of the City; and

WHEREAS, the Owner of the Property has presented an application to the City for the granting of a Conditional Use Permit to allow a "Feed & Grain Store/Farm Supply Store" to operate in the General Retail District (the "Conditional Use"); and

WHEREAS, the Planning & Zoning Commission of the City, after notice and hearing as required by law, has recommended that the City Council grant the conditional use permit subject to the terms and conditions contained in the final report of said Commission; and,

WHEREAS, the City Council, following notice and hearing as required by law, concurs with the recommendation of the Planning & Zoning Commission that such conditional use permit should be granted subject to the terms and conditions contained herein;

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

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. A Conditional Use Permit to allow a "Feed & Grain Store/Farm Supply Store" to operate in the General Retail District at 13918 Hirschfield Road, Tomball, Texas, in accordance with the application and concept plan submitted to the Planning & Zoning Commission on July 9, 2012, attached hereto as Exhibit "A" and incorporated herein by this reference ("Concept Plan"), and subject to the terms and conditions set forth below, is hereby granted to E.L. Chapman.

Section 3. The Official Zoning District Map of the City shall be revised and amended to show the Conditional Use authorized hereby for the Property as provided in Section 2 hereof, with the appropriate references thereon to the number and effective date of this Ordinance and a brief description of the nature of the Conditional Use authorized.

Section 4. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City, save and except the granting of the Conditional Use Permit as herein provided.

Section 5. The Conditional Use Permit granted hereby shall be null and void after the expiration of two (2) years from the date of adoption hereof unless the Property is being used in accordance with the Conditional Use herein authorized within said two-year period, or unless an extension of time is approved by City Council.

Section 6. The Conditional Use authorized and permitted hereby shall be, and is, subject to the following additional limitations, restrictions, and conditions:

1. The "Feed & Grain Store" use shall not be enlarged or extended beyond what is shown on the approved Concept Plan without the approval of the City of Tomball of a revised Concept Plan or new CUP.

2. The subject site shall not be utilized by the "Feed & Grain Store" until all the proposed site improvements are completed as shown on the Concept Plan.

3. The 6 trees proposed on the Concept Plan shall be four inches in caliper and seven feet tall at the time of planting per Section 40 of the Zoning Ordinance.

4. Outside storage shall be limited to a maximum of five (5) percent of the total lot area or 1,546 square feet.

Section 7. Any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed $2,000. Each day of violation shall constitute a separate offense.

Section 8. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to

be invalid or unconstitutional; and the City Council of the City of Tomball, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 16TH DAY OF JULY 2012.

COUNCILMAN HUDGENS	AYE
COUNCILMAN STOLL	AYE
COUNCILMAN BROWN	AYE
COUNCILMAN TOWNSEND	AYE
COUNCILMAN DODSON	AYE

SECOND READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 6TH DAY OF AUGUST 2012.

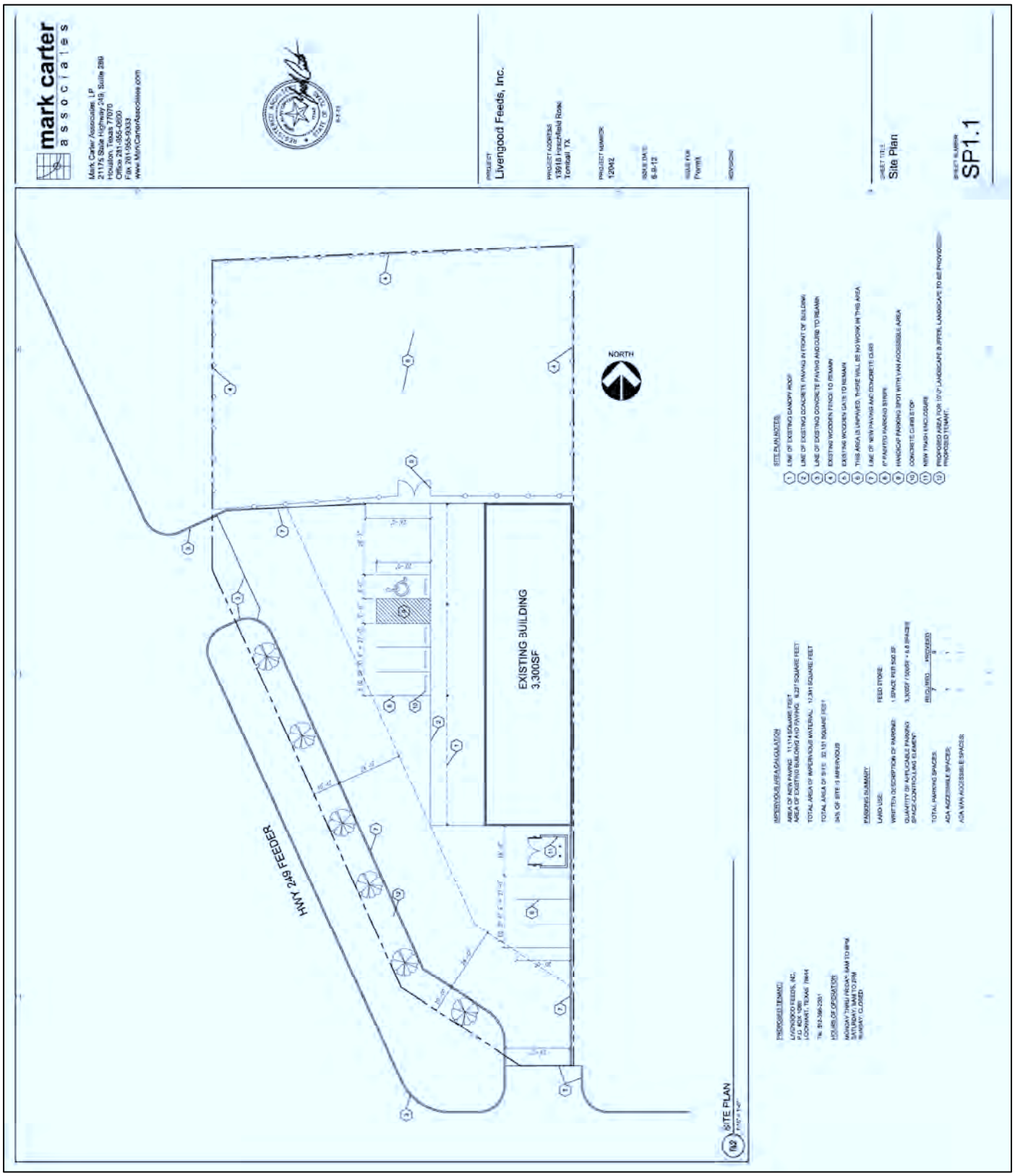
COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

_____
Gretchen Fagan, Mayor

ATTEST:

_____
Doris Speer, City Secretary

Exhibit "A"
Concept Plan



Community Development Department

Conditional Use Permit Staff Report

Planning & Zoning Commission Hearing Date: July 9, 2012

Rezoning Case:	P12-448
Property Owner(s):	E.L. Chapman
Applicant(s):	E.L. Chapman
Legal Description:	Tract 4, Block 3, Hirschfield Farms, Section 1 (Unrecorded)
Location:	13918 Hirschfield Road (Generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road)
Area:	0.71 acre
Present Zoning and Use:	General Retail District / Auto Paint & Body Shop
Comp Plan Designation:	Commercial
Proposed Use:	Feed & Grain Store
Request:	Conditional Use Permit (CUP) to allow a "Feed & Grain Store" in the General Retail District.

Adjacent Zoning & Land Uses:

North:	General Retail District / Machine Shop
South:	General Retail District / Hirschfield Road & Warehouse
East:	General Retail District / Machine Shop
West:	General Retail and Agricultural Districts / Undeveloped & SH 249 Expressway

BACKGROUND

The subject site is legally described as Tract 4, Block 3, Hirschfield Farms, Section 1 Unrecorded Subdivision, is approximately 0.71 acres, and is zoned General Retail District (Exhibits "A" & "B"). The site's physical address is 13918 Hirschfield Road and is generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road. The property is used by the applicant and property owner, E.L. Chapman, as an auto paint and body shop and currently has a 3,600 square foot building, an asphalt parking lot, and an approximately 12,000 square foot outside storage area (Exhibit "C").

On May 23, 2012, the City of Tomball met with Mr. Chapman to discuss the possibility of leasing the subject site to a "Feed & Grain Store." A "Feed and Grain Store/Farm Supply Store" is defined in Section 45 of the Zoning Ordinance as "[a]n establishment for the selling of corn, grain and other food stuffs for animals and livestock, and including implements and goods related to agricultural

processes, but not including farm machinery." Mr. Chapman was informed that a "Feed & Grain Store" would only be permitted in the General Retail District with a Conditional Use Permit (CUP).

On May 30, 2012, the City of Tomball received a CUP application (Exhibit "D") and Concept Plan (Exhibit "E") from the property owner requesting a "Feed & Grain Store" be permitted at the subject site. The applicant's son, Steve Chapman, stated in the CUP request letter:

> We are proposing a change of use of the current business known as "Tomball Paint & Body Inc." which has always been and currently [is] an automobile paint and body shop to a proposed feed & grain store. The name of the store will be "Livengood Feeds Inc." owned and operated by Burt Livengood. He will be moving from an existing location in Harris County to Tomball and is based out of Lockhart, TX since 1954. He will [be] going under a 3 year lease with my father Lee Chapman for 3 years with option to renew or purchase the property in the future. We are applying for a "Conditional Use Permit" and would appreciate the use being granted, as we feel the store will do well for the city development. Site improvements will be made initially to the exterior with a paved drive and parking.

The Concept Plan proposes numerous site improvements, including a 10-foot landscape buffer and trees along SH 249 Expressway, new paving and concrete curbing, 7 parking stalls, and a new refuse enclosure. The hours of operation will be from 8 am to 6 pm, Monday through Friday, and 8 am to 2 pm on Saturdays. Because the site is not proposed to be used at night, drive aisle lighting is not proposed, nor required by Ordinance.

ANALYSIS

According to the Zoning Ordinance, "a conditional use is a land use which, because of its unique nature, is compatible with the permitted land uses in a given zoning district only upon a determination that the external effects of the use in relation to the existing and planned uses of adjoining property and the neighborhood can be mitigated through imposition of certain standards and conditions."

When considering applications for a Conditional Use Permit, the City shall, on the basis of the Concept Plan and other information submitted, evaluate the impact of the conditional use on, and the compatibility of the use with, surrounding properties and neighborhoods to ensure the appropriateness of the use at a particular location. Specific considerations shall include the extent to which:

1. **The proposed use at the specified location is consistent with the goals, objectives and policies contained in the adopted Comprehensive Plan;**

   The Comprehensive Plan identifies the subject site as "Commercial" (Exhibit "F") which "is where retail sales and service activities should occur. These uses include but are not limited to shopping centers, convenience stores, auto dealers, department stores, grocery and drug stores, entertainment facilities, food and beverage purveyors, salons, and small repair shops. Small professional office uses such as physicians, accountants, or therapy offices would be permitted."

   The proposed tenant, Burt Livengood of Livengood Feeds, has informed City Staff the site will be used for the sale of feed, grain, and other agricultural products. Mr. Livengood further indicated that no manufacturing would take place. Because the proposed conditional

use would be indicative of a retail sales activity, and the resulting commercial development would be compatible with the surrounding land uses, this request appears to be generally consistent with the intent of the "Commercial" land use designation, and therefore the Comprehensive Plan.

2. **The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations;**

   Per the Zoning Ordinance, the General Retail District has been established to provide areas for local neighborhood shopping and service facilities for the retail sales of goods and services. These shopping areas should utilize established landscape and buffering requirements. The General Retail District should be located along or at the intersection of major collectors or thoroughfares to accommodate higher traffic volumes.

   The proposed tenant, Burt Livengood of Livengood Feeds, has informed City Staff the site will be used for the retail sale of feed, grain, and other agricultural products. The accompanying Concept Plan meets the minimum landscape and buffering requirements of the Zoning Ordinance and the site is located adjacent to the SH 249 Expressway, which is classified as a State Highway. Consequently, the proposed "Feed & Grain Store" land use appears to be generally consistent with the General Retail District, and therefore the Zoning Ordinance.

3. **The proposed use meets all supplemental standards specifically applicable to the use as set forth in the zoning ordinance;**

   The site improvements proposed on the Concept Plan appears to meet the development standards delineated within the Zoning Ordinance in regard to lot coverage, impervious coverage, parking counts, and off-street parking and drive aisle design. Should the CUP application be approved, the applicant will be required to submit a full set of civil plans to the City for review and approval. These plans must show the "Feed & Grain Store" is in compliance with all applicable ordinance regulations.

4. **The proposed use is compatible with and preserves the character and integrity of adjacent development and neighborhoods and, as required by the particular circumstances, includes improvements or modifications either on-site or within the public rights-of-way to mitigate development-related adverse impacts;**

   To the north and east of the subject site is Breaux Machine Works in the General Retail District; to the south is Hirschfield Road and a warehouse in the General Retail District; and to the west is undeveloped land and SH 249 Expressway in the Agricultural and General Retail Districts, respectively (Exhibit "G").

   The proposed landscaping and buffering improvements meet or exceed the minimum requirements of the Zoning Ordinance. Further, the off-street parking and drive aisles will assist in mitigating the development's impact to the area. As a result, the "Feed & Grain Store" land use and Concept Plan appear to be generally compatible with and preserve the character and integrity of adjacent developments.

5. **The proposed use is not materially detrimental to the public health, safety, convenience and welfare, or results in material damage or prejudice to other property in the vicinity.**

The proposed site improvements and recommended Conditions of Approval will improve the overall aesthetics of the existing site. Moreover, they will serve to ensure compatibility of the proposed use with other uses permitted, and existing, in the surrounding area. As a result, the proposed use of the site as a "Feed & Grain Store" does not appear to be detrimental to the public health, safety, convenience, and welfare.

PUBLIC COMMENT

Property owners within 200 feet of the project site were mailed notification of this proposal on June 28, 2012 and, as of the writing of this report, no public comment forms were received.

RECOMMENDATION

Recommend approval of Zoning Case P12-448, with the following four (4) Conditions of Approval:

1. The "Feed & Grain Store" use shall not be enlarged or extended beyond what is shown on the approved Concept Plan without the approval of the City of Tomball of a revised Concept Plan or new CUP.

2. The subject site shall not be utilized by the "Feed & Grain Store" until all the proposed site improvements are completed as shown on the Concept Plan.

3. The 6 trees proposed on the Concept Plan shall be four inches in caliper and seven feet tall at the time of planting per Section 40 of the Zoning Ordinance.

4. Outside storage shall be limited to a maximum of five (5) percent of the total lot area or 1,546 square feet.

EXHIBITS

A. Zoning Map
B. Property Survey
C. Aerial Photo
D. Conditional Use Permit Application
E. Concept Plan
F. Comprehensive Plan Future Land Use Map
G. Site Photos

Exhibit "A"
Zoning Map

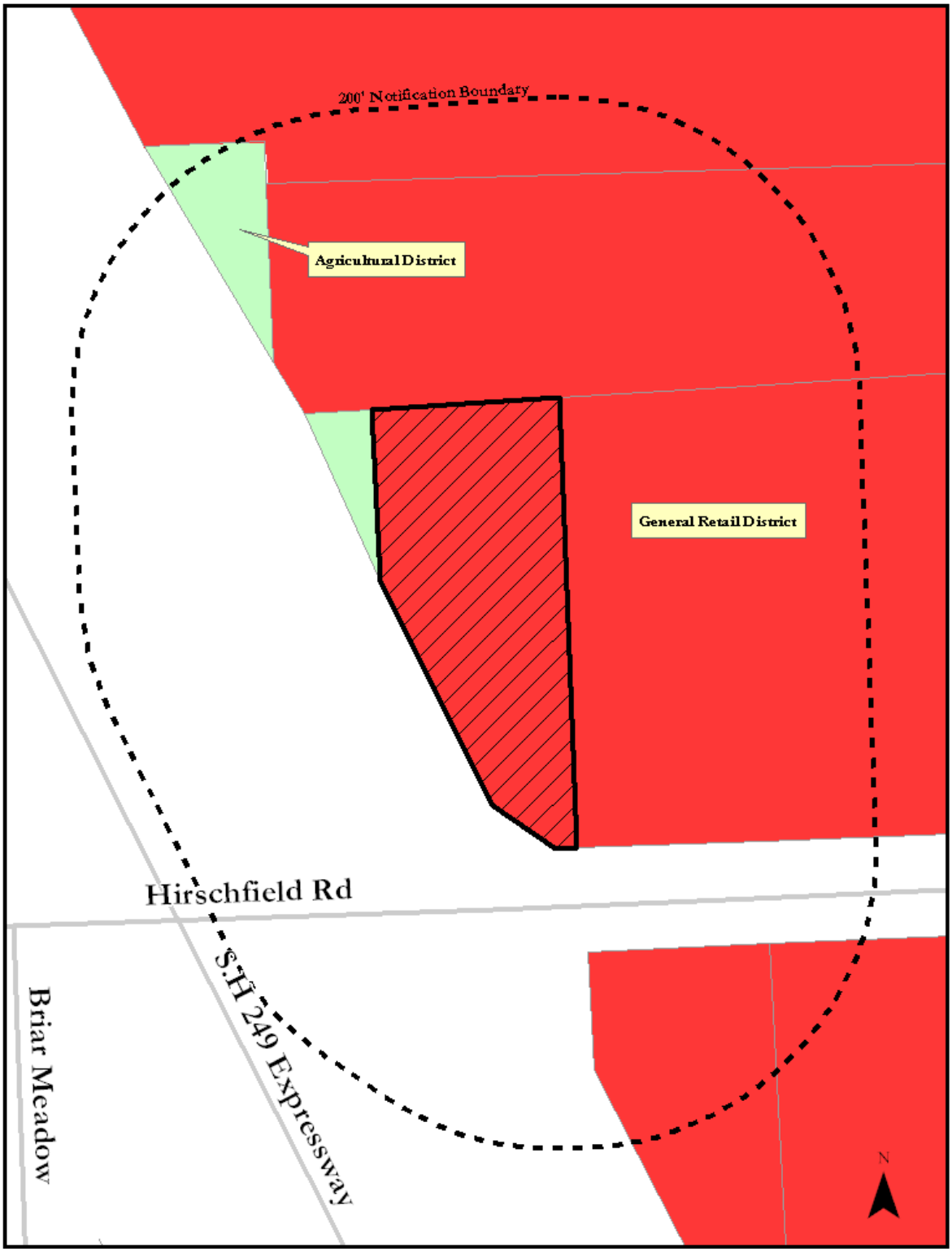


Exhibit "B"
Property Survey

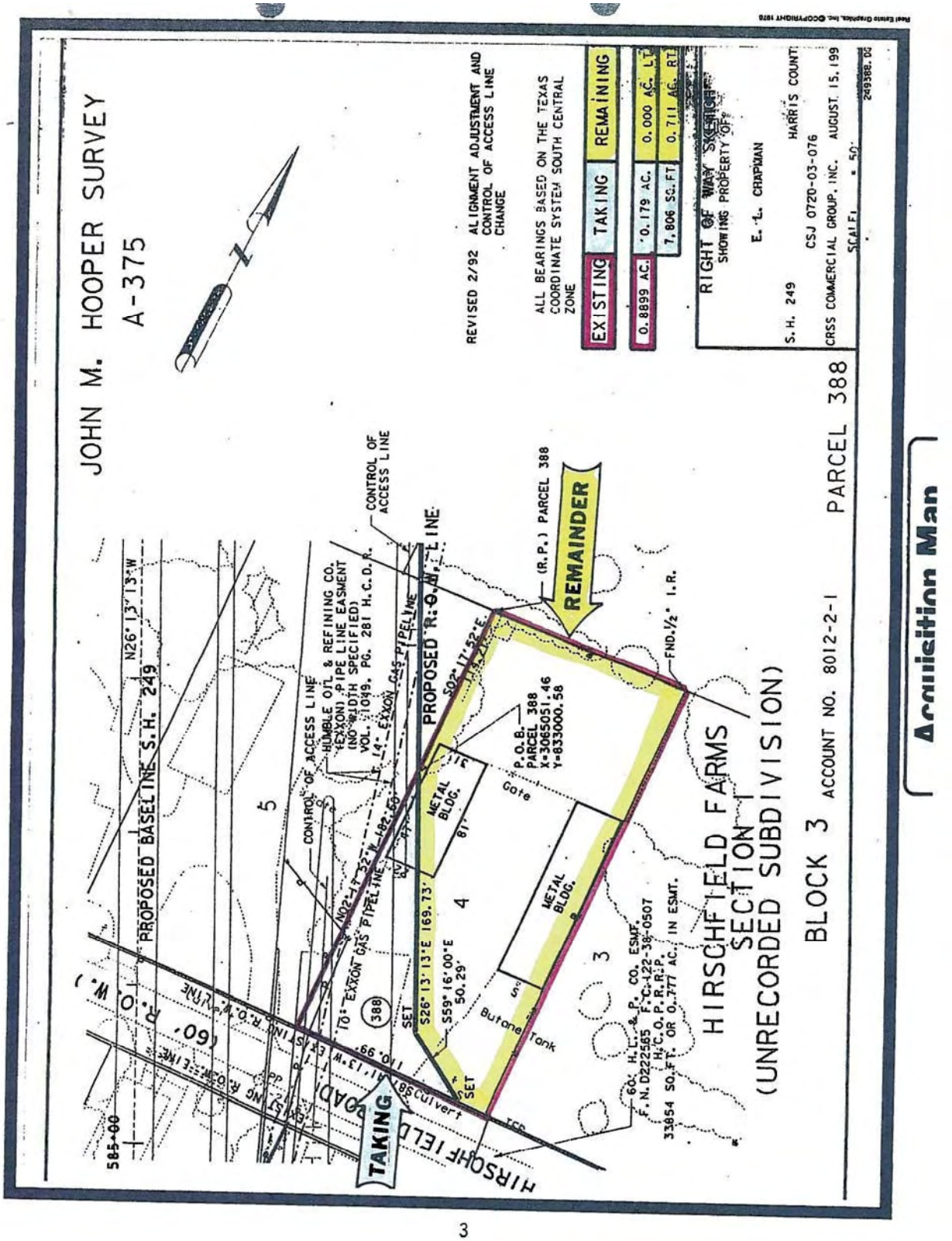


Exhibit "C"
Aerial Photo



Revised 1/20/09

APPLICATION FOR CONDITIONAL USE PERMIT

Engineering & Planning Department

RECEIVED
MAY 30 2012
BY:

A conditional use is a land use which, because of its unique nature, is compatible with the permitted land uses in a given zoning district only upon a determination that the external effects of the use in relation to the existing and planned uses of adjoining property and the neighborhood can be mitigated through imposition of certain standards and conditions. This Section sets forth the standards used to evaluate proposed conditional uses and the procedures for approving conditional use permit (CUP) applications.

No conditional use shall be established and no building permit shall be issued for any use designated as a conditional use within any zoning district until a conditional use permit (CUP) is approved and issued in accordance with the provisions of this Section and Section 10 of The Zoning Ordinance.

APPLICATION SUBMITTAL: Applications will be ***conditionally*** accepted on the presumption that the information, materials and signatures are complete and accurate. If the application is incomplete or inaccurate, your project may be delayed until corrections or additions are received.

Applicant
Name: EL CHAPMAN Title: Owner
Mailing Address: 411 W. Rollingwood City: Pinehurst State: TX.
Zip: 77362
Phone: (713) 8385795 Fax: (___) _____ Email: contact@scfirmconsulting.com

Owner
Name: EL CHAPMAN Title: Owner
Mailing Address: 13918 Hirschfield City: Tomball State: TX.
Zip: 77377
Phone: (281) 3514332 Fax: (___) _____ Email: contact@scfirmconsulting.com

Engineer/Surveyor (if applicable) / Architect
Name: Mark Carter Title: Architect
Mailing Address: _____ City: _____ State: _____
Zip: _____
Phone: (___) _____ Fax: (___) _____ Email: _____

Description of Proposed Project: Feed & Grain Store

Physical Location of Property: 13918 Hirschfield Rd, Tomball, TX
[General Location – approximate distance to nearest existing street corner]

Legal Description of Property: Tract 4, Block 3, Hirschfield Farms Sec 1 UNR
[Survey/Abstract No. and Tracts; or platted Subdivision Name with Lots/Block]

HCAD Identification Number: 1047730000004 Acreage: 29,411 ±

Current Use of Property: Auto Paint & Body Shop

Proposed Use of Property: Feed & Grain Store

Please note: A courtesy notification sign will be placed on the subject property during the public hearing process and will be removed when the case has been processed.

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT and the under signed is authorized to make this application. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

x P L Chapman 5-29-12

Signature of Applicant **Date**

x P L Chapman 5-29-12

Signature of Owner **Date**

May 30, 2012

To City Officials of Tomball, TX

We are proposing a change of use of the current business known as "Tomball Paint & Body Inc." which has always been and currently an automobile paint and body shop to a proposed feed & grain store. The name of the store will be "Livengood Feeds Inc." owned and operated by Burt Livengood. He will be moving from an existing location in Harris County to Tomball and is based out of Lockhart, TX since 1954. He will going under a 3 year lease with my father Lee Chapman for 3 years with option to renew or purchase the property in the future. We are applying for a "Conditional Use Permit" and would appreciate the use being granted, as we feel the store will do well for the city development. Site improvements will be made initially to the exterior with a paved drive and parking.

Thank your for you consideration, and if you have any questions please call me.

Steve Chapman
281-728-6970

Exhibit "E"
Concept Plan

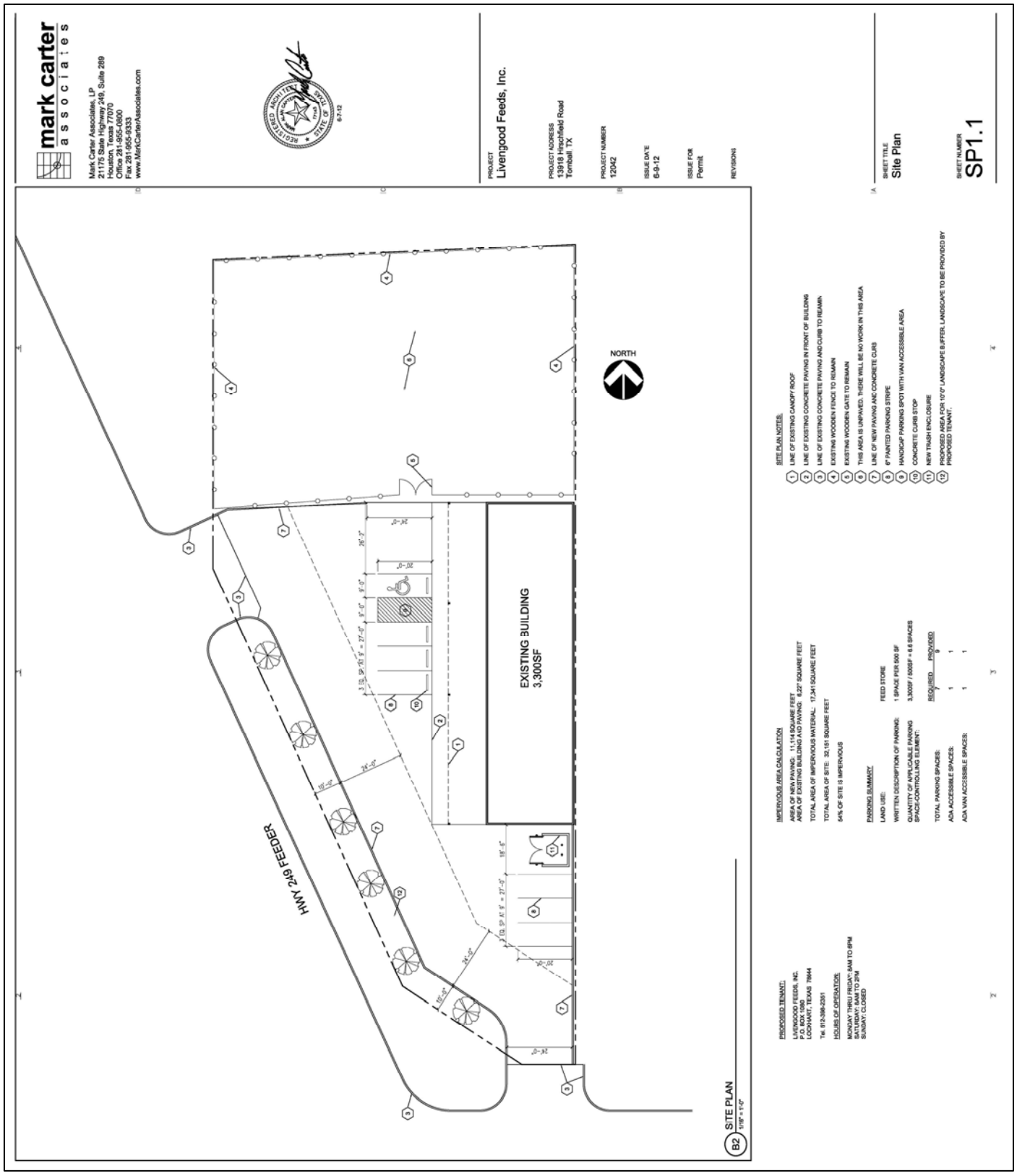


Exhibit "F"
Comprehensive Plan Future Land Use Map

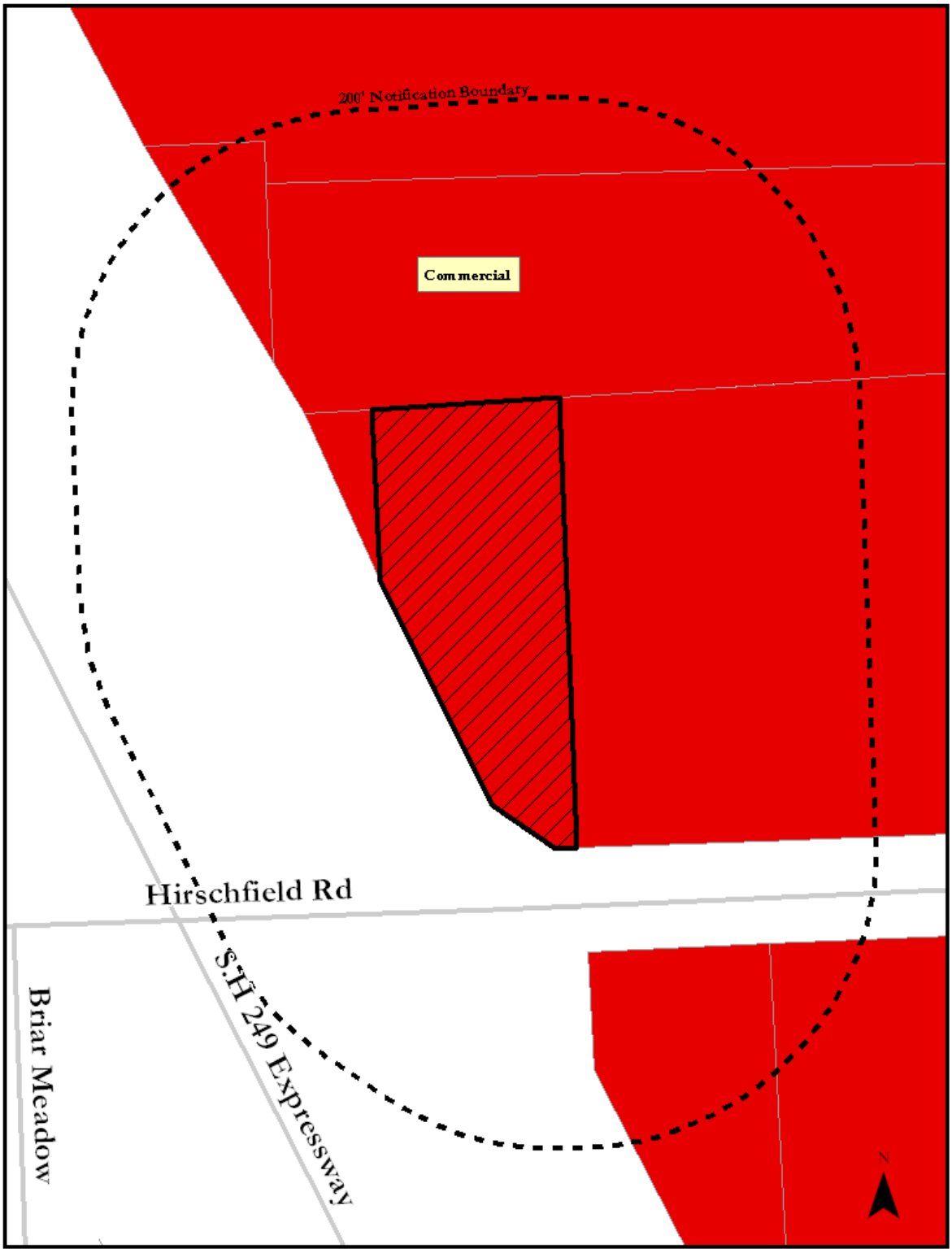


Exhibit "G"
Site Photos



Figure 1: Subject site.



Figure 2: Subject site.



Figure 3: Breaux Machine Works to the north and east.



Figure 4: Warehouse building to the south.

NOTICE OF PUBLIC HEARINGS
CITY OF TOMBALL
PLANNING & ZONING COMMISSION
JULY 9, 2012
&
CITY COUNCIL
JULY 16, 2012

Notice is Hereby Given that Public Hearings will be held by the Planning & Zoning Commission of the City of Tomball on **Monday, July 9, 2012, at 6:00 P.M.,** and by the City Council of the City of Tomball on **Monday, July 16, 2012, at 6:00 P.M.** at Regular Meetings, in the City Council Chambers of the City of Tomball at City Hall, 401 Market Street, Tomball, Texas. On such dates, the Planning & Zoning Commission and City Council will consider the following:

ZONING CASE P12-448: Request by E.L. Chapman for a Conditional Use Permit to operate a "Feed & Grain Store/Farm Supply Store." The property is an approximately 0.71 acre site, legally described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road at 13918 Hirschfield Road. The site is located in the General Retail District.

Persons interested in these cases will be given an opportunity to be heard. Action by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Should the Planning & Zoning Commission vote to table a decision/recommendation on one or more of the above cases, the date and time of a future meeting will be specified and the City Council will not review the subject case until such a decision/recommendation is forwarded to the City Council by the Planning and Zoning Commission. The application is available for public inspection Monday through Friday, holidays excepted, between the hours of 8:00 a.m. and 5:00 p.m. in the Engineering & Planning Department office, located at 501 James Street, Tomball, TX 77375. ***Contact Assistant City Planner*** Rodney Schmidt, (281) 290-1410, rschmidt@ci.tomball.tx.us

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall; City of Tomball, Texas, a place readily accessible to the general public at all times, on the 5th day of July 2012 by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Brandy Pate

Brandy Pate
Senior Administrative Assistant

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information. AGENDAS MAY ALSO BE VIEWED ONLINE AT www.ci.tomball.tx.us.

Notice of Public Hearing

YOU ARE INVITED TO ATTEND Public Hearings before the **PLANNING AND ZONING COMMISSION** and **CITY COUNCIL** of the City of Tomball regarding the following item:

CASE NUMBER: P12-448

APPLICANT: E.L. Chapman

LOCATION: 13918 Hirschfield Road

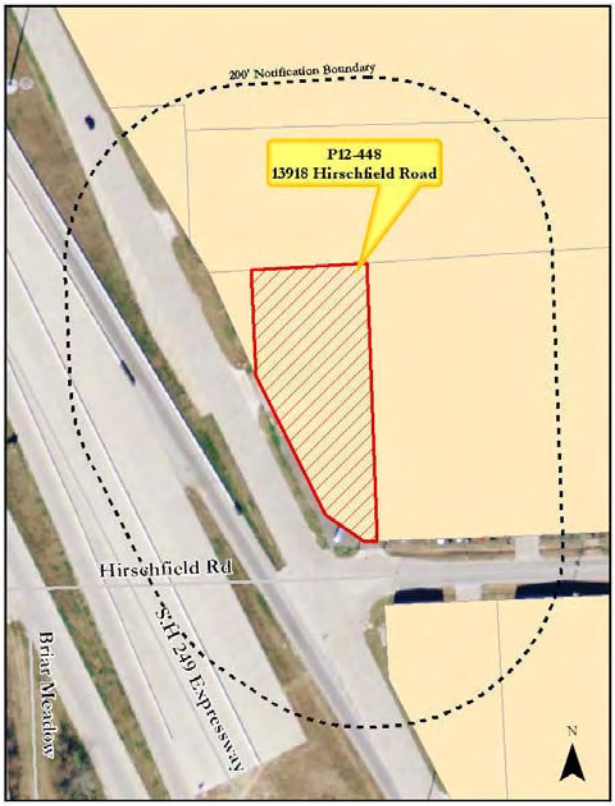
PROPOSAL: Request for a Conditional Use Permit to operate a "Feed & Grain Store/Farm Supply Store." The property is an approximately 0.71 acre site, legally described as Tract 4, Block 3, Hirschfield Farms Section 1 (Unrecorded), generally located on the easterly side of State Highway 249 Expressway, northerly of Hirschfield Road. The site is located in the General Retail District.

* * *

CONTACT PLANNER: Rodney Schmidt
PHONE: (281) 290-1410
E-MAIL: rschmidt@ci.tomball.tx.us

Interested parties may contact the City Planner between 8:00 a.m. and 5:00 p.m. Monday through Friday for further information. The CUP application is available for public inspection Monday through Friday, holidays excepted, between the hours of 8:00 a.m. and 5:00 p.m. in the Engineering and Planning Department office, located at 501 James Street, Tomball, TX 77375. The staff report will be available no later than 4:00 p.m. on the Friday preceding the meeting.

This notice is being mailed to all owners of real property within 200 feet of the request as such ownership appears on the last approved Harris County Appraisal District tax roll. Interested parties may appear and speak on the project or the staff recommendation at the meeting. Written comments may also be submitted for consideration.



Planning and Zoning Commission
Public Hearing:
Monday, July 9, 2012, 6:00 PM

City Council Public Hearing:
***Monday, July 16, 2012, 6:00 PM**

The Public Hearings will be held in the City Council Chambers, City Hall 401 Market Street, Tomball, Texas

*Should the Planning & Zoning Commission vote to table the recommendation on the case, the date and time of a future meeting will be specified and the City Council will not review the subject case until such a recommendation is forwarded to the City Council by the Planning and Zoning Commission.

Engineering and Planning Department

Public Comment Form

(Please type or use black ink)

All submitted forms will become a part of the public record.

RECEIVED
JUL 06 2012
BY:

Please return to:
City of Tomball
Department of Engineering & Planning
Attn: Rodney Schmidt
501 James Street
Tomball, TX 77375

Name: N.T. Breaux
(please print)
Address: 13842 Hirschfield
Tomball, Tx 773

Signature: N.T. Breaux

Date: 7-6-2012

✓ I am **FOR** the requested CUP as explained on the attached public notice for **Zoning Case P12-448. (Please state reasons below)**

____ I am **AGAINST** the requested CUP as explained on the attached public notice for **Zoning Case P12-448. (Please state reasons below)**

Date, Location & Time of **Planning & Zoning Commission** meeting:
Monday, July 9, 2012, 6:00 PM
City Council Chambers of the City of Tomball, City Hall
401 Market Street, Tomball, Texas

Date, Location & Time of **City Council** meeting:
Monday, July 16, 2012, 6:00 PM
City Council Chambers of the City of Tomball, City Hall
401 Market Street, Tomball, Texas

COMMENTS: I think it's good idea.

You may also comment via email to rschmidt@ci.tomball.tx.us. Please reference the Zoning Case number in the subject line.
For questions regarding this request please call 281-290-1410.

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Executive Session as Authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, for the Following Purpose(s):

- Sec. 551.072 – Deliberations Regarding Real Property
- Sec. 551.087 – Deliberations Regarding Economic Development

Background:

Origination:

Recommendation:

Funding:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Consideration and possible action regarding Assignment and Assumption of Contract: Unimproved Property Contract (the "Contract") in the amount of $25,500.00 with an Effective Date of July 19, 2012, by and between TOM CONDON, TRUSTEE, as Buyer, and JASON S. AND LORI K. FUSELIER, as Seller, for the sale of Lots 2, 3 and 4, Block 26 of REVISED MAP OF TOMBALL, an addition in Harris County, Texas with those Lots being located on Elm Street, Tomball, Texas.

Background:

Origination:

Recommendation:

Approve the assignment and assumption of contract.

Funding: Yes

Account Number: 100-153-6406

Party(ies) responsible for placing this item on agenda:

George Shackelford, City Manager

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Assignment

contract

ASSIGNMENT AND ASSUMPTION OF CONTRACT

Re: ***GF# 1220148125***
Unimproved Property Contract (the "Contract") in the amount of $25,500.00 with an Effective Date of July 19, 2012, by and between TOM CONDON, TRUSTEE, as Buyer, and JASON S. AND LORI K. FUSELIER, as Seller, for the sale of Lots 2, 3 and 4, Block 26 of REVISED MAP OF TOMBALL, an addition in Harris County, Texas with those Lots being located on Elm Street, Tomball, Texas (the "Property")

Notwithstanding anything to the contrary contained in the Contract, the terms and provisions of this Assignment and Assumption of Contract shall control. Capitalized terms used but not defined herein shall have the same meanings as in the Contract or previous Amendment. Buyer hereby assigns the Contract as follows:

1) TOM CONDON, TRUSTEE ("Assignor"), does hereby TRANSFER, SET OVER, DELIVER and ASSIGN to the CITY OF TOMBALL ("Assignee"), that certain Contract between Seller and Assignor as Buyer, which Contract covers that certain Property described hereinabove and incorporated herein by this reference. By accepting this Assignment and by Assignee's execution hereof, Assignee accepts the Contract and agrees to perform and discharge all of the obligations of the Buyer to be performed under the terms of the Contract on or after the Effective Date hereof. All of the covenants, terms and conditions set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns; and

2) Facsimile signatures and multiple counterparts shall be deemed same as original for purposes of formation of this Assignment and Assumption and the Agreement hereunder.

All other terms and conditions of the Contract remain unchanged.

AGREED AND ACCEPTED:

BUYER:

ASSIGNOR:

T. C. Condon, Trustee

TOM CONDON, TRUSTEE

Date: 8-1-12

ASSIGNEE:

CITY OF TOMBALL

By:_____
Name:
Title:

Date: _____

PROMULGATED BY THE TEXAS REAL ESTATE COMMISSION (TREC) 12-05-2011

UNIMPROVED PROPERTY CONTRACT

NOTICE: Not For Use For Condominium Transactions

1. **PARTIES:** The parties to this contract are Jason S. Fuselier, Lori K. Fuselier (Seller) and Tom Condon, Trustee (Buyer). Seller agrees to sell and convey to Buyer and Buyer agrees to buy from Seller the Property defined below.
2. **PROPERTY:** Lot 2, 3 & 4, Block 26, Revised Map Of Tomball Addition, City of Tomball, County of Harris, Texas, known as 3 Lots on Elm St (address/zip code), or as described on attached exhibit together with all rights, privileges and appurtenances pertaining thereto, including but not limited to: water rights, claims, permits, strips and gores, easements, and cooperative or association memberships (the Property).
3. **SALES PRICE:**
   A. Cash portion of Sales Price payable by Buyer at closing ..... $ 25,500.00
   B. Sum of all financing described below (excluding any loan funding fee or mortgage insurance premium) ..... $
   C. Sales Price (Sum of A and B) ..... $ 25,500.00
4. **FINANCING:** The portion of Sales Price not payable in cash will be paid as follows: (Check applicable boxes below)
   ☐ A. THIRD PARTY FINANCING: One or more third party mortgage loans in the total amount of $ _____ (excluding any loan funding fee or mortgage insurance premium).
      (1) Property Approval: If the Property does not satisfy the lenders' underwriting requirements for the loan(s) (including, but not limited to appraisal, insurability and lender required repairs), Buyer may terminate this contract by giving notice to Seller prior to closing and the earnest money will be refunded to Buyer.
      (2) Credit Approval: (Check one box only)
         ☐ (a) This contract is subject to Buyer being approved for the financing described in the attached Third Party Financing Addendum for Credit Approval.
         ☐ (b) This contract is not subject to Buyer being approved for financing and does not involve FHA or VA financing.
   ☐ B. ASSUMPTION: The assumption of the unpaid principal balance of one or more promissory notes described in the attached TREC Loan Assumption Addendum.
   ☐ C. SELLER FINANCING: A promissory note from Buyer to Seller of $ _____, secured by vendor's and deed of trust liens, and containing the terms and conditions described in the attached TREC Seller Financing Addendum. If an owner policy of title insurance is furnished, Buyer shall furnish Seller with a mortgagee policy of title insurance.
5. **EARNEST MONEY:** Upon execution of contract by all parties, Buyer shall deposit $ 500.00 as earnest money with Stewart Title - Tomball, as escrow agent, at 14080 FM 2920, Ste E, Tomball, TX 77377 (address). Buyer shall deposit additional earnest money of $ _____ with escrow agent within _____ days after the effective date of this contract. If Buyer fails to deposit the earnest money as required by this contract, Buyer will be in default.
6. **TITLE POLICY AND SURVEY:**
   A. TITLE POLICY Buyer and Seller shall furnish to Buyer at ☐ ~~Seller's~~ ☒ Buyer's expense an owner policy of title insurance (Title Policy) issued by Stewart Title Guaranty Company (Title Company) in the amount of the Sales Price, dated at or after closing, insuring Buyer against loss under the provisions of the Title Policy, subject to the promulgated exclusions (including existing building and zoning ordinances) and the following exceptions:
      (1) Restrictive covenants common to the platted subdivision in which the Property is located.
      (2) The standard printed exception for standby fees, taxes and assessments.
      (3) Liens created as part of the financing described in Paragraph 4.
      (4) Utility easements created by the dedication deed or plat of the subdivision in which the Property is located.
      (5) Reservations or exceptions otherwise permitted by this contract or as may be approved by Buyer in writing.
      (6) The standard printed exception as to marital rights.
      (7) The standard printed exception as to waters, tidelands, beaches, streams, and related matters.
      (8) The standard printed exception as to discrepancies, conflicts, shortages in area or boundary lines, encroachments or protrusions, or overlapping improvements. Buyer, at Buyer's expense, may have the exception amended to read, "shortages in area".

Betz Commercial Brokerage, Inc 10940 W. Sam Houston Pkwy N., #300 Houston, TX 77064 Phone: 281.873.4444 Fax: 281.873.8156
Raymond Betz

Produced with zipForm® by zipLogix 18070 Fifteen Mile Road, Fraser, Michigan 48026 www.zipLogix.com

B. COMMITMENT: Within 20 days after the Title Company receives a copy of this contract, ~~Seller~~ Buyer shall furnish to Buyer* and Seller* a commitment for title insurance (Commitment) and, at Buyer's expense, legible copies of restrictive covenants and documents evidencing exceptions in the Commitment (Exception Documents) other than the standard printed exceptions. Seller authorizes the Title Company to deliver the Commitment and Exception Documents to Buyer at Buyer's address shown in Paragraph 21. If the Commitment and Exception Documents are not delivered to Buyer within the specified time, the time for delivery will be automatically extended up to 15 days or the Closing Date, whichever is earlier. If, due to factors beyond ~~Seller's~~ Buyer's** control, the Commitment and Exception Documents are not delivered within the time required, Buyer may terminate this contract and the earnest money will be refunded to Buyer.

C. SURVEY: The survey must be made by a registered professional land surveyor acceptable to the Title Company and Buyer's lender(s). (Check one box only)

☐ (1) Within _____ days after the effective date of this contract, Seller shall furnish to Buyer and Title Company Seller's existing survey of the Property and a Residential Real Property Affidavit promulgated by the Texas Department of Insurance (T-47 Affidavit). **If Seller fails to furnish the existing survey or affidavit within the time prescribed, Buyer shall obtain a new survey at Seller's expense no later than 3 days prior to Closing Date.** If the existing survey or affidavit is not acceptable to Title Company or Buyer's lender(s), Buyer shall obtain a new survey at ☐ Seller's ☐ Buyer's expense no later than 3 days prior to Closing Date.

☒ (2) Within 40 days after the effective date of this contract, Buyer ~~shall~~ may obtain a new survey at Buyer's expense. Buyer is deemed to receive the survey on the date of actual receipt or the date specified in this paragraph, whichever is earlier.

☐ (3) Within _____ days after the effective date of this contract, Seller, at Seller's expense shall furnish a new survey to Buyer.

D. OBJECTIONS: Buyer may object in writing to (i) defects, exceptions, or encumbrances to title: disclosed on the survey other than items 6A(1) through (7) above; or disclosed in the Commitment other than items 6A(1) through (8) above; (ii) any portion of the Property lying in a special flood hazard area (Zone V or A) as shown on the current Federal Emergency Management Agency map; or (iii) any exceptions which prohibit the following use or activity: residential or residentially compatible

Buyer must object the earlier of (i) the Closing Date or (ii) 5 days after Buyer receives the Commitment, Exception Documents, and the survey. Buyer's failure to object within the time allowed will constitute a waiver of Buyer's right to object; except that the requirements in Schedule C of the Commitment are not waived by Buyer. Provided Seller is not obligated to incur any expense, Seller shall cure the timely objections of Buyer or any third party lender within 15 days after Seller receives the objections and the Closing Date will be extended as necessary. If objections are not cured within such 15 day period, this contract will terminate and the earnest money will be refunded to Buyer unless Buyer waives the objections.

E. TITLE NOTICES:

(1) ABSTRACT OR TITLE POLICY: Broker advises Buyer to have an abstract of title covering the Property examined by an attorney of Buyer's selection, or Buyer should be furnished with or obtain a Title Policy. If a Title Policy is furnished, the Commitment should be promptly reviewed by an attorney of Buyer's choice due to the time limitations on Buyer's right to object.

(2) MEMBERSHIP IN PROPERTY OWNERS ASSOCIATION(S): The Property ☐ is ☒ is not subject to mandatory membership in a property owners association(s). If the Property is subject to mandatory membership in a property owners association(s), Seller notifies Buyer under §5.012, Texas Property Code, that, as a purchaser of property in the residential community identified in Paragraph 2 in which the Property is located, you are obligated to be a member of the property owners association(s). Restrictive covenants governing the use and occupancy of the Property and all dedicatory instruments governing the establishment, maintenance, and operation of this residential community have been or will be recorded in the Real Property Records of the county in which the Property is located. Copies of the restrictive covenants and dedicatory instruments may be obtained from the county clerk. **You are obligated to pay assessments to the property owners association(s). The amount of the assessments is subject to change. Your failure to pay the assessments could result in enforcement of the association's lien on and the foreclosure of the Property.**

Section 207.003, Property Code, entitles an owner to receive copies of any document that governs the establishment, maintenance, or operation of a subdivision, including, but not limited to, restrictions, bylaws, rules and regulations, and a resale certificate from a property owners' association. A resale certificate contains information including, but not limited to, statements specifying the amount and frequency of regular assessments and the style and cause number of lawsuits to which the property owners' association is a party, other than lawsuits relating to unpaid ad valorem taxes of an individual member of the association. These documents must be made available to you by the property owners' association or the association's agent on your request.

If Buyer is concerned about these matters, the TREC promulgated Addendum for Property Subject to Mandatory Membership in a Property Owners Association should be used.

(3) STATUTORY TAX DISTRICTS: If the Property is situated in a utility or other statutorily created district providing water, sewer, drainage, or flood control facilities and services, Chapter 49, Texas Water Code, requires Seller to deliver and Buyer to sign the statutory notice relating to the tax rate, bonded indebtedness, or standby fee of the district prior to final execution of this contract.

(4) TIDE WATERS: If the Property abuts the tidally influenced waters of the state, §33.135, Texas Natural Resources Code, requires a notice regarding coastal area property to be included in the contract. An addendum containing the notice promulgated by TREC or required by the parties must be used.

(5) ANNEXATION: If the Property is located outside the limits of a municipality, Seller notifies Buyer under §5.011, Texas Property Code, that the Property may now or later be included in the extraterritorial jurisdiction of a municipality and may now or later be subject to annexation by the municipality. Each municipality maintains a map that depicts its boundaries and extraterritorial jurisdiction. To determine if the Property is located within a municipality's extraterritorial jurisdiction or is likely to be located within a municipality's extraterritorial jurisdiction, contact all municipalities located in the general proximity of the Property for further information.

(6) PROPERTY LOCATED IN A CERTIFICATED SERVICE AREA OF A UTILITY SERVICE PROVIDER: Notice required by §13.257, Water Code: The real property, described in Paragraph 2, that you are about to purchase may be located in a certificated water or sewer service area, which is authorized by law to provide water or sewer service to the properties in the certificated area. If your property is located in a certificated area there may be special costs or charges that you will be required to pay before you can receive water or sewer service. There may be a period required to construct lines or other facilities necessary to provide water or sewer service to your property. You are advised to determine if the property is in a certificated area and contact the utility service provider to determine the cost that you will be required to pay and the period, if any, that is required to provide water or sewer service to your property. The undersigned Buyer hereby acknowledges receipt of the foregoing notice at or before the execution of a binding contract for the purchase of the real property described in Paragraph 2 or at closing of purchase of the real property.

(7) PUBLIC IMPROVEMENT DISTRICTS: If the Property is in a public improvement district, §5.014, Property Code, requires Seller to notify Buyer as follows: As a purchaser of this parcel of real property you are obligated to pay an assessment to a municipality or county for an improvement project undertaken by a public improvement district under Chapter 372, Local Government Code. The assessment may be due annually or in periodic installments. More information concerning the amount of the assessment and the due dates of that assessment may be obtained from the municipality or county levying the assessment. The amount of the assessments is subject to change. Your failure to pay the assessments could result in a lien on and the foreclosure of your property.

(8) TEXAS AGRICULTURAL DEVELOPMENT DISTRICT: The Property ☐ is ☒ is not located in a Texas Agricultural Development District. For additional information, contact the Texas Department of Agriculture.

(9) TRANSFER FEES: If the Property is subject to a private transfer fee obligation, §5.205, Property Code, requires Seller to notify Buyer as follows: The private transfer fee obligation may be governed by Chapter 5, Subchapter G of the Texas Property Code.

7. PROPERTY CONDITION:

A. ACCESS, INSPECTIONS AND UTILITIES: Seller shall permit Buyer and Buyer's agents access to the Property at reasonable times. Buyer may have the Property inspected by inspectors selected by Buyer and licensed by TREC or otherwise permitted by law to make inspections. Seller at Seller's expense shall immediately cause existing utilities to be turned on and shall keep the utilities on during the time this contract is in effect.
NOTICE: Buyer should determine the availability of utilities to the Property suitable to satisfy Buyer's needs.

B. ACCEPTANCE OF PROPERTY CONDITION: (Check one box only)
☒ (1) Buyer accepts the Property in its present condition.
☐ (2) Buyer accepts the Property in its present condition provided Seller, at Seller's expense, shall complete the following specific repairs and treatments: _____. (Do not insert general phrases, such as "subject to inspections," that do not identify specific repairs.)

NOTICE TO BUYER AND SELLER: Buyer's agreement to accept the Property in its present condition under Paragraph 7B(1) or (2) does not preclude Buyer from inspecting the Property under Paragraph 7A, from negotiating repairs or treatments in a subsequent amendment, or from terminating this contract during the Option Period, if any.

C. COMPLETION OF REPAIRS: Unless otherwise agreed in writing, Seller shall complete all agreed repairs prior to the Closing Date. All required permits must be obtained, and repairs must be performed by persons who are licensed or otherwise permitted by law to provide such repairs. At Buyer's election, any transferable warranties received by Seller with respect to the repairs will be transferred to Buyer at Buyer's expense. If Seller fails to complete any agreed repairs

prior to the Closing Date, Buyer may exercise remedies under Paragraph 15 or extend the Closing Date up to 15 days, if necessary, for Seller to complete repairs.

D. ENVIRONMENTAL MATTERS: Buyer is advised that the presence of wetlands, toxic substances, including asbestos and wastes or other environmental hazards, or the presence of a threatened or endangered species or its habitat may affect Buyer's intended use of the Property. If Buyer is concerned about these matters, an addendum promulgated by TREC or required by the parties should be used.

E. SELLER'S DISCLOSURES: Except as otherwise disclosed in this contract, Seller has no knowledge of the following:
(1) any flooding of the Property;
(2) any pending or threatened litigation, condemnation, or special assessment affecting the Property;
(3) any environmental hazards or conditions affecting the Property;
(4) any dumpsite, landfill, or underground tanks or containers now or previously located on the Property;
(5) any wetlands, as defined by federal or state law or regulation, affecting the Property; or
(6) any threatened or endangered species or their habitat affecting the Property.

8. BROKERS' FEES: All obligations of the parties for payment of brokers' fees are contained in separate written agreements.

9. CLOSING:

A. The closing of the sale will be on or before 10 days of expiration of Option Period, or within 7 days after objections made under Paragraph 6D have been cured or waived, whichever date is later (Closing Date). If either party fails to close the sale by the Closing Date, the non-defaulting party may exercise the remedies contained in Paragraph 15.

B. At closing:
(1) Seller shall execute and deliver a general warranty deed conveying title to the Property to Buyer and showing no additional exceptions to those permitted in Paragraph 6 and furnish tax statements or certificates showing no delinquent taxes on the Property.
(2) Buyer shall pay the Sales Price in good funds acceptable to the escrow agent.
(3) Seller and Buyer shall execute and deliver any notices, statements, certificates, affidavits, releases, loan documents and other documents reasonably required for the closing of the sale and the issuance of the Title Policy.
(4) There will be no liens, assessments, or security interests against the Property which will not be satisfied out of the sales proceeds unless securing the payment of any loans assumed by Buyer and assumed loans will not be in default.
(5) If the Property is subject to a lease, Seller shall (i) deliver to Buyer the lease(s) and the move-in condition form signed by the tenant, if any, and (ii) transfer security deposits (as defined under §92.102, Property Code), if any, to Buyer. In such an event, Buyer shall deliver to the tenant a signed statement acknowledging that the Buyer has received the security deposit and is responsible for the return of the security deposit, and specifying the exact dollar amount of the security deposit.

10. POSSESSION: Seller shall deliver to Buyer possession of the Property in its present or required condition upon closing and funding.

11. SPECIAL PROVISIONS: (Insert only factual statements and business details applicable to the sale. TREC rules prohibit licensees from adding factual statements or business details for which a contract addendum or other form has been promulgated by TREC for mandatory use.)

a) Seller is hereby advised that Thomas G Condon Jr is a licensed salesperson in the state of Texas by the Texas Real Estate Commission.
b) Buyer may assign this Contract only if the assignee assumes, in writing, all obligations and liability of Buyer under this Contract.
c) Facsimile and/or electronic signatures shall be deemed same as originals for purpsoes of formation hereunder.
d) Buyer responsible for cost of tax statements or certificates and preparation of deed.

12. SETTLEMENT AND OTHER EXPENSES:

A. The following expenses must be paid at or prior to closing:
(1) Expenses payable by Seller (Seller's Expenses):
(a) Releases of existing liens, including prepayment penalties and recording fees; release of Seller's loan liability; ~~tax statements or certificates; preparation of deed; one-half of escrow fee~~; and other expenses payable by Seller under this contract.

~~(b) Seller shall also pay an amount not to exceed $ _____ to be applied in the following order: Buyer's Expenses which Buyer is prohibited from paying by FHA, VA, Texas Veterans Land Board or other governmental loan programs, and then to other Buyer's Expenses as allowed by the lender.~~

(2) Expenses payable by Buyer (Buyer's Expenses): Appraisal fees; loan application fees; adjusted origination charges; credit reports; preparation of loan documents; interest on the notes from date of disbursement to one month prior to dates of first monthly payments; recording fees; copies of easements and restrictions; loan title policy with endorsements required by lender; loan-related inspection fees; photos; amortization schedules; ~~one-half of~~ escrow fee; all prepaid items, including required premiums for flood and hazard insurance, reserve deposits for insurance, ad valorem taxes and special governmental assessments; final compliance inspection; courier fee; repair inspection; underwriting fee; wire transfer fee; expenses incident to any loan; Private Mortgage Insurance Premium (PMI), VA Loan Funding Fee, or FHA Mortgage Insurance Premium (MIP) as required by the lender; and other expenses payable by Buyer under this contract.

B. If any expense exceeds an amount expressly stated in this contract for such expense to be paid by a party, that party may terminate this such contract unless the other party agrees to pay such excess. Buyer may not pay charges and fees expressly prohibited by FHA, VA, Texas Veterans Land Board or other governmental loan program regulations.

13. PRORATIONS AND ROLLBACK TAXES:

A. PRORATIONS: Taxes for the current year, interest, maintenance fees, assessments, dues and rents will be prorated through the Closing Date. The tax proration may be calculated taking into consideration any change in exemptions that will affect the current year's taxes. If taxes for the current year vary from the amount prorated at closing, the parties shall adjust the prorations when tax statements for the current year are available. If taxes are not paid at or prior to closing, Buyer shall pay taxes for the current year.

B. ROLLBACK TAXES: If this sale or Buyer's use of the Property after closing results in the assessment of additional taxes, penalties or interest (Assessments) for periods prior to closing, the Assessments will be the obligation of Buyer. If Seller's change in use of the Property prior to closing or denial of a special use valuation on the Property claimed by Seller results in Assessments for periods prior to closing, the Assessments will be the obligation of Seller. Obligations imposed by this paragraph will survive closing.

14. CASUALTY LOSS: If any part of the Property is damaged or destroyed by fire or other casualty after the effective date of this contract, Seller shall restore the Property to its previous condition as soon as reasonably possible, but in any event by the Closing Date. If Seller fails to do so due to factors beyond Seller's control, Buyer may (a) terminate this contract and the earnest money will be refunded to Buyer (b) extend the time for performance up to 15 days and the Closing Date will be extended as necessary or (c) accept the Property in its damaged condition with an assignment of insurance proceeds and receive credit from Seller at closing in the amount of the deductible under the insurance policy. Seller's obligations under this paragraph are independent of any other obligations of Seller under this contract.

15. DEFAULT: If Buyer fails to comply with this contract, Buyer will be in default, and Seller may (a) enforce specific performance, seek such other relief as may be provided by law, or both, or (b) terminate this contract and receive the earnest money as liquidated damages, thereby releasing both parties from this contract. If Seller fails to comply with this contract Seller will be in default and Buyer may (a) enforce specific performance, seek such other relief as may be provided by law, or both, or (b) terminate this contract and receive the earnest money, thereby releasing both parties from this contract.

16. MEDIATION: It is the policy of the State of Texas to encourage resolution of disputes through alternative dispute resolution procedures such as mediation. Any dispute between Seller and Buyer related to this contract which is not resolved through informal discussion ☒ will ☐ will not be submitted to a mutually acceptable mediation service or provider. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking equitable relief from a court of competent jurisdiction.

17. ATTORNEY'S FEES: A Buyer, Seller, Listing Broker, Other Broker, or escrow agent who prevails in any legal proceeding related to this contract is entitled to recover reasonable attorney's fees and all costs of such proceeding.

18. ESCROW:

A. ESCROW: The escrow agent is not (i) a party to this contract and does not have liability for the performance or nonperformance of any party to this contract, (ii) liable for interest on the earnest money and (iii) liable for the loss of any earnest money caused by the failure of any financial institution in which the earnest money has been deposited unless the financial institution is acting as escrow agent.

B. EXPENSES: At closing, the earnest money must be applied first to any cash down payment, then to Buyer's Expenses and any excess refunded to Buyer. If no closing occurs, escrow

agent may: (i) require a written release of liability of the escrow agent from all parties, (ii) require payment of unpaid expenses incurred on behalf of a party, and (iii) only deduct from the earnest money the amount of unpaid expenses incurred on behalf of the party receiving the earnest money.

C. DEMAND: Upon termination of this contract, either party or the escrow agent may send a release of earnest money to each party and the parties shall execute counterparts of the release and deliver same to the escrow agent. If either party fails to execute the release, either party may make a written demand to the escrow agent for the earnest money. If only one party makes written demand for the earnest money, escrow agent shall promptly provide a copy of the demand to the other party. If escrow agent does not receive written objection to the demand from the other party within 15 days, escrow agent may disburse the earnest money to the party making demand reduced by the amount of unpaid expenses incurred on behalf of the party receiving the earnest money and escrow agent may pay the same to the creditors. If escrow agent complies with the provisions of this paragraph, each party hereby releases escrow agent from all adverse claims related to the disbursal of the earnest money.

D. DAMAGES: Any party who wrongfully fails or refuses to sign a release acceptable to the escrow agent within 7 days of receipt of the request will be liable to the other party for liquidated damages in an amount equal to the sum of: (i) three times the amount of the earnest money; (ii) the earnest money; (iii) reasonable attorney's fees; and (iv) all costs of suit.

E. NOTICES: Escrow agent's notices will be effective when sent in compliance with Paragraph 21. Notice of objection to the demand will be deemed effective upon receipt by escrow agent.

19. REPRESENTATIONS: All covenants, representations and warranties in this contract survive closing. If any representation of Seller in this contract is untrue on the Closing Date, Seller will be in default. Unless expressly prohibited by written agreement, Seller may continue to show the Property and receive, negotiate and accept back up offers.

20. FEDERAL TAX REQUIREMENTS: If Seller is a "foreign person," as defined by applicable law, or if Seller fails to deliver an affidavit to Buyer that Seller is not a "foreign person," then Buyer shall withhold from the sales proceeds an amount sufficient to comply with applicable tax law and deliver the same to the Internal Revenue Service together with appropriate tax forms. Internal Revenue Service regulations require filing written reports if currency in excess of specified amounts is received in the transaction.

21. NOTICES: All notices from one party to the other must be in writing and are effective when mailed to, hand-delivered at, or transmitted by facsimile or electronic transmission as follows:

To Buyer at:	**To Seller at:**
10940 W Sam Houston Pkwy N	109 Florence Street
Suite 300	Tomball, TX 77375-6633
Houston, TX 77064	
Telephone: (832)678-4023	Telephone: (713)866-8800x2
Facsimile: (281)873-8156	Facsimile: (713)866-8801
E-mail: tcondon@betzcompanies.com	E-mail: jfuselier@contentactive.com

22. AGREEMENT OF PARTIES: This contract contains the entire agreement of the parties and cannot be changed except by their written agreement. Addenda which are a part of this contract are (check all applicable boxes):

- ☐ Third Party Financing Addendum for Credit Approval
- ☐ Seller Financing Addendum
- ☐ Addendum for Property Subject to Mandatory Membership in a Property Owners Association
- ☐ Buyer's Temporary Residential Lease
- ☐ Seller's Temporary Residential Lease
- ☐ Addendum for Reservation of Oil, Gas and Other Minerals
- ☐ Addendum for "Back-Up" Contract
- ☐ Addendum for Coastal Area Property
- ☐ Environmental Assessment, Threatened or Endangered Species and Wetlands Addendum
- ☐ Addendum for Property Located Seaward of the Gulf Intracoastal Waterway
- ☐ Addendum for Sale of Other Property by Buyer
- ☒ Other (list): Information About Brokerage Services

23. TERMINATION OPTION: For nominal consideration, the receipt of which is hereby acknowledged by Seller, and Buyer's agreement to pay Seller $ 100.00 (Option Fee) within 2 days after the effective date of this contract, Seller grants Buyer the unrestricted right to terminate this contract by giving notice of termination to Seller within 30 days after the effective date of this contract (Option Period). If no dollar amount is stated as the Option Fee or if Buyer fails to pay the Option Fee to Seller within the time prescribed, this paragraph will not be a part of this contract and Buyer shall not have the unrestricted right to terminate this contract. If Buyer gives notice of termination within the time prescribed, the Option Fee will not be refunded; however, any earnest money will be refunded to Buyer. The Option Fee [X] will [ ] ~~will not~~ be credited to the Sales Price at closing. **Time is of the essence for this paragraph and strict compliance with the time for performance is required.**

24. CONSULT AN ATTORNEY: TREC rules prohibit real estate licensees from giving legal advice. READ THIS CONTRACT CAREFULLY. If you do not understand the effect of this contract, consult an attorney BEFORE signing.

Buyer's Attorney is:	Seller's Attorney is:
Telephone:	Telephone:
Facsimile:	Facsimile:
E-mail:	E-mail:

EXECUTED the _____ day of _____, _____ (EFFECTIVE DATE).
(BROKER: FILL IN THE DATE OF FINAL ACCEPTANCE.)

Buyer Tom Condon, Trustee	Seller Jason S. Fuselier
Buyer	Seller Lori K. Fuselier

The form of this contract has been approved by the Texas Real Estate Commission. TREC forms are intended for use only by trained real estate licensees. No representation is made as to the legal validity or adequacy of any provision in any specific transactions. It is not intended for complex transactions. Texas Real Estate Commission, P.O. Box 12188, Austin, TX 78711-2188, (512) 936-3000 (http://www.trec.texas.gov) TREC NO. 9-10. This form replaces TREC NO. 9-9.

BROKER INFORMATION

Betz Commercial Brokerage Inc — Other Broker Firm — 418447 License No.

represents [X] Buyer only as Buyer's agent
[ ] Seller as Listing Broker's subagent

Licensed Supervisor of Associate — Telephone

Tom Condon Jr — Associate — (832)678-4023 Telephone

10940 W Sam Houston Pkwy N, Ste 300 — Other Broker's Address — (281)873-8156 Facsimile

Houston — City — TX State — 77064 Zip

tcondon@betzcompanies.com — Associate Email Address

N/A — Listing Broker Firm — License No.

represents [ ] Seller and Buyer as an intermediary
[ ] Seller only as Seller's agent

Licensed Supervisor of Listing Associate — Telephone

Listing Associate — Telephone

Listing Broker's Office Address — Facsimile

City — State — Zip

Listing Associate's Email Address

Selling Associate — Telephone

Selling Associate's Office Address — Facsimile

City — State — Zip

Selling Associate's Email Address

~~Listing Broker~~ Buyer has agreed to pay Other Broker 6.000% of the total sales price ~~when the Listing Broker's fee is received. Escrow Agent is authorized and directed to pay other Broker from Listing Broker's fee at closing.~~ upon Closing.

OPTION FEE RECEIPT

Receipt of $ 100.00 (Option Fee) in the form of check is acknowledged.

Seller or Listing Broker — Date

CONTRACT AND EARNEST MONEY RECEIPT

Receipt of [X] Contract and [X] $ 500.00 Earnest Money in the form of check is acknowledged.

Escrow Agent: Stewart Title - Tomball — Date:

By: Jane Mathews, CLoser — jmathews@stewart.com Email Address

14080 FM 2920, Ste E — Address — Telephone: (281)357-8277

Tomball — City — TX State — 77377 Zip — Facsimile: (281)357-8217

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Fusilier Lots

EQUAL HOUSING OPPORTUNITY

Approved by the Texas Real Estate Commission for Voluntary Use
Texas law requires all real estate licensees to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

10-10-11

Information About Brokerage Services

Before working with a real estate broker, you should know that the duties of a broker depend on whom the broker represents. If you are a prospective seller or landlord (owner) or a prospective buyer or tenant (buyer), you should know that the broker who lists the property for sale or lease is the owner's agent. A broker who acts as a subagent represents the owner in cooperation with the listing broker. A broker who acts as a buyer's agent represents the buyer. A broker may act as an intermediary between the parties if the parties consent in writing. A broker can assist you in locating a property, preparing a contract or lease, or obtaining financing without representing you. A broker is obligated by law to treat you honestly.

IF THE BROKER REPRESENTS THE OWNER:
The broker becomes the owner's agent by entering into an agreement with the owner, usually through a written - listing agreement, or by agreeing to act as a subagent by accepting an offer of subagency from the listing broker. A subagent may work in a different real estate office. A listing broker or subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first. The buyer should not tell the owner's agent anything the buyer would not want the owner to know because an owner's agent must disclose to the owner any material information known to the agent.

IF THE BROKER REPRESENTS THE BUYER:
The broker becomes the buyer's agent by entering into an agreement to represent the buyer, usually through a written buyer representation agreement. A buyer's agent can assist the owner but does not represent the owner and must place the interests of the buyer first. The owner should not tell a buyer's agent anything the owner would not want the buyer to know because a buyer's agent must disclose to the buyer any material information known to the agent.

IF THE BROKER ACTS AS AN INTERMEDIARY:
A broker may act as an intermediary between the parties if the broker complies with The Texas Real Estate License Act. The broker must obtain the written consent of each party to the transaction to act as an intermediary. The written consent must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. The broker is required to treat each party honestly and fairly and to comply with The Texas Real Estate License Act. A broker who acts as an intermediary in a transaction:

(1) shall treat all parties honestly;

(2) may not disclose that the owner will accept a price less than the asking price unless authorized in writing to do so by the owner;

(3) may not disclose that the buyer will pay a price greater than the price submitted in a written offer unless authorized in writing to do so by the buyer; and

(4) may not disclose any confidential information or any information that a party specifically instructs the broker in writing not to disclose unless authorized in writing to disclose the information or required to do so by The Texas Real Estate License Act or a court order or if the information materially relates to the condition of the property.

With the parties' consent, a broker acting as an intermediary between the parties may appoint a person who is licensed under The Texas Real Estate License Act and associated with the broker to communicate with and carry out instructions of one party and another person who is licensed under that Act and associated with the broker to communicate with and carry out instructions of the other party.

If you choose to have a broker represent you, you should enter into a written agreement with the broker that clearly establishes the broker's obligations and your obligations. The agreement should state how and by whom the broker will be paid. You have the right to choose the type of representation, if any, you wish to receive. Your payment of a fee to a broker does not necessarily establish that the broker represents you. If you have any questions regarding the duties and responsibilities of the broker, you should resolve those questions before proceeding.

Real estate licensee asks that you acknowledge receipt of this information about brokerage services for the licensee's records.

Buyer, (Seller) Landlord or Tenant — Date 7-19-2012

Jason S. Fuselier & Lori K. Fuselier

Texas Real Estate Brokers and Salespersons are licensed and regulated by the Texas Real Estate Commission (TREC). If you have a question or complaint regarding a real estate licensee, you should contact TREC at P.O. Box 12188, Austin, Texas 78711-2188 , 512-936-3000 (http://www.trec.texas.gov)

(TAR-2501) 10-10-11 — TREC No. OP-K

Betz Commercial Brokerage, Inc 10940 W. Sam Houston Pkwy N., #300 Houston, TX 77064
Phone: 281.873.4444 Fax: 281.873.8156 Raymond Betz

Fusilier Lots

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Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Consideration and possible action regarding Assignment and Assumption of Contract: Unimproved Property Contract (the "Contract") in the amount of $9500.00 with an Effective Date of July 19, 2012, by and between TOM CONDON, TRUSTEE, as Buyer, and RICHARD QUINONES, JR., as Seller, for the sale of Lot 9 Block 6 of REVISED MAP OF TOMBALL, an addition in Harris County, Texas with this Lot being located on Elm Street, Tomball, Texas.

Background:

Origination:

City Manager's Office

Recommendation:

Approve assignment and assumption of contract.

Funding: Yes

Account Number: 100-153-6406

Party(ies) responsible for placing this item on agenda:

George Shackelford, City Manager

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Assignment

contract

ASSIGNMENT AND ASSUMPTION OF CONTRACT

Re: ***GF# 1220148123***
Unimproved Property Contract (the "Contract") in the amount of $9,500.00 with an Effective Date of July 31, 2012, by and between TOM CONDON, TRUSTEE, as Buyer, and RICHARD QUINONES, JR., as Seller, for the sale of Lot 9, Block 6 of REVISED MAP OF TOMBALL, an addition in Harris County, Texas with those Lots being located on Elm Street, Tomball, Texas (the "Property")

Notwithstanding anything to the contrary contained in the Contract, the terms and provisions of this Assignment and Assumption of Contract shall control. Capitalized terms used but not defined herein shall have the same meanings as in the Contract or previous Amendment. Buyer hereby assigns the Contract as follows:

1) TOM CONDON, TRUSTEE ("Assignor"), does hereby TRANSFER, SET OVER, DELIVER and ASSIGN to the CITY OF TOMBALL ("Assignee"), that certain Contract between Seller and Assignor as Buyer, which Contract covers that certain Property described hereinabove and incorporated herein by this reference. By accepting this Assignment and by Assignee's execution hereof, Assignee accepts the Contract and agrees to perform and discharge all of the obligations of the Buyer to be performed under the terms of the Contract on or after the Effective Date hereof. All of the covenants, terms and conditions set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns; and

2) Facsimile signatures and multiple counterparts shall be deemed same as original for purposes of formation of this Assignment and Assumption and the Agreement hereunder.

All other terms and conditions of the Contract remain unchanged.

AGREED AND ACCEPTED:

BUYER:

ASSIGNOR:

Trustee

TOM CONDON, TRUSTEE

Date: 8-1-12

ASSIGNEE:

CITY OF TOMBALL

By:_____
Name:
Title:

Date: _____

PROMULGATED BY THE TEXAS REAL ESTATE COMMISSION (TREC) 12-05-2011

EQUAL HOUSING OPPORTUNITY

UNIMPROVED PROPERTY CONTRACT

NOTICE: Not For Use For Condominium Transactions

1. **PARTIES:** The parties to this contract are Richard Quinones, Jr (Seller) and Tom Condon, Trustee (Buyer). Seller agrees to sell and convey to Buyer and Buyer agrees to buy from Seller the Property defined below.

2. **PROPERTY:** Lot 9, Block 6, Revised Map Of Tomball Addition, City of Tomball, County of Harris, Texas, known as 1 Lot on Tyler St @ Elm St (address/zip code), or as described on attached exhibit together with all rights, privileges and appurtenances pertaining thereto, including but not limited to: water rights, claims, permits, strips and gores, easements, and cooperative or association memberships (the Property).

3. **SALES PRICE:**
   A. Cash portion of Sales Price payable by Buyer at closing . . . . . $ 9,500.00
   B. Sum of all financing described below (excluding any loan funding fee or mortgage insurance premium) . . . . . $
   C. Sales Price (Sum of A and B) . . . . . $ 9,500.00

4. **FINANCING:** The portion of Sales Price not payable in cash will be paid as follows: (Check applicable boxes below)
   ☐ A. THIRD PARTY FINANCING: One or more third party mortgage loans in the total amount of $_____ (excluding any loan funding fee or mortgage insurance premium).
      (1) Property Approval: If the Property does not satisfy the lenders' underwriting requirements for the loan(s) (including, but not limited to appraisal, insurability and lender required repairs), Buyer may terminate this contract by giving notice to Seller prior to closing and the earnest money will be refunded to Buyer.
      (2) Credit Approval: (Check one box only)
         ☐ (a) This contract is subject to Buyer being approved for the financing described in the attached Third Party Financing Addendum for Credit Approval.
         ☐ (b) This contract is not subject to Buyer being approved for financing and does not involve FHA or VA financing.
   ☐ B. ASSUMPTION: The assumption of the unpaid principal balance of one or more promissory notes described in the attached TREC Loan Assumption Addendum.
   ☐ C. SELLER FINANCING: A promissory note from Buyer to Seller of $ _____, secured by vendor's and deed of trust liens, and containing the terms and conditions described in the attached TREC Seller Financing Addendum. If an owner policy of title insurance is furnished, Buyer shall furnish Seller with a mortgagee policy of title insurance.

5. **EARNEST MONEY:** Upon execution of contract by all parties, Buyer shall deposit $ 500.00 as earnest money with Stewart Title - Tomball, as escrow agent, at 14080 FM 2920, Ste E, Tomball, TX 77377 (address). Buyer shall deposit additional earnest money of $ _____ with escrow agent within _____ days after the effective date of this contract. If Buyer fails to deposit the earnest money as required by this contract, Buyer will be in default.

6. **TITLE POLICY AND SURVEY:** and Seller
   A. TITLE POLICY Buyer shall furnish to Buyer at ~~☐ Seller's~~ ☒ Buyer's expense an owner policy of title insurance (Title Policy) issued by Stewart Title Guaranty Company (Title Company) in the amount of the Sales Price, dated at or after closing, insuring Buyer against loss under the provisions of the Title Policy, subject to the promulgated exclusions (including existing building and zoning ordinances) and the following exceptions:
      (1) Restrictive covenants common to the platted subdivision in which the Property is located.
      (2) The standard printed exception for standby fees, taxes and assessments.
      (3) Liens created as part of the financing described in Paragraph 4.
      (4) Utility easements created by the dedication deed or plat of the subdivision in which the Property is located.
      (5) Reservations or exceptions otherwise permitted by this contract or as may be approved by Buyer in writing.
      (6) The standard printed exception as to marital rights.
      (7) The standard printed exception as to waters, tidelands, beaches, streams, and related matters.
      (8) The standard printed exception as to discrepancies, conflicts, shortages in area or boundary lines, encroachments or protrusions, or overlapping improvements. Buyer, at Buyer's expense, may have the exception amended to read, "shortages in area".

Betz Commercial Brokerage, Inc 10940 W. Sam Houston Pkwy N., #300 Houston, TX 77064 Phone: 281.873.4444 Fax: 281.873.8156
Raymond Betz

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Fusilier Lots

B. COMMITMENT: Within 20 days after the Title Company receives a copy of this contract, ~~Seller~~ Buyer shall furnish to Buyer* and Seller* a commitment for title insurance (Commitment) and, at Buyer's expense, legible copies of restrictive covenants and documents evidencing exceptions in the Commitment (Exception Documents) other than the standard printed exceptions. Seller authorizes the Title Company to deliver the Commitment and Exception Documents to Buyer at Buyer's address shown in Paragraph 21. If the Commitment and Exception Documents are not delivered to Buyer within the specified time, the time for delivery will be automatically extended up to 15 days or the Closing Date, whichever is earlier. If, due to factors beyond ~~Seller's~~ Buyer's** control, the Commitment and Exception Documents are not delivered within the time required, Buyer may terminate this contract and the earnest money will be refunded to Buyer.

C. SURVEY: The survey must be made by a registered professional land surveyor acceptable to the Title Company and Buyer's lender(s). (Check one box only)

☐ (1) Within _____ days after the effective date of this contract, Seller shall furnish to Buyer and Title Company Seller's existing survey of the Property and a Residential Real Property Affidavit promulgated by the Texas Department of Insurance (T-47 Affidavit). **If Seller fails to furnish the existing survey or affidavit within the time prescribed, Buyer shall obtain a new survey at Seller's expense no later than 3 days prior to Closing Date.** If the existing survey or affidavit is not acceptable to Title Company or Buyer's lender(s), Buyer shall obtain a new survey at ☐ Seller's ☐ Buyer's expense no later than 3 days prior to Closing Date.

☒ (2) Within 20 days after the effective date of this contract, Buyer ~~shall~~ may obtain a new survey at Buyer's expense. Buyer is deemed to receive the survey on the date of actual receipt or the date specified in this paragraph, whichever is earlier.

☐ (3) Within _____ days after the effective date of this contract, Seller, at Seller's expense shall furnish a new survey to Buyer.

D. OBJECTIONS: Buyer may object in writing to (i) defects, exceptions, or encumbrances to title: disclosed on the survey other than items 6A(1) through (7) above; or disclosed in the Commitment other than items 6A(1) through (8) above; (ii) any portion of the Property lying in a special flood hazard area (Zone V or A) as shown on the current Federal Emergency Management Agency map; or (iii) any exceptions which prohibit the following use or activity: residential or residentially compatible/non-commercial

Buyer must object the earlier of (i) the Closing Date or (ii) 5 days after Buyer receives the Commitment, Exception Documents, and the survey. Buyer's failure to object within the time allowed will constitute a waiver of Buyer's right to object; except that the requirements in Schedule C of the Commitment are not waived by Buyer. Provided Seller is not obligated to incur any expense, Seller shall cure the timely objections of Buyer or any third party lender within 15 days after Seller receives the objections and the Closing Date will be extended as necessary. If objections are not cured within such 15 day period, this contract will terminate and the earnest money will be refunded to Buyer unless Buyer waives the objections.

E. TITLE NOTICES:

(1) ABSTRACT OR TITLE POLICY: Broker advises Buyer to have an abstract of title covering the Property examined by an attorney of Buyer's selection, or Buyer should be furnished with or obtain a Title Policy. If a Title Policy is furnished, the Commitment should be promptly reviewed by an attorney of Buyer's choice due to the time limitations on Buyer's right to object.

(2) MEMBERSHIP IN PROPERTY OWNERS ASSOCIATION(S): The Property ☐ is ☒ is not subject to mandatory membership in a property owners association(s). If the Property is subject to mandatory membership in a property owners association(s), Seller notifies Buyer under §5.012, Texas Property Code, that, as a purchaser of property in the residential community identified in Paragraph 2 in which the Property is located, you are obligated to be a member of the property owners association(s). Restrictive covenants governing the use and occupancy of the Property and all dedicatory instruments governing the establishment, maintenance, and operation of this residential community have been or will be recorded in the Real Property Records of the county in which the Property is located. Copies of the restrictive covenants and dedicatory instruments may be obtained from the county clerk. **You are obligated to pay assessments to the property owners association(s). The amount of the assessments is subject to change. Your failure to pay the assessments could result in enforcement of the association's lien on and the foreclosure of the Property.**

Section 207.003, Property Code, entitles an owner to receive copies of any document that governs the establishment, maintenance, or operation of a subdivision, including, but not limited to, restrictions, bylaws, rules and regulations, and a resale certificate from a property owners' association. A resale certificate contains information including, but not limited to, statements specifying the amount and frequency of regular assessments and the style and cause number of lawsuits to which the property owners' association is a party, other than lawsuits relating to unpaid ad valorem taxes of an individual member of the association. These documents must be made available to you by the property owners' association or the association's agent on your request.

If Buyer is concerned about these matters, the TREC promulgated Addendum for Property Subject to Mandatory Membership in a Property Owners Association should be used.

(3) STATUTORY TAX DISTRICTS: If the Property is situated in a utility or other statutorily created district providing water, sewer, drainage, or flood control facilities and services, Chapter 49, Texas Water Code, requires Seller to deliver and Buyer to sign the statutory notice relating to the tax rate, bonded indebtedness, or standby fee of the district prior to final execution of this contract.

(4) TIDE WATERS: If the Property abuts the tidally influenced waters of the state, §33.135, Texas Natural Resources Code, requires a notice regarding coastal area property to be included in the contract. An addendum containing the notice promulgated by TREC or required by the parties must be used.

(5) ANNEXATION: If the Property is located outside the limits of a municipality, Seller notifies Buyer under §5.011, Texas Property Code, that the Property may now or later be included in the extraterritorial jurisdiction of a municipality and may now or later be subject to annexation by the municipality. Each municipality maintains a map that depicts its boundaries and extraterritorial jurisdiction. To determine if the Property is located within a municipality's extraterritorial jurisdiction or is likely to be located within a municipality's extraterritorial jurisdiction, contact all municipalities located in the general proximity of the Property for further information.

(6) PROPERTY LOCATED IN A CERTIFICATED SERVICE AREA OF A UTILITY SERVICE PROVIDER: Notice required by §13.257, Water Code: The real property, described in Paragraph 2, that you are about to purchase may be located in a certificated water or sewer service area, which is authorized by law to provide water or sewer service to the properties in the certificated area. If your property is located in a certificated area there may be special costs or charges that you will be required to pay before you can receive water or sewer service. There may be a period required to construct lines or other facilities necessary to provide water or sewer service to your property. You are advised to determine if the property is in a certificated area and contact the utility service provider to determine the cost that you will be required to pay and the period, if any, that is required to provide water or sewer service to your property. The undersigned Buyer hereby acknowledges receipt of the foregoing notice at or before the execution of a binding contract for the purchase of the real property described in Paragraph 2 or at closing of purchase of the real property.

(7) PUBLIC IMPROVEMENT DISTRICTS: If the Property is in a public improvement district, §5.014, Property Code, requires Seller to notify Buyer as follows: As a purchaser of this parcel of real property you are obligated to pay an assessment to a municipality or county for an improvement project undertaken by a public improvement district under Chapter 372, Local Government Code. The assessment may be due annually or in periodic installments. More information concerning the amount of the assessment and the due dates of that assessment may be obtained from the municipality or county levying the assessment. The amount of the assessments is subject to change. Your failure to pay the assessments could result in a lien on and the foreclosure of your property.

(8) TEXAS AGRICULTURAL DEVELOPMENT DISTRICT: The Property ☐ is ☒ is not located in a Texas Agricultural Development District. For additional information, contact the Texas Department of Agriculture.

(9) TRANSFER FEES: If the Property is subject to a private transfer fee obligation, §5.205, Property Code, requires Seller to notify Buyer as follows: The private transfer fee obligation may be governed by Chapter 5, Subchapter G of the Texas Property Code.

7. PROPERTY CONDITION:

A. ACCESS, INSPECTIONS AND UTILITIES: Seller shall permit Buyer and Buyer's agents access to the Property at reasonable times. Buyer may have the Property inspected by inspectors selected by Buyer and licensed by TREC or otherwise permitted by law to make inspections. Seller at Seller's expense shall immediately cause existing utilities to be turned on and shall keep the utilities on during the time this contract is in effect.
NOTICE: Buyer should determine the availability of utilities to the Property suitable to satisfy Buyer's needs.

B. ACCEPTANCE OF PROPERTY CONDITION: (Check one box only)
☒ (1) Buyer accepts the Property in its present condition.
☐ (2) Buyer accepts the Property in its present condition provided Seller, at Seller's expense, shall complete the following specific repairs and treatments: _____
_____. (Do not insert general phrases, such as "subject to inspections," that do not identify specific repairs.)
NOTICE TO BUYER AND SELLER: Buyer's agreement to accept the Property in its present condition under Paragraph 7B(1) or (2) does not preclude Buyer from inspecting the Property under Paragraph 7A, from negotiating repairs or treatments in a subsequent amendment, or from terminating this contract during the Option Period, if any.

C. COMPLETION OF REPAIRS: Unless otherwise agreed in writing, Seller shall complete all agreed repairs prior to the Closing Date. All required permits must be obtained, and repairs must be performed by persons who are licensed or otherwise permitted by law to provide such repairs. At Buyer's election, any transferable warranties received by Seller with respect to the repairs will be transferred to Buyer at Buyer's expense. If Seller fails to complete any agreed repairs

prior to the Closing Date, Buyer may exercise remedies under Paragraph 15 or extend the Closing Date up to 15 days, if necessary, for Seller to complete repairs.

D. ENVIRONMENTAL MATTERS: Buyer is advised that the presence of wetlands, toxic substances, including asbestos and wastes or other environmental hazards, or the presence of a threatened or endangered species or its habitat may affect Buyer's intended use of the Property. If Buyer is concerned about these matters, an addendum promulgated by TREC or required by the parties should be used.

E. SELLER'S DISCLOSURES: Except as otherwise disclosed in this contract, Seller has no knowledge of the following:
(1) any flooding of the Property;
(2) any pending or threatened litigation, condemnation, or special assessment affecting the Property;
(3) any environmental hazards or conditions affecting the Property;
(4) any dumpsite, landfill, or underground tanks or containers now or previously located on the Property;
(5) any wetlands, as defined by federal or state law or regulation, affecting the Property; or
(6) any threatened or endangered species or their habitat affecting the Property.

8. BROKERS' FEES: All obligations of the parties for payment of brokers' fees are contained in separate written agreements.

9. CLOSING:

A. The closing of the sale will be on or before **10 days of expiration of Option Period**, _____, or within 7 days after objections made under Paragraph 6D have been cured or waived, whichever date is later (Closing Date). If either party fails to close the sale by the Closing Date, the non-defaulting party may exercise the remedies contained in Paragraph 15.

B. At closing:
(1) Seller shall execute and deliver a general warranty deed conveying title to the Property to Buyer and showing no additional exceptions to those permitted in Paragraph 6 and furnish tax statements or certificates showing no delinquent taxes on the Property.
(2) Buyer shall pay the Sales Price in good funds acceptable to the escrow agent.
(3) Seller and Buyer shall execute and deliver any notices, statements, certificates, affidavits, releases, loan documents and other documents reasonably required for the closing of the sale and the issuance of the Title Policy.
(4) There will be no liens, assessments, or security interests against the Property which will not be satisfied out of the sales proceeds unless securing the payment of any loans assumed by Buyer and assumed loans will not be in default.
(5) If the Property is subject to a lease, Seller shall (i) deliver to Buyer the lease(s) and the move-in condition form signed by the tenant, if any, and (ii) transfer security deposits (as defined under §92.102, Property Code), if any, to Buyer. In such an event, Buyer shall deliver to the tenant a signed statement acknowledging that the Buyer has received the security deposit and is responsible for the return of the security deposit, and specifying the exact dollar amount of the security deposit.

10. POSSESSION: Seller shall deliver to Buyer possession of the Property in its present or required condition upon closing and funding.

11. SPECIAL PROVISIONS: (Insert only factual statements and business details applicable to the sale. TREC rules prohibit licensees from adding factual statements or business details for which a contract addendum or other form has been promulgated by TREC for mandatory use.)

a) Seller is hereby advised that Thomas G Condon Jr is a licensed salesperson in the state of Texas by the Texas Real Estate Commission.
b) Buyer may assign this Contract only if the assignee assumes, in writing, all obligations and liability of Buyer under this Contract.
c) Facsimile and/or electronic signatures shall be deemed same as originals for purpsoes of formation hereunder.
d) Buyer responsible for cost of tax statements or certificates and preparation of deed.

12. SETTLEMENT AND OTHER EXPENSES:

A. The following expenses must be paid at or prior to closing:
(1) Expenses payable by Seller (Seller's Expenses):
(a) Releases of existing liens, including prepayment penalties and recording fees; release of Seller's loan liability; ~~tax statements or certificates; preparation of deed; one-half of escrow fee~~; and other expenses payable by Seller under this contract.

~~(b) Seller shall also pay an amount not to exceed $ _____ to be applied in the following order: Buyer's Expenses which Buyer is prohibited from paying by FHA, VA, Texas Veterans Land Board or other governmental loan programs, and then to other Buyer's Expenses as allowed by the lender.~~

(2) Expenses payable by Buyer (Buyer's Expenses): Appraisal fees; loan application fees; adjusted origination charges; credit reports; preparation of loan documents; interest on the notes from date of disbursement to one month prior to dates of first monthly payments; recording fees; copies of easements and restrictions; loan title policy with endorsements required by lender; loan-related inspection fees; photos; amortization schedules; ~~one-half of~~ escrow fee; all prepaid items, including required premiums for flood and hazard insurance, reserve deposits for insurance, ad valorem taxes and special governmental assessments; final compliance inspection; courier fee; repair inspection; underwriting fee; wire transfer fee; expenses incident to any loan; Private Mortgage Insurance Premium (PMI), VA Loan Funding Fee, or FHA Mortgage Insurance Premium (MIP) as required by the lender; and other expenses payable by Buyer under this contract.

B. If any expense exceeds an amount expressly stated in this contract for such expense to be paid by a party, that party may terminate this such contract unless the other party agrees to pay such excess. Buyer may not pay charges and fees expressly prohibited by FHA, VA, Texas Veterans Land Board or other governmental loan program regulations.

13. PRORATIONS AND ROLLBACK TAXES:

A. PRORATIONS: Taxes for the current year, interest, maintenance fees, assessments, dues and rents will be prorated through the Closing Date. The tax proration may be calculated taking into consideration any change in exemptions that will affect the current year's taxes. If taxes for the current year vary from the amount prorated at closing, the parties shall adjust the prorations when tax statements for the current year are available. If taxes are not paid at or prior to closing, Buyer shall pay taxes for the current year.

B. ROLLBACK TAXES: If this sale or Buyer's use of the Property after closing results in the assessment of additional taxes, penalties or interest (Assessments) for periods prior to closing, the Assessments will be the obligation of Buyer. If Seller's change in use of the Property prior to closing or denial of a special use valuation on the Property claimed by Seller results in Assessments for periods prior to closing, the Assessments will be the obligation of Seller. Obligations imposed by this paragraph will survive closing.

14. CASUALTY LOSS: If any part of the Property is damaged or destroyed by fire or other casualty after the effective date of this contract, Seller shall restore the Property to its previous condition as soon as reasonably possible, but in any event by the Closing Date. If Seller fails to do so due to factors beyond Seller's control, Buyer may (a) terminate this contract and the earnest money will be refunded to Buyer (b) extend the time for performance up to 15 days and the Closing Date will be extended as necessary or (c) accept the Property in its damaged condition with an assignment of insurance proceeds and receive credit from Seller at closing in the amount of the deductible under the insurance policy. Seller's obligations under this paragraph are independent of any other obligations of Seller under this contract.

15. DEFAULT: If Buyer fails to comply with this contract, Buyer will be in default, and Seller may (a) enforce specific performance, seek such other relief as may be provided by law, or both, or (b) terminate this contract and receive the earnest money as liquidated damages, thereby releasing both parties from this contract. If Seller fails to comply with this contract Seller will be in default and Buyer may (a) enforce specific performance, seek such other relief as may be provided by law, or both, or (b) terminate this contract and receive the earnest money, thereby releasing both parties from this contract.

16. MEDIATION: It is the policy of the State of Texas to encourage resolution of disputes through alternative dispute resolution procedures such as mediation. Any dispute between Seller and Buyer related to this contract which is not resolved through informal discussion ☒ will ☐ will not be submitted to a mutually acceptable mediation service or provider. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking equitable relief from a court of competent jurisdiction.

17. ATTORNEY'S FEES: A Buyer, Seller, Listing Broker, Other Broker, or escrow agent who prevails in any legal proceeding related to this contract is entitled to recover reasonable attorney's fees and all costs of such proceeding.

18. ESCROW:

A. ESCROW: The escrow agent is not (i) a party to this contract and does not have liability for the performance or nonperformance of any party to this contract, (ii) liable for interest on the earnest money and (iii) liable for the loss of any earnest money caused by the failure of any financial institution in which the earnest money has been deposited unless the financial institution is acting as escrow agent.

B. EXPENSES: At closing, the earnest money must be applied first to any cash down payment, then to Buyer's Expenses and any excess refunded to Buyer. If no closing occurs, escrow

agent may: (i) require a written release of liability of the escrow agent from all parties, (ii) require payment of unpaid expenses incurred on behalf of a party, and (iii) only deduct from the earnest money the amount of unpaid expenses incurred on behalf of the party receiving the earnest money.

C. DEMAND: Upon termination of this contract, either party or the escrow agent may send a release of earnest money to each party and the parties shall execute counterparts of the release and deliver same to the escrow agent. If either party fails to execute the release, either party may make a written demand to the escrow agent for the earnest money. If only one party makes written demand for the earnest money, escrow agent shall promptly provide a copy of the demand to the other party. If escrow agent does not receive written objection to the demand from the other party within 15 days, escrow agent may disburse the earnest money to the party making demand reduced by the amount of unpaid expenses incurred on behalf of the party receiving the earnest money and escrow agent may pay the same to the creditors. If escrow agent complies with the provisions of this paragraph, each party hereby releases escrow agent from all adverse claims related to the disbursal of the earnest money.

D. DAMAGES: Any party who wrongfully fails or refuses to sign a release acceptable to the escrow agent within 7 days of receipt of the request will be liable to the other party for liquidated damages in an amount equal to the sum of: (i) three times the amount of the earnest money; (ii) the earnest money; (iii) reasonable attorney's fees; and (iv) all costs of suit.

E. NOTICES: Escrow agent's notices will be effective when sent in compliance with Paragraph 21. Notice of objection to the demand will be deemed effective upon receipt by escrow agent.

19. REPRESENTATIONS: All covenants, representations and warranties in this contract survive closing. If any representation of Seller in this contract is untrue on the Closing Date, Seller will be in default. Unless expressly prohibited by written agreement, Seller may continue to show the Property and receive, negotiate and accept back up offers.

20. FEDERAL TAX REQUIREMENTS: If Seller is a "foreign person," as defined by applicable law, or if Seller fails to deliver an affidavit to Buyer that Seller is not a "foreign person," then Buyer shall withhold from the sales proceeds an amount sufficient to comply with applicable tax law and deliver the same to the Internal Revenue Service together with appropriate tax forms. Internal Revenue Service regulations require filing written reports if currency in excess of specified amounts is received in the transaction.

21. NOTICES: All notices from one party to the other must be in writing and are effective when mailed to, hand-delivered at, or transmitted by facsimile or electronic transmission as follows:

To Buyer at:	**To Seller at:**
10940 W Sam Houston Pkwy N	11039 Epsom Road
Suite 300	Houston, TX 77093-3711
Houston, TX 77064	
Telephone: (832)678-4023	Telephone: (281)723-2118
Facsimile: (281)873-8156	Facsimile: (281)590-8302
E-mail: tcondon@betzcompanies.com	E-mail: richardq2005@msn.com

22. AGREEMENT OF PARTIES: This contract contains the entire agreement of the parties and cannot be changed except by their written agreement. Addenda which are a part of this contract are (check all applicable boxes):

- ☐ Third Party Financing Addendum for Credit Approval
- ☐ Seller Financing Addendum
- ☐ Addendum for Property Subject to Mandatory Membership in a Property Owners Association
- ☐ Buyer's Temporary Residential Lease
- ☐ Seller's Temporary Residential Lease
- ☐ Addendum for Reservation of Oil, Gas and Other Minerals
- ☐ Addendum for "Back-Up" Contract
- ☐ Addendum for Coastal Area Property
- ☐ Environmental Assessment, Threatened or Endangered Species and Wetlands Addendum
- ☐ Addendum for Property Located Seaward of the Gulf Intracoastal Waterway
- ☐ Addendum for Sale of Other Property by Buyer
- ☒ Other (list): Information About Brokerage Services

23. TERMINATION OPTION: For nominal consideration, the receipt of which is hereby acknowledged by Seller, and Buyer's agreement to pay Seller $ 100.00 (Option Fee) within 2 days after the effective date of this contract, Seller grants Buyer the unrestricted right to terminate this contract by giving notice of termination to Seller within 20 days after the effective date of this contract (Option Period). If no dollar amount is stated as the Option Fee or if Buyer fails to pay the Option Fee to Seller within the time prescribed, this paragraph will not be a part of this contract and Buyer shall not have the unrestricted right to terminate this contract. If Buyer gives notice of termination within the time prescribed, the Option Fee will not be refunded; however, any earnest money will be refunded to Buyer. The Option Fee [X] will [ ] ~~will not~~ be credited to the Sales Price at closing. **Time is of the essence for this paragraph and strict compliance with the time for performance is required.**

24. CONSULT AN ATTORNEY: TREC rules prohibit real estate licensees from giving legal advice. READ THIS CONTRACT CAREFULLY. If you do not understand the effect of this contract, consult an attorney BEFORE signing.

Buyer's Attorney is:	Seller's Attorney is:
Telephone:	Telephone:
Facsimile:	Facsimile:
E-mail:	E-mail:

EXECUTED the 31st day of July, 2012 (EFFECTIVE DATE).
(BROKER: FILL IN THE DATE OF FINAL ACCEPTANCE.)

Buyer Tom Condon, Trustee	Seller Richard Quinones, Jr
Buyer	Seller

The form of this contract has been approved by the Texas Real Estate Commission. TREC forms are intended for use only by trained real estate licensees. No representation is made as to the legal validity or adequacy of any provision in any specific transactions. It is not intended for complex transactions. Texas Real Estate Commission, P.O. Box 12188, Austin, TX 78711-2188, (512) 936-3000 (http://www.trec.texas.gov) TREC NO. 9-10. This form replaces TREC NO. 9-9.

BROKER INFORMATION

Betz Commercial Brokerage Inc — Other Broker Firm	418447 — License No.
N/A — Listing Broker Firm	License No.
represents [X] Buyer only as Buyer's agent	represents [ ] Seller and Buyer as an intermediary
[ ] Seller as Listing Broker's subagent	[ ] Seller only as Seller's agent
Licensed Supervisor of Associate — Telephone	Licensed Supervisor of Listing Associate — Telephone
Tom Condon Jr — Associate	(832)678-4023 — Telephone
Listing Associate — Telephone	
10940 W Sam Houston Pkwy N, Ste 300 — Other Broker's Address	(281)873-8156 Facsimile
Listing Broker's Office Address — Facsimile	
Houston — City	TX — State	77064 — Zip
City — State — Zip	
tcondon@betzcompanies.com — Associate Email Address	
Listing Associate's Email Address	
Selling Associate — Telephone	
Selling Associate's Office Address — Facsimile	
City — State — Zip	
Selling Associate's Email Address	

Buyer
~~Listing Broker~~ has agreed to pay Other Broker 6.000% of the total sales price upon Closing. ~~when the Listing Broker's fee is received. Escrow Agent is authorized and directed to pay Other Broker from Listing Broker's fee at closing.~~

OPTION FEE RECEIPT

Receipt of $ 100.00 (Option Fee) in the form of check is acknowledged.

Seller or Listing Broker — Date: 7-31-12

CONTRACT AND EARNEST MONEY RECEIPT

Receipt of [X] Contract and [X] $ 500.00 Earnest Money in the form of check is acknowledged.

Escrow Agent: Stewart Title - Tomball — Date:

By: Jane Mathews, CLoser — jmathews@stewart.com (Email Address)

14080 FM 2920, Ste E (Address) — Telephone: (281)357-8277

Tomball (City) — TX (State) — 77377 (Zip) — Facsimile: (281)357-8217

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Fusilier Lots

EQUAL HOUSING OPPORTUNITY

Approved by the Texas Real Estate Commission for Voluntary Use
Texas law requires all real estate licensees to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

10-10-11

Information About Brokerage Services

Before working with a real estate broker, you should know that the duties of a broker depend on whom the broker represents. If you are a prospective seller or landlord (owner) or a prospective buyer or tenant (buyer), you should know that the broker who lists the property for sale or lease is the owner's agent. A broker who acts as a subagent represents the owner in cooperation with the listing broker. A broker who acts as a buyer's agent represents the buyer. A broker may act as an intermediary between the parties if the parties consent in writing. A broker can assist you in locating a property, preparing a contract or lease, or obtaining financing without representing you. A broker is obligated by law to treat you honestly.

IF THE BROKER REPRESENTS THE OWNER:
The broker becomes the owner's agent by entering into an agreement with the owner, usually through a written - listing agreement, or by agreeing to act as a subagent by accepting an offer of subagency from the listing broker. A subagent may work in a different real estate office. A listing broker or subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first. The buyer should not tell the owner's agent anything the buyer would not want the owner to know because an owner's agent must disclose to the owner any material information known to the agent.

IF THE BROKER REPRESENTS THE BUYER:
The broker becomes the buyer's agent by entering into an agreement to represent the buyer, usually through a written buyer representation agreement. A buyer's agent can assist the owner but does not represent the owner and must place the interests of the buyer first. The owner should not tell a buyer's agent anything the owner would not want the buyer to know because a buyer's agent must disclose to the buyer any material information known to the agent.

IF THE BROKER ACTS AS AN INTERMEDIARY:
A broker may act as an intermediary between the parties if the broker complies with The Texas Real Estate License Act. The broker must obtain the written consent of each party to the transaction to act as an intermediary. The written consent must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. The broker is required to treat each party honestly and fairly and to comply with The Texas Real Estate License Act. A broker who acts as an intermediary in a transaction:

(1) shall treat all parties honestly;

(2) may not disclose that the owner will accept a price less than the asking price unless authorized in writing to do so by the owner;

(3) may not disclose that the buyer will pay a price greater than the price submitted in a written offer unless authorized in writing to do so by the buyer; and

(4) may not disclose any confidential information or any information that a party specifically instructs the broker in writing not to disclose unless authorized in writing to disclose the information or required to do so by The Texas Real Estate License Act or a court order or if the information materially relates to the condition of the property.

With the parties' consent, a broker acting as an intermediary between the parties may appoint a person who is licensed under The Texas Real Estate License Act and associated with the broker to communicate with and carry out instructions of one party and another person who is licensed under that Act and associated with the broker to communicate with and carry out instructions of the other party.

If you choose to have a broker represent you, you should enter into a written agreement with the broker that clearly establishes the broker's obligations and your obligations. The agreement should state how and by whom the broker will be paid. You have the right to choose the type of representation, if any, you wish to receive. Your payment of a fee to a broker does not necessarily establish that the broker represents you. If you have any questions regarding the duties and responsibilities of the broker, you should resolve those questions before proceeding.

Real estate licensee asks that you acknowledge receipt of this information about brokerage services for the licensee's records.

Richard Quinones, Jr 7-31-12

Buyer (Seller) Landlord or Tenant
Richard Quinones, Jr

Date

Texas Real Estate Brokers and Salespersons are licensed and regulated by the Texas Real Estate Commission (TREC). If you have a question or complaint regarding a real estate licensee, you should contact TREC at P.O. Box 12188, Austin, Texas 78711-2188 , 512-936-3000 (http://www.trec.texas.gov)

Betz Commercial Brokerage, Inc 10940 W. Sam Houston Pkwy N., #300 Houston, TX 77064
Phone: 281.873.4444 Fax: 281.873.8156 Raymond Betz

Fusilier Lots

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Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve Request for Funding of the 2nd Annual Bugs, Brew and Barbecue Event, to be Held on Septemer 29, 2012, as recommended by the Tourism Advisory Committee, in the Amount of $12,000 in Hotel-Motel Tax Revenues

Background:

The 2nd Annual Bugs, Brew and Barbecue Event will be a one-day event including a class Volkswagen show and swap meet presented by the North Houston Volkswagen Club, samplings of Texas craft beers in Depot Plaza (Cisco's Salsa Company), barbecue vendors, including the Original Rib Tickler, from 9:00 a.m. to 6:00 p.m., and Texas Music provided from 12:00 p.m. to 6 p.m.

The Tourism Advisory Committee approved the funding request on July 23, 2012, which is now presented to Council for consideration. The 2nd Annual Bugs, Brew and Barbecue Event will address the Strategic Initiative of investing HOT funds most effectively for maximum return to the City through the partnership with the hotel and tourism industry on joint marketing events in which those funds are invested.

Origination:

Mike Baxter, Ma4keting Director

Recommendation:

Approve Funding Request for the 2nd Annual Bugs, Brew and Barbecue Event

Funding: Yes

Account Number: 240-243-6358

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Event Concept Plan - 2nd Annual Bugs, Brew and Barbecue Event

Marketing Proposal

Event Concept for approval

To: City Council

From: Mike Baxter

CC: File

Date: 8/3/2012

Re: Bugs, Brew & Barbecue event and proposed budget

The following are details for the planned "2nd Annual Bugs, Brew & Barbecue" event scheduled for September 29, 2012 – approved by TAC on 7/23/12 and awaiting final approval by City Council.

DATE: Saturday, September 29, 2012

TIME: 9 a.m. to 6 p.m.

LOCATION: Depot Plaza and immediate area

Streets to be closed during the day:

1. Market Street from South Elm to Walnut
2. South Elm Street from FM 2920 to Market Street
3. South Walnut from Market to Fannin

ELEMENT ONE – "Bugs": A classic Volkswagen show and swap meet presented by the North Houston Volkswagen Club. This event will be staged on S. Elm, and surrounding the Depot.

The Events Committee has already been briefed on this particular aspect of the event.

This element is related to the German/Texan founding of the community in lieu of Octoberfest.

The VW Show will run from 9 a.m. to 4 p.m.

ELEMENT TWO – "Brew": There will be a sampling of Texas craft beers in Depot Plaza involving Cisco's Salsa Company as our licensed pourer for 2012. Cisco's is now talking with various suppliers to provide us with a wider selection of Texas craft beers than in 2011, and they will be responsible for all necessary TABC permits and procedures, and as well as liability insurance coverage.

ELEMENT THREE – "Barbecue": Barbecue vendors will include the Original Rib Tickler and several other local barbecue restaurants.

Each vendor will be responsible for their own permit from the Harris County Health Department.

ELEMENT FOUR – Music: Texas Music is the final element of this event. Three bands are scheduled to perform from noon to 6 p.m.

Acts will perform one 90-minute set each with the exception of Woolsey who will play 90-120 minutes.

Performance schedule

12:00 – 1:30	Unfortunate Sons (Credence Clearwater Revival tribute band)
1:30 – 2:00	Break
2:00 – 3:30	The Bottle Rockers (Classic Rock)
3:30 – 4:00	Awards presentation for VW club
4:00 – 5:30/6:00 encore	Jeff Woolsey and the Dance Hall Kings (Country)

ADDITIONAL NEEDS:

There will be additional miscellaneous needs such as:

- 40x20-foot tent to cover the Depot performing area
- Port-a-lets (minimum of eight – seven standard and one handicap-access with sanitizer)

  I have been spoken with Dr. Hutson and we agree that the Port-a-lets should not be placed in the new parking lot for "The Barns at the Depot" complex as at previous events. A new location will be found in the immediate area.
- Event t-shirts souvenir mugs if approved
- Signs

PROMOTION:

"Bugs, Brew, & Barbecue" will be promoted via press releases to traditional and online media sources, social media sites, networking vehicles such as Walk Tomball, Shop Tomball, etc., band data bases, and word of mouth. A minimal paid advertising schedule would include a ¼ page display ad in the HNC "Here Houston" regional publication, an ad in the Tomball/Magnolia Tribune, and K-Star Radio.

ESTIMATED COST:

Bands:	$3,900.00:	The Bottle Rockers	$1,500.00
		Jeff Woolsey	$ 900.00
		Unfortunate Sons	$1,500.00

Sound:	$1,500.00
Tent/Tables/Chairs:	$ $2050.00 (40x40 – shade, 22 tables and 220 chairs)*
Tent for staging:	$ 300.00 (40x20)
Portalets (8):	$ 600.00

Advertising:	$ 2,950.00	"HereHouston"	$1,000.00 1/8 page color (HCN) regional*
		Tribune	$ 600.00 ¼ page black and white
		K-Star Radio	$1,000.00 one week on-air prior to the event*
		Misc. advert.	$ 350.00
Misc. items:	$ 700.00		
Estimated Total:	$12,000.00		

*Last year's event was budgeted at $9,000.00, but through events staged earlier in 2012 we now see the need for providing our guests with a large shade structure and tables and chairs. The 40x40 tent suggested in this proposal is the minimal size. The larger 40x60 used at the Rails & Tails event would be more appropriate, but cost may be prohibitive at this time. Advertising will be increased this year over 2011.

Event sponsors will be sought to help underwrite expenses.

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve Request for City Support/Co-Sponsorship of the 5th Annual Tomball German Christmas Market, to be held December 6 through Sunday, December 9, 2012 and Approve Funding, as recommended by the Tourism Advisory Committee, in the Amount of $25,000 in Hotel-Motel Tax Revenues

Background:

The Tomball Sister City Organization's 5th Annual Tomball German Christmas Market will be held December 7-9, 2012.

On April 16, 2012, the City Council authorized the Mayor to issue a letter of support to Harris County Commissioners Court for the closure of South Cherry Street, in connection with the German Christmas Market and the German Heritage Festival.

At this time, the Tomball Sister City Organization is requesting financial and personnel support from the City of Tomball via in-kind services and funding from Hotel-Motel Tax Revenues:

Personnel - December 6 through December 9, 2012:
Public Works -

Two (2) employees for Friday night from 6:00 p.m. to 11:00 p.m.
Four (4) for Saturday from 8:00 a.m. to 11:00 p.m.
Two (2) for Sunday from 8:00 a.m. to 9:00 p.m.
Employees will need the use of gators for trash pick up.

Police Department -

Two (2) Officers for Thursday from 5:00 p.m. - 11:00 p.m.
Four (4) Officers for Friday from 5:00 p.m. - 11:00 p.m.
Four (4) Officers for Saturday from 9:00 a.m. - 11:00 p.m.
Four (4) Officers for Sunday from 10:00 a.m. - 6:00 p.m.
Two (2) Officers for Sunday night from 6:00 p.m. - 11:00 p.m.

ESD 8 - (TSCO will need to contact ESD #8 directly)

One (1) Paramedic Thursday 5:00 p.m. -11:00 p.m.
One (1) Paramedic Friday from 5:00 p.m. -11:00 p.m.
One (1) Paramedic Saturday from 9:00 a.m. - 11:00 p.m.
One (1) Paramedic Sunday from 10:00 a.m. - 11:00 p.m.

Facilities - The use of the Community Center on December 7 from 1:00 p.m.-10:00 p.m., December 8, from 8:00 a.m.-10:00 p.m., and December 9, from 8:00 a.m.-8:00 p.m., and one employee working these hours.

Supplies -

One (1) 40-yard roll off, and four (4) 8-yard dumpsters; Fifty (50) portable toilets including two (2) handicap units, and eight (8) hand sanitize stations.

Thirty (30) trash barrels with 400 liners

Twenty (25) barricades, twelve (12) traffic cones

Electricity/Lighting Rentals: 6 large generators and 6 power cords, 6 tower lights,

and fuel top-off for generators from City's gasoline supply.

Transportation - Request for visitor's off-site parking and transportation to the festival by way of shuttle service.

Carnival Hours -
Thursday 3:00 p.m.-11:00 p.m., Friday 3:00 p.m.-11:00 p.m., Saturday 10:00 a.m.-11:00 p.m., Sunday 10:00 a.m.-10:00 p.m.

Street Closures -
On behalf of the Tomball Sister City Organization and the Tomball German Heritage Festival, TSCO respectfully requests permission to block off the 100 block of S. Elm Street, the 100-300 blocks of Market Street, and the intersection of Market and the 200 block of S. Walnut, from 12:00 p.m. Thursday, December 6, 2012 until 10:00 p.m. Sunday, December 9, and the 100 block of S. Walnut from 5:00 p.m. Friday, December 7, through 10:00 p.m., December 9, 2012. The Triple "T" Amusement Carnival will begin Thursday at 3:00 p.m. and go through Sunday until 10:00 pm.

Funding from Hotel-Motel Tax Revenues -
Cash Request of $15,000.00 from the local occupancy tax for advertising. TV commercial. Requested amount - $10,000.

Origination:

Tomball Sister City Organization

Recommendation:

N/A

Funding:

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

TSCO Request re Tomball German Christmas Market

TOMBALL SISTER CITY ORGANIZATION, INC.
Tomball, Texas – Telgte, Germany
P.O. Box 1131
Tomball, Texas 77377

June 18, 2012

Honorable Mayor and City Council

Re: Request for Support of the 5th Annual Tomball German Christmas Market.

The Tomball Sister City Organization, Inc. would like to increase the number of attendees at our Christmas Market, and visitors to Tomball this year, by adding to our advertising budget. With this in mind, we respectfully request the following from our City:

(A) In-kind support for the 2012 TGCM, Thursday, December 6th through Sunday, December 9, 2012.

1. Personnel:
   Public Works:
   Two (2) employees for Friday night from 6:00 pm to 11:00 pm.
   Four (4) employees for Saturday from 8:00 am to 11:00 pm.
   Two (2) employees for Sunday from 8:00 am to 9:00 pm.
   Employees will need the use of gators for trash pick

   Police Department:
   Two (2) Officers for Thursday from 5:00-11:00 pm.
   Four (4) Officers for Friday from 5:00-11:00 pm.
   Four (4) Officers for Saturday from 9:00 am - 11:00 pm.
   Four (4) Officers for Sunday from 10:00 am – 6:00 pm.
   And two (2) Officers for Sunday night from 6:00 -11:00 pm.

   ESD 8
   One (1) Paramedic Thursday 5:00-11:00 pm.
   One (1) Paramedic Friday from 5:00-11:00 pm.
   One (1) Paramedic Saturday from 9:00 am - 11:00 pm.
   One (1) Paramedic Sunday from 10:00 am – 11:00 pm.

2. Facilities & Personnel:
   The use of the Community Center Friday from 1:00 pm to 10:00 pm and Saturday from 8:00 am to 10:00 pm and Sunday from 8:00 am to 8:00 pm. One (1) employee working these hours, also.

3. Supplies:
One (1) 40 yard roll off, and four (4) 8-yard dumpsters; Fifty (50) portable toilets including two (2) handicap units, and eight (8) hand sanitize stations.

Thirty (30) trash barrels with 400 liners

Twenty-five (25) barricades, twelve (12) traffic cones

4. Street Closures:
We respectfully request permission to close the following City Streets:
12 noon on Thursday until 10 pm Sunday:
100 Block S. Elm Street
100 ─ 300 Blocks of Market Street
Intersection of Market & 200 Block S. Walnut
5 pm Friday until 10 pm Sunday. This is to give access to the Harris County Tax Office.
100 Block S. Walnut

We have also requested of Harris County that S. Cherry Street be closed from 4 pm Friday until 8 pm Sunday.

(B) 1. Electricity/Lighting Rentals: 6 large generators and 6 power cords, 6 tower lights, and fuel top-off for generators from City's gasoline supply.

(C) Cash Request of $15,000.00 from the local occupancy tax for advertising.

(D) Cash Request of an additional $10,000.00 from the local occupancy tax for a TV commercial.

(E) Transportation: Request off-site parking and transportation to the festival by way of a shuttle service.

Carnival Hours:
Thursday 3 pm─11 pm; Friday 3 pm─11 pm; Saturday 10 am─11 pm; Sunday 10 am─10 pm.

Festival Hours:
Friday 6─10 pm; Saturday 10 am─10 pm; Sunday 10 am ─ 6 pm.

Sincerely,

Grady P. Martin
Tomball Sister City Organization
Tomball German Christmas Market

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve Request for City Support/Co-Sponsorship of the 13th Annual Tomball German Heritage Festival, to be held March 21 through March 24, 2013, and Approve Funding, as recommended by the Tourism Advisory Committee, in the Amount of $35,000 in Hotel-Motel Tax Revenues

Background:

The Tomball Sister City Organization's 13th Annual Tomball German Heritage Festival will be held March 22-24, 2013.

On April 16, 2012, the City Council authorized the Mayor to issue a letter of support to Harris County Commissioners Court for the closure of South Cherry Street, in connection with the German Christmas Market and the German Heritage Festival.

At this time, the Tomball Sister City Organization is requesting financial and personnel support from the City of Tomball via in-kind services and funding from Hotel-Motel Tax Revenues:

Personnel - March 21 through March 24, 2013:
Public Works -

Two (2) employees for Friday night from 6:00 p.m. to 11:00 p.m.
Two (2) for Saturday from 8:00 a.m. to 11:00 p.m.
Two (2) for Sunday from 8:00 a.m. to 8:00 p.m.
Employees will need the use of gators for trash pick up.

Police Department -

Two (2) Officers for Thursday from 5:00 p.m.-11:00 p.m.
Four (4) Officers for Friday from 5:00 p.m.-11:00 p.m.
Four (4) Officers for Saturday from 9:00 a.m. - 11:00 p.m.
Four (4) Officers for Sunday from 10:00 a.m. - 600 p.m.
Two (2) Officers for Sunday night from 6:00 p.m. - 11:00 p.m.

ESD 8 - (TSCO will need to contact ESD #8 directly)

One (1) Paramedic Thursday 5:00 p.m. -11:00 p.m.
One (1) Paramedic Friday from 5:00 p.m. -11:00 p.m.
One (1) Paramedic Saturday from 9:00 a.m. - 11:00 p.m.
One (1) Paramedic Sunday from 10:00 a.m. - 11:00 p.m.

Facilities - The use of the Community Center on March 22 from 1:00 p.m.-10:00 p.m., March 23, from 8:00 a.m.-10:00 p.m., and March 24, 2013, from 8:00 a.m.-8:00 p.m., and one employee working these hours.

Supplies -

One (1) 40 yard roll off, and four (4) 8-yard dumpsters; Fifty (50) portable toilets including two (2) handicap units, and eight (8) hand sanitize stations.

Thirty (30) trash barrels with 400 liners

Twenty (25) barricades, twelve (12) traffic cones

Electricity/Lighting Rentals: 7 large generators and 7 power cords, 6 tower lights, and fuel top-off for generators from City's gasoline supply.

Transportation - Request for visitor's off-site parking and transportation to the festival by way of shuttle service.

Carnival Hours -
Thursday 3:00 p.m.-11:00 p.m., Friday 3:00 p.m.-11:00 p.m.; Saturday 10 a.m.-11:00 p.m.; Sunday 10:00 a.m.-10:00 p.m.

Street Closures -
On behalf of the Tomball Sister City Organization and the Tomball German Heritage Festival, TSCO respectfully requests permission to block off the 300 block of Market Street from Cherry to Oak; South Elm and 100 block of Market; and South Walnut between Market and Fannin from 12:00 pm Thursday, March 21, 2013 until 10:00 pm Sunday, March 24 2013. The Triple "T" Amusement Carnival will begin Thursday at 3:00 pm and go through Sunday until 10:00 pm.

In addition to this, TSCO would like to request closure of the 200 block of Market at Cherry, Friday 9:00 am, March 22, 2013 and South Walnut at Main from 5:00 pm until Sunday, March 24, 2013 at 7:00 pm.

Funding from Hotel-Motel Tax Revenues -
Cash Request of $25,000.00 from the local occupancy tax for advertising. TV and Radio commercials. Requested amount - $10,000.

Origination:

Tomball Sister City Organization

Recommendation:

N/A

Funding:

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

TSCO re German Heritatge Festival

TOMBALL SISTER CITY ORGANIZATION
Tomball, Texas – Telgte, Germany
P.O. BOX 1131
TOMBALL, TEXAS 77377

June 11, 2013

Honorable Mayor and City Council

Re: Request Support for 13th Annual Tomball German Heritage Festival

The Tomball Sister City Organization, Inc. respectfully request for the Tomball German Heritage Festival:

(A) In-kind support for Thursday, March 21st , Friday, March 22nd , Saturday, March 23rd, and Sunday, March 24th, 2013 in the form of:

Personnel:
Public Works:
Two (2) employees for Friday night from 6:00 pm to 11:00 pm.
Two (2) for Saturday from 8:00 am to 11:00 pm.
Two (2) for Sunday from 8:00 am to 8:00 pm.
Employees will need the use of gators for trash pick up.

Police Department:
Two (2) Officers for Thursday from 5-11pm.
Four (4) for Friday from 5-11pm.
Four (4) for Saturday from 9am - 11pm.
Four (4) for Sunday from 10am - 6pm.
And two (2) Officers for Sunday night from 6-11pm.

ESD 8
One (1) Paramedic Thursday 5-11pm
One (1) Friday from 5-11pm
One (1) Saturday from 9am - 11pm
One (1) Sunday from 10am - 11pm

Facilities:
The use of the Community Center Friday night from 1:00 pm to 10 pm and Saturday from 8:00 am to 10 pm and Sunday from 8:00 am to 8:00 pm. One (1) employee working these hours, also.

Supplies:

One (1) 40 yard roll off, and four (4) 8-yard dumpsters; Forty-five (50) portable toilets including two (2) handicap units, and eight (8) hand sanitize stations.

Thirty (30) trash barrels with 400 liners

Twenty (25) barricades, twelve (12) traffic cones

(B) 1. Electricity/Lighting Rentals: 7 large generators and 7 power cords, 6 tower lights, and fuel top-off for generators from City's gasoline supply.

(C) Cash Request of $25,000.00 from the local occupancy tax.

(D) TV and Radio commercials. Requested amount - $10,000.

(E) Transportation: Request for visitor's off-site parking and transportation to the festival by way of shuttle service.

Carnival Hours:
Thursday 3pm-11pm, Friday 3pm-11pm, Saturday 10am-11pm, Sunday 10am-10pm

Street Closures:
On behalf of your Tomball Sister City Organization and the Tomball German Heritage Festival we respectfully request permission to block off the 300 block of Market Street from Cherry to Oak; South Elm and 100 block of Market; and South Walnut between Market and Fannin from 12:00 pm Thursday, March 24, 2011 until 10:00 pm Sunday, March 27, 2011. The Triple "T" Amusement Carnival will begin Thursday at 3:00 pm and go through Sunday until 10:00 pm. In addition to this, we would like to request closure of the 200 block of Market at Cherry, Friday 9:00 am, March 25, 2011 and South Walnut at Main 5:00 pm until Sunday, March 27, 2011 at 7:00 pm.

Sincerely,

Grady P. Martin
Tomball Sister City Organization
Tomball German Heritage Festival

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve Request from the Tomball Pregnancy Center for City Support of the "Run for Life" Fundraiser, to be Held on Saturday, October 6, 2012, through In-Kind Services Provided by the City of Tomball

Background:

The City was approached by the Tomball Pregnancy Center to approve and provide City support for its "Run for Life" fundraising event, to be held on Saturday, October 6, 2012. The 5K Walk (with 1 mile alternate route) will use the same route as the City's annual Bunny Run 5K and 1 Mile Walk event.

The event is designed to raise funds to pay for the services provided by Tomball Pregnancy Center, to assist women moving from surviving a crisis to thriving in their new circumstances.

Tomball Pregnancy Center requests the same support approved by Council for other events:

- police, fire, and public works support;
- possible assistance from City volunteers, including VIPs and/or Explorers; and
- possible assistance from Northwest EMS.

Based on previous walks and events in the same location, staff estimates an approximate cost for in-kind services will be $75-$100 for the Fire Department and $2,500-$3,000 for the Police and Public Works Departments . Northwest EMS estimates its costs to provide EMS standby support during the event will be $360.00.

Origination:

Tomball Pregnancy Center

Recommendation:

N/A

Funding:

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

TPC Request Letter re "Run for Life" Event

Tomball Pregnancy Center

REAL HELP, HOPE, AND TRUTH

Michelle Sukey
934 W. Main
Tomball, TX 77375
July 27, 2012

Dear Mayor and Council:

The Tomball Pregnancy Center is a non-profit agency in this county serving the needs of women in crisis situations. "Run for Life" is our fundraiser scheduled for October 6, 2012. This fundraiser pays for our staff, bills, and programs, which assist women in moving from surviving a crisis to thriving in their new circumstances. Our Lifeworks program is tailored to meet the needs of each individual by providing parenting, child development, bible study, and life skills lessons. We are able to make dreams come true through the generous donations of time and talents volunteered by Tomball's citizens. No client is charged for any service.

We are requesting that "In Kind Services" be granted to take care of the public works officials aiding our fundraiser, such as police, fire, public works, and EMS.

Thank you for your consideration.

Sincerely,

Michelle Sukey

Michelle Sukey
Executive Director

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve **STANFIELD ESTATES SUBDIVISION REPLAT**: Being a Replat of Lots 24, 25, 26, 27, 28, 29, 30, 31, and 32 of Block 41 of Tomball Townsite Subdivision, Recorded under Volume 4, Page 25 of Map Records of Harris County, Texas, Situated in the J. Pruitt Survey, Abstract 629, Harris County, Texas.

Background:

The Planning and Zoning Commission approved the **STANFIELD ESTATES SUBDIVISION REPLAT;** with contingencies on Monday, July 9, 2012. The Replat is now being forwarded to City Council for approval consideration.

Origination:

Recommendation:

Funding:

Party(ies) responsible for placing this item on agenda:

Engineering and Planning

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Stanfield Estates Subdivision Replat

THE STATE OF TEXAS
COUNTY OF HARRIS

WE, COMQUEST ACADEMY, ACTING BY AND THROUGH TANIS STANFIELD, SUPERINTENDENT, BEING OFFICER OF COMQUEST ACADEMY, OWNER HEREINAFTER REFERRED TO AS OWNERS OF THE 0.7231 ACRE TRACT, DESCRIBED IN THE ABOVE AND FOREGOING MAP OF STANFIELD ESTATES SUBDIVISION, DO HEREBY MAKE AND ESTABLISH SAID SUBDIVISION OF SAID PROPERTY ACCORDING TO ALL LIENS, DEDICATIONS, RESTRICTIONS AND NOTATIONS OF SAID PLAT AND HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER, ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES SHOWN THEREON FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED; AND DO HEREBY BIND OURSELVES, MY HEIRS, SUCCESSORS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DEDICATED.

FURTHER, OWNERS HAVE DEDICATED AND BY THESE PRESENTS DO DEDICATE TO THE USE OF THE PUBLIC FOR PUBLIC UTILITY PURPOSES FOREVER AN UNOBSTRUCTED AERIAL EASEMENT FIVE FEET (5') IN WIDTH FROM A PLANE TWENTY FEET (20') ABOVE THE GROUND LEVEL UPWARD, LOCATED ADJACENT TO ALL PUBLIC UTILITY EASEMENTS SHOWN HEREON.

FURTHER, OWNERS DO HEREBY COVENANT AND AGREE THAT ALL OF THE PROPERTY WITHIN THE BOUNDARIES OF THIS PLAT SHALL BE RESTRICTED TO PROVIDE THAT DRAINAGE STRUCTURES UNDER PRIVATE DRIVEWAYS SHALL HAVE A NET DRAINAGE OPENING AREA OF SUFFICIENT SIZE TO PERMIT THE FREE FLOW OF WATER WITHOUT BACKWATER AND IN NO INSTANCE HAVE A DRAINAGE OPENING OF LESS THAN THREE QUARTERS SQUARE FEET (18" DIAMETER) WITH CULVERTS OR BRIDGES TO BE PROVIDED FOR ALL PRIVATE DRIVEWAYS OR WALKWAYS CROSSING SUCH DRAINAGE FACILITIES.

IN TESTIMONY WHEREOF, COMQUEST ACADEMY, HAS CAUSED THESE PRESENTS TO BE SIGNED BY TANIS STANFIELD, IT'S SUPERINTENDENT, THEREUNTO AUTHORIZED, ATTESTED BE ITS SECRETARY, RENE BENITEZ, AND ITS COMMON SEAL HEREUNTO AFFIXED THIS 10th DAY OF July, 2012.

COMQUEST ACADEMY:

BY: _____
TANIS STANFIELD, SUPERINTENDENT

ATTEST:

BY: _____
EMMA BACUS, COUNSELOR

THE STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, TANIS STANFIELD, SUPERINTENDENT, COMQUEST ACADEMY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN AND HEREIN STATED, AND AS THE ACT AND DEED OF SAID CORPORATION.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 10th DAY OF July, 2012.

_____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: 9-1-15

SUSAN TINGLE SMITH
NOTARY PUBLIC
STATE OF TEXAS
MY COMM. EXP. 9/1/15

THE STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, EMMA BACUS, COUNSELOR, COMQUEST ACADEMY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN AND HEREIN STATED, AND AS THE ACT AND DEED OF SAID CORPORATION.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 10th DAY OF July, 2012.

_____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: 9-1-15

SUSAN TINGLE SMITH
NOTARY PUBLIC
STATE OF TEXAS
MY COMM. EXP. 9/1/15

STATE OF TEXAS
COUNTY OF HARRIS

WE, WELLS FARGO BANK, OWNER AND HOLDER OF A LIEN AGAINST THE PROPERTY DESCRIBED IN THE PLAT KNOWN AS STANFIELD ESTATES SUBDIVISION, SAID LIEN BEING EVIDENCED BY INSTRUMENT OF RECORD IN THE CLERK'S FILE NUMBER X811443, OF THE OFFICICAL PUBLIC RECORDS OF HARRIS COUNTY, TEXAS, DO HEREBY IN ALL THINGS SUBORDINATE OUR INTEREST IN SAID PROPERTY TO THE PURPOSES AND EFFECTS OF SAID PLAT AND THE DEDICATIONS AND RESTRICTIONS SHOWN HEREIN TO SAID SUBDIVISION PLAT AND I HEREBY CONFIRM THAT I AM THE PRESENT OWNER OF SAID LIEN AND HAVE NOT ASSIGNED THE SAME NOR ANY PART THEREOF.

WELLS FARGO BANK

BY: _____
PRINT NAME: DAVID S. MCLIVER
TITLE: VICE PRESIDENT

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED DAVID S. MCLIVER, VICE PRESIDENT, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGMENT TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN AND HEREIN STATED, AND AS THE ACT AND DEED OF SAID CORPORATION.

GIVEN UNDER MY HAND AND SEAL OF OFFICE,

THIS 10TH DAY OF July, 2012

_____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: 9-1-15

SUSAN TINGLE SMITH
NOTARY PUBLIC
STATE OF TEXAS
MY COMM. EXP. 9/1/15

THIS IS TO CERTIFY THAT THE PLANNING AND ZONING COMMISSION OF THE CITY OF TOMBALL, TEXAS HAS APPROVED THIS PLAT AND SUBDIVISION OF STANFIELD ESTATES IN CONFORMANCE WITH THE LAWS OF THE STATE OF TEXAS AND THE ORDINANCES OF THE CITY OF TOMBALL AS SHOWN HEREON AND AUTHORIZED THE RECORDING OF THIS PLAT THIS _____ DAY OF _____, 2012.

BY: _____
LORI WALLACE, CHAIRMAN

BY: _____
EVELYN CHERVENAK, VICE CHAIRMAN

THIS IS TO CERTIFY THAT THE CITY ACCEPTS THE PLANNING AND ZONING COMMISSION'S AUTHORIZED APPROVAL AND ACCEPTANCE OF ALL DEDICATED PUBLIC EASEMENTS IN CONFORMANCE WITH THE LAWS OF THE STATE OF TEXAS AND THE ORDINANCES OF THE CITY OF TOMBALL AS SHOWN HEREON AND AUTHORIZED THE RECORDING OF THIS PLAT THIS_____ DAY OF_____, 2012.

BY: _____
GRETCHEN FAGAN, MAYOR

BY: _____
DORIS SPEER, CITY SECRETARY

WE, THE CITY MANAGER AND CITY ENGINEER FOR THE CITY OF TOMBALL, DO HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH THE CITY OF TOMBALL'S ORDINANCES.

_____
GEORGE SHACKELFORD, CITY MANAGER

_____
LORI LAKATOS, P.E., ACTING CITY ENGINEER

I, STAN STANART, COUNTY CLERK OF HARRIS COUNTY, DO HEREBY CERTIFY THAT THE WITHIN INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR REGISTRATION IN MY OFFICE ON _____, 2012, AT _____ O'CLOCK_____ M., AND DULY RECORDED ON, _____ 2012, AT _____ O'CLOCK ____ M., AND AT FILM CODE NUMBER _____, OF THE MAP RECORDS OF HARRIS COUNTY FOR SAID COUNTY.

WITNESS MY HAND AND SEAL OF OFFICE, AT HOUSTON, THE DAY AND DATE LAST ABOVE WRITTEN.

_____
STAN STANART
COUNTY CLERK
OF HARRIS COUNTY, TEXAS

BY: _____
DEPUTY

I, MARK S. BROWN, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF SURVEYING AND HEREBY CERTIFY THAT THE ABOVE SUBDIVISION IS TRUE AND CORRECT, WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND, THAT ALL BOUNDARY CORNERS, ANGLE POINTS, POINTS OF CURVATURE, AND OTHER POINTS OF REFERENCE HAVE BEEN MARKED WITH IRON (OR OTHER SUITABLE PERMANENT METAL) PIPES OR RODS HAVING AN OUTSIDE DIAMETER OF NOT LESS THAN THREE QUARTERS INCH (3/4") AND A LENGTH OF NOT LESS THAN THREE FEET (3'), AND THAT THE PLAT BOUNDARY CORNERS HAVE BEEN TIED TO THE NEAREST SURVEY CORNER.

_____
MARK S. BROWN
TEXAS REGISTRATION NUMBER 5553

STATE OF TEXAS
REGISTERED
MARK S. BROWN
5553
PROFESSIONAL
LAND SURVEYOR



KEY MAP PAGE 288 G
VICINITY MAP

NOTES:

1. * = SET 3/4" IRON ROD w/PLASTIC CAP UNLESS OTHERWISE NOTED.
2. NO STRUCTURE TO BE BUILT ACROSS ANY PIPELINE OR DEDICATED EASEMENT OR BUILDING LINE. FUTURE CONSTRUCTION TO ABIDE BY TOMBALL'S CITY ORDINANCES.
3. MAJOR VISIBLE AND APPARENT IMPROVEMENTS ARE BEING SHOWN.
4. ALL BEARINGS AND COORDINATES ARE BASED ON LEICA SMARTNET RTK (NAD 83 (CORS 96) 2001 EPOC, SOUTH CENTRAL ZONE, TO CONVERT THE SURFACE DISTANCE TO GRID DISTANCE, MULTIPLY BY A COMBINATION SCALE FACTOR OF 0.999951143.
5. THE ENCROACHMENT OF THE BUILDING LINE BY THE EXISTING BUILDING IS HEREBY GRAND FATHERED AND ALLOWED TO REMAIN, PROVIDED THAT NO FURTHER IMPROVEMENTS BE MADE TO THE BUILDING WITHIN THAT BUILDING LINE AND NO SIGNAGE SHALL BE PLACED ON THE BUILDING WITHIN THE BUILDING LINE. IF THE BUILDING IS DESTROYED OR DEMOLISHED WITHIN THE BUILDING LINE, THE ENCROACHMENT APPROVAL SHALL BE VOIDED WITH THE BUILDING LINE THEN FULLY OBSERVED.
6. ALL OIL OR GAS PIPELINES OR PIPELINE EASEMENTS WITH OWNERSHIP THROUGH THE SUBDIVISION HAVE BEEN SHOWN.
7. ALL OIL OR GAS WELLS WITH OWNERSHIP (PLUGGED, ABANDONED, AND/OR ACTIVE) WITHIN THE LIMITS OF THE SUBDIVISION HAVE BEEN SHOWN.
8. NO BUILDING OR STRUCTURE SHALL BE CONSTRUCTED ACROSS ANY PIPILINES, BUILDING LINES, AND OR EASEMENTS. BUILDINGS SETBACK LINES WILL BE REQUIRED ADJACENT TO OIL OR GAS PIPELINES. THE SETBACK AT A MINIMUM SHOULD BE 15' OFF CENTERLINE OF LOW PRESSURE GAS LINE AND 30' OFF THE CENTERLINE OF HIGH PRESSURE GAS LINE.
9. THIS PLAT DOES NOT ATTEMPT TO AMEND OR REMOVE ANY VALID COVENANTS OR RESTRICTIONS.
10. THE BUILDING LINES SHOWN ON THIS PLAT SHALL BE IN ADDITION TO, AND SHALL NOT LIMIT OR REPLACE, ANY BUILDING LINES REQUIRED BY THE CITY OF TOMBALL CODE OF ORDINANCE AT THE TIME OF THE DEVELOPMENT OF THE PROPERTY.
11. ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR HARRIS COUNTY, TEXAS, MAP NUMBER 48201C0230 L; MAP REVISED: JUNE 18, 2007, SHOWS THIS TRACT TO BE IN ZONE 'X', AREAS DETERMINED TO BE OUTSIDE 0.2% ANNUAL CHANCE FLOODPLAIN.
12. PUBLIC EASEMENTS DENOTED ON THIS PLAT ARE HEREBY DEDICATED TO THE PUBLIC FOREVER. ANY PUBLIC UTILITY, INCLUDING THE THE CITY PF TOMBALL, SHALL HAVE THE RIGHT AT ALL TIMES, OF INGRESS AND EGRESS TO AND FROM AND UPON SAID EASEMENTS FOR THE PURPOSE OF CONSTRUCTION, RECONSTRUCTION, INSPECTION, PATROLLING, MAINTAINING AND ADDING TO OR REMOVING ALL OR PART OF ITS RESPECTIVE SYSTEMS WITHOUT THE NECESSITY OF ANY TIME OF PROCURING THE PERMISSION OF THE PROPERTY OWNER. ANY PUBLIC UTILITY, INCLUDING THE CITY OF TOMBALL, SHALL HAVE THE RIGHT TO MOVE AND KEEP MOVED ALL OR PART OF ANY BUILDING, FENCES, TREES, SHRUBS, OTHER GROWTHS OR IMPROVEMENTS THAT IN ANY WAY ENDANGER OR INTERFERE WITH THE CONSTRUCTION, MAINTENANCE OR EFFICIENCY OF IT'S RESPECTIVE SYSTEMS ON ANY OF THE EASEMENTS SHOWN ON THIS PLAT. NEITHER THE CITY OF TOMBALL NOR ANY OTHER PUBLIC UTILITY SHALL BE RESPONSIBLE FOR ANY DAMAGES TO PROPERTY WITHIN AN EASEMENT ARISING OUT OF THE REMOVAL OR RELOCATION OF ANY OBSTRUCTION IN THE PUBLIC EASEMENT.

STANFIELD ESTATES SUBDIVISION

REPLAT

CONSISTING OF Block 41, Lot 32.

BEING A REPLAT OF LOTS 24, 25, 26, 27, 28, 29, 30, 31 AND 32 OF BLOCK 41, (0.7231 ACRES) OF TOMBALL TOWNSITE SUBDIVISION, RECORDED UNDER VOLUME 4, PAGE 25 OF MAP RECORDS OF HARRIS COUNTY, TEXAS, SITUATED IN THE J. PRUITT SURVEY, ABSTRACT 629, HARRIS COUNTY, TEXAS.

DATE: JULY 01, 2012

REASON FOR REPLAT: TO REMOVE LOT LINES AND CREATE 1 LOT, 1 BLOCK.

OWNER: COMQUEST ACADEMY
612 MALONE
TOMBALL, TEXAS 77375
PHONE 281-516-0611

PREPARED BY: FIELD DATA SERVICE, INC.
2307 BRISTOL BAND
KATY, TEXAS 77450
PHONE 281-793-5192
JOB NUMBER 2012-024

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Award Bid for Project No. 2012-08, Concrete Street Improvements, to Low Bidder, TJ & T Enterprises in the Amount of $210,061.80.

Background:

The City's total street inventory consists of 70% asphalt pavement and 30% concrete pavement. Public Works introduced Pavement Management Plans (PMP) for both inventories in 2009. The goal for both PMP's was to achieve and maintain a Pavement Condition Index (PCI) of 70 and above. The condition surveys conducted in 2009 indicated that 92% of the asphalt inventory had a PCI of 70 or above, and 50% of the concrete inventory had a PCI of 70 or above. In 2010 the City resurfaced all of the asphalt streets with a PCI of 70 or below, and initiated a program of leveling and replacing failed or deflected concrete street sections in Tomball Terrace, Tomball Hills, and Hunterwood subdivisions. The overall goal for the concrete street inventory was to address all failed or deflected panels and initiate an annual joint sealing program as preventative maintenance.

The scope of this project includes repair of 162 spalded concrete joints and 12 concrete street panels with the Tomball Hills subdivision. The completion of this project will improve the quality of the streets and serve to preserve and protect against further damage, thereby prolonging their usable life.

In addition, all expansion joints will be cleaned and sealed and all street signage will be replaced with new signs with high-intensity reflective sheeting, thereby providing comprehensive maintenance for this heavily populated area of our community and drastically reducing the need for maintenance time and costs, which enables the City to expand its comprehensive preventative maintenance programs on a priority basis throughout the remaining areas of the City.

Attached for your review are copies of the Bid Tabulation Sheet and Bid Form for Project No. 2012-08.

Origination:

Public Works

Recommendation:

Public Works staff recommends award of contract bid for Project #2012-08 (Concrete Street Improvements) in the amount of $210,061.80.

Funding: Yes

Account Number: 100-154-6207

Party(ies) responsible for placing this item on agenda:

Director of Public Works

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Project 2012-08 Bid Tab and Bid Form

REPORT OF OPENING AND TABULATION OF BIDS

DATE: 7/2/12	TIME: 2:00 PM	PROJECT NO. 2012-08

PROJECT:	Concrete Street Improvements

BIDDER	ADDRESS	BID*	MEETS ALL BID EQUIREMENTS YES	NO
T J & T Enterprises	27506 Calvert Rd., Tomball, TX	$210,061.80	X	
Teamwork Construction Services	2901-1/2 Preston Ave, Pasadena, TX	$343,348.00	X	
AAA Asphalt Paving	10526 Tanner Rd., Houston, TX	$367,438.00	X	
Pavecon	9900 Windfern Rd., Houston, TX	$431,572.00	X	

*All Prices FOB Tomball

RECOMMENDATION: Public Works staff recommends awarding contract for project #2012-08 (Concrete Street Improvements), in the amount of $210,061.80, to low bidder T J & T Enterprises.

DEPT. HEAD SIGNATURE

FUND: GENERAL X UTILITY ___

FUND ACCOUNT NO. 100-154-6207

BUDGETED ACCOUNT NO. 100-154-6207

WITHIN BUDGET: YES X NO _____

Project #2012-08 Concrete Street Improvements

BID DETAIL ITEMS

Item	Quantity Square Yards	Item Description	Item cost
1	2,016	Saw cut, contain and remove saw slurry, break out and remove 2' of concrete on each side of expansion joint for 162 joint repair areas to a depth of 6". Place redwood expansion joints, drill and dowel #4 rebar into existing concrete and install rebar at 12" O.C.E.W. intervals, re-pour with 3500 PSI concrete finished with medium broom finish, and joint seal all areas prior to opening for traffic.	$ 170,553.60
2	467	Saw cut, contain and remove saw slurry, break out and remove 12 affected concrete street panels to a depth of 6". Place redwood expansion joints, drill and dowel #4 rebar into existing concrete and install rebar at 12" O.C.E.W. intervals, re-pour with 3500 PSI concrete finished with medium broom finish, and joint seal all areas prior to opening for traffic.	$ 39,508.20

Total Bid Submitted: $ 210,061.80

Company Submitting Bid:
T J + T Enterprises

Name and Title of Person Submitting Bid:
Joe Featherston

Telephone Number: 713-819-4624

Fax Number: 281-516-3147

Accepted and agreed to this _____ **day of** _____ **2012**

By: _____

George Shackelford, City Manager
City of Tomball, Texas

ADD ON CURBS #3,100.00

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve a Change of Medical Providers from Aetna to Blue Cross Blue Shield and Approve Renewal of Agreements with All Other Existing Providers (RFP No. 2012-07)

Background:

In June, the City of Tomball accepted proposals on all lines of insurance for the employees. After receiving a 0% increase from Aetna last year, Aetna would only negotiate down to a 14.5% increase for the coming year. Our insurance brokers, IPS Advisors, were able to negotiate Blue Cross Blue Shield down to a 6.3% increase on the rates we are currently paying for Aetna. By switching to Blue Cross Blue Shield, the cost to the City would be $135,000 lower than under Aetna. All other lines of insurance came in under current rates with the incumbent providers.

The total amounts for all lines of coverage were included in the budget for the 2012-2013 fiscal year.

Origination:

Human Resources Department

Recommendation:

Staff recommends approval of the change to Blue Cross Blue Shield and the renewal of all other existing benefit providers.

Funding:

Party(ies) responsible for placing this item on agenda:

Lisa Coe, HR Director

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:
Conduct Public Hearing on the Proposed Budget for Fiscal Year 2012-2013

Background:

Origination:

Recommendation:

Funding:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:
Notice of Public Hearing
2012-2013 Proposed Budget_City of Tomball

NOTICE OF PUBLIC HEARING
at the
TOMBALL CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS

MONDAY, AUGUST 6, 2012

6:00 P.M.

Notice is hereby given that a PUBLIC HEARING will be held by the Tomball City Council, as the Governing Body of the City of Tomball, at a Regular Council Meeting on Monday August 6, 2012 at 6:00 p.m., at City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following:

Public Hearing for the Purpose of Adopting the City of Tomball's Budget for Fiscal Year 2012-2013.

This Budget will raise MORE total property taxes than last year's Budget by $648,161 (17.28%); a portion of that amount will be raised from new property added to the roll this year.

A copy of the Proposed Budget, as submitted to City Council and filed in the City Secretary's office, will be available for public inspection at the office of the City Secretary, 401 Market Street, Tomball, Texas, Monday through Thursday, 7:45 a.m. to 5:00 p.m., and Friday, 7:45 a.m. to 4:00 p.m., beginning on **August 3, 2012**.

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the **17th** day of July 2012 by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Doris Speer
Doris Speer, City Secretary, TRMC

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information. AGENDAS MAY ALSO BE VIEWED ONLINE AT www.ci.tomball.tx.us.

CITY OF TOMBALL

City Manager's Proposed Budget

FISCAL YEAR 2012-2013

August 6, 2012

CITY OF TOMBALL
CITY MANAGER'S PROPOSED BUDGET
FISCAL YEAR 2012-2013

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INTRODUCTION

CITY OF TOMBALL

Office of the City Manager

Gretchen Fagan
Mayor

To: Honorable Mayor and City Council
From: George T. Shackelford, City Manager
Subject: Budget Memo – City Manager's Proposed FY 2013 Budget
Date: August 6, 2012

As required in Section 8.03 of the Tomball City Charter, please find attached the proposed budget for fiscal year 2012-2013 (FY 2013). The budget is a planning tool, providing guidance and direction to City staff for the upcoming budget year.

Last year's conservative approach in the budgeting process has served well as revenue projections and spending are well within the current budget. We continued this conservative approach in preparing the FY 2013 Budget. The staff will continue to look for more cost-effective ways of doing business while providing a high level of service to our citizens.

FY 2013 Proposed Budget

The total proposed budget for FY 2013, including the Capital Projects Fund, totals $31,849,381. Total budgeted ending fund balances of $42,774,865 provide reserve levels of 141% of operating expenditures which exceeds the Charter requirement of 25%.

General Fund Overview

Revenues for FY 2012 are estimated at $16,230,000, which is approximately $1,370,000 more than the original budgeted. This is primarily due to increasing sales tax revenues. A very conservative estimate of revenues for FY 2013 indicates $16,356,684 which is consistent with revenues budgeted for FY 2012.

Operating expenditures for FY 2012 are projected to come in approximately $433,368 less than budgeted. This is primarily due to some position vacancies and departments consciously working to hold costs down in the current economic climate. Proposed FY 2013 expenditures are $15,563,119 which is $596,647 more than FY 2012, mostly due to facility improvement on city buildings.

Preliminary assessed values provided from the Harris County Tax Appraisal District (HCAD) have indicated that the City of Tomball assessed values for FY 2013 have increased 18.56%.

However, many of the values are still under protest, and the certified tax rolls are not expected until the end of August 2012. At that time, Harris County will prepare the Effective Tax Rate and we will proceed through the tax rate adoption process. This budget is based upon no change in the total tax rate of $0.341455 per $100 of assessed value.

Personnel

To maintain competitive salaries and benefits for employees, a three (3) percent salary adjustment and salary survey adjustment is proposed in FY 2013 with a total estimated cost of $375,000. In order to keep the medical and dental rates as competitive as possible, a request for proposal was posted. After review of the proposals, staff is recommending that the City change medical providers from Aetna to Blue Cross Blue Shield of Texas with a 6.3% increase from the current rate structure.

The City's contribution rate to Texas Municipal Retirement System has been reduced from 13.63%, in 2011, to 13.23%, in 2012.

The FY 2013 budget includes the following staff changes:

- Human Resources – Existing part time employee to fill a full time position;
- Street Maintenance – Appropriate funds for one full time employee;
- Community Events – Existing part time employee to fill a full time position; and
- Fire Department – Nine additional full time firefighters.

Supplemental Items

During the budget preparation and workshops, a variety of supplemental dollars was identified as priorities and was incorporated into the budget document. These proposed expenditures are projected in the budget and include additional employees, building facility improvements, technology, safety, and water and sewer plant facilities maintenance.

Enterprise Fund Overview

Revenues for FY 2012 are projected to be $10,836,300 which is $433,450 less than was budgeted due to a mild winter. The water sales revenues for FY 2013 are projected not to increase from FY 2012. Operating expenses for FY 2012 are projected to be approximately $400,000 less than originally budgeted, due to low gas prices.

Projected revenues for FY 2013 are $11,212,700 with expenses estimated at $9,241,258. The Enterprise Fund is budgeted to maintain a very strong ending fund balance in FY 2013 of $14,817,982 which will provide reserves of 161% of operating expenses. Net Operating Revenues provide coverage of 145% on system supported debt. These numbers help the city maintain its strong bond rating from the various agencies.

The water, sewer, and gas rates will remain the same for residential and commercial customers for FY 2013.

Debt Service Fund Overview

The FY 2012 ending fund balance in the Debt Service Fund is projected to be $1,259,454 which is less than originally budgeted. The ending fund balance for FY 2013 is an estimated $1,539,090 and represents a reserve level of 56% of proposed debt service expenditures. The City's policy for debt service reserves targets a reserve level of 25% of the next year's debt service requirement.

Standard & Poor's has recently reconfirmed the City's bond rating of AA- for next year.

Capital Projects Fund

The development of the Capital Projects Fund, which was implemented in FY 2012, has assisted with the management of the financial resources related to the Capital Improvement Programs (CIP) projects. This fund will continue to be utilized in the FY 2013 Budget.

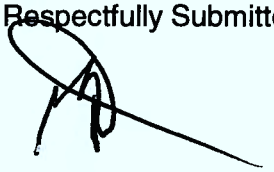
Hotel / Motel Tax

The Tourism Advisory Committee is completing its second year of operation. They have reviewed and recommended a number of projects and activities. The City's Marketing Director is continuing to make the City of Tomball name more prevalent in social media markets. This year's events have been highly successful and well received by the community. With the proposed expenditure increase for the tourism budget, the overall fund balance is projected to be approximately $268,000 for next year.

Summary

We appreciate the time and effort the Council has taken in reviewing the proposed budget. The City staff has done an excellent job in preparing this budget and is dedicated to providing a high level of customer service to the Citizens of Tomball. We look forward to the Council's continued support and leadership.

Respectfully Submitted,



George T. Shackelford
City Manager

Fund Summaries

Consolidated Statement of Anticipated Receipts and Revenues and Expenditures
and Changes in Fund Balance- All Funds
City Manager 2012-2013 Proposed Budget

	Governmental			Proprietary	Internal Service			Consolidated
	General Fund	Special Revenue Funds	Debt Service	Enterprise Fund	Fleet Replacement Fund	Health Insurance Trust Fund	Capital Projects Fund	All Funds FY 2013 Proposed Budget
Revenues:								
Property taxes	$ 1,475,000		$ 3,024,900					4,499,900
Sales taxes	7,765,000	350,000						8,115,000
Franchise taxes	1,200,950							1,200,950
Permits and licenses	300,800							300,800
Fines and warrants	832,000	343,000						1,175,000
Service fees	2,000,000			10,350,000				12,350,000
Transfers In	2,246,221				316,700	1,993,811	664,309	5,221,041
Contributions/Grants	233,883	613,000						846,883
Other	257,830	21,050		814,700				1,093,580
Interest	45,000	2,150	2,500	48,000	2,000	200	12,000	111,850
Total Revenues	$ 16,356,684	$ 1,329,200	$ 3,027,400	$ 11,212,700	$ 318,700	$ 1,994,011	$ 676,309	$ 34,915,004
Expenditures:								
General Government	3,428,368	35,000	-		-	1,993,811		5,457,179
Public Safety	7,177,276	1,291,502	-	-	-	-		8,468,778
Public Works	3,809,490		-	-	-	-		3,809,490
Engineering and Planning	634,992		-	-	-	-		634,992
Parks and Recreation	513,630	5,350	-	-	-	-		518,980
Tourism & Arts	-	410,919	-	-	-	-		410,919
Utilities	-	-	-	6,995,037	-	-		6,995,037
Capital Projects/Outlay	104,360	-	-	968,234	316,700	-	450,000	1,839,294
Debt Service	-	-	2,747,764	1,366,948	-	-		4,114,712
Total Expenditures	$ 15,668,116	$ 1,742,771	$ 2,747,764	$ 9,330,219	$ 316,700	$ 1,993,811	$ 450,000	$ 32,249,381
Other Sources (Uses):								
Transfers	(1,770,209)	-	-	(3,041,649)	-	-		(4,811,858)
Debt Proceeds	-	-	-	-	-	-		-
Total Other Sources (Uses)	$ (1,770,209)	$ -	$ -	$ (3,041,649)	$ -	$ -		$ (4,811,858)
Revenues Over (Under) Expenditures	$ (1,081,641)	$ (413,571)	$ 279,636	$ (1,159,168)	$ 2,000	$ 200	$ 226,309	$ (2,146,235)
Beginning Fund Balance	$ 9,117,289	$ 1,170,498	$ 1,259,454	$ 16,045,149	$ 1,953,676	$ 556,247	$ 14,648,711	$ 44,751,024
Ending Fund Balance	$ 8,035,648	$ 756,927	$ 1,539,090	$ 14,885,981	$ 1,955,676	$ 556,447	$ 14,875,020	$ 42,604,789
Proposed Reserve Level	52%	43%	56%	161%	0%	28%	0%	140%

Staffing

	2009	2010	2011	2012	2013	Difference* 2013-2012
General Fund						
City Hall Administration						-
City Manager's Office	3.50	3.00	3.00	3.00	2.00	(1.00)
City Secretary's Office	4.50	4.50	4.50	4.50	4.50	-
Human Resources	2.00	2.00	2.00	2.50	3.00	0.50
Finance	5.00	5.00	5.00	5.00	5.00	-
Information Systems	-	-		1.00	3.00	2.00
Legal	-	-				-
Non Departmental	-	-				-
Building Permits and Inspections	5.00	5.00	5.00	5.00	5.00	-
Police	55.00	55.00	57.00	59.00	58.00	(1.00)
Fire Department	12.00	12.00	14.00	16.00	16.00	-
Fire Marshal's Office	2.00	2.00	2.00	2.00	2.00	-
Emergency Management	-	-	-	-	-	-
Municipal Court	5.00	5.00	5.50	4.50	4.50	-
Public Works Administration	1.00	1.00	1.00	1.00	1.00	-
Engineering and Planning	7.00	7.00	7.00	7.00	6.00	(1.00)
Facilities Maintenance	1.00	1.00	1.00	1.00	2.00	1.00
Garage	1.00	1.00	2.00	2.00	2.00	-
Streets	8.20	8.20	8.20	8.20	7.20	(1.00)
Parks	5.20	5.20	5.20	5.20	5.20	-
Community Center	3.00	3.00	3.00	3.00	3.00	-
Total General Fund	120.40	119.90	125.40	129.90	129.40	(0.50)
Enterprise Fund						
Utilities Administration	3.00	3.00	3.00	3.00	3.00	-
Utility Billing	7.00	6.00	6.00	6.00	5.00	(1.00)
Water	6.20	7.20	7.20	7.20	7.20	-
Wastewater	10.20	10.20	10.20	10.20	10.20	-
Gas	6.20	6.20	6.20	6.20	6.20	-
Total Enterprise Fund	32.60	32.60	32.60	32.60	31.60	(1.00)
Special Revenue Funds	0.00	0.50	3.00	2.50	3.00	0.50
Total All Funds	153.00	153.00	161.00	165.00	164.00	(1.00)

*Major differences shown in 2009 are due to the fact that independent functions previously lumped into broader departments were broken out and separated into individual departments starting in FY2009.

For the 2012-2013 Budget

CMO	Removed Asst to CM	-1
HR	Upgrade PT HR generalist to FT	0.5
IS	Added GIS and IT Specialist	2
Police	Moved Information Tech to Information Systems	-1
Streets	Moved Serviceperson to Facilities	-1
Facilities	Moved Serviceperson from Streets	1
Eng & Planning	Moved GIS to Information Systems	-1
Utility Billing	Removed Customer Service Specialist	-1
Special Rev Funds	Upgraded PT Community Events to FT	0.5
		-1

GENERAL FUND

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

2012-2013 Proposed Budget Worksheet

	FY 2011 Actuals	Current Budget	FY2012 Projections	FY2013 Base Budget	Recurring Supplemental	Non-Recur. Supplemental	FY2013 Total Proposed Budget
Revenues:							
Property taxes	1,274,350	$ 1,217,889	$ 1,290,000	$ 1,475,000	$ -	$ -	$ 1,475,000
Sales taxes	6,976,875	7,150,000	8,190,000	7,765,000	-	-	7,765,000
Franchise taxes	1,186,272	1,158,300	1,204,190	1,200,950	-	-	1,200,950
Permits and licenses	277,082	272,250	297,900	300,800	-	-	300,800
Fines and warrants	818,956	892,000	819,000	832,000	-	-	832,000
Service fees	1,942,691	1,775,000	2,000,000	2,000,000	-	-	2,000,000
Transfers In	2,393,458	1,860,931	1,860,931	2,246,221	-	-	2,246,221
Contributions	264,779	228,636	256,621	233,883	-	-	233,883
Interest	37,026	75,000	50,000	45,000	-	-	45,000
Other	445,320	229,600	261,330	257,830	-	-	257,830
Total Revenues	15,616,809	$ 14,859,605	$ 16,229,972	$ 16,356,684	$ -	$ -	$ 16,356,684
Expenditures:							
City Manager's Office	389,309	$ 408,433	$ 359,906	$ 357,291	$ -	$ -	$ 357,291
Building Permits and Inspections	358,155	364,375	353,982	368,468	-	-	368,468
Mayor and Council	52,542	98,307	92,909	143,901	-	6,500	150,401
City Secretary	296,306	329,018	294,857	335,699	6,500	-	342,199
Human Resources	259,423	571,492	466,510	569,346	-	-	569,346
Finance	514,672	511,164	528,133	529,850	-	-	529,850
Information Systems	252,481	382,872	362,112	596,973	-	93,500	690,473
Legal	141,754	127,000	127,000	127,000	-	-	127,000
Non-Departmental	266,953	282,365	297,281	293,340	-	-	293,340
Police	4,268,811	4,771,298	4,632,517	4,807,070	12,000	240,000	5,059,070
Municipal Court	377,702	311,384	298,303	319,142	-	-	319,142
Community Center	116,988	142,101	127,755	145,689	-	-	145,689
Fire Marshal	179,191	179,495	177,143	194,145	-	-	194,145
Fire	1,123,255	1,400,546	1,352,785	1,585,051	500	-	1,585,551
Emergency Management	12,154	14,520	13,444	19,368	-	-	19,368
Public Works Administration	44,653	47,200	46,333	48,320	-	-	48,320
Garage	98,728	126,311	138,609	130,422	-	-	130,422
Parks	301,442	377,466	392,837	327,941	-	40,000	367,941
Streets	736,176	866,840	876,463	782,592	-	637	783,229
Sanitation	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300
Engineering and Planning	716,567	812,582	711,307	634,992	-	-	634,992
Facilities Maintenance	541,637	887,703	925,460	578,219	-	309,000	887,219
Total Expenditures	12,836,631	$ 14,966,472	$ 14,533,086	$ 14,855,119	$ 19,000	$ 689,637	$ 15,563,756
Net Income from Operations		$ (106,867)	$ 1,696,886	$ 1,501,565	$ (19,000)	$ (689,637)	$ 792,928
Other Sources/(Uses):							
Vehicle Replacement	-	$ (89,000)	$ (89,000)	$ (234,500)	$ -	$ -	$ (234,500)
Capital Projects/Outlay	(1,297,856)	(150,000)	(672,007)	(75,000)	-	(29,360)	(104,360)
Transfer to Capital Projects Fund	-	(2,152,000)	(2,152,000)	-	-	-	-
Transfer to Emp. Benefits Trust Fund	(1,846,468)	(1,463,198)	(1,463,198)	(1,535,709)	-	-	(1,535,709)
Total Other Sources/(Uses)	(3,144,324)	$ (3,854,198)	$ (4,376,205)	$ (1,845,209)	$ -	$ (29,360)	$ (1,874,569)
Revenues Over/(Under) Expenditures	(364,146)	$ (3,961,065)	$ (2,679,319)	$ (343,644)	$ (19,000)	$ (718,997)	$ (1,081,641)
Beginning Fund Balance	12,160,755	$ 11,796,608	$ 11,796,608	$ 9,117,289			$ 9,117,289
Ending Fund Balance	11,796,608	$ 7,835,543	$ 9,117,289	$ 8,773,645	$ (19,000)	$ (718,997)	$ 8,035,648
25% of Operating Expenses - Target	91.90%	52%	63%	59%			52%

CITY OF TOMBALL
GENERAL FUND
2012-2013 Proposed Budget Revenues

ACCT	ACCOUNT NAME	FY 2011 Actual	Current Budget	FY2012 Projections	FY2013 Total Proposed Budget
5110	Current Taxes	1,222,055.03	$ 1,169,889.00	$ 1,250,000.00	$ 1,435,000.00
5120	Delinquent Taxes	37,690.34	30,000.00	25,000.00	25,000.00
5130	Penalty, Interest, Attorney Fees	14,604.66	18,000.00	15,000.00	15,000.00
	TOTAL PROPERTY TAXES	$ 1,274,350.03	$ 1,217,889.00	$ 1,290,000.00	$ 1,475,000.00
5140	Sales Tax	$ 6,976,875.14	$ 7,150,000.00	$ 8,190,000.00	$ 7,765,000.00
	TOTAL SALES TAXES	$ 6,976,875.14	$ 7,150,000.00	$ 8,190,000.00	$ 7,765,000.00
5150	Electrical Franchise Tax	654,937.61	$ 650,650.00	$ 668,480.00	$ 682,300.00
5160	T.V. Cable Franchise Tax	112,687.31	112,650.00	108,000.00	103,650.00
5170	Communications Franchise Tax	249,444.98	240,000.00	260,000.00	250,000.00
5175	Sanitation Franchise Tax	169,201.78	155,000.00	167,710.00	165,000.00
	TOTAL FRANCHISE TAXES	$ 1,186,271.68	$ 1,158,300.00	$ 1,204,190.00	$ 1,200,950.00
5200	Building Permits	120,321.50	$ 115,000.00	$ 125,000.00	$ 125,000.00
5210	Construction Permits	47,397.81	50,000.00	50,000.00	50,000.00
5215	Plumbing Permits	15,096.00	15,000.00	15,000.00	15,000.00
5220	Mechanical Permits	17,083.00	20,000.00	20,000.00	22,000.00
5230	Electrical Permits	18,052.25	22,000.00	22,000.00	25,000.00
5235	Fire Permit Fees	25,664.00	27,000.00	27,000.00	27,000.00
5240	Other Permits	3,765.50	3,500.00	4,000.00	4,000.00
5245	Miscellaneous Permit Fees	225.00	750.00	5,000.00	2,500.00
5255	License Fees	2,367.54	-	1,000.00	1,000.00
5440	Plat Fees	8,724.12	6,500.00	9,000.00	9,000.00
5441	Rezoning Application Fee	3,356.70	2,000.00	4,000.00	3,500.00
5442	Conditional Use Permit	2,400.00	1,000.00	2,400.00	2,800.00
5444	Site Plan Review	9,258.76	6,500.00	10,000.00	10,000.00
5445	Plan Review Fees-Other	2,595.00	2,000.00	1,500.00	2,000.00
5446	Zoning Fees	775.00	1,000.00	2,000.00	2,000.00
	TOTAL PERMITS AND LICENSES	$ 277,082.18	$ 272,250.00	$ 297,900.00	$ 300,800.00
5300	Municipal Court Fines	437,167.37	$ 480,000.00	$ 425,000.00	$ 425,000.00
5310	Court Costs/Administrative Fees	280,211.46	300,000.00	281,000.00	280,000.00
5320	Court Warrant Fees	89,858.09	100,000.00	101,000.00	115,000.00
5340	Time Pymt.Fee-10% City Judicial	2,351.74	2,500.00	2,500.00	2,500.00
5341	Time Pymt.Fee-40% For City	9,366.99	9,500.00	9,500.00	9,500.00
	TOTAL FINES AND WARRANTS	$ 818,955.65	$ 892,000.00	$ 819,000.00	$ 832,000.00
5430	Sanitation Fees	$ 1,942,690.75	$ 1,775,000.00	$ 2,000,000.00	$ 2,000,000.00
	TOTAL SERVICE FEES	$ 1,942,690.75	$ 1,775,000.00	$ 2,000,000.00	$ 2,000,000.00
5961	Transfer from Enterprise	$ 2,393,458.00	$ 1,860,930.58	$ 1,860,930.58	$ 2,246,220.69
	TOTAL TRANSFERS	$ 2,393,458.00	$ 1,860,930.58	$ 1,860,930.58	$ 2,246,220.69
5730	School Resource Officers (SRO)	76,617.96	$ 218,635.56	$ 246,621.00	$ 223,883.00
5740	Other Grants	88,267.82	-	-	-
5770	TEDC Contributions	99,893.13	10,000.00	10,000.00	10,000.00
	TOTAL CONTRIBUTIONS	$ 264,778.91	$ 228,635.56	$ 256,621.00	$ 233,883.00

CITY OF TOMBALL
GENERAL FUND
2012-2013 Proposed Budget Revenues

ACCT	ACCOUNT NAME	FY 2011 Actual	Current Budget	FY2012 Projections	FY2013 Total Proposed Budget
5190	Bingo Tax	16.19	$ -	$ -	$ -
5141	Alcoholic Beverage Tax	$ 46,518.39	$ 55,000.00	$ 45,000.00	$ 55,000.00
5250	Mixed Beverage License Fee	10,340.00	10,000.00	10,000.00	10,000.00
5450	Birth & Death Certificate Fees	36,572.35	35,000.00	33,000.00	35,000.00
5451	Notary Fees	32.00	-	30.00	30.00
5460	Alarm System Fees	650.00	-	6,500.00	7,000.00
5461	False Alarm Service Fee	-	-	9,000.00	10,000.00
5470	Emergency Service District Fees	33,750.00	45,000.00	52,500.00	60,000.00
5505	Rent Revenues	8,450.00	7,800.00	8,000.00	8,000.00
5510	Community Center Fees	12,730.00	15,000.00	6,000.00	6,000.00
5515	Congregate Meals	2,436.00	2,500.00	2,500.00	2,500.00
5520	Park Rental Fee	10,484.00	9,000.00	8,500.00	9,000.00
5550	Miscellaneous Revenues	261,164.38	30,000.00	55,000.00	30,000.00
5560	Returned Check Fines	210.00	300.00	300.00	300.00
5690	Sanitation Penalty	21,967.16	20,000.00	25,000.00	25,000.00
5365	Recycling Revenue	-		-	
	TOTAL OTHER REVENUES	$ 445,320.47	$ 229,600.00	$ 261,330.00	$ 257,830.00
5800	Interest Income	$ 47,239.60	$ 75,000.00	$ 50,000.00	$ 45,000.00
5801	Unrealized Gain on Investments	(10,213.60)	-	-	-
	TOTAL INTEREST REVENUE	$ 37,026.00	$ 75,000.00	$ 50,000.00	$ 45,000.00
	TOTAL REVENUE	$ 15,616,808.81	$ 14,859,605.14	$ 16,229,971.58	$ 16,356,683.69

CITY OF TOMBALL
111 - GENERAL - CITY MANAGER'S OFFICE
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	355,469	367,936	335,910	323,613	-	-	323,613
Supplies	2,466	2,900	783	500	-	-	500
Maintenance	-	-	-	-	-	-	-
Services and charges	31,373	37,597	23,213	33,178	-	-	33,178
Total Operating Expenditures	389,309	408,433	359,906	357,291	-	-	357,291
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	389,309	408,433	359,906	357,291	-	-	357,291

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00	0.00
Total	3.00	3.00	3.00	3.00	2.00

CITY OF TOMBALL
111 - GENERAL - CITY MANAGER'S OFFICE
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	257,426	295,973	257,548	256,959	-	-	256,959
6009	Wages - Other	13,402	-	5,545	-	-	-	-
6011	Vacation Pay	12,324	1,165	10,753	2,965	-	-	2,965
6012	Sick Pay	3,522	1,553	777	3,953	-	-	3,953
6019	Miscellaneous Pay	635	230	230	350	-	-	350
6021	Social Security & Medicare Taxes	22,233	24,054	19,836	21,400	-	-	21,400
6022	TMRS Retirement - Employer	45,452	43,871	40,234	37,290	-	-	37,290
6025	Worker Compensation Insurance	259	280	204	156	-	-	156
6026	State Unemployment Taxes	216	810	783	540	-	-	540
	TOTAL PERSONNEL SERVICES	355,469	367,936	335,910	323,613	-	-	323,613
6101	Office Supplies	356	300	300	300	-	-	300
6105	Food Supplies	325	100	100	100	-	-	100
6109	Postage	1,486	2,500	383	100	-	-	100
6130	Furniture	300	-	-	-	-	-	-
	TOTAL SUPPLIES	2,466	2,900	783	500	-	-	500
6312	Telephone Services	2,572	2,880	1,536	1,536	-	-	1,536
6316	Printing and Binding	7,980	10,740	200	100	-	-	100
6332	Travel and Meals	4,833	6,000	3,500	11,600	-	-	11,600
6333	Dues and Subscriptions	1,942	3,382	3,382	3,492	-	-	3,492
6334	Automobile Allowances	13,181	13,200	13,200	13,200	-	-	13,200
6337	Training	865	1,395	1,395	3,250	-	-	3,250
	TOTAL SERVICES AND CHARGES	31,373	37,597	23,213	33,178	-	-	33,178
					-			
111	**Total Department Expenditures**	389,309	408,433	359,906	357,291	-	-	357,291

CITY OF TOMBALL
112 - GENERAL FUND - PERMITS & INSPECTIONS
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	305,679	312,810	308,251	319,283	-	-	319,283
Supplies	7,980	8,700	7,685	7,085	-	-	7,085
Maintenance	264	1,000	1,016	1,450	-	-	1,450
Services and charges	44,231	41,865	37,030	40,650	-	-	40,650
Total Operating Expenditures	358,155	364,375	353,982	368,468	-	-	368,468
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	358,155	364,375	353,982	368,468	-	-	368,468

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Building Official	1.00	1.00	1.00	1.00	1.00
City Inspector	2.00	2.00	2.00	2.00	2.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00	5.00

CITY OF TOMBALL
112 - GENERAL - PERMITS AND INSPECTIONS
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY 2011 Actual	FY 2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	60,867	71,085	67,175	73,206	-	-	73,206
6003	Wages - Full Time	143,890	174,134	160,282	179,255	-	-	179,255
6005	Wages - Overtime	4,026	2,318	2,318	2,318	-	-	2,318
6009	Wages - Other	11,806	-	6,626	-	-	-	-
6011	Vacation Pay	16,398	1,915	7,211	1,138	-	-	1,138
6012	Sick Pay	8,242	2,612	5,514	2,628	-	-	2,628
6013	Emergency Pay	76	-	20	-	-	-	-
6019	Miscellaneous Pay	2,875	3,175	3,175	3,475	-	-	3,475
6021	Social Security & Medicare Taxes	18,252	19,533	18,914	20,053	-	-	20,053
6022	TMRS Retirement - Employer	37,905	35,626	35,110	34,941	-	-	34,941
6025	Worker Compensation Insurance	983	1,062	601	919	-	-	919
6026	State Unemployment Taxes	360	1,350	1,305	1,350	-	-	1,350
	TOTAL PERSONNEL SERVICES	305,679	312,810	308,251	319,283	-	-	319,283
6101	Office Supplies	1,178	1,300	1,200	1,500	-	-	1,500
6102	Educational Supplies	879	1,500	1,305	1,300	-	-	1,300
6103	Computer Supplies	-	-	-	-	-	-	-
6105	Food Supplies	228	200	-	-	-	-	-
6107	Clothing and Uniforms	639	700	680	700	-	-	700
6108	Fuel, Oil and Lubricants	4,595	4,500	4,000	3,085	-	-	3,085
6109	Postage	-	-	-	-	-	-	-
6119	Other Supplies	461	500	500	500	-	-	500
	TOTAL SUPPLIES	7,980	8,700	7,685	7,085	-	-	7,085
6205	Vehicle Maintenance	264	1,000	1,016	1,450	-	-	1,450
	TOTAL MAINTENANCE	264	1,000	1,016	1,450	-	-	1,450
6302	Professional Services-Engineering	33,845	-	-	-	-	-	-
6304	Professional Services-Other	-	28,000	24,000	26,000	-	-	26,000
6312	Telephone Services	2,282	3,000	3,000	3,000	-	-	3,000
6329	Other Services	380	250	250	250	-	-	250
6332	Travel and Meals	4,712	5,500	4,500	5,500	-	-	5,500
6333	Dues and Subscriptions	712	1,115	1,115	1,400	-	-	1,400
6337	Training	2,030	4,000	4,000	4,500	-	-	4,500
6362	Permits and Licenses	270	-	165	-	-	-	-
	TOTAL SERVICES AND CHARGES	44,231	41,865	37,030	40,650	-	-	40,650
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
112	**Total Department Expenditures**	358,155	364,375	353,982	368,468	-	-	368,468

CITY OF TOMBALL
113 - GENERAL - MAYOR & COUNCIL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	30,510	33,807	29,609	33,801	-	-	33,801
Supplies	7,846	7,750	7,575	8,950	-	6,500	15,450
Maintenance	-	-	-	-	-	-	-
Services and charges	14,185	56,750	55,725	101,150	-	-	101,150
Total Operating Expenditures	52,542	98,307	92,909	143,901	-	6,500	150,401
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	52,542	98,307	92,909	143,901	-	6,500	150,401

Supplemental Programs	Page No.	Recurring	Non-Recur.
ELECTroVOT - Electronic Vote Display System			$6,500

Staffing	Name	Elected	Term	Elected
Mayor	Gretchen Fagan	May 2007	Serving 2nd Term	May 2007
Councilman, Position 1	F.S. "Field" Hudgens	May 2011	Serving 1st Term	May 2011
Mayor Pro-Tem Councilman, Position 2	Mark Stoll	June 2009	Serving 1st Term	June 2009
Councilman, Position 3	Rick Brown	May 2010	Serving 1st Term	May 2010
Councilman, Position 4	Derek Townsend, Sr.	May 2009	Serving 1st Term	May 2009
Councilman, Position 5	Preston Dodson	August 2010	Serving 1st Term	August 2010

CITY OF TOMBALL
113 - GENERAL - MAYOR & COUNCIL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY 2011 Actual	FY 2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6004	Wages - Part Time	28,060	30,600	26,900	30,600	-	-	30,600
6021	Social Security & Medicare Taxes	2,147	2,341	2,058	2,341	-	-	2,341
6025	Worker Compensation Insurance	52	56	44	50	-	-	50
6026	State Unemployment Taxes	252	810	607	810	-	-	810
	TOTAL PERSONNEL SERVICES	30,510	33,807	29,609	33,801	-	-	33,801
6101	Office Supplies	158	150	150	150	-	-	150
6103	Computer Equipment <$20,000	-	-	-	-	-	6,500	6,500
6105	Food Supplies	1,949	1,600	1,600	1,600	-	-	1,600
6119	Other Supplies	5,740	6,000	5,825	7,200	-	-	7,200
	TOTAL SUPPLIES	7,846	7,750	7,575	8,950	-	6,500	15,450
6304	Professional Services-Other	1,800	37,000	37,000	62,000	-	-	62,000
6316	Printing and Binding	50	-	100	-	-	-	-
6329	Other Services		-	-	-	-	-	-
6332	Travel and Meals	2,448	7,000	6,350	25,000	-	-	25,000
6333	Dues and Subscriptions	2,833	3,100	3,325	4,500	-	-	4,500
6337	Training	1,030	2,650	2,575	2,650	-	-	2,650
6398	Banquets,Dedications & Receptions	6,025	7,000	6,375	7,000	-	-	7,000
	TOTAL SERVICES AND CHARGES	14,185	56,750	55,725	101,150	-	-	101,150
113	**Total Department Expenditures**	52,542	98,307	92,909	143,901	-	6,500	150,401

CITY OF TOMBALL
114 - GENERAL - CITY SECRETARY
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	234,886	253,125	239,524	245,876	-	-	245,876
Supplies	8,474	8,150	9,845	10,150	-	-	10,150
Maintenance	505	400	150	400	-	-	400
Services and charges	52,440	67,343	45,338	79,273	6,500	-	85,773
Total Operating Expenditures	296,306	329,018	294,857	335,699	6,500	-	342,199
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	296,306	329,018	294,857	335,699	6,500	-	342,199

Supplemental Programs	Page No.	Recurring	Non-Recur.
Email Archive and Filter		$6,500	

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
City Secretary	1.00	1.00	1.00	1.00	1.00
Assistant City Secretary	1.00	1.00	1.00	1.00	1.00
Adminstrative Assistant	1.00	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00	1.00
VOE Student	0.50	0.50	0.50	0.50	0.50
Total	4.50	4.50	4.50	4.50	4.50

CITY OF TOMBALL
114 - GENERAL - CITY SECRETARY
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	66,196	79,312	72,253	81,690	-	-	81,690
6003	Wages - Full Time	90,511	109,991	95,471	107,163	-	-	107,163
6004	Wages - Part Time	0	-	60	-	-	-	-
6005	Wages - Overtime	3,797	5,150	5,150	3,605	-	-	3,605
6009	Wages - Other	8,616	-	4,858	-	-	-	-
6011	Vacation Pay	9,700	1,616	5,334	1,681	-	-	1,681
6012	Sick Pay	6,043	1,698	4,166	1,993	-	-	1,993
6013	Emergency Pay	364	-	43	-	-	-	-
6019	Miscellaneous Pay	2,190	2,430	2,215	2,470	-	-	2,470
6021	Social Security & Medicare Taxes	13,609	15,379	14,120	15,258	-	-	15,258
6022	TMRS Retirement - Employer	28,692	28,050	26,466	26,586	-	-	26,586
6025	Worker Compensation Insurance	388	419	305	350	-	-	350
6026	State Unemployment Taxes	288	1,080	1,083	1,080	-	-	1,080
6030	Employee Tuition Reimbursment	4,493	8,000	8,000	4,000	-	-	4,000
	TOTAL PERSONNEL SERVICES	234,886	253,125	239,524	245,876	-	-	245,876
6101	Office Supplies	7,682	6,000	7,295	7,500	-	-	7,500
6102	Educational Supplies	68	750	700	650	-	-	650
6103	Computer Equipment <$20,000		-	-	-	-	-	-
6104	Janitorial & Cleaning Supplies	15	-	50	100	-	-	100
6105	Food Supplies	285	400	600	600	-	-	600
6109	Postage	285	900	750	800	-	-	800
6119	Other Supplies	140	100	450	500	-	-	500
	TOTAL SUPPLIES	8,474	8,150	9,845	10,150	-	-	10,150
6201	Office Equipment Maintenance	505	400	150	400			400
	TOTAL MAINTENANCE	505	400	150	400	-	-	400
6304	Professional Services-Other	13,381	16,000	2,000	16,000	-	-	16,000
6312	Communications Services	-	768	768	768	-	-	768
6316	Printing and Binding	-	75	75	75	-	-	75
6320	Computer Software Service	0	-	-	-	6,500	-	6,500
6329	Other Services	511	600	795	600	-	-	600
6332	Travel and Meals	3,858	5,550	5,275	5,500	-	-	5,500
6333	Dues and Subscriptions	979	2,100	1,985	2,330	-	-	2,330
6335	Advertising Cost	10,303	15,100	12,385	15,000	-	-	15,000
6337	Training	1,430	2,650	2,375	2,800	-	-	2,800
6348	Property Acquisition Costs	179	1,000	945	4,000	-	-	4,000
6371	Election Services	21,800	23,500	18,735	32,200	-	-	32,200
	TOTAL SERVICES AND CHARGES	52,440	67,343	45,338	79,273	6,500	-	85,773
114	**Total Department Expenditures**	296,306	329,018	294,857	335,699	6,500	-	342,199

CITY OF TOMBALL
115 - GENERAL - HUMAN RESOURCES DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	179,967	442,110	340,428	467,289	-	-	467,289
Supplies	14,636	17,500	17,500	17,800	-	-	17,800
Maintenance	-	-	-	-	-	-	-
Services and charges	64,820	111,882	108,582	84,257	-	-	84,257
Total Operating Expenditures	259,423	571,492	466,510	569,346	-	-	569,346
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	259,423	571,492	466,510	569,346	-	-	569,346

Supplemental Programs	Page No.	Recurring	Non-Recur.
Upgrade PT HR Generalist to FT		$37,282	

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
HR Director	1.00	1.00	1.00	1.00	1.00
HR Generalist	1.00	1.00	1.00	1.50	2.00
Total	2.00	2.00	2.00	2.50	3.00

CITY OF TOMBALL
115 - GENERAL - HUMAN RESOURCES
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	84,826	96,644	90,377	99,536	-	-	99,536
6003	Wages - Full Time	41,900	48,675	46,697	96,836	-	-	96,836
6004	Wages - Part Time	200	25,290	25,966	-	-	-	-
6005	Wages - Overtime	868	2,575	2,161	5,150	-	-	5,150
6009	Wages - Other	7,010	-	3,609	-	-	-	-
6011	Vacation Pay	8,844	1,677	6,043	1,727	-	-	1,727
6012	Sick Pay	2,364	2,236	2,294	2,303	-	-	2,303
6013	Emergency Pay	0	-	70	-	-	-	-
6014	Retirement Payouts	0	186,555	126,561	166,014	-	-	166,014
6019	Miscellaneous Pay	905	38,502	1,025	51,145	-	-	51,145
6021	Social Security & Medicare Taxes	10,575	13,764	13,352	15,874	-	-	15,874
6022	TMRS Retirement - Employer	22,160	25,103	21,278	27,660	-	-	27,660
6025	Worker Compensation Insurance	172	279	170	234	-	-	234
6026	State Unemployment Taxes	144	810	825	810	-	-	810
	TOTAL PERSONNEL SERVICES	179,967	442,110	340,428	467,289	-	-	467,289
6101	Office Supplies	5,078	6,000	6,000	6,000	-	-	6,000
6102	Educational Supplies	203	1,500	1,500	1,500	-	-	1,500
6105	Food Supplies	2,734	2,500	2,500	2,500	-	-	2,500
6107	Clothing and Uniforms		-	-	300	-	-	300
6109	Postage	53	500	500	500	-	-	500
6119	Other Supplies	6,568	7,000	7,000	7,000	-	-	7,000
	TOTAL SUPPLIES	14,636	17,500	17,500	17,800	-	-	17,800
6304	Professional Services-Other	31,851	-	-	-	-	-	-
6312	Communications Services	-	768	768	768	-	-	768
6329	Other Services	0	37,575	37,575	40,000	-	-	40,000
6332	Travel and Meals	1,007	6,300	3,000	5,800	-		5,800
6333	Dues and Subscriptions	1,179	1,289	1,289	1,714	-	-	1,714
6335	Advertising Cost	2,476	2,500	2,500	3,000	-	-	3,000
6337	Training	19,960	54,950	54,950	23,975	-	-	23,975
6398	Banquets,Dedications & Receptions	8,346	8,500	8,500	9,000	-	-	9,000
	TOTAL SERVICES AND CHARGES	64,820	111,882	108,582	84,257	-	-	84,257
115	**Total Department Expenditures**	259,423	571,492	466,510	569,346	-	-	569,346

CITY OF TOMBALL
116 - GENERAL - FINANCE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	344,628	357,220	350,378	357,254	-	-	357,254
Supplies	3,972	2,950	3,850	4,550	-	-	4,550
Maintenance	310	350	340	350	-	-	350
Services and charges	165,762	150,644	173,565	167,696	-	-	167,696
Total Operating Expenditures	514,672	511,164	528,133	529,850	-	-	529,850
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	514,672	511,164	528,133	529,850	-	-	529,850

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Finance Director	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00	1.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00	1.00
Accountant/Budget Analyst	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00	5.00

CITY OF TOMBALL
116 - GENERAL - FINANCE
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	170,465	194,958	184,511	200,786	-	-	200,786
6003	Wages - Full Time	73,344	89,659	67,222	82,611	-	-	82,611
6005	Wages - Overtime	1,494	1,545	1,545	1,545	-	-	1,545
6009	Wages - Other	12,620	-	7,460	-	-	-	-
6011	Vacation Pay	10,525	2,762	9,025	2,774	-	-	2,774
6012	Sick Pay	8,506	799	14,415	521	-	-	521
6013	Emergency Pay	662	-	60	-	-	-	-
6019	Miscellaneous Pay	2,020	2,395	2,390	2,175	-	-	2,175
6021	Social Security & Medicare Taxes	21,320	22,411	21,943	22,280	-	-	22,280
6022	TMRS Retirement - Employer	42,693	40,875	40,163	38,823	-	-	38,823
6025	Worker Compensation Insurance	431	466	339	389	-	-	389
6026	State Unemployment Taxes	549	1,350	1,305	1,350	-	-	1,350
6030	Employee Tuition Reimbursment	-	-	-	4,000			4,000
	TOTAL PERSONNEL SERVICES	344,628	357,220	350,378	357,254	-	-	357,254
6101	Office Supplies	3,450	2,500	3,500	3,500	-	-	3,500
6102	Educational Supplies	81	-	-	750	-	-	750
6105	Food Supplies	132	175	150	150	-	-	150
6109	Postage	289	275	150	150	-	-	150
6119	Other Supplies	20	-	50	-			-
	TOTAL SUPPLIES	3,972	2,950	3,850	4,550	-	-	4,550
6204	Other Equipment Maintenance	310	350	340	350	-	-	350
	TOTAL MAINTENANCE	310	350	340	350	-	-	350
6301	Professional Services-Audit & Acct.	67,273	62,000	60,000	52,000	-	-	52,000
6304	Professional Services-Other	8,208	8,700	8,650	8,650	-	-	8,650
6312	Communications Services	768	769	769	769	-	-	769
6316	Printing and Binding	2,975	3,500	2,975	2,975	-	-	2,975
6317	Appraisal Services - Harris County	17,830	24,000	31,887	31,887	-	-	31,887
6329	Other Services	1,812	2,000	2,009	1,990	-	-	1,990
6332	Travel and Meals	3,963	5,000	3,500	3,000	-	-	3,000
6333	Dues and Subscriptions	950	1,500	1,200	1,500	-	-	1,500
6335	Advertising Cost	1,104	925	925	925	-	-	925
6337	Training	2,140	2,750	2,650	5,000	-	-	5,000
6397	Credit Card Processing Fee	40,835	30,000	42,000	42,000	-	-	42,000
6399	Services Charges	17,905	9,500	17,000	17,000	-	-	17,000
	TOTAL SERVICES AND CHARGES	165,762	150,644	173,565	167,696	-	-	167,696
116	**Total Department Expenditures**	514,672	511,164	528,133	529,850	-	-	529,850

CITY OF TOMBALL
117 - GENERAL - INFORMATION SYSTEMS
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	966	-	100,290	226,097	-	-	226,097
Supplies	27,842	58,100	58,100	27,050	-	68,000	95,050
Maintenance	1,220	28,500	28,500	8,700	-	-	8,700
Services and charges	222,453	296,272	175,222	335,126	-	25,500	360,626
Total Operating Expenditures	252,481	382,872	362,112	596,973	-	93,500	690,473
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	252,481	382,872	362,112	596,973	-	93,500	690,473

Supplemental Programs	Page No.	Recurring	Non-Recur.
Council Chambers Audio Visual Upgrade			$ 10,000
Depot Wireless			$ 5,000
Storage Area Network Replacement			$ 53,000
Virtual Server and Desktop Licensing			$ 12,000
Sharepoint			$ 13,500

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
IT Manager	0.00	0.00	0.00	1.00	1.00
IT Specialist	0.00	0.00	0.00	0.00	1.00
GIS Technician	0.00	0.00	0.00	0.00	1.00
Total	0.00	0.00	0.00	1.00	3.00

No staff has been assigned to this department as all services are contracted to a third party prior to FY 2012.

CITY OF TOMBALL
117 - GENERAL - INFORMATION SYSTEMS
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	788	-	79,631	138,870	-	-	138,870
6003	Wages - Full Time	-	-	-	41,305			41,305
6005	Wages - Overtime	-	-	-	1,030			1,030
6009	Wages - Other	-	-	1,577	-			-
6011	Vacation Pay	-	-	-	1,186			1,186
6013	Emergency Pay	-	-	-	837			837
6019	Miscellaneous Pay	-	-	-	715			715
6021	Social Security & Medicare Taxes	60	-	6,618	14,558	-	-	14,558
6022	TMRS Retirement - Employer	118	-	12,063	26,552	-	-	26,552
6025	Worker Compensation Insurance	-	-	68	234			234
6026	State Unemployment Taxes	-	-	333	810			810
	TOTAL PERSONNEL SERVICES	966	-	100,290	226,097	-	-	226,097
6101	Office Supplies	21,924	27,000	27,000	27,000	-	-	27,000
6103	Computer Equipment <$20,000	5,919	31,100	31,100	-	-	68,000	68,000
6109	Postage		-	-	50	-	-	50
	TOTAL SUPPLIES	27,842	58,100	58,100	27,050	-	68,000	95,050
6201	Office Equipment Maintenance	1,220	28,500	28,500	7,500	-	-	7,500
6202	Computer Equipment Maintenance	-	-	-	1,200			1,200
	TOTAL MAINTENANCE	1,220	28,500	28,500	8,700	-	-	8,700
6304	Professional Services-Other	117,990	151,255	25,405	168,585	-	-	168,585
6312	Communication Services	39,508	50,280	50,280	53,304	-	-	53,304
6320	Computer Software Service	64,955	94,737	94,737	100,037	-	25,500	125,537
6332	Travel and Meals	-	-	-	1,000	-	-	1,000
6333	Dues and Subscriptions	-	-	-	1,400	-	-	1,400
6334	Automobile Allowances	-	-	4,800	4,800	-	-	4,800
6337	Training	-	-	-	6,000	-	-	6,000
	TOTAL SERVICES AND CHARGES	222,453	296,272	175,222	335,126	-	25,500	360,626
117	**Total Department Expenditures**	252,481	382,872	362,112	596,973	-	93,500	690,473

CITY OF TOMBALL
118 - GENERAL - LEGAL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	1,303	2,000	2,000	2,000	-	-	2,000
Maintenance	-	-	-	-	-	-	-
Services and charges	140,451	125,000	125,000	125,000	-	-	125,000
Total Operating Expenditures	141,754	127,000	127,000	127,000	-	-	127,000
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	141,754	127,000	127,000	127,000	-	-	127,000

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

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

CITY OF TOMBALL
118 - GENERAL - LEGAL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6102	Educational Supplies	1,303	2,000	2,000	2,000	-	-	2,000
6109	Postage	-	-	-	-	-	-	-
	TOTAL SUPPLIES	1,303	2,000	2,000	2,000	-	-	2,000
6303	Professional Services-Legal	140,451	125,000	125,000	125,000	-	-	125,000
	TOTAL SERVICES AND CHARGES	140,451	125,000	125,000	125,000	-	-	125,000
118	**Total Department Expenditures**	141,754	127,000	127,000	127,000	-	-	127,000

CITY OF TOMBALL
119 - GENERAL - NONDEPARTMENTAL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	14,513	15,500	17,000	16,000	-	-	16,000
Maintenance	525	525	541	600	-	-	600
Services and charges	251,913	266,340	279,740	276,740	-	-	276,740
Total Operating Expenditures	266,953	282,365	297,281	293,340	-	-	293,340
Capital Outlay	-	-	450,000	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	1,846,468	1,463,198	1,463,198	1,535,709	-	-	1,535,709
Total Expenditures	2,113,421	1,745,563	2,210,479	1,829,049	-	-	1,829,049

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

CITY OF TOMBALL
119 - GENERAL - NONDEPARTMENTAL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6101	Office Supplies	5,969	6,500	7,500	6,500	-	-	6,500
6106	Materials and Parts	-	-	-	-	-	-	-
6109	Postage	8,544	9,000	9,500	9,500	-	-	9,500
	TOTAL SUPPLIES	14,513	15,500	17,000	16,000	-	-	16,000
6201	Office Equipment Maintenance	525	525	541	600	-	-	600
6206	Building Maintenance	-	-	-	-			-
	TOTAL MAINTENANCE	525	525	541	600	-	-	600
6329	Other Services	31,691	24,600	38,000	35,000	-	-	35,000
6330	Property and Liability Insurance	192,393	210,000	210,000	210,000	-	-	210,000
6336	Equipment Rentals	27,709	31,500	31,500	31,500	-	-	31,500
6399	Services Charges	120	240	240	240			240
	TOTAL SERVICES AND CHARGES	251,913	266,340	279,740	276,740	-	-	276,740
6406	Land and Buildings			450,000				-
	TOTAL CAPITAL OUTLAY		-	450,000	-	-	-	-
6692	Transfer to Emp. Benefits Trust Fund	1,846,468	1,463,198	1,463,198	1,535,709	-	-	1,535,709
	TOTAL TRANSFERS	1,846,468	1,463,198	1,463,198	1,535,709	-	-	1,535,709
119	**Total Department Expenditures**	2,113,419	1,745,563	2,210,479	1,829,049	-	-	1,829,049

CITY OF TOMBALL
121 - GENERAL FUND - POLICE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	3,774,823	4,291,798	4,153,349	4,298,070	-	-	4,298,070
Supplies	213,870	222,500	230,668	244,500	-	40,000	284,500
Maintenance	106,961	73,500	71,500	74,500	-	200,000	274,500
Services and charges	173,157	183,500	177,000	190,000	12,000	-	202,000
Total Operating Expenditures	4,268,811	4,771,298	4,632,517	4,807,070	12,000	240,000	5,059,070
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	75,000	75,000	90,000	-	-	90,000
Total Expenditures	4,268,811	4,846,298	4,707,517	4,897,070	12,000	240,000	5,149,070

Supplemental Programs	Page No.	Recurring	Non-Recur.
Dispatch Call-Taker Console Upgrade			$40,000
Dispatch Center Radio Upgrade		$ 12,000	$ 200,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Police Chief	1.00	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00	2.00
Lieutenant	1.00	1.00	1.00	1.00	1.00
Detective	1.00	1.00	1.00	1.00	1.00
Sergeant	6.00	6.00	6.00	7.00	7.00
Corporal	1.00	1.00	1.00	4.00	4.00
Police Officer	28.00	28.00	28.00	24.00	24.00
Public Service Officer	2.00	2.00	2.00	3.00	3.00
IT Support Specialist	1.00	1.00	1.00	1.00	0.00
Records Clerk	3.00	3.00	3.00	3.00	3.00
Dispatcher	9.00	9.00	9.00	10.00	10.00
Police Bailiff/Warrant Officer	0.00	0.00	0.00	2.00	2.00
Subtotal	55.00	55.00	55.00	59.00	58.00
Police Reserves	25.00	25.00	25.00	25.00	25.00
Total	80.00	80.00	80.00	84.00	83.00

CITY OF TOMBALL
121 - GENERAL - POLICE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	371,617	417,040	388,576	374,899	-	-	374,899
6003	Wages - Full Time	1,897,877	2,631,938	2,375,250	2,678,986	-	-	2,678,986
6004	Wages - Part Time	73,313	79,933	90,793	81,540	-	-	81,540
6005	Wages - Overtime	351,485	263,194	271,091	294,688	-	-	294,688
6009	Wages - Other	119,516	-	72,846	-	-	-	-
6011	Vacation Pay	139,406	21,112	97,646	19,715	-	-	19,715
6012	Sick Pay	57,917	26,177	52,277	29,134	-	-	29,134
6013	Emergency Pay	2,428	-	889	-	-	-	-
6019	Miscellaneous Pay	24,853	27,165	26,815	26,910	-	-	26,910
6021	Social Security & Medicare Taxes	225,614	266,277	254,974	269,223	-	-	269,223
6022	TMRS Retirement - Employer	450,702	474,498	459,289	458,247	-	-	458,247
6025	Worker Compensation Insurance	43,085	55,184	33,979	39,718	-	-	39,718
6026	State Unemployment Taxes	4,424	17,280	16,924	17,010	-	-	17,010
6030	Employee Tuition Reimbursement	12,588	12,000	12,000	8,000	-	-	8,000
	TOTAL PERSONNEL SERVICES	3,774,823	4,291,798	4,153,349	4,298,070	-	-	4,298,070
6101	Office Supplies	17,276	20,000	20,000	20,000	-	-	20,000
6102	Educational Supplies	1,389	2,000	2,000	2,000	-	-	2,000
6104	Janitorial & Cleaning Supplies	502	500	500	500	-	-	500
6105	Food Supplies	3,580	5,000	5,000	5,000	-	-	5,000
6106	Materials and Parts	35,494	45,000	45,000	45,000	-	40,000	85,000
6107	Clothing and Uniforms	37,116	36,000	36,000	36,000	-	-	36,000
6108	Fuel, Oil and Lubricants	112,066	110,000	110,000	130,000	-	-	130,000
6109	Postage	1,099	1,000	1,500	3,000	-	-	3,000
6119	Other Supplies	5,349	3,000	10,668	3,000	-	-	3,000
	TOTAL SUPPLIES	213,870	222,500	230,668	244,500	-	40,000	284,500
6201	Office Equipment Maintenance	752	1,500	1,500	1,500	-	-	1,500
6203	Radio Equipment Maintenance	15,924	15,000	17,000	20,000	-	200,000	220,000
6204	Other Equipment Maintenance	50,375	25,000	23,000	23,000	-		23,000
6205	Vehicle Maintenance	39,410	32,000	30,000	30,000	-	-	30,000
6206	Building Maintenance	501	-	-	-	-	-	-
	TOTAL MAINTENANCE	106,961	73,500	71,500	74,500	-	200,000	274,500
6303	Professional Services-Legal	8,609	-	-	-	-	-	-
6304	Professional Services-Other	-	10,000	10,000	10,000	4,800	-	14,800
6312	Telephone Services	23,702	24,000	20,000	20,000	7,200	-	27,200
6316	Printing and Binding	1,035	4,000	4,000	4,000	-	-	4,000
6318	Harris County Animal Control Serv.	24,000	24,000	24,000	26,500	-	-	26,500
6320	Computer Software Service	38,547	45,000	46,000	53,000	-	-	53,000
6324	Jail Service Expenditures	5,703	7,000	7,000	7,000	-	-	7,000
6325	Buy Money	4,000	4,000	2,000	4,000	-	-	4,000
6328	Bike Patrol Expenditures	-	1,000	1,000	1,000	-	-	1,000
6329	Other Services	1,369	2,000	2,000	2,000	-	-	2,000
6332	Travel and Meals	20,740	20,000	20,000	20,000	-	-	20,000
6333	Dues and Subscriptions	8,458	5,500	5,000	5,500	-	-	5,500
6335	Advertising Cost	91	1,000	-	1,000	-	-	1,000
6336	Equipment Rentals	1,084	1,000	1,000	1,000	-	-	1,000
6337	Training	35,321	35,000	35,000	35,000	-	-	35,000
6398	Banquets,Dedications & Receptions	500	-	-	-			-
	TOTAL SERVICES AND CHARGES	173,157	183,500	177,000	190,000	12,000	-	202,000
6405	Vehicle Equipment	-	-	-	-	-	-	-
6406	Land and Buildings	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
6998	Transfer to Fleet Replacement	-	75,000	75,000	90,000	-	-	90,000
	TOTAL TRANSFERS	-	75,000	75,000	90,000	-	-	90,000
121	**Total Department Expenditures**	4,268,811	4,846,298	4,707,517	4,897,070	12,000	240,000	5,149,070

CITY OF TOMBALL
122 - GENERAL FUND - MUNICIPAL COURT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	302,338	229,009	219,267	234,732	-	-	234,732
Supplies	13,464	11,500	9,500	9,500	-	-	9,500
Maintenance	-	-	-	-	-	-	-
Services and charges	61,900	70,875	69,536	74,910	-	-	74,910
Total Operating Expenditures	377,702	311,384	298,303	319,142	-	-	319,142
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	377,702	311,384	298,303	319,142	-	-	319,142

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Senior Court Clerk	1.00	1.00	1.00	1.00	1.00
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Assistant Court Clerk	1.00	1.00	1.00	2.00	2.00
Police Bailiff/Warrant Officer	1.00	1.00	1.00	0.00	0.00
Municipal Judge	1.00	1.00	1.00	0.50	0.50
Total	5.00	5.00	5.00	4.50	4.50

CITY OF TOMBALL
122 - GENERAL - MUNICIPAL COURT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	39,427	53,796	50,104	53,796	-	-	53,796
6003	Wages - Full Time	115,925	98,036	86,055	101,121		-	101,121
6004	Wages - Part Time	43,262	31,418	31,453	32,468	-	-	32,468
6005	Wages - Overtime	4,964	4,120	4,120	4,120	-	-	4,120
6009	Wages - Other	8,449	-	3,165	-	-	-	-
6011	Vacation Pay	14,419	1,076	3,284	1,085	-	-	1,085
6012	Sick Pay	16,726	828	1,368	1,447	-	-	1,447
6019	Miscellaneous Pay	5,525	1,195	1,410	1,315	-	-	1,315
6021	Social Security & Medicare Taxes	18,678	14,574	13,719	14,948	-	-	14,948
6022	TMRS Retirement - Employer	32,217	22,197	22,914	22,732	-	-	22,732
6025	Worker Compensation Insurance	1,989	419	339	350	-	-	350
6026	State Unemployment Taxes	758	1,350	1,336	1,350	-	-	1,350
	TOTAL PERSONNEL SERVICES	302,338	229,009	219,267	234,732	-	-	234,732
6101	Office Supplies	12,422	11,000	9,000	9,000	-	-	9,000
6102	Educational Supplies	300	500	500	500	-	-	500
6107	Clothing and Uniforms	676	-	-	-	-	-	-
6108	Fuel, Oil and Lubricants	66	-	-	-	-	-	-
	TOTAL SUPPLIES	13,464	11,500	9,500	9,500	-	-	9,500
6205	Vehicle Maintenance	-	-	-	-	-	-	-
	TOTAL MAINTENANCE	-	-	-	-	-	-	-
6303	Professional Services-Legal	54,940	60,500	60,500	65,000	-	-	65,000
6312	Communication Services	796	-	-	-	-	-	-
6316	Printing and Binding	445	1,500	1,100	1,100	-	-	1,100
6329	Other Services	1,906	2,500	2,000	2,000	-	-	2,000
6332	Travel and Meals	1,925	3,250	3,000	3,520	-	-	3,520
6333	Dues and Subscriptions	182	1,375	1,375	1,440	-	-	1,440
6337	Training	1,705	1,750	1,561	1,850	-	-	1,850
	TOTAL SERVICES AND CHARGES	61,900	70,875	69,536	74,910	-	-	74,910
122	**Total Department Expenditures**	377,702	311,384	298,303	319,142	-	-	319,142

CITY OF TOMBALL
131 - GENERAL FUND - COMMUNITY CENTER
2012-2013 PR0POSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	108,784	130,345	119,834	133,154	-	-	133,154
Supplies	6,629	9,047	5,120	10,561	-	-	10,561
Maintenance	712	1,509	2,226	1,384	-	-	1,384
Services and charges	863	1,200	575	590	-	-	590
Total Operating Expenditures	116,988	142,101	127,755	145,689	-	-	145,689
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	116,988	142,101	127,755	145,689	-	-	145,689

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Manager	1.00	1.00	1.00	1.00	1.00
Assistant	1.00	1.00	1.00	1.00	1.00
Attendants-Part Time	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00

CITY OF TOMBALL
131 - GENERAL - COMMUNITY CENTER
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	41,503	50,732	46,668	52,253	-	-	52,253
6003	Wages - Full Time	27,932	32,050	30,407	33,014	-	-	33,014
6004	Wages - Part Time	6,229	22,195	13,335	21,745	-	-	21,745
6005	Wages - Overtime	866	1,030	1,030	1,030	-	-	1,030
6009	Wages - Other	3,893	-	2,342	-	-	-	-
6011	Vacation Pay	6,441	858	3,020	984	-	-	984
6012	Sick Pay	1,134	493	1,019	508	-	-	508
6013	Emergency Pay		-	146		-	-	-
6019	Miscellaneous Pay	1,130	1,250	1,250	1,370	-	-	1,370
6021	Social Security & Medicare Taxes	6,418	8,311	7,403	8,487	-	-	8,487
6022	TMRS Retirement - Employer	12,741	12,062	11,951	12,446	-	-	12,446
6024	Health Insurance	-	-	-	-	-	-	-
6025	Worker Compensation Insurance	263	284	206	237	-	-	237
6026	State Unemployment Taxes	236	1,080	1,057	1,080	-	-	1,080
	TOTAL PERSONNEL SERVICES	108,784	130,345	119,834	133,154	-	-	133,154
6101	Office Supplies	583	860	500	700	-	-	700
6102	Educational Supplies	-	-	-	-	-	-	-
6104	Janitorial & Cleaning Supplies	66	150	50	143	-	-	143
6105	Food Supplies	3,081	4,324	2,300	4,313	-	-	4,313
6106	Materials and Parts	6	83	25	64	-	-	64
6108	Fuel, Oil and Lubricants	1,322	620	1,040	1,313	-	-	1,313
6109	Postage	18	-	-	-	-	-	-
6119	Other Supplies	1,553	1,831	905	1,383	-	-	1,383
6130	Furniture < $20,000	-	1,179	300	2,645	-	-	2,645
	TOTAL SUPPLIES	6,629	9,047	5,120	10,561	-	-	10,561
6204	Other Equipment Maintenance	-	525	100	400	-	-	400
6205	Vehicle Maintenance	712	984	2,126	984	-	-	984
	TOTAL MAINTENANCE	712	1,509	2,226	1,384	-	-	1,384
6329	Other Services	300	-	-	-	-	-	-
6332	Travel and Meals	(70)	300	120	300	-	-	300
6335	Advertising Cost	-	190	190	190	-	-	190
6337	Training	-	149	-	-	-	-	-
6362	Permits and Licenses	141	86	85	100	-	-	100
6398	Banquets,Dedications & Receptions	493	475	180	-	-	-	-
	TOTAL SERVICES AND CHARGES	863	1,200	575	590	-	-	590
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
131	**Total Department Expenditures**	116,988	142,101	127,755	145,689	-	-	145,689

CITY OF TOMBALL
141 - GENERAL FUND - FIRE MARSHAL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	150,253	144,289	143,560	149,969	-	-	149,969
Supplies	13,311	18,203	18,480	25,933	-	-	25,933
Maintenance	2,155	2,360	3,954	2,130	-	-	2,130
Services and charges	13,472	14,643	11,149	16,113	-	-	16,113
Total Operating Expenditures	179,191	179,495	177,143	194,145	-	-	194,145
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	179,191	179,495	177,143	194,145	-	-	194,145

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Fire Marshal/Inspector	1.00	1.00	1.00	1.00	1.00
Fire Inspector	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00	2.00

CITY OF TOMBALL
141 - GENERAL - FIRE MARSHAL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	94,818	107,270	101,952	110,376	-	-	110,376
6005	Wages - Overtime	15,424	8,240	8,240	8,240	-	-	8,240
6009	Wages - Other	5,102	-	2,550	-	-	-	-
6011	Vacation Pay	2,787	572	2,505	1,274	-	-	1,274
6012	Sick Pay	2,643	763	1,205	1,698	-	-	1,698
6013	Emergency Pay	370	-	222	-	-	-	-
6019	Miscellaneous Pay	360	480	480	600	-	-	600
6021	Social Security & Medicare Taxes	9,166	8,977	8,853	9,349	-	-	9,349
6022	TMRS Retirement - Employer	18,443	16,372	16,298	17,051	-	-	17,051
6025	Worker Compensation Insurance	995	1,075	733	841	-	-	841
6026	State Unemployment Taxes	144	540	522	540	-	-	540
	TOTAL PERSONNEL SERVICES	150,253	144,289	143,560	149,969	-	-	149,969
6101	Office Supplies	2,002	2,073	2,000	1,878	-	-	1,878
6102	Educational Supplies	2,211	8,200	8,200	7,750	-	-	7,750
6105	Food Supplies	24	100	200	200	-	-	200
6107	Clothing and Uniforms	1,561	1,970	2,000	2,475	-	-	2,475
6108	Fuel, Oil and Lubricants	5,252	4,500	4,500	6,000	-	-	6,000
6109	Postage	54	150	80	100	-	-	100
6119	Other Supplies	2,206	1,210	1,500	7,530	-	-	7,530
	TOTAL SUPPLIES	13,311	18,203	18,480	25,933	-	-	25,933
6203	Radio Equipment Maintenance		-	-	100	-	-	100
6204	Other Equipment Maintenance	61	260	400	100	-	-	100
6205	Vehicle Maintenance	2,094	2,100	3,554	1,930	-	-	1,930
	TOTAL MAINTENANCE	2,155	2,360	3,954	2,130	-	-	2,130
6304	Professional Services-Other	1,473	1,000	1,000	800	-	-	800
6312	Telephone Services	1,110	1,600	1,000	1,600	-	-	1,600
6320	Computer Software Service	2,000	-	-	-	-	-	-
6329	Other Services	73	-	-	-	-	-	-
6332	Travel and Meals	3,872	4,400	3,500	5,200	-	-	5,200
6333	Dues and Subscriptions	999	2,943	2,649	3,013	-	-	3,013
6337	Training	3,315	4,700	3,000	5,500	-	-	5,500
6350	Child Safety Education	629	-	-	-	-	-	-
	TOTAL SERVICES AND CHARGES	13,472	14,643	11,149	16,113	-	-	16,113
141	**Total Department Expenditures**	179,191	179,495	177,143	194,145	-	-	194,145

CITY OF TOMBALL
142 - GENERAL FUND - FIRE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	778,063	931,600	904,448	1,012,013	-	-	1,012,013
Supplies	154,873	207,256	170,622	259,814	-	-	259,814
Maintenance	126,198	188,953	194,029	202,589	500	-	203,089
Services and charges	64,121	72,737	83,686	110,635	-	-	110,635
Total Operating Expenditures	1,123,255	1,400,546	1,352,785	1,585,051	500	-	1,585,551
Capital Outlay	417,750	150,000	150,000	-	-	29,360	29,360
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	1,541,006	1,550,546	1,502,785	1,585,051	500	29,360	1,614,911

Supplemental Programs	Page No.	Recurring	Non-Recur.
Quantifit Respirator Fit Testing System		$ 500	$ 10,360
Confined Space Rescue Equipment			$ 7,000
Portable Pump			$ 7,000
Purchase interest in Regional High Volume Positive Pressure Ventilation Fan			$ 5,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Fire Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Fighter	2.00	2.00	2.00	6.00	6.00
Part Time Fire Fighter	7.00	7.00	7.00	7.00	7.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
PAID STAFF	12.00	12.00	12.00	16.00	16.00
Community Volunteers	60.00	60.00	60.00	60.00	60.00
Total	72.00	72.00	72.00	76.00	76.00

CITY OF TOMBALL
142 - GENERAL - FIRE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	137,430	160,579	156,569	165,329	-	-	165,329
6003	Wages - Full Time	154,270	253,773	263,588	309,183	-	-	309,183
6004	Wages - Part Time	273,831	274,073	236,518	278,100	-	-	278,100
6005	Wages - Overtime	51,868	51,904	55,967	54,941	-	-	54,941
6009	Wages - Other	12,667	-	8,400	-	-	-	-
6010	Fire Run Payments	17,891	27,000	20,000	25,000	-	-	25,000
6011	Vacation Pay	8,345	2,739	3,930	3,872	-	-	3,872
6012	Sick Pay	4,508	2,394	4,061	4,620	-	-	4,620
6013	Emergency Pay	-	-	315	-	-	-	-
6019	Miscellaneous Pay	785	1,355	1,375	1,945	-	-	1,945
6020	Volunteers' State Retirement	3,380	18,000	18,000	15,000	-	-	15,000
6021	Social Security & Medicare Taxes	50,149	57,223	56,110	62,386	-	-	62,386
6022	TMRS Retirement - Employer	55,317	62,983	67,034	69,194	-	-	69,194
6025	Worker Compensation Insurance	3,927	8,633	5,907	6,833	-	-	6,833
6026	State Unemployment Taxes	3,695	10,944	6,674	11,610	-	-	11,610
6030	Employee Tuition Reimbursement	-	-	-	4,000	-	-	4,000
	TOTAL PERSONNEL SERVICES	778,063	931,600	904,448	1,012,013	-	-	1,012,013
6101	Office Supplies	3,385	4,235	4,237	5,489	-	-	5,489
6102	Educational Supplies	1,906	4,850	4,741	2,670	-	-	2,670
6104	Janitorial & Cleaning Supplies	2,665	4,148	4,156	4,356	-	-	4,356
6105	Food Supplies	13,340	8,846	8,767	10,820	-	-	10,820
6106	Materials and Parts	6,152	11,800	11,682	24,735	-	-	24,735
6107	Clothing and Uniforms	67,611	97,512	83,679	99,546	-	-	99,546
6108	Fuel, Oil and Lubricants	30,140	45,000	29,771	41,410	-	-	41,410
6109	Postage	51	150	150	150	-	-	150
6110	Chemical Supplies	4,004	14,300	8,395	15,838	-	-	15,838
6119	Other Supplies	25,618	16,415	15,044	44,800	-	-	44,800
6130	Furniture < $20,000	-	-	-	10,000			10,000
	TOTAL SUPPLIES	154,873	207,256	170,622	259,814	-	-	259,814
6201	Office Equipment Maintenance	-	1,500	1,500	1,500	-	-	1,500
6203	Radio Equipment Maintenance	(2,732)	-	8,470	8,000	-	-	8,000
6204	Other Equipment Maintenance	23,839	118,853	98,976	85,489	500	-	85,989
6205	Vehicle Maintenance	103,250	66,600	83,083	105,600	-	-	105,600
6206	Building Maintenance	1,393	-	-	-	-	-	-
6219	Other Maintenance	448	2,000	2,000	2,000	-	-	2,000
	TOTAL MAINTENANCE	126,198	188,953	194,029	202,589	500	-	203,089
6304	Professional Services-Other	6,853	2,050	8,000	9,500	-	-	9,500
6312	Telephone Services	11,858	20,000	25,696	19,440	-	-	19,440
6316	Printing and Binding	848	850	1,000	1,000	-	-	1,000
6320	Computer Software Service	6,567	10,742	10,739	12,775	-	-	12,775
6329	Other Services	1,568	1,820	1,957	3,320	-	-	3,320
6332	Travel and Training	9,653	11,240	9,379	17,000	-	-	17,000
6333	Dues and Subscriptions	5,357	6,805	6,816	7,990	-	-	7,990
6335	Advertising Cost	-	550	1,290	1,550	-	-	1,550
6336	Equipment Rentals	1,680	1,680	2,520	2,520	-	-	2,520
6337	Training	19,738	17,000	16,289	34,040	-	-	34,040
6398	Banquets,Dedications & Receptions		-	-	1,500	-	-	1,500
	TOTAL SERVICES AND CHARGES	64,121	72,737	83,686	110,635	-	-	110,635
6403	Machinery and Equipment	16,208	-	-	-	-	29,360	29,360
6406	Land and Buildings	401,542	150,000	150,000	-	-	-	-
	TOTAL CAPITAL OUTLAY	417,750	150,000	150,000	-	-	29,360	29,360
6998	Transfers to Fleet Replacement		-	-	-	-	-	-
6999	Transfers to Capital Projects Fund		-	-	-	-		-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
142	**Total Department Expenditures**	1,541,006	1,550,546	1,502,785	1,585,051	500	29,360	1,614,911

CITY OF TOMBALL
143 - GENERAL FUND - EMERGENCY MANAGEMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	600	1,350	1,300	3,850	-	-	3,850
Maintenance	-	-	-	-	-	-	-
Services and charges	11,554	13,170	12,144	15,518	-	-	15,518
Total Operating Expenditures	12,154	14,520	13,444	19,368	-	-	19,368
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	12,154	14,520	13,444	19,368	-	-	19,368

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

No staff has been assigned to this department.

CITY OF TOMBALL
143 - GENERAL - EMERGENCY MANAGEMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY 2013 Proposed Budget
6101	Office Supplies	-	100	50	100	-	-	100
6102	Educational Supplies	600	1,000	1,000	1,000	-	-	1,000
6106	Materials and Parts	-	-	-	2,500	-	-	2,500
6107	Clothing and Uniforms	-	250	250	250	-	-	250
	TOTAL SUPPLIES	600	1,350	1,300	3,850	-	-	3,850
6304	Professional Services-Other	141	-	-	-			-
6312	Communication Services	7,500	7,500	7,800	8,000	-	-	8,000
6320	Computer Software Service	-	2,000	1,546	2,000	-	-	2,000
6332	Travel and Meals	1,134	1,370	970	2,940	-	-	2,940
6333	Dues and Subscriptions	478	700	378	678	-	-	678
6337	Training	2,300	600	450	900	-	-	900
6350	Child Safety Education	-	1,000	1,000	1,000	-	-	1,000
	TOTAL SERVICES AND CHARGES	11,554	13,170	12,144	15,518	-	-	15,518
143	**Total Department Expenditures**	12,154	14,520	13,444	19,368	-	-	19,368

CITY OF TOMBALL
151 - GENERAL FUND - PUBLIC WORKS ADMINISTRATION
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	42,668	44,770	44,002	45,870	-	-	45,870
Supplies	1,211	1,580	1,165	1,300	-	-	1,300
Maintenance	-	-	-	-	-	-	-
Services and charges	774	850	1,166	1,150	-	-	1,150
Total Operating Expenditures	44,653	47,200	46,333	48,320	-	-	48,320
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	44,653	47,200	46,333	48,320	-	-	48,320

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00	1.00

CITY OF TOMBALL
151 - GENERAL - PUBLIC WORKS ADMINISTRATION
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	27,734	34,578	32,015	35,628	-	-	35,628
6005	Wages - Overtime	152	1,030	511	1,030	-	-	1,030
6009	Wages - Other	1,760	-	732	-	-	-	-
6011	Vacation Pay	2,352	-	1,446	-	-	-	-
6012	Sick Pay	1,799	-	378	-	-	-	-
6019	Miscellaneous Pay	845	905	905	965	-	-	965
6021	Social Security & Medicare Taxes	2,502	2,795	2,675	2,880	-	-	2,880
6022	TMRS Retirement - Employer	5,366	5,098	5,011	5,019	-	-	5,019
6025	Worker Compensation Insurance	86	94	68	78	-	-	78
6026	State Unemployment Taxes	72	270	261	270	-	-	270
	TOTAL PERSONNEL SERVICES	42,668	44,770	44,002	45,870	-	-	45,870
6101	Office Supplies	769	600	478	450	-	-	450
6105	Food Supplies	(5)	400	400	400	-	-	400
6106	Materials and Parts	-	100	57	100	-	-	100
6107	Clothing and Uniforms	142	180	150	150	-	-	150
6119	Other Supplies	306	300	80	200	-	-	200
	TOTAL SUPPLIES	1,211	1,580	1,165	1,300	-	-	1,300
6304	Professional Services-Other		-	650	650	-	-	650
6312	Telephone Services	284	350	191	250	-	-	250
6320	Computer Software Service	275	-	-	-	-	-	-
6329	Other Services	191	150	125	150	-	-	150
6332	Travel and Meals	24	100	-	100	-	-	100
6337	Training	-	250	200	-	-	-	-
	TOTAL SERVICES AND CHARGES	774	850	1,166	1,150	-	-	1,150
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
151	**Total Department Expenditures**	44,653	47,200	46,333	48,320	-	-	48,320

CITY OF TOMBALL
152 - GENERAL FUND - GARAGE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	88,357	113,485	111,414	115,671	-	-	115,671
Supplies	4,816	7,950	7,651	7,875	-	-	7,875
Maintenance	2,696	1,950	2,308	1,950	-	-	1,950
Services and charges	2,859	2,926	17,236	4,926	-	-	4,926
Total Operating Expenditures	98,728	126,311	138,609	130,422	-	-	130,422
Capital Outlay	27,431	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	126,159	126,311	138,609	130,422	-	-	130,422

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
City Mechanic	1.00	1.00	1.00	2.00	2.00
Total	1.00	1.00	1.00	2.00	2.00

CITY OF TOMBALL
152 - GENERAL - GARAGE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	62,720	89,274	81,151	91,930	-	-	91,930
6005	Wages - Overtime	933	2,060	2,060	2,060	-	-	2,060
6009	Wages - Other	3,037	-	2,207	-	-	-	-
6011	Vacation Pay	1,716	464	3,127	70	-	-	70
6012	Sick Pay	2,551	-	1,696	-	-	-	-
6013	Emergency Pay	-	-	189	-	-	-	-
6019	Miscellaneous Pay	175	365	365	485	-	-	485
6021	Social Security & Medicare Taxes	5,215	7,051	6,823	7,234	-	-	7,234
6022	TMRS Retirement - Employer	11,061	12,861	12,623	12,605	-	-	12,605
6025	Worker Compensation Insurance	804	870	651	747	-	-	747
6026	State Unemployment Taxes	144	540	522	540	-	-	540
	TOTAL PERSONNEL SERVICES	88,357	113,485	111,414	115,671	-	-	115,671
6101	Office Supplies	-	50	155	50	-	-	50
6104	Janitorial & Cleaning Supplies	55	-	-	-	-	-	-
6106	Materials and Parts	2,691	5,000	5,000	5,000	-	-	5,000
6107	Clothing and Uniforms	552	800	834	850	-	-	850
6108	Fuel, Oil and Lubricants	794	450	791	825	-	-	825
6119	Other Supplies	724	1,650	871	1,150	-	-	1,150
	TOTAL SUPPLIES	4,816	7,950	7,651	7,875	-	-	7,875
6205	Vehicle Maintenance	150	100	100	100	-	-	100
6206	Building Maintenance	117	-	-		-	-	-
6207	System Maintenance	2,430	1,850	2,208	1,850	-	-	1,850
	TOTAL MAINTENANCE	2,696	1,950	2,308	1,950	-	-	1,950
6312	Telephone Services	396	384	384	384	-	-	384
6320	Computer Software Service		-	13,753	1,000	-	-	1,000
6329	Other Services	86	170	170	170	-	-	170
6333	Dues and Subscriptions	1,608	1,700	1,700	1,700	-	-	1,700
6336	Equipment Rentals	475	422	329	422	-	-	422
6337	Training	228	-	650	1,000	-	-	1,000
6362	Permits and Licenses	65	250	250	250	-	-	250
	TOTAL SERVICES AND CHARGES	2,859	2,926	17,236	4,926	-	-	4,926
6403	Machinery and Equipment	27,431	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	27,431	-	-	-	-	-	-
152	**Total Department Expenditures**	126,159	126,311	138,609	130,422	-	-	130,422

CITY OF TOMBALL
153 - GENERAL FUND - PARKS DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	212,451	220,965	216,103	226,450	-	-	226,450
Supplies	36,240	37,206	41,888	41,546	-	-	41,546
Maintenance	35,127	87,500	103,156	27,500	-	40,000	67,500
Services and charges	17,624	31,795	31,690	32,445	-	-	32,445
Total Operating Expenditures	301,442	377,466	392,837	327,941	-	40,000	367,941
Capital Outlay	11,952	-	72,000	75,000	-	-	75,000
Transfers	-	-	-	28,000	-	-	28,000
Total Expenditures	313,394	377,466	464,837	430,941	-	40,000	470,941

Supplemental Programs	Page No.	Recurring	Non-Recur.
Lead Paint Abatement and New Siding for Depot Building			$ 40,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Park Foreman	1.00	1.00	1.00	1.00	1.00
Serviceman	4.00	4.00	4.00	4.00	4.00
Crew Worker**	0.20	0.20	0.20	0.20	0.20
Total	5.20	5.20	5.20	5.20	5.20

** Equivalent of 1 Full Time person using Part Time summer labor distributed equally to Streets, Parks, Water, Sewer, and Gas Departments.

CITY OF TOMBALL
153 - GENERAL - PARKS DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	136,617	163,551	150,430	171,649	-	-	171,649
6004	Wages - Part Time	3,692	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	5,290	4,326	4,387	4,326	-	-	4,326
6009	Wages - Other	7,724	-	4,422	-	-	-	-
6011	Vacation Pay	10,598	1,313	6,301	770	-	-	770
6012	Sick Pay	3,067	1,681	2,428	1,026	-	-	1,026
6013	Emergency Pay	-	-	-	-	-	-	-
6019	Miscellaneous Pay	3,040	2,235	2,235	1,165	-	-	1,165
6021	Social Security & Medicare Taxes	12,474	13,602	13,102	14,046	-	-	14,046
6022	TMRS Retirement - Employer	25,809	24,162	23,702	23,857	-	-	23,857
6025	Worker Compensation Insurance	3,690	3,975	3,014	3,491	-	-	3,491
6026	State Unemployment Taxes	450	1,485	1,447	1,485	-	-	1,485
	TOTAL PERSONNEL SERVICES	212,451	220,965	216,103	226,450	-	-	226,450
6101	Office Supplies		-	32	-	-	-	-
6105	Food Supplies	29	-	-	-	-	-	-
6106	Materials and Parts	13,973	19,000	19,000	19,000	-	-	19,000
6107	Clothing and Uniforms	2,239	2,506	2,506	2,506	-	-	2,506
6108	Fuel, Oil and Lubricants	8,755	7,200	7,200	8,640	-	-	8,640
6110	Chemical Supplies	2,726	2,500	3,895	3,000	-	-	3,000
6119	Other Supplies	8,518	6,000	9,255	8,400	-	-	8,400
	TOTAL SUPPLIES	36,240	37,206	41,888	41,546	-	-	41,546
6204	Other Equipment Maintenance	2,761	1,500	1,500	1,500	-	-	1,500
6205	Vehicle Maintenance	1,056	1,000	1,569	1,000	-	-	1,000
6206	Building Maintenance	581	-	351	-	-	40,000	40,000
6207	System Maintenance	30,728	85,000	99,736	25,000	-	-	25,000
	TOTAL MAINTENANCE	35,127	87,500	103,156	27,500	-	40,000	67,500
6304	Professional Services-Other	1,339	1,500	1,500	1,500	-	-	1,500
6312	Telephone Services	1,068	1,100	1,609	1,750	-	-	1,750
6321	System Contract Service	13,735	26,795	26,795	26,795	-	-	26,795
6329	Other Services	69	-	220	-	-	-	-
6333	Dues and Subscriptions	125	600	600	600	-	-	600
6336	Equipment Rentals	857	500	500	500	-	-	500
6337	Training	419	1,300	375	1,300	-	-	1,300
6362	Permits and Licenses	12	-	91	-	-	-	-
	TOTAL SERVICES AND CHARGES	17,624	31,795	31,690	32,445	-	-	32,445
6406	Land and Buildings		-	72,000		-	-	-
6409	System Expansion	11,952	-	-	75,000	-	-	75,000
	TOTAL CAPITAL OUTLAY	11,952	-	72,000	75,000	-	-	75,000
6998	Transfer to Fleet Replacement	-	-	-	28,000	-	-	28,000
	TOTAL TRANSFERS	-	-	-	28,000	-	-	28,000
153	**Total Department Expenditures**	313,394	377,466	464,837	430,941	-	40,000	470,941

CITY OF TOMBALL
154 - GENERAL FUND - STREET DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	287,134	326,279	297,541	334,512	-	-	334,512
Supplies	48,419	49,898	53,291	52,217	-	637	52,854
Maintenance	258,689	341,988	343,868	242,088	-	-	242,088
Services and charges	141,934	148,675	181,763	153,775	-	-	153,775
Total Operating Expenditures	736,176	866,840	876,463	782,592	-	637	783,229
Capital Outlay	840,723	-	7	-	-	-	-
Transfers	-	2,081,000	2,081,000	116,500	-	-	116,500
Total Expenditures	1,576,899	2,947,840	2,957,470	899,092	-	637	899,729

Supplemental Programs	Page No.	Recurring	Non-Recur.
Fill un-used Street Serviceman Position		$52,925	$637

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Street & Drainage Foreman	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00	2.00
Serviceman	5.00	5.00	5.00	5.00	4.00
Crew Worker**	0.20	0.20	0.20	0.20	0.20
Total	8.20	8.20	8.20	8.20	7.20

** Equivalent of 1 Full Time person using Part Time summer labor distributed equally to Streets, Parks, Water, Sewer, and Gas Departments.

CITY OF TOMBALL
154 - GENERAL - STREETS DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	29,228	58,316	41,156	61,230	-	-	61,230
6003	Wages - Full Time	149,215	186,817	174,422	195,130	-	-	195,130
6004	Wages - Part Time	4,568	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	6,118	4,635	5,103	3,863	-	-	3,863
6009	Wages - Other	11,196	-	4,918	-	-	-	-
6011	Vacation Pay	14,801	1,140	3,621	1,593	-	-	1,593
6012	Sick Pay	5,616	496	1,766	652	-	-	652
6019	Miscellaneous Pay	3,630	1,640	1,640	1,485	-	-	1,485
6021	Social Security & Medicare Taxes	16,828	19,716	17,942	20,550	-	-	20,550
6022	TMRS Retirement - Employer	33,899	34,497	32,255	35,190	-	-	35,190
6025	Worker Compensation Insurance	11,442	12,362	8,105	8,159	-	-	8,159
6026	State Unemployment Taxes	592	2,025	1,978	2,025	-	-	2,025
	TOTAL PERSONNEL SERVICES	287,134	326,279	297,541	334,512	-	-	334,512
6101	Office Supplies	-	-	3	-	-	-	-
6106	Materials and Parts	24,662	24,000	24,000	24,000	-	-	24,000
6107	Clothing and Uniforms	3,091	3,698	3,563	3,600	-	637	4,237
6108	Fuel, Oil and Lubricants	16,097	17,000	16,348	19,617	-	-	19,617
6119	Other Supplies	4,569	5,200	9,377	5,000	-	-	5,000
	TOTAL SUPPLIES	48,419	49,898	53,291	52,217	-	637	52,854
6204	Other Equipment Maintenance	7,837	4,000	4,833	4,000	-	-	4,000
6205	Vehicle Maintenance	(9,277)	1,590	2,637	1,690	-	-	1,690
6207	System Maintenance	260,129	336,398	336,398	236,398	-	-	236,398
	TOTAL MAINTENANCE	258,689	341,988	343,868	242,088	-	-	242,088
6304	Professional Services-Other	4,637	5,000	20,361	5,000	-	-	5,000
6312	Telephone Services	1,946	2,400	1,800	2,000	-	-	2,000
6319	Mosquito Control	3,705	7,200	7,200	7,200	-	-	7,200
6329	Other Services	5,415	2,500	25,100	7,500	-	-	7,500
6332	Travel and Training		-	7	-	-	-	-
6336	Equipment Rentals	281	1,000	500	1,000	-	-	1,000
6337	Training	220	250	470	750	-	-	750
6338	Street Light Service	125,344	130,000	126,000	130,000	-	-	130,000
6362	Permits and Licenses	386	325	325	325	-	-	325
	TOTAL SERVICES AND CHARGES	141,934	148,675	181,763	153,775	-	-	153,775
6409	System Expansion	840,723	-	7	-	-	-	-
	TOTAL CAPITAL OUTLAY	840,723	-	7	-	-	-	-
6998	Transfer to Fleet Replacement	-	14,000	14,000	116,500	-	-	116,500
6999	Transfer to Capital Project Funds	-	2,067,000	2,067,000	-	-	-	-
	TOTAL TRANSFERS	-	2,081,000	2,081,000	116,500	-	-	116,500
154	**Total Department Expenditures**	1,576,899	2,947,840	2,957,470	899,092	-	637	899,729

CITY OF TOMBALL
155 - GENERAL FUND - SANITATION DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	32,137	34,000	37,440	40,000	-	-	40,000
Maintenance	-	-	-	-	-	-	-
Services and charges	1,755,596	1,920,000	1,920,000	1,920,300	-	-	1,920,300
Total Operating Expenditures	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

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

CITY OF TOMBALL
155 - GENERAL - SANITATION DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6109	Postage	-	-	-	-	-	-	-
6119	Other Supplies	32,137	34,000	37,440	40,000	-	-	40,000
	TOTAL SUPPLIES	32,137	34,000	37,440	40,000	-	-	40,000
6304	Professional Services-Other	62,385	120,000	120,000	120,000	-	-	120,000
6327	Garbage Services	1,693,011	1,800,000	1,800,000	1,800,000	-	-	1,800,000
6362	Permits and Licenses	200	-	-	300	-	-	300
	TOTAL SERVICES AND CHARGES	1,755,596	1,920,000	1,920,000	1,920,300	-	-	1,920,300
155	**Total Department Expenditures**	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300

CITY OF TOMBALL
156 - GENERAL FUND - ENGINEERING AND PLANNING
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	402,300	526,718	431,638	493,892	-	-	493,892
Supplies	15,057	14,700	13,505	15,050	-	-	15,050
Maintenance	310	1,000	1,000	1,000	-	-	1,000
Services and charges	298,900	270,164	265,164	125,050	-	-	125,050
Total Operating Expenditures	716,567	812,582	711,307	634,992	-	-	634,992
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	85,000	85,000	-	-	-	-
Total Expenditures	716,567	897,582	796,307	634,992	-	-	634,992

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator/ City Planner	1.00	1.00	1.00	1.00	1.00
GIS Technician	1.00	1.00	1.00	1.00	0.00
Assistant City Planner	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00
Construction Manager/Inspector	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Total	7.00	7.00	7.00	7.00	6.00

CITY OF TOMBALL
156 - GENERAL - ENGINEERING AND PLANNING
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	220,909	343,127	273,678	361,166	-	-	361,166
6003	Wages - Full Time	46,252	77,426	53,513	35,607	-	-	35,607
6005	Wages - Overtime	3,379	3,090	3,090	2,060	-	-	2,060
6009	Wages - Other	15,790	-	5,837	-	-	-	-
6011	Vacation Pay	25,639	2,217	8,901	2,193	-	-	2,193
6012	Sick Pay	11,214	1,879	4,855	1,227	-	-	1,227
6013	Emergency Pay	-	-	201	-	-	-	-
6019	Miscellaneous Pay	3,115	2,235	2,235	2,475	-	-	2,475
6021	Social Security & Medicare Taxes	24,037	32,898	26,918	31,335	-	-	31,335
6022	TMRS Retirement - Employer	49,531	60,002	49,113	54,600	-	-	54,600
6025	Worker Compensation Insurance	1,809	1,954	1,470	1,609	-	-	1,609
6026	State Unemployment Taxes	623	1,890	1,827	1,620	-	-	1,620
	TOTAL PERSONNEL SERVICES	402,300	526,718	431,638	493,892	-	-	493,892
6101	Office Supplies	2,630	5,000	4,000	5,000	-	-	5,000
6102	Educational Supplies	256	2,000	2,000	2,000	-	-	2,000
6105	Food Supplies	435	2,000	1,000	1,250	-	-	1,250
6107	Clothing and Uniforms	-	200	200	300	-	-	300
6108	Fuel, Oil and Lubricants	1,112	1,500	1,500	1,500	-	-	1,500
6109	Postage	3,727	4,000	4,000	5,000	-	-	5,000
6119	Other Supplies	6,898	-	805	-	-	-	-
	TOTAL SUPPLIES	15,057	14,700	13,505	15,050	-	-	15,050
6205	Vehicle Maintenance	310	1,000	1,000	1,000			1,000
	TOTAL MAINTENANCE	310	1,000	1,000	1,000	-	-	1,000
6302	Professional Services-Engineering	17,066	40,614	40,614	37,000	-	-	37,000
6304	Professional Services-Other	270,942	195,000	195,000	45,000	-	-	45,000
6312	Telephone Services	-	4,000	2,000	4,000	-	-	4,000
6316	Printing and Binding	90	2,000	2,000	2,000	-	-	2,000
6323	Surveys, Plats and Blueprints	-	6,000	3,000	6,000	-	-	6,000
6332	Travel and Meals	5,587	6,000	6,000	6,000	-	-	6,000
6333	Dues and Subscriptions	1,432	4,000	4,000	4,000	-	-	4,000
6334	Automobile Allowances	-	-	2,000	4,800	-	-	4,800
6335	Advertising Cost	784	4,000	4,000	4,000	-	-	4,000
6337	Training	1,610	7,000	5,000	10,000	-	-	10,000
6348	Property Acquisition Costs	600	-	-		-	-	-
6362	Permits and Licenses	790	1,550	1,550	2,250	-	-	2,250
	TOTAL SERVICES AND CHARGES	298,900	270,164	265,164	125,050	-	-	125,050
6999	Transfer to Capital Projects Fund		85,000	85,000	-	-	-	-
	TOTAL TRANSFERS	-	85,000	85,000	-	-	-	-
156	**Total Department Expenditures**	716,567	897,582	796,307	634,992	-	-	634,992

CITY OF TOMBALL
157 - GENERAL FUND - FACILITIES MAINTENANCE
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	45,839	48,251	47,063	97,183	-	-	97,183
Supplies	11,568	11,260	11,384	11,375	-	-	11,375
Maintenance	168,569	431,100	511,180	88,900	-	309,000	397,900
Services and charges	315,662	397,092	355,833	380,761	-	-	380,761
Total Operating Expenditures	541,637	887,703	925,460	578,219	-	309,000	887,219
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	541,637	887,703	925,460	578,219	-	309,000	887,219

Supplemental Programs	Page No.	Recurring	Non-Recur.
ADA Compliant Automated Doors for Public Works Building			$ 10,000
Public Works Building Alarm System with Panic Buttons			$ 6,000
Security Camera System for Public Works Yard			$ 6,000
Access Control System for Public Works Service Center			$ 23,000
Public Works Building Generator			$ 120,000
Repairs for Public Works Building Awning			$ 50,000
Roof Replacement for Section A of the Community Center			$ 90,000
Landscape the property line at Station 1			$ 4,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Facilities Maintenance Specialist	1.00	1.00	1.00	1.00	2.00
Total	1.00	1.00	1.00	1.00	2.00

CITY OF TOMBALL
157 - GENERAL - FACILITIES MAINTENANCE
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	29,901	36,185	33,296	73,549	-	-	73,549
6005	Wages - Overtime	491	1,030	1,030	2,060	-	-	2,060
6009	Wages - Other	1,605	-	905	-	-	-	-
6011	Vacation Pay	2,753	417	1,444	849	-	-	849
6012	Sick Pay	735	-	174	535	-	-	535
6019	Miscellaneous Pay	1,075	1,135	1,135	1,690	-	-	1,690
6021	Social Security & Medicare Taxes	2,789	2,968	2,897	6,023	-	-	6,023
6022	TMRS Retirement - Employer	5,648	5,414	5,293	10,495	-	-	10,495
6025	Worker Compensation Insurance	770	832	628	1,441	-	-	1,441
6026	State Unemployment Taxes	72	270	261	541	-	-	541
	TOTAL PERSONNEL SERVICES	45,839	48,251	47,063	97,183	-	-	97,183
6104	Janitorial & Cleaning Supplies	6,005	6,650	5,900	6,000	-	-	6,000
6105	Food Supplies	2,802	2,600	3,393	3,400	-	-	3,400
6106	Materials and Parts	836	500	500	500	-	-	500
6107	Clothing and Uniforms	342	475	350	475	-	-	475
6108	Fuel, Oil and Lubricants	673	600	456	600	-	-	600
6109	Postage	-	35	-	-	-	-	-
6119	Other Supplies	910	400	785	400	-	-	400
	TOTAL SUPPLIES	11,568	11,260	11,384	11,375	-	-	11,375
6201	Office Equipment Maintenance	2,072	4,200	2,700	3,200	-	-	3,200
6204	Other Equipment Maintenance	(3,440)	-	-	-	-	-	-
6205	Vehicle Maintenance	306	200	186	200	-	-	200
6206	Building Maintenance	169,631	426,700	508,294	85,500	-	309,000	394,500
	TOTAL MAINTENANCE	168,569	431,100	511,180	88,900	-	309,000	397,900
6311	Janitorial Services	47,808	53,000	47,376	53,000	-	-	53,000
6312	Telephone Services	92,454	102,392	90,706	96,000	-	-	96,000
6313	Utilities - Electrical	173,959	240,000	216,170	230,000	-	-	230,000
6329	Other Services	-	-	-	-	-	-	-
6336	Equipment Rentals	1,440	1,700	1,520	1,700	-	-	1,700
6362	Permits and Licenses			61	61			61
	TOTAL SERVICES AND CHARGES	315,662	397,092	355,833	380,761	-	-	380,761
157	**Total Department Expenditures**	541,637	887,703	925,460	578,219	-	309,000	887,219

ENTERPRISE FUND

Enterprise Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

2012-2013 Budget Worksheet

	FY2011 Actuals	FY2012 Current Budget	FY2012 Projections	FY2013 Adjusted Base Budget	Recurring Supplemental	Non-Recur. Supplemental	FY2013 Total Budget
Operating Revenues:							
Water sales	$ 5,199,565	$ 4,250,000	$ 4,650,000	$ 4,650,000	$ -	$ -	$ 4,650,000
Sewer sales	2,368,469	2,350,000	2,400,000	2,400,000	-	-	2,400,000
Gas sales	3,538,152	3,675,000	2,800,000	3,200,000	-	-	3,200,000
Tap fees	64,740	74,500	74,500	74,000	-	-	74,000
Reconnect fees	24,542	20,000	26,000	26,000	-	-	26,000
Interest	28,810	50,000	46,000	48,000	-	-	48,000
Other*	1,028,991	850,250	839,800	814,700	-	-	814,700
Transfers	-	-	-	-	-	-	-
Total Operating Revenues	$ 12,253,268	$ 11,269,750	$ 10,836,300	$ 11,212,700	$ -	$ -	$ 11,212,700
Expenses:							
Enterprise Administration	$ 283,006	$ 282,809	$ 282,222	$ 292,213	$ -	$ -	$ 292,213
Utility Billing	289,541	286,519	277,739	257,777	-	-	257,777
Water	2,505,403	2,365,591	2,820,249	2,729,733	-	120,000	2,849,733
Wastewater	1,227,462	1,444,841	1,309,161	1,175,155	-	-	1,175,155
Gas	1,801,390	2,400,530	1,692,744	2,420,159	-	-	2,420,159
AdministrativeTransfer to General Fund	2,393,458	1,860,931	1,860,931	2,246,221	-	-	2,246,221
Total Operating Expenses	$ 8,500,259	$ 8,641,221	$ 8,243,046	$ 9,121,258	$ -	$ 120,000	$ 9,241,258
Net Revenue Available for Debt	$ 3,753,009	$ 2,628,529	$ 2,593,254	$ 2,091,442	$ -	$ (120,000)	$ 1,971,442
Debt Service							
Revenue Bonds	$ 155,197	$ 538,832	$ 538,832	$ 538,751	$ -	$ -	$ 538,751
Certificates of Obligation	430,440	848,772	848,772	818,197	-	-	818,197
Fiscal Fees	88,261	10,000	10,000	10,000	-	-	10,000
Total Debt Service	$ 673,899	$ 1,397,604	$ 1,397,604	$ 1,366,948	$ -	$ -	$ 1,366,948
Non-Operating Revenues (expenses)							
Proceeds from debt	224,286	-	-	-	-	-	-
Vehicle replacement	(43,827)	(44,000)	(44,000)	(82,200)	-	-	(82,200)
Capital outlay	-	(947,480)	(250,718)	(952,817)	-	(15,417)	(968,234)
Short Term Financing	-	-	-	-	-	-	-
Transfer to Capital Project fund	-	(2,223,860)	(2,223,860)	(264,309)	-	-	(264,309)
Transfer to Emp. Benefits Trust Fund	-	(413,910)	(413,910)	(448,919)	-	-	(448,919)
Total Non-Operating Revenue	$ 180,459	$ (3,629,250)	$ (2,932,488)	$ (1,748,245)	$ -	$ (15,417)	$ (1,763,662)
Net Income (Excluding Depr.)	$ 3,259,569	$ (2,398,324)	$ (1,736,838)	$ (1,023,751)	$ -	$ (135,417)	$ (1,159,168)
Beginning Fund Balance	$ 14,522,418	$ 17,781,987	$ 17,781,987	$ 16,045,149			$ 16,045,149
Ending Fund Balance	$ 17,781,987	$ 15,383,663	$ 16,045,149	$ 15,021,399	$ -	$ (135,417)	$ 14,885,982
Fund Balance as % of Operating Costs		178.0%	194.7%	164.7%			161.1%
Debt Coverage on Total Debt			186.89%	154.13%			145.3%

ENTERPRISE FUND
REVENUES
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Current Budget	FY2012 Projections	FY2013 Total Proposed Budget
5600	Water Sales	5,199,565	4,250,000	4,650,000	4,650,000
	TOTAL WATER SALES	$ 5,199,565	$ 4,250,000	$ 4,650,000	$ 4,650,000
5640	Sewer Sales	2,368,469	2,350,000	2,400,000	2,400,000
	TOTAL SEWER SALES	$ 2,368,469	$ 2,350,000	$ 2,400,000	$ 2,400,000
5670	Gas Sales	3,538,152	3,675,000	2,800,000	3,200,000
	TOTAL GAS SALES	$ 3,538,152	$ 3,675,000	$ 2,800,000	$ 3,200,000
5610	Water taps	36,020	34,000	35,000	35,000
5650	Sewer taps	10,945	12,500	16,500	15,000
5680	Gas taps	17,775	28,000	23,000	24,000
	TOTAL TAP FEES	$ 64,740	$ 74,500	$ 74,500	$ 74,000
5620	Reconnect fees	24,542	20,000	26,000	26,000
	TOTAL RECONNECT FEES	$ 24,542	$ 20,000	$ 26,000	$ 26,000
5630	AMP Plan Balance	-	-	8,000	8,000
5800	Interest income	47,793	50,000	38,000	40,000
5801	Unrealized Gain on Investments	(18,983)		-	
	TOTAL INTEREST INCOME	$ 28,810	$ 50,000	$ 46,000	$ 48,000
5690	Penalties	109,348	88,000	125,000	100,000
5695	Administrative charges	41,845	41,250	42,000	42,000
5560	Returned checks	1,284	1,000	1,300	1,200
5550	Miscellaneous	1,540		1,500	1,500
5740	Other Grants	76,674	-	-	-
5770	TEDC contributions	798,300	720,000	670,000	670,000
5780	Other reimbursements		-	-	-
	TOTAL OTHER REVENUES	$ 1,028,991	$ 850,250	$ 839,800	$ 814,700
5900	Debt Proceeds	224,286			-
	TOTAL DEBT PROCEEDS	224,286	-	-	-
	Transfer from Rev Bond Sinking				-
	TOTAL TRANSFER REVENUES	-	-	-	-
	TOTAL ENTERPRISE REVENUE	$ 12,477,554	$ 11,269,750	$ 10,836,300	$ 11,212,700

CITY OF TOMBALL
611 - ENTERPRISE - ADMINISTRATIVE DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	258,116	260,908	258,002	266,709	-	-	266,709
Supplies	3,438	2,500	2,779	2,805	-	-	2,805
Maintenance	161	289	289	199	-	-	199
Services and charges	21,291	19,112	21,152	22,500	-	-	22,500
Total Operating	283,006	282,809	282,222	292,213	-	-	292,213
Capital Outlay	-	-	-	-	-	-	-
Transfers	2,393,458	2,274,841	2,274,841	2,695,140	-	-	2,695,140
Total Expenses	2,676,464	2,557,650	2,557,063	2,987,353	-	-	2,987,353

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Public Works Director of Operations	1.00	1.00	1.00	1.00	1.00
Utility Superintendent	1.00	1.00	1.00	1.00	1.00
Inventory Control	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00

CITY OF TOMBALL
611 - ENTERPRISE - ADMINISTRATIVE DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6001	Salaries - Administrative	132,541	152,925	143,098	157,445	-	-	157,445
6003	Wages - Full Time	42,283	50,968	48,440	52,510	-	-	52,510
6005	Wages - Overtime	886	773	773	773	-	-	773
6009	Wages - Other	9,359	-	6,443	-	-	-	-
6011	Vacation Pay	10,954	1,334	5,510	1,373	-	-	1,373
6012	Sick Pay	7,417	1,779	2,211	1,831	-	-	1,831
6013	Emergency Pay	660	-	-	-	-	-	-
6019	Miscellaneous Pay	1,860	2,040	2,040	2,220	-	-	2,220
6021	Social Security & Medicare Taxes	15,631	16,482	16,112	16,967	-	-	16,967
6022	TMRS Retirement - Employer	32,849	30,060	29,789	29,564	-	-	29,564
6025	Worker Compensation Insurance	3,459	3,737	2,803	3,216	-	-	3,216
6026	State Unemployment Taxes	216	810	783	810	-	-	810
	TOTAL PERSONNEL SERVICES	258,116	260,908	258,002	266,709	-	-	266,709
6101	Office Supplies	128	300	671	700	-	-	700
6102	Educational Supplies	396	-	-	-	-	-	-
6105	Food Supplies	361	500	500	500	-	-	500
6106	Materials and Parts		-	8	-	-	-	-
6107	Clothing and Uniforms	546	475	475	325	-	-	325
6108	Fuel, Oil and Lubricants	1,226	775	775	930	-	-	930
6109	Postage	-	100	100	100	-	-	100
6119	Other Supplies	781	350	250	250	-	-	250
	TOTAL SUPPLIES	3,438	2,500	2,779	2,805	-	-	2,805
6205	Vehicle Maintenance	161	289	289	199	-	-	199
	TOTAL MAINTENANCE	161	289	289	199	-	-	199
6312	Telephone Services	13,555	13,432	15,000	15,000	-	-	15,000
6329	Other Services		200	-	-	-	-	-
6332	Travel and Meals	1,439	-	125	-	-	-	-
6333	Dues and Subscriptions	567	580	1,027	1,450	-	-	1,450
6334	Automobile Allowance	4,800	4,800	4,800	4,800	-	-	4,800
6337	Training	880	-	150	1,200	-	-	1,200
6362	Permits and Licenses	50	100	50	50	-	-	50
	TOTAL SERVICES AND CHARGES	21,291	19,112	21,152	22,500	-	-	22,500
6691	Transfer to General Fund	2,393,458	1,860,931	1,860,931	2,246,221	-	-	2,246,221
6692	Transfer to Emp. Benefits Trust Fund	-	413,910	413,910	448,919	-	-	448,919
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	2,393,458	2,274,841	2,274,841	2,695,140	-	-	2,695,140
611	**Total Department Expenditures**	2,676,464	2,557,650	2,557,063	2,987,353	-	-	2,987,353

CITY OF TOMBALL
612 - ENTERPRISE - UTILITY BILLING DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	250,211	248,274	243,745	198,275	-	-	198,275
Supplies	32,501	29,885	27,825	32,940	-	-	32,940
Maintenance	793	1,800	1,730	6,730	-	-	6,730
Services and charges	6,035	6,560	4,439	19,832	-	-	19,832
Total Operating	289,541	286,519	277,739	257,777	-	-	257,777
Capital Outlay	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenses	289,541	286,519	277,739	257,777	-	-	257,777

Supplemental Programs	Non-Recur.
None	

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Billing Supervisor	1.00	1.00	1.00	1.00	1.00
Office Clerks	3.00	3.00	3.00	3.00	2.00
Utilities Serviceperson	3.00	2.00	2.00	2.00	2.00
Total	7.00	6.00	6.00	6.00	5.00

* One of the utilities serviceperson positions will be moved to the Sewer Department beginning in fiscal year 2010.

CITY OF TOMBALL
612 - ENTERPRISE - UTILITY BILLING DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6001	Salaries - Administrative	42,346	49,854	46,483	51,332	-	-	51,332
6003	Wages - Full Time	122,236	142,234	130,237	103,542	-	-	103,542
6005	Wages - Overtime	1,537	2,060	2,060	1,803	-	-	1,803
6009	Wages - Other	9,885	-	5,001	-	-	-	-
6011	Vacation Pay	12,812	1,435	6,963	1,787	-	-	1,787
6012	Sick Pay	8,319	1,831	3,820	790	-	-	790
6013	Emergency Pay	263	-	-	-	-	-	-
6019	Miscellaneous Pay	3,375	3,675	3,675	2,820	-	-	2,820
6021	Social Security & Medicare Taxes	14,835	15,392	14,834	12,405	-	-	12,405
6022	TMRS Retirement - Employer	32,048	28,073	27,584	21,616	-	-	21,616
6024	Health Insurance	-	-	-	-	-	-	-
6025	Worker Compensation Insurance	2,194	2,370	1,783	1,100	-	-	1,100
6026	State Unemployment Taxes	360	1,350	1,305	1,080	-	-	1,080
	TOTAL PERSONNEL SERVICES	250,211	248,274	243,745	198,275	-	-	198,275
6101	Office Supplies	6,647	5,000	4,046	6,150	-	-	6,150
6106	Materials and Parts	398	200	-	-	-	-	-
6107	Clothing and Uniforms	637	1,300	961	1,290	-	-	1,290
6108	Fuel, Oil and Lubricants	3,261	3,300	2,733	3,300	-	-	3,300
6109	Postage	14,902	15,000	15,000	17,250	-	-	17,250
6119	Other Supplies	6,657	5,085	5,085	4,950	-	-	4,950
	TOTAL SUPPLIES	32,501	29,885	27,825	32,940	-	-	32,940
6201	Office Equipment Maintenance	-	1,000	1,000	1,000			1,000
6204	Other Equipment Maintenance	35	-	-	-	-	-	-
6205	Vehicle Maintenance	758	800	730	800	-	-	800
6219	Other Maintenance	-	-	-	4,930			4,930
	TOTAL MAINTENANCE	793	1,800	1,730	6,730	-	-	6,730
6312	Telephone Services	1,129	1,200	790	1,200	-	-	1,200
6329	Other Services	4,260	3,500	3,119	17,900	-	-	17,900
6332	Travel and Meals	25	1,050	-	-	-	-	-
6333	Dues and Subscriptions	70	70	70	70	-	-	70
6337	Training	440	500	220	200	-	-	200
6362	Permits and Licenses	111	240	240	462	-	-	462
	TOTAL SERVICES AND CHARGES	6,035	6,560	4,439	19,832	-	-	19,832
6998	Transfer to Fleet Replacement		-	-	-	-	-	-
6999	Transfer to Capital Project Fund		-	-	-	-	-	-
	TOTAL TRANSFERS		-	-	-	-	-	-
612	**Total Department Expenditures**	289,541	286,519	277,739	257,777	-	-	257,777

CITY OF TOMBALL
613 - ENTERPRISE FUND - WATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	347,074	367,396	352,170	410,821	-	-	410,821
Supplies	160,228	170,880	191,961	183,682	-	-	183,682
Maintenance	119,959	163,027	328,927	189,627	-	120,000	309,627
Services and charges	1,878,140	1,664,288	1,947,191	1,945,603	-	-	1,945,603
Total Operating	2,505,403	2,365,591	2,820,249	2,729,733	-	120,000	2,849,733
Capital Outlay	-	450,000	50,000	590,000	-	-	590,000
Transfers	43,827	698,099	698,099	59,200	-	-	59,200
Total Expenses	2,549,230	3,513,690	3,568,348	3,378,933	-	120,000	3,498,933

Supplemental Programs	Page No.	Recurring	Non-Recur.
Rehabilitation of Baker St Water Well			$ 120,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Foreman	1.00	1.00	1.00	1.00	1.00
Crew Chief	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Serviceman	2.00	2.00	2.00	3.00	3.00
Locator	1.00	1.00	1.00	1.00	1.00
Utilities Laborer*	0.20	0.20	0.20	0.20	0.20
Total	6.20	6.20	6.20	7.20	7.20

* Equivalent of 1 Full Time person using Part Time Summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departments.

CITY OF TOMBALL
613 - ENTERPRISE - WATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6003	Wages - Full Time	217,001	259,680	233,404	292,909	-	-	292,909
6004	Wages - Part Time	3,733	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	8,119	9,528	9,528	9,785	-	-	9,785
6006	Wages - Call Duty	9,993	15,450	15,450	15,450	-	-	15,450
6009	Wages - Other	11,822	-	6,683	-	-	-	-
6011	Vacation Pay	13,874	1,464	8,317	2,580	-	-	2,580
6012	Sick Pay	9,168	1,243	3,432	3,476	-	-	3,476
6013	Emergency Pay	497	-	-	-	-	-	-
6019	Miscellaneous Pay	2,645	3,065	3,060	3,425	-	-	3,425
6021	Social Security & Medicare Taxes	20,220	22,580	21,347	25,426	-	-	25,426
6022	TMRS Retirement - Employer	42,812	40,535	38,913	43,686	-	-	43,686
6025	Worker Compensation Insurance	6,656	7,191	5,443	7,154	-	-	7,154
6026	State Unemployment Taxes	534	2,025	1,958	2,295	-	-	2,295
	TOTAL PERSONNEL SERVICES	347,074	367,396	352,170	410,821	-	-	410,821
6101	Office Supplies	30	-	25	-	-	-	-
6106	Materials and Parts	56,766	44,200	70,828	57,000	-	-	57,000
6107	Clothing and Uniforms	2,718	4,198	3,180	3,300	-	-	3,300
6108	Fuel, Oil and Lubricants	15,814	13,500	14,991	16,200	-	-	16,200
6109	Postage	-	-	-	-	-	-	-
6110	Chemical Supplies	77,014	95,000	88,340	95,000	-	-	95,000
6119	Other Supplies	7,887	13,982	14,597	12,182	-	-	12,182
	TOTAL SUPPLIES	160,228	170,880	191,961	183,682	-	-	183,682
6204	Other Equipment Maintenance	4,378	2,827	2,127	2,827	-	-	2,827
6205	Vehicle Maintenance	3,038	1,800	1,800	1,800	-	-	1,800
6207	System Maintenance	112,543	158,400	325,000	185,000	-	120,000	305,000
	TOTAL MAINTENANCE	119,959	163,027	328,927	189,627	-	120,000	309,627
6304	Professional Services-Other	13,836	10,089	23,001	14,000	-	-	14,000
6305	Harris Cty. Reg. Water Authority	1,614,765	1,300,000	1,614,765	1,614,765	-	-	1,614,765
6312	Telephone Services	2,394	2,662	2,500	2,662	-	-	2,662
6313	Utilities - Electrical	218,209	314,461	278,436	285,000	-	-	285,000
6316	Printing and Binding	1,340	1,000	1,340	1,400	-	-	1,400
6332	Travel and Meals	-	250	-	100	-	-	100
6333	Dues and Subscriptions	773	140	190	190	-	-	190
6335	Advertising Cost	-	386	-	386	-	-	386
6336	Equipment Rentals	101	-	-	-	-	-	-
6337	Training	1,858	3,500	3,496	3,500	-	-	3,500
6361	Studies and Analysis	10,708	8,600	8,600	8,600	-	-	8,600
6362	Permits and Licenses	14,157	23,200	14,863	15,000	-	-	15,000
	TOTAL SERVICES AND CHARGES	1,878,140	1,664,288	1,947,191	1,945,603	-	-	1,945,603
6409	System Expansion		450,000	50,000	590,000	-	-	590,000
	TOTAL CAPITAL OUTLAY	-	450,000	50,000	590,000	-	-	590,000
6998	Transfer to Fleet Replacement	43,827	-	-	59,200	-	-	59,200
6999	Transfer to Capital Project Fund		698,099	698,099	-	-	-	-
	TOTAL TRANSFERS	43,827	698,099	698,099	59,200	-	-	59,200
613	**Total Department Expenditures**	2,549,230	3,513,690	3,568,348	3,378,933	-	120,000	3,498,933

CITY OF TOMBALL
614 - ENTERPRISE FUND - WASTEWATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	518,776	546,328	505,666	534,597	-	-	534,597
Supplies	82,387	105,730	103,046	108,645	-	-	108,645
Maintenance	334,768	434,377	350,209	178,127	-	-	178,127
Services and charges	291,532	358,406	350,240	353,786	-	-	353,786
Total Operating	1,227,462	1,444,841	1,309,161	1,175,155	-	-	1,175,155
Capital Outlay	-	447,480	165,063	282,817	-	15,417	298,234
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	783,437	783,437	255,437	-	-	255,437
Total Expenses	1,227,462	2,675,758	2,257,661	1,713,409	-	15,417	1,728,826

Supplemental Programs	Page No.	Recurring	Non-Recur.
Kubota 2 WD Front Mower w/R.O.P.S			$ 15,417

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Crew Chief	2.00	2.00	2.00	2.00	2.00
Plant Supervisor	1.00	1.00	1.00	1.00	1.00
Plant Operator	2.00	2.00	2.00	2.00	2.00
Technician	1.00	1.00	1.00	1.00	1.00
Serviceman	4.00	5.00	5.00	4.00	4.00
Part Time Laborer*	0.20	0.20	0.20	0.20	0.20
Total	10.20	11.20	11.20	10.20	10.20

* Equivalent of 1 Full Time person using Part Time Summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departments.

** One of the utilities serviceperson positions will be moved to the Sewer Department beginning in fiscal year 2010.

CITY OF TOMBALL
614 - ENTERPRISE - WASTEWATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6003	Wages - Full Time	313,398	390,538	326,534	386,232	-	-	386,232
6004	Wages - Part Time	3,789	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	17,269	21,012	21,012	21,012	-	-	21,012
6006	Wages - Call Duty	15,657	15,450	15,450	15,450	-	-	15,450
6009	Wages - Other	20,034	-	9,548	-	-	-	-
6011	Vacation Pay	25,095	2,891	12,087	1,768	-	-	1,768
6012	Sick Pay	13,982	2,320	17,154	1,406	-	-	1,406
6013	Emergency Pay	899	4,765	888	-	-	-	-
6019	Miscellaneous Pay	6,295	-	3,530	2,860	-	-	2,860
6021	Social Security & Medicare Taxes	30,816	33,794	30,941	33,159	-	-	33,159
6022	TMRS Retirement - Employer	63,975	60,989	56,419	59,830	-	-	59,830
6025	Worker Compensation Insurance	6,821	7,369	4,927	5,680	-	-	5,680
6026	State Unemployment Taxes	746	2,565	2,541	2,565	-	-	2,565
	TOTAL PERSONNEL SERVICES	518,776	546,328	505,666	534,597	-	-	534,597
6101	Office Supplies	-	-	172	100	-	-	100
6106	Materials and Parts	868	9,800	9,800	9,800	-	-	9,800
6107	Clothing and Uniforms	3,133	5,030	4,553	4,600	-	-	4,600
6108	Fuel, Oil and Lubricants	26,000	20,000	23,121	27,745	-	-	27,745
6110	Chemical Supplies	44,377	58,500	53,000	58,000	-	-	58,000
6119	Other Supplies	8,009	12,400	12,400	8,400	-	-	8,400
	TOTAL SUPPLIES	82,387	105,730	103,046	108,645	-	-	108,645
6204	Other Equipment Maintenance	31,879	4,750	2,500	4,750	-	-	4,750
6205	Vehicle Maintenance	4,817	4,400	4,400	4,400	-	-	4,400
6207	System Maintenance	298,072	425,227	343,309	168,977	-		168,977
	TOTAL MAINTENANCE	334,768	434,377	350,209	178,127	-	-	178,127
6304	Professional Services-Other	9,588	-	10,000	-	-	-	-
6312	Telephone Services	2,529	2,800	2,800	2,800	-	-	2,800
6313	Utilities - Electrical	173,917	240,000	200,000	225,000	-	-	225,000
6329	Other Services	50,414	55,000	52,000	55,000	-	-	55,000
6332	Travel and Meals	-	-	9	-	-	-	-
6333	Dues and Subscriptions	880	550	880	880	-	-	880
6336	Equipment Rentals	366	500	500	500	-	-	500
6337	Training	1,576	5,000	2,749	3,500	-	-	3,500
6361	Studies and Analysis	33,426	32,000	32,000	34,000	-	-	34,000
6362	Permits and Licenses	18,836	22,556	49,302	32,106	-	-	32,106
	TOTAL SERVICES AND CHARGES	291,532	358,406	350,240	353,786	-	-	353,786
6403	Machinery and Equipment		-	-	-	-	15,417	15,417
6409	System Expansion	-	447,480	165,063	282,817	-	-	282,817
	TOTAL CAPITAL OUTLAY	-	447,480	165,063	282,817	-	15,417	298,234
6998	Transfer to Fleet Replacement	-	22,000	22,000	-	-	-	-
6999	Transfer to Capital Project Fund	-	761,437	761,437	255,437	-	-	255,437
	TOTAL TRANSFERS	-	783,437	783,437	255,437	-	-	255,437
614	**Total Department Expenditures**	1,227,462	2,675,758	2,257,661	1,713,409	-	15,417	1,728,826

CITY OF TOMBALL
615 - ENTERPRISE FUND - GAS DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	324,646	340,065	331,760	348,548	-	-	348,548
Supplies	1,379,274	2,020,500	1,320,578	2,026,475	-	-	2,026,475
Maintenance	56,986	9,375	5,836	7,375	-	-	7,375
Services and charges	40,483	30,590	34,570	37,761	-	-	37,761
Total Operating	1,801,390	2,400,530	1,692,744	2,420,159	-	-	2,420,159
Capital Outlay	-	50,000	35,655	80,000	-	-	80,000
Transfers	-	786,324	786,324	31,872	-	-	31,872
Total Expenses	1,801,390	3,236,854	2,514,723	2,532,031	-	-	2,532,031

Supplemental Programs	Page No.	Recurring	Non-Recur.

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Foreman	1.00	1.00	1.00	1.00	1.00
Crew Chief	1.00	1.00	1.00	1.00	1.00
Technician	1.00	1.00	1.00	1.00	1.00
Serviceman	3.00	3.00	3.00	3.00	3.00
Part Time Laborer*	0.20	0.20	0.20	0.20	0.20
Total	6.20	6.20	6.20	6.20	6.20

* Equivalent of 1 Full Time person using Part Time Summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departments.

CITY OF TOMBALL
615 - ENTERPRISE - GAS DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6003	Wages - Full Time	187,685	240,056	217,571	249,097			249,097
6004	Wages - Part Time	2,783	4,635	4,635	4,635			4,635
6005	Wages - Overtime	7,681	8,240	8,240	8,240			8,240
6006	Wages - Call Duty	16,355	15,450	15,450	15,450			15,450
6009	Wages - Other	11,372	-	6,766	-			-
6011	Vacation Pay	16,336	2,431	9,017	2,515			2,515
6012	Sick Pay	17,367	2,331	5,740	1,947			1,947
6013	Emergency Pay	564	-	-	-			-
6019	Miscellaneous Pay	2,135	3,490	3,490	3,520			3,520
6021	Social Security & Medicare Taxes	19,292	21,171	20,267	21,842			21,842
6022	TMRS Retirement - Employer	40,210	37,965	37,066	37,441			37,441
6025	Worker Compensation Insurance	2,352	2,541	1,821	2,106			2,106
6026	State Unemployment Taxes	514	1,755	1,697	1,755			1,755
	TOTAL PERSONNEL SERVICES	324,646	340,065	331,760	348,548	-	-	348,548
6101	Office Supplies	24	-	28	-			-
6105	Food Supplies	126	-	23	-			-
6106	Materials and Parts	44,677	43,000	43,000	43,000			43,000
6107	Clothing and Uniforms	1,998	3,000	2,500	3,000			3,000
6108	Fuel, Oil and Lubricants	12,935	12,500	12,896	15,475			15,475
6109	Postage	26	-	131	-			-
6110	Chemical Supplies	2,442	3,500	3,500	3,500			3,500
6119	Other Supplies	7,928	8,500	8,500	11,500			11,500
6129	Gas Purchases	1,309,117	1,950,000	1,250,000	1,950,000			1,950,000
	TOTAL SUPPLIES	1,379,274	2,020,500	1,320,578	2,026,475	-	-	2,026,475
6204	Other Equipment Maintenance	1,867	1,500	800	1,500			1,500
6205	Vehicle Maintenance	2,708	875	536	875			875
6207	System Maintenance	51,931	6,000	3,500	4,000	-	-	4,000
6219	Other Maintenance	481	1,000	1,000	1,000	-	-	1,000
	TOTAL MAINTENANCE	56,986	9,375	5,836	7,375	-	-	7,375
6303	Professional Services-Legal	4,517	-	-	-			-
6304	Professional Services-Other	9,168	2,000	4,840	5,000	-	-	5,000
6312	Telephone Services	2,291	2,800	2,800	2,800	-	-	2,800
6313	Utilities - Electrical	1,583	1,500	1,958	2,000	-	-	2,000
6322	Inspections Services	1,681	4,340	2,600	4,000	-	-	4,000
6329	Other Services	2,150	1,500	2,000	2,000	-	-	2,000
6332	Travel and Training	271	-	-	-	-	-	-
6333	Dues and Subscriptions	1,073	650	1,250	1,250	-	-	1,250
6335	Advertising Cost	222	225	225	225	-	-	225
6336	Equipment Rentals	1,520	250	250	250	-	-	250
6337	Training	15,561	17,000	17,000	18,600	-	-	18,600
6362	Permits and Licenses	447	325	1,647	1,636	-	-	1,636
	TOTAL SERVICES AND CHARGES	40,483	30,590	34,570	37,761	-	-	37,761
6405	Vehicle Equipment	-		-	-			-
6409	System Expansion	-	50,000	35,655	80,000	-	-	80,000
	TOTAL CAPITAL OUTLAY	-	50,000	35,655	80,000	-	-	80,000
6998	Transfer to Fleet Replacement	-	22,000	22,000	23,000	-	-	23,000
6999	Transfer to Capital Project Fund	-	764,324	764,324	8,872	-	-	8,872
	TOTAL TRANSFERS	-	786,324	786,324	31,872	-	-	31,872
615	**Total Department Expenditures**	1,801,390	3,236,854	2,514,723	2,532,031	-	-	2,532,031

CITY OF TOMBALL
616 - ENTERPRISE FUND - PRINCIPAL AND INTEREST
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Adopted Budget
Revenue Bonds							
Principal	-	400,000	400,000	415,000	-	-	415,000
Interest	155,197	138,832	138,832	123,751	-	-	123,751
New Debt	-	-	-	-	-	-	-
Total Revenue Debt	155,197	538,832	538,832	538,751	-	-	538,751
Certificates							
Principal	111,840	618,750	618,750	632,500	-	-	632,500
Interest	318,600	230,022	230,022	185,697	-	-	185,697
New Debt	-	-	-	-	-	-	-
Total CO Debt	430,440	848,772	848,772	818,197	-	-	818,197
Fiscal fees	88,261	10,000	10,000	10,000	-	-	10,000
Total Expenses	673,899	1,397,604	1,397,604	1,366,948	-	-	1,366,948

City of Tomball
Enterprise Fund
Consolidated Debt Payment Schedule
2012-2013 Annual Budget

Fiscal Year	Principal	Interest	Total
2013	1,047,500	309,448	1,356,948
2014	1,070,250	266,036	1,336,286
2015	1,082,000	228,783	1,310,783
2016	1,083,250	196,574	1,279,824
2017	1,086,750	162,127	1,248,877
2018	1,100,750	125,401	1,226,151
2019	1,109,750	86,468	1,196,218
2020	563,750	55,605	619,355
2021	558,250	33,165	591,415
2022	550,000	11,000	561,000
Total	$ 10,271,000	$ 1,843,461	$ 12,114,461

City of Tomball
Water and Sewer System Revenue Bonds, Series 1999
Purpose- Southside Sewer Plant
Issue Date : February 15, 1999

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	415,000	3.750%	123,751	538,751
2014	435,000	3.800%	107,705	542,705
2015	455,000	3.900%	90,568	545,568
2016	470,000	4.000%	72,295	542,295
2017	490,000	4.050%	52,973	542,973
2018	515,000	4.100%	32,492	547,492
2019	535,000	4.100%	10,967	545,967
Total	$ 3,715,000		$ 629,583	$ 4,344,583

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2002
Unfunded Portion of Original Issue
$20,000,000 - Tax Supported 45%, Utility System 55%
Issue Date : June 1, 2002

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	599,500	4.400%	40,167	639,667
2014	599,500	4.500%	13,489	612,989
Total	$ 1,798,500		$ 119,750	$ 1,918,250

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

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	33,000	2.000%	145,530	178,530
2014	35,750	2.000%	144,843	180,593
2015	627,000	2.000%	138,215	765,215
2016	613,250	2.500%	124,279	737,529
2017	596,750	2.500%	109,154	705,904
2018	585,750	3.000%	92,909	678,659
2019	574,750	3.000%	75,501	650,251
2020	563,750	4.000%	55,605	619,355
2021	558,250	4.000%	33,165	591,415
2022	550,000	4.000%	11,000	561,000
Total	$ 4,757,500		$1,094,128	$ 5,851,628

DEBT SERVICE FUND

Debt Service Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

2012-2013 Proposed Budget Worksheet

	FY2011 Actual	FY2012 Current Budget	FY 2012 Projections	FY2013 Proposed Budget
Revenues:				
Current taxes	$ 1,528,443	$ 2,582,550	$ 2,578,200	$ 2,964,900
Delinquent taxes	45,210	38,500	27,500	35,000
Penalty and interest	17,919	19,000	21,850	25,000
Interest	1,492	2,500	2,500	2,500
Bond Proceeds	4,076,007	-	-	-
Other	-	-	-	-
Total Revenues	$ 5,669,072	$ 2,642,550	$ 2,630,050	$ 3,027,400
Expenditures:				
Principal	$ 5,197,506	$ 1,131,250	$ 1,131,250	$ 1,737,500
Interest	553,373	911,065	912,901	912,545
Lease Payment- Fire Truck		88,719	88,719	88,719
		-	-	-
Fees	72,874	9,000	9,000	9,000
Total Expenditures	$ 5,823,752	$ 2,140,034	$ 2,141,870	$ 2,747,764
Other Sources/(Uses):				
Transfers		-	-	-
Total Other Sources/(Uses)	-	-	-	-
Revenues Over/(Under) Expenditures	$ (154,681)	$ 502,516	$ 488,180	$ 279,636
Beginning Fund Balance	$ 925,955	$ 771,274	$ 771,274	$ 1,259,454
Ending Fund Balance	$ 771,274	$ 1,273,790	$ 1,259,454	$ 1,539,090
Ending FB as % of Next Year's Debt Service Requirement		46%	46%	56%

City of Tomball
Debt Service Fund
Consolidated Debt Payment Schedule
2012-2013 Annual Budget

Fiscal Year	Principal	Interest	Total
2013	1,800,649	938,115	2,738,764
2014	1,835,330	873,207	2,708,537
2015	1,876,104	808,997	2,685,101
2016	1,897,476	751,054	2,648,530
2017	1,936,699	694,011	2,630,710
2018	1,970,527	633,530	2,604,057
2019	1,719,464	572,637	2,292,101
2020	1,758,513	510,651	2,269,164
2021	1,802,180	444,196	2,246,377
2022	1,760,000	375,753	2,135,753
2023	1,365,000	317,375	1,682,375
2024	730,000	280,125	1,010,125
2025	755,000	255,050	1,010,050
2026	780,000	227,700	1,007,700
2027	810,000	198,375	1,008,375
2028	840,000	166,388	1,006,388
2029	870,000	132,188	1,002,188
2030	900,000	96,788	996,788
2031	935,000	59,503	994,503
2032	975,000	20,109	995,109
Total	$ 28,509,000	$ 9,165,201	$ 37,674,201

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2003
Purpose- Buildings, Parks, Utility Improvements
$8,500,000 - Tax Supported
Issue Date : October 15, 2003

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	395,000	3.600%	226,222	621,222
2014	415,000	3.700%	211,435	626,435
2015	440,000	3.750%	195,508	635,508
2016	460,000	3.875%	178,345	638,345
2017	485,000	3.900%	159,975	644,975
2018	510,000	4.125%	139,999	649,999
2019	535,000	4.200%	118,245	653,245
2020	565,000	4.300%	94,862	659,862
2021	590,000	4.400%	69,735	659,735
2022	620,000	4.400%	43,115	663,115
2023	655,000	4.500%	14,737	669,737
Total	$ 6,045,000		$1,692,073	$ 7,737,073

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2010, Refunding Bonds
Purpose- Street Improvements
$2,210,000 - Tax Supported
Issue Date: August 15, 2010

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	260,000	1.500%	28,520	288,520
2014	260,000	1.500%	24,620	284,620
2015	270,000	2.000%	19,970	289,970
2016	270,000	2.000%	14,570	284,570
2017	280,000	2.000%	9,070	289,070
2018	285,000	2.200%	3,135	288,135
Total	$ 1,875,000		$ 132,855	$ 2,007,855

Debt refunded August 31, 2010

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2002
Unrefunded Portion of Original Issue
$20,000,000 - Tax Supported 45%, Utility System 55%
Issue Date : June 1, 2002

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	490,500	4.400%	32,864	523,364
2014	490,500	4.500%	11,036	501,536
Total	$ 1,471,500		$ 97,977	$ 1,569,477

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

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	27,000	2.000%	119,070	146,070
2014	29,250	2.000%	118,508	147,758
2015	513,000	2.000%	113,085	626,085
2016	501,750	2.500%	101,683	603,433
2017	488,250	2.500%	89,308	577,558
2018	479,250	3.000%	76,016	555,266
2019	470,250	3.000%	61,774	532,024
2020	461,250	4.000%	45,495	506,745
2021	456,750	4.000%	27,135	483,885
2022	450,000	4.000%	9,000	459,000
Total	$ 3,892,500		$ 895,196	$ 4,787,696

City of Tomball
2011 Lease Purchase- Pierce Velocity Fire Truck
Issue Date : July 1, 2011

Fiscal Year	Principal	Interest	Total P & I
2013	63,149	25,571	88,719
2014	65,580	23,140	88,719
2015	68,104	20,615	88,719
2016	70,726	17,993	88,719
2017	73,449	15,270	88,719
2018	76,277	12,442	88,719
2019	79,214	9,506	88,719
2020	82,263	6,456	88,719
2021	85,430	3,289	88,719
Total	$ 725,000	$ 162,193	$ 887,193

All payments due April 20th of each year.

City of Tomball
Tax Certificates of Obligation, Series 2011
$14,500,000 - Tax Supported 100%
Issue Date : October 15, 2011

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	565,000	3.950%	505,869	1,070,869
2014	575,000	3.950%	484,469	1,059,469
2015	585,000	3.950%	459,819	1,044,819
2016	595,000	3.950%	438,463	1,033,463
2017	610,000	3.950%	420,388	1,030,388
2018	620,000	3.950%	401,938	1,021,938
2019	635,000	3.950%	383,113	1,018,113
2020	650,000	3.950%	363,838	1,013,838
2021	670,000	3.950%	344,038	1,014,038
2022	690,000	3.950%	323,638	1,013,638
2023	710,000	3.950%	302,638	1,012,638
2024	730,000	3.950%	280,125	1,010,125
2025	755,000	3.950%	255,050	1,010,050
2026	780,000	3.950%	227,700	1,007,700
2027	810,000	3.950%	198,375	1,008,375
2028	840,000	3.950%	166,388	1,006,388
2029	870,000	3.950%	132,188	1,002,188
2030	900,000	3.950%	96,788	996,788
2031	935,000	3.950%	59,503	994,503
2032	975,000	3.950%	20,109	995,109
Total	$ 14,500,000		$6,184,907	$ 20,684,907

SPECIAL REVENUE FUND

Special Revenue Funds

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Occupancy Tax	$ 325,360	$ 300,000	$ 370,485	$ 350,000
Statue Contributions	-	-	-	-
Skate Park Revenues	-	-	-	-
Fines and Warrants	315,690	317,800	329,760	343,000
Grants	-	-	-	613,000
Interest	2,043	2,650	2,050	2,150
Event Revenue	3,895	7,000	6,007	6,050
Transfers and Other	-	-	82,576	15,000
Total	$ 646,988	$ 627,450	$ 790,878	$ 1,329,200
Expenditures:				
General Special	$ 26,479	$ 59,000	$ 59,000	$ 35,000
Senior Housing	2,515	-	-	-
Court Building Security	40,486	1,000	1,000	1,000
Court Building Technology	1,717	23,288	22,000	1,500
Hotel Occupancy	275,463	466,880	447,617	410,919
Red Light Cameras	349,878	270,185	263,308	676,002
DA Grant	12,152	-	-	-
SAFER Grant	-	-	-	613,000
Fun Runs	4,054	7,050	5,022	5,350
Total	$ 712,744	$ 827,403	$ 797,947	$ 1,742,771
Revenues Over (Under) Expenditures	$ (65,756)	$ (199,953)	$ (7,069)	$ (413,571)
Beginning Fund Balance	$ 1,243,324	$ 1,177,568	$ 1,177,568	$ 1,170,498
Ending Fund Balance	$ 1,177,568	$ 977,615	$ 1,170,499	$ 756,927

200 - General Special Revenue Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Base Budget	FY 2013 Recurring Supplemental	FY 2013 Non Recur. Supplemental	FY 2013 Proposed Budget
Revenues:							
Abandoned Vehicles		$ -	$ -	$ -	$ -	$ -	$ -
Seized Funds		-	-	-	-	-	-
Child Safety	11,236	10,500	12,760	13,000	-	-	13,000
Interest	233	300	200	250	-	-	250
Other		-	-	-	-	-	-
Total	$ 11,469	$ 10,800	$ 12,960	$ 13,250	$ -	$ -	$ 13,250
Expenditures:							
Supplies	$ 9,300	$ 34,000	$ 34,000	$ 20,000	$ -	$ -	$ 20,000
Communication Services	9,999	10,000	10,000	-			-
Child Safety Education	7,180	15,000	15,000	15,000			15,000
Capital*		-	-	-			-
Total	$ 26,479	$ 59,000	$ 59,000	$ 35,000	$ -	$ -	$ 35,000
Revenues Over (Under) Expenditures	$ (15,010)	$ (48,200)	$ (46,040)	$ (21,750)	$ -	$ -	$ (21,750)
Beginning Fund Balance	$ 153,820	$ 138,810	$ 138,810	$ 92,770			$ 92,770
Ending Fund Balance	$ 138,810	$ 90,610	$ 92,770	$ 71,020			$ 71,020

Fund Description

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

220 - Municipal Court Building Security Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Fines and Warrants	$ 22,935	$ 25,000	$ 22,000	$ 25,000
Interest	281	350	300	300
Transfers In				
Total	$ 23,216	$ 25,350	$ 22,300	$ 25,300
Expenditures:				
Personnel	$ 39,195	$ -	$ -	$ -
Supplies	1,291	1,000	1,000	1,000
Maintenance		-	-	-
Services and Charges		-	-	-
Capital		-	-	-
Total	$ 40,486	$ 1,000	$ 1,000	$ 1,000
Revenues Over (Under) Expenditures	$ (17,270)	$ 24,350	$ 21,300	$ 24,300
Beginning Fund Balance	$ 179,594	$ 162,323	$ 162,323	$ 183,623
Ending Fund Balance	$ 162,323	$ 186,673	$ 183,623	$ 207,923

Fund Description

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

230 - Municipal Court Technology Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Fines and Warrants	$ 30,582	$ 32,000	$ 30,000	$ 30,000
Interest	262	300	300	300
Transfers In		-	-	-
Total	$ 30,844	$ 32,300	$ 30,300	$ 30,300
Expenditures:				
Supplies	$ -	$ -	$ -	$ -
Maintenance	-	-	-	-
Services and Charges	1,717	23,288	22,000	1,500
Capital	-	-	-	-
Total	$ 1,717	$ 23,288	$ 22,000	$ 1,500
Revenues Over (Under) Expenditures	$ 29,127	$ 9,012	$ 8,300	$ 28,800
Beginning Fund Balance	$ 171,098	$ 200,225	$ 200,225	$ 208,525
Ending Fund Balance	$ 200,225	$ 209,237	$ 208,525	$ 237,325

Fund Description

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

240 - Hotel Occupancy Tax Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Base Budget	FY 2013 Recurring Supplemental	FY 2013 Non Recur. Supplemental	FY 2013 Proposed Budget
Revenues:							
Occupancy Tax	$ 304,135	$ 300,000	$ 370,485	350,000	$ -	$ -	$ 350,000
Statue Contributions		-	-	-	-	-	-
Skate Park Revenues		-	-	-	-	-	-
Miscellaneous Income	21,225	-	82,576	15,000	-	-	15,000
Event Revenue		1,000	-	-	-	-	-
Interest	459	500	400	400	-	-	400
Total	$ 325,819	$ 301,500	$ 453,461	$ 365,400	$ -	$ -	$ 365,400
Expenditures:							
Personnel Services	36,667	87,996	87,374	111,265	-	-	111,265
Tourism	40,931	26,000	91,118	104,053	-	-	104,053
Greater Tomball Chamber	35,000	35,000	35,000	35,000	-	-	35,000
Spring Creek Historical	30,975	30,000	31,000	30,000	-	-	30,000
The Regional Arts Council	10,500	10,500	11,200	11,000	-	-	11,000
Tomball Sister City	36,394	35,000	35,000	50,000	-	-	50,000
Main Street Advertising	-	11,760	4,696	-	-	-	-
Second Saturday Events	28,030	19,950	19,295	30,418	-	-	30,418
Fireworks	-	30,000	40,000	-	-	-	-
Grants	56,966	172,740	85,000	30,000	-	-	30,000
Transfer to Emp. Benefits Trust Fund	-	7,934	7,934	9,183	-	-	9,183
Total	$ 275,463	$ 466,880	$ 447,617	$ 410,919	$ -	$ -	$ 410,919
Revenues Over (Under) Expenditures	$ 50,356	$ (165,380)	$ 5,844	$ (45,519)	$ -	$ -	$ (45,519)
Beginning Fund Balance	$ 257,694	$ 308,050	$ 308,050	$ 313,894			$ 313,894
Ending Fund Balance	$ 308,050	$ 142,670	$ 313,894	$ 268,375			$ 268,375

Fund Description

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

Supplemental Programs	Page No.	Recurring	Non-Recurring
Upgrade Special Events Coordinator to FT		$ 27,646	$ 1,250

Staffing	FY2010	FY2011	FY 2012	FY 2013
Community Event Coordinator	0.00	0.50	0.50	1.00
Marketing Director	0.00	0.00	1.00	1.00
Total	0.00	0.50	1.50	2.00

250 - Red Light Camera Program Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget	FY 2013 Recurring Supplemental	FY 2013 Non Recur. Supplemental	FY 2013 Proposed Budget
Revenues:							
Fines and Warrants	$ 250,936	$ 250,300	$ 265,000	$ 275,000	-		$ 275,000
Interest	802	1,200	850	900	-		900
Other Grants		-	-	-	-		-
Total	$ 251,739	$ 251,500	$ 265,850	$ 275,900	$ -	$ -	$ 275,900
Expenditures:							
Personnel Costs	32,927	$ 60,185	49,693	61,002	-	-	61,002
Supplies	115,617	40,000	40,000	40,000	-	60,000	100,000
Maintenance	-	-	-	-	-	-	-
Services and Charges	31,181	-	3,615	60,000	-	5,000	65,000
Capital	85,076	85,000	85,000	-	-	50,000	50,000
Transfer to Capital Projects Fund	85,076	85,000	85,000	-	-	400,000	400,000
Total	$ 349,878	$ 270,185	$ 263,308	$ 161,002	$ -	$ 515,000	$ 676,002
Revenues Over (Under) Expenditures	$ (98,139)	$ (18,685)	$ 2,542	$ 114,898	$ -	$ (515,000)	$ (400,102)
Beginning Fund Balance	$ 463,538	$ 365,399	$ 365,399	$ 367,941			$ 367,941
Ending Fund Balance	$ 365,399	$ 346,714	$ 367,941	$ 482,839			$ (32,161)

Fund Description

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

Supplemental Programs	Page No.	Recurring	Non-Recurring
Traffic Enforement/Accident Investigation Motorcycle Units			$ 59,000
Traffic Control Message Boards			$ 36,000
Traffic Control Equipment			$ 15,000
Walk-Through Metal Detection			$ 5,000
Sidewalks			$ 350,000

Staffing	FY2011	FY2012	FY 2013
Red Light Hearing Officer	0.50	0.50	0.50
Traffic Safety/Complaint Officer	0.50	0.50	0.50
Total	1.00	1.00	1.00

285 - SAFER Grant Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Grant Revenues		$ -	$ -	$ 613,000
		-	-	-
Total	$ -	$ -	$ -	$ 613,000
Expenditures:				
Personnel				$ 613,000
Supplies		-	-	-
Maintenance		-	-	-
Services and Charges		-	-	-
Capital		-	-	-
Total	$ -	$ -	$ -	$ 613,000
Revenues Over (Under) Expenditures	$ -	$ -	$ -	$ -
Beginning Fund Balance	$ -	$ -	$ -	$ -
Ending Fund Balance	$ -	$ -	$ -	$ -

290 - Tomball Fun Runs Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Event Revenue	$ 3,895	$ 6,000	$ 6,007	$ 6,050
Interest	1	-	-	-
Transfers In	-	-	-	-
Total	$ 3,896	$ 6,000	$ 6,007	$ 6,050
Expenditures:				
Supplies	$ 2,367	$ 2,550	$ 3,854	$ 4,000
Maintenance	-	-	-	-
Services and Charges	1,686	4,500	1,168	1,350
Capital	-	-	-	-
Total	$ 4,054	$ 7,050	$ 5,022	$ 5,350
Revenues Over (Under) Expenditures	$ (158)	$ (1,050)	$ 985	$ 700
Beginning Fund Balance	$ 2,477	$ 2,319	$ 2,319	$ 3,304
Ending Fund Balance	$ 2,319	$ 1,269	$ 3,304	$ 4,004

Fund Description

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

INTERNAL SERVICE FUNDS

City of Tomball
Employee Benefit Trust Fund
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed
Revenues:				
Transfers	1,846,468	1,885,042	1,885,042	1,993,811
Interest	290	175	400	200
Total	1,846,758	1,885,217	1,885,442	1,994,011
Expenditures:				
Health Insurance Costs	1,649,899	1,885,042	1,723,051	1,993,811
Total	1,649,899	1,885,042	1,723,051	1,993,811
Revenues Over (Under) Expenditures	196,859	175	162,391	200
Beginning Fund Balance	196,797	393,656	393,656	556,247
Ending Fund Balance	393,656	393,831	556,047	556,447

City of Tomball
Internal Service Funds - General Fund Fleet Replacement
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ -	$ 89,000	$ 89,000	$ 234,500
Other	-	-	-	-
Interest	1,986	1,790	1,490	1,790
Total	$ 1,986	$ 90,790	$ 90,490	$ 236,290
Expenditures:				
Capital Outlay	$ 264,757	$ 89,000	$ 105,372	$ 234,500
Total	$ 264,757	$ 89,000	$ 105,372	$ 234,500
Revenues Over (Under) Expenditures	$ (262,771)	$ 1,790	$ (14,882)	$ 1,790
Beginning Fund Balance	$ 1,916,241	$ 1,653,470	$ 1,653,470	$ 1,638,588
Ending Fund Balance	$ 1,653,470	$ 1,655,260	$ 1,638,588	$ 1,640,378

City of Tomball
Internal Service Funds - Enterprise Fund Fleet Replacement
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ 43,827	$ 44,000	$ 44,000	$ 82,200
Interest	-	210	210	210
Total	$ 43,827	$ 44,210	$ 44,210	$ 82,410
Expenditures:				
Capital Outlay	$ 28,492	$ 44,000	$ 51,304	$ 82,200
Total	$ 28,492	$ 44,000	$ 51,304	$ 82,200
Revenues Over (Under) Expenditures	$ 15,335	$ 210	$ (7,094)	$ 210
Beginning Fund Balance	$ 306,847	$ 322,182	$ 322,182	$ 315,088
Ending Fund Balance	$ 322,182	$ 322,392	$ 315,088	$ 315,298

CITY OF TOMBALL
2012-2013 ANNUAL BUDGET
FLEET REPLACEMENT FUND
VEHICLES & EQUIPMENT SCHEDULED FOR REPLACEMENT

DEPT.	UNIT NO.	DESCRIPTION	REPLACEMENT COST	Replace or Keep
112-PERMITS & INSP.	AD 10	2006 CHEV 1500 PU	$ 22,000	Keep per Steve Purvis
112-PERMITS & INSP.	AD 11	2007 CHEV 1500 PU	22,260	Keep per Steve Purvis
121-PD	PD 1907	2003 CHRY PT CRUISER	30,000	Keep per Robert Hauck
121-PD	SHOP 04	DODGE CHARGER	37,096	Keep per Robert Hauck
121-PD	SHOP 14	2006 F-150 PU	22,048	Keep per Robert Hauck
121-PD	SHOP 21	2001 VAN	35,000	Keep per Robert Hauck
121-PD	SHOP 22	1999 VAN	35,000	Keep per Robert Hauck
121-PD	SHOP 25	2008 DODGE CHARGER	23,037	Keep per Robert Hauck
121-PD	SHOP 29	2009 CROWN VIC	45,000	Replace per Rob Hauck
121-PD	SHOP 30	2008 CROWN VIC	22,654	Keep per Robert Hauck
121-PD	SHOP 37	2009 CROWN VIC	45,000	Replace per Rob Hauck
153-PARKS	G-23	CHEV 2500 PU	28,000	Replace per Jeremy Waterman
153-PARKS	G-24	CHEV 2500 PU	24,000	Keep per Jeremy Waterman (Pool Vehicle)
153-PARKS	G-25	CHEV 1500 PU	21,500	Keep per Jeremy Waterman
154-STREETS	G-1	2002 F 450 BUCKET TRUCK	65,000	Keep per Jeremy Waterman
154-STREETS	G-21	2002 CHEV 2500 PU	24,000	Keep per Jeremy Waterman (Pool Vehicle)
154-STREETS	G-22	2002 CHEV 2500 PU	24,000	Keep per Jeremy Waterman (Pool Vehicle)
154-STREETS	G-27	2005 CHEV 1500 PU	22,000	Replace per Jeremy Waterman
154-STREETS	G-29	2007 CHEV Silverado	22,260	Keep per Jeremy Waterman
154-STREETS	G-32	2008 Ford F-150	13,950	Keep per Jeremy Waterman
154-STREETS	G-33	2008 Ford F-250	16,212	Keep per Jeremy Waterman
154-STREETS	G-34	2009 Ford F-250	16,212	Keep per Jeremy Waterman
154-STREETS	GE-15	2002 JD 6405 Tractor	80,500	Replace per Jeremy Waterman
154-STREETS	GE-22	2002 JD GATOR	14,000	Replace per Jeremy Waterman
154-STREETS	GE-27	2003 Vermeer Brush Chipper	26,500	Keep per Jeremy Waterman
154-STREETS	GE-38	2008 Kubota Mower	12,118	Keep per Jeremy Waterman
154-STREETS	GE-40	2008 JD GATOR	9,450	Keep per Jeremy Waterman
154-STREETS	GE-41	2008 JD GATOR	7,715	Keep per Jeremy Waterman
			$ 766,512	
613-WATER		2004 LOCATOR	25,200	Replace per John Escamilla
613-WATER	U-22	2002 CHEV 2500PU	34,000	Replace with 1-Ton Dually per John Escamilla
614-SEWER	U-32	2008 Ford F550 Crane Truck	22,000	Keep per John Escamilla
615-GAS	U-23	2003 CHEV 1500PU	23,000	Replace per John Escamilla
			$ 104,200	

CAPITAL PROJECTS FUND

City of Tomball
Capital Projects Fund - General Fund Projects
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ -	$ 2,152,000	$ 16,759,735	$ -
Other		-	-	-
Interest	1,819	-	12,000	12,000
Total	$ 1,819	$ 2,152,000	$ 16,771,735	$ 12,000
Expenditures:				
Capital Outlay	$ -	$ 2,152,000	$ 2,152,000	$ -
Debt Service			$ 106,633	
Total	$ -	$ 2,152,000	$ 2,258,633	$ -
Revenues Over (Under) Expenditures	$ 1,819	$ -	$ 14,513,102	$ 12,000
Beginning Fund Balance	$ 133,790	$ 135,609	$ 135,609	$ 14,648,711
Ending Fund Balance	$ 135,609	$ 135,609	$ 14,648,711	$ 14,660,711

City of Tomball
Capital Projects Fund - Enterprise Fund Projects and Red Light Fund Projects
2011-2012 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ -	$ 2,223,860	$ 2,223,860	$ 664,309
Interest	-	-	-	-
Total	$ -	$ 2,223,860	$ 2,223,860	$ 664,309
Expenditures:				
Capital Outlay	$ -	$ 2,223,860	$ 2,223,860	$ 450,000
Total	$ -	$ 2,223,860	$ 2,223,860	$ 450,000
Revenues Over (Under) Expenditures	$ -	$ -	$ -	$ 214,309
Beginning Fund Balance	$ -	$ -	$ -	$ -
Ending Fund Balance	$ -	$ -	$ -	$ 214,309

Summary of Capital Projects

Project No.	Project Title	Project Description	Capital Projects Fund				Total FY 2011-2012 CIP Budget	Amount Transferred as of 5/31/12		
			General Fund	Enterprise Fund	TEDC	C.O.		General Fund	Enterprise Fund	TEDC
071	M118-M121 On-Call Engineering Services	M118 drainage basin occupies the southeasterly area of Tomball, south of the M116 basin, east of the railroad tracks, west of Hufsmith-Kohrville, to Willow Creek. Project to provide relief drainage system and reduce or eliminate on-site detention.	12,000				12,000			
176	Utility Extension Brown Rd. West of 249				446,596		446,596			334,961
175	Downtown Specific Plan	Create a new downtown land use zone and zoning sub-districts for significant areas of the downtown core.	73,000				73,000	6,169		
177	Downtown Parking Lots	The plan recommends the creation of three surface parking lots within a six year timeframe to account for the future removal of the on-street parking on FM 2920	430,000				430,000	13,010		
171	Brown Hufsmith Phase II	Plan includes street improvement from SH 249 to Baker. Phase II will provide the City's major east-west corridor on the north side of FM 2920	910,342	300,000			1,210,342	639,944	160,329	
161	Rudolph Rd & Utilities Phase II	Project includes land acquisition and providing street and utility improvements to current standards as a collector street	59,489	141,754	255,646		456,889	1,283	1,093	
145	Tomball Hills Lift Station						-		227,574	
142	24" Sanitary Sewer Along East Hufsmith	Provides sanitary sewer improvements along east Hufsmith from J-131 to Snook.		120,820			120,820	-	2,000	
115	Hufsmith Water & Gas Line	Project includes 12" water line and 4" gas lines from Rudolph to Snook.		513,786			513,786		241,726	
103	M124 - PER	The M124 basin occupies a major portion of the westerly area of Tomball, outfalling to Willow Creek. Project to mitigate channel and loss of existing floodplain storage. The project has been divided into M124 North, described as area north of FM 2920 to SH 249, and M124 South, described as area south of FM 2920	156,718				156,718			
075	Agg Rd / Medical Complex Dr. Expansion	Segment 3 of the proposed Medical Complex Corridor commences at SH 249 Business and continues easterly to South Cherry St. Medical Complex Cooridor is depicted on the COT's Major Thoroughfare Plan as a major east-west connector to FM 2920 (east & west of Tomball)	10,451	1,147,500	1,585,211		2,743,162			319,525
178	Master Drainage Plan	This plan will evaluate the city's existing storm drainage network, assess existing and proposed future drainage facility needs, and identify needed improvements based on projected future system demands.	100,000				100,000	34,716		
079	Barbara Street Drainage	M125 channel improvements between Barbara Street and Willow Creek.	400,000				400,000			
179	Business Park				1,657,959		1,657,959			1,612,499
180	M121 Final Phase					10,800,000	10,800,000			
181	Medical Complex Segment 3					3,446,966	3,446,966			
	Unreserved Fund Balance					360,769	360,769			
FY 2011-2012 Capital Project Totals			**2,152,000**	**2,223,860**	**3,945,412**	**14,607,735**	**22,929,007**	**695,122**	**632,722**	**2,266,985**

Summary of Capital Projects

C.O.	Amount Transferred as of 4/30/12	FY 2011-2012 Remaining to be Transferred as of 5/31/12				Amount Remaining to be Transferred as of 4/30/12	FY 2012-2013 Amount to be Transferred				FY 2012-2013 Amount Transferred
		General Fund	Enterprise Fund	TEDC	C.O.		General Fund	Enterprise Fund	TEDC	C.O.	
	-	12,000	-	-	-	12,000	-	-	-	-	-
	334,961	-	-	111,635	-	111,635	-	8,872	-	-	8,872
	6,169	66,831	-	-	-	66,831	-	-	-	-	-
	13,010	416,990	-	-	-	416,990	-	-	-	-	-
	800,273	270,398	139,671	-	-	410,069	-	-	-	-	-
	2,376	58,206	140,661	255,646	-	454,513	-	-	-	-	-
	227,574	-	(227,574)	-	-	(227,574)	-	255,437	-	-	255,437
	2,000	-	118,820	-	-	118,820	-	-	-	-	-
	241,726	-	272,060	-	-	272,060	-	-	-	-	-
	-	156,718	-	-	-	156,718	-	-	-	-	-
	319,525	10,451	1,147,500	1,265,686	-	2,423,637	-	-	-	-	-
	34,716	65,284	-	-	-	65,284	-	-	-	-	-
	-	400,000	-	-	-	400,000	-	-	-	-	-
	1,612,499	-	-	45,460	-	45,460	-	-	-	-	-
10,800,000	10,800,000	-	-	-	-	-	-	-	-	-	-
3,446,966	3,446,966	-	-	-	-	-	-	-	-	-	-
360,769	360,769	-	-	-	-	-	-	-	-	-	-
14,607,735	**18,202,564**	**1,456,878**	**1,591,138**	**1,678,427**	**-**	**4,726,443**	**-**	**264,309**	**-**	**-**	**264,309**

SUPPLEMENTAL REQUESTS

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
Mayor and Council								
	ELECTroVOTE - Electronic Vote Display System			6,500	-	(6,500)	(3,900)	(2,600)
	Total for Mayor and Council		-	6,500	-	(6,500)	(3,900)	(2,600)
City Secretary								
	Email Archive and Filter		6,500	-	(6,500)	-	(3,900)	(2,600)
	Total for City Secretary		6,500	-	(6,500)	-	(3,900)	(2,600)
Human Resources								
	Upgrade PT HR Generalist to FT	1	37,282		(37,282)	-	(37,282)	-
	Total for Human Resources		37,282	-	(37,282)	-	(37,282)	-
Information Systems								
	Council Chambers Audio Visual Upgrade			10,000	-	(10,000)	(6,000)	(4,000)
	Depot Wireless			5,000		(5,000)	(5,000)	-
	Storage Area Network Replacement			53,000		(53,000)	(31,800)	(21,200)
	Virtual Server and Desktop Licensing			12,000	-	(12,000)	(7,200)	(4,800)
	Sharepoint			13,500	-	(13,500)	(13,500)	-
	Total for Information Systems		-	93,500	-	(93,500)	(63,500)	(30,000)

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
Police								
	Dispatch Call-Taker Console Upgrade	2		40,000	-	(40,000)	(40,000)	-
	Dispatch Center Radio Upgrade	4	12,000	200,000	(12,000)	(200,000)	(212,000)	-
	Total for Police		12,000	240,000	(12,000)	(240,000)	(252,000)	-
Fire Department								
	Quantifit Respirator Fit Testing System	4	500	10,360	(500)	(10,360)	(10,860)	-
	Confined Space Rescue Equipment	6		7,000	-	(7,000)	(7,000)	-
	Portable Pump	7	-	7,000	-	(7,000)	(7,000)	-
	Purchase interest in Regional High Volume Positive Pressure Ventilation Fan	10	-	5,000	-	(5,000)	(5,000)	-
			-	-	-	-		
	Total for Fire Department		500	29,360	(500)	(29,360)	(29,860)	-
Parks								
	Lead Paint Abatement and New Siding for Depot Building	1		40,000	-	(40,000)	(40,000)	-
	Total for Parks Department		-	40,000	-	(40,000)	(40,000)	-

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
Streets								
	Fill un-used Street Serviceman Position	1	52,925	637	(52,925)	(637)	(53,562)	-
	Total for Streets Department		52,925	637	(52,925)	(637)	(53,562)	-
Facilities Maintenance								
	ADA Compliant Automated Doors for Public Works Building	1	-	10,000	-	(10,000)	(6,000)	(4,000)
	Public Works Building Alarm System with Panic Buttons	2	-	6,000	-	(6,000)	(3,600)	(2,400)
	Security Camera System for Public Works Yard	3	-	6,000	-	(6,000)	(3,600)	(2,400)
	Access Control System for Public Works Service Center	4	-	23,000	-	(23,000)	(13,800)	(9,200)
	Public Works Building Generator	5	-	120,000	-	(120,000)	(60,000)	(60,000)
	Repairs for Public Works Building Awning	3	-	50,000	-	(50,000)	(30,000)	(20,000)
	Roof Replacement for Section A of the Community Center	3	-	90,000	-	(90,000)	(90,000)	

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
	Landscape the property line at Station 1		-	4,000	-	(4,000)	(4,000)	
	Total for Facilities Maintenance Department		-	309,000	-	(309,000)	(211,000)	(98,000)
Total General Fund			109,207	718,997	(109,207)	(718,997)	(695,004)	(133,200)

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Police								
	Property/Evidence Processing/Office	3	-	-		25,000	-	(25,000)
	Training Room Computers	5	-	-		5,000	-	(5,000)
	High-Risk Cell Enhancements	6	-	-		30,000	-	(30,000)
	Vehicle and Large Evidence Processing/Storage Building	7	-	-		200,000	-	(200,000)
	Total for Police		-	-	-	260,000	-	(260,000)
Fire Marshal								
	Apple iPad	1	-	-	450	3,357	(450)	(3,357)
	Residential Knox Box Program	4	-	-		5,880	-	(5,880)
	PT Inspector/Investigator	2	-	-	24,239	-	(24,239)	-
	Administrative Assistant TFD FMO	3	-	-	55,784	2,000	(55,784)	(2,000)
	Total for Fire Marshal		-	-	80,473	11,237	(80,473)	(11,237)

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Fire Department								
	Three Full-Time Firefighter Positions	1	-	-	201,246	9,000	(201,246)	(9,000)
	"Ride-Up" Pay Program	1(a)	-	-			-	-
	Additional PT paid hours to achieve minimum staffing guidelines	2	-	-	252,479		(252,479)	-
	Increase PT paid hours to accommodate driver and officer certification class	3	-	-	14,654		(14,654)	-
	Preliminary design work, environmental testing and land clearing for TFD Fire Station 3 and Training Field	5	-	-	-	100,000	-	(100,000)
							-	-
	Polaris Based Emergency Response Vehicle	8	-	-	600	36,000	(600)	(36,000)
	CONEX Box for Storage	9	-	-	-	10,000	-	(10,000)
	Laptop/Fit-Test Software		-	-	500	11,360	(500)	(11,360)
			-	-	-	-	-	-
	Total for Fire Department		-	-	469,479	166,360	(469,479)	(166,360)

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Parks								
	Awning for Matheson Park	2	-	-	-	30,000	-	(30,000)
	Awning for City Pool	3	-	-	-	15,000	-	(15,000)
	Total for Parks Department		-	-	-	45,000	-	(45,000)
Facilities Maintenance								
	Repairs/Replace fluorescent lighting - FD		-	-	-	3,000	-	(3,000)
	Relocate Door Human Resources		-	-	-	1,850	-	(1,850)
	Installation of 1 Door and 1 Service Window CSO		-	-	-	3,637	-	(3,637)
	Storage Lot Fence Modifications	1				7,000	-	(7,000)
	Total for Facilities Maintenance Department		-	-	-	15,487	-	(15,487)
Total General Fund			-	-	549,952	498,084	(549,952)	(498,084)

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
Enterprise Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Water								
	Rehabilitation of Baker St Water Well	1	-	-	-	120,000	-	(120,000)
			-	-	-		-	-
	Total for Water		-	-	-	120,000	-	(120,000)
Wastewater								
	Kubota 2 WD Front Mower w/R.O.P.S		-	-	-	15,417	-	(15,417)
	Total for Wastewater		-	-	-	15,417	-	(15,417)
Total Enterprise Fund			-	-	-	135,417	-	(135,417)

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
Special Revenue Funds

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Second Saturday								
	Upgrade Special Events Coordinator to FT		-	-	27,646	1,250	(27,646)	(1,250)
	Total Second Saturday		-	-	27,646	1,250	(27,646)	(1,250)
Photo Red Light Camera Fund								
	Traffic Enforcement/Accident Investigation Motorcycle Units	1	-	-	-	59,000	-	(59,000)
	Traffic Control Message Boards	2	-	-	-	36,000	-	- (36,000)
	Traffic Control Equipment	3	-	-	-	15,000	-	(15,000)
	Walk-Through Metal Detection	4	-	-	-	5,000	-	(5,000)
	Sidewalks		- -	- -		400,000	- -	(400,000) -
	Total Photo Red Light Fund		-	-	-	515,000	-	(515,000)
Total Special Revenue Funds			-	-	27,646	516,250	(27,646)	(516,250)

*Position would be recurring as long as there is funding/need for it.

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
Special Revenue Funds

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Photo Red Light Camera Fund								
	Multi Purpose Electric Utility Vehicles	5	-	-	-	12,000	-	(12,000)
							-	-
	Total Photo Red Light Fund		-	-	-	12,000	-	(12,000)
Total Special Revenue Funds			-	-	-	12,000	-	(12,000)

ADDITIONAL INFORMATION

City of Tomball
Analysis of Ad Valorem Tax Rates

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

Note- The 2013 rates are proposed.

- 2013 Levy is based upon HCAD estimate of values, actual values will not be received until late August

City of Tomball
Analysis of Ad Valorem Tax Levies & Collections

FY	Levy	% Change	Tax Rate	% Change	Ad valorem Collections	% Collected
1994	$ 889,008		$ 0.34252			
1995	938,738	5.59%	0.342520	0.00%		
1996	1,010,284	7.62%	0.342520	0.00%		
1997	1,061,908	5.11%	0.342520	0.00%		
1998	1,005,000	-5.36%	0.342520	0.00%		
1999	1,159,700	15.39%	0.342520	0.00%	$ 1,239,142	106.9%
2000	1,311,000	13.05%	0.342520	0.00%	1,397,287	106.6%
2001	1,330,000	1.45%	0.306840	-10.42%	1,403,452	105.5%
2002	1,549,800	16.53%	0.280000	-8.75%	1,535,711	99.1%
2003	1,600,000	3.24%	0.280000	0.00%	1,719,641	107.5%
2004	1,915,562	19.72%	0.280000	0.00%	1,892,241	98.8%
2005	2,013,497	5.11%	0.280000	0.00%	1,972,233	98.0%
2006	2,130,000	5.79%	0.280000	0.00%	2,153,938	101.1%
2007	2,466,005	15.77%	0.251455	-10.19%	2,175,069	88.2%
2008	2,518,681	2.14%	0.251455	0.00%	2,470,516	98.1%
2009	2,887,450	14.64%	0.251455	0.00%	2,833,017	98.1%
2010	2,907,568	0.70%	0.251455	0.00%	2,866,284	98.6%
2011	2,819,764	-3.02%	0.251455	0.00%	2,745,247	97.4%
2012	3,903,019	38.42%	0.341455	35.79%	3,818,306	97.8%
2013	4,630,397	18.64%	0.341455	0.00%		

Note - 2012 Collections as of 6/30/2012

- 2013 Levy is based upon HCAD estimate of values, actual values will not be received until late August

ORDINANCE NO. 2012-24

AN ORDINANCE ESTABLISHING RATES AND CHARGES FOR POTABLE WATER, SANITARY SEWER, NATURAL GAS, AND GARBAGE COLLECTION AND DISPOSAL SERVICES; REPEALING ORDINANCE NO. 2011-20 AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING OTHER MATTERS RELATING TO THE SUBJECT; AND PROVIDING FOR SEVERABILITY.

* * * * * * * * * *

WHEREAS, pursuant to Section 82-50 of the Code of Ordinances of the City of Tomball, Texas, the City Council is to establish rates and charges for utility services provided by the City; and

WHEREAS, pursuant to Section 62-37 of the Code of Ordinances of the City of Tomball, Texas, the City Council is to establish rates and charges for garbage and trash collection and disposal services provided by the City; and

WHEREAS, the City Council now deems it necessary and appropriate to adjust such rates and charges heretofore established; now therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TOMBALL:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. Definitions. For the purposes of this Ordinance, the following words shall have the meanings ascribed thereto:

a. Residential shall mean a residential dwelling unit receiving service for which metering and billing is on an individual basis.

b. Commercial shall mean all non-residential units, and residential units which are provided service, and are billed, collectively with one (1) or more other residential units.

Section 3. The monthly rates and charges for potable water provided by the City shall be as follows:

a. Small Residential. A base rate of $10.90, plus a consumption charge of $2.85 for each 1,000 gallons used. "Small Residential" shall mean residential customers using 10,000 gallons or less during the billing month.
b. Medium Residential. A base rate of $12.54, plus a consumption charge of $3.56 for each 1,000 gallons used. "Medium Residential" shall mean residential customers using 10,001 gallons or more up to 15,000 gallons during the billing month.

c. Large Residential. A base rate of $14.42, plus a consumption charge of $4.45 for each 1,000 gallons used. "Large Residential" shall mean residential customers using 15,001 gallons or more during the billing month.

d. Small Commercial. A base rate of $18.45, plus a consumption charge of $3.45 for each 1,000 gallons used. "Small Commercial" shall mean commercial customers using up to 5,000 gallons during the billing month.

e. Medium Commercial. A base rate of $29.70, plus a consumption charge of $4.32 for each 1,000 gallons used. "Medium Commercial" shall mean commercial customers using 5,001 gallons or more up to 51,000 gallons during a billing month.

f. Large Commercial. A base rate of $51.99, plus a consumption charge of $5.40 for each 1,000 gallons used. "Large Commercial" shall mean commercial customers using 51,001 gallons or more during a billing month.

Bulk Sales. A base rate of $87.05, plus a consumption charge of $4.83 for each 1,000 gallons used. Additionally, if a meter is desired, the deposit will be $1,000.00.

The City collects additional surcharges, based on rates established by the North Harris County Regional Water Authority, for each 1,000 gallons used on behalf of NHCRWA, which will be adjusted as the surcharge increases**.**

Section 4. The monthly rates and charges for sanitary sewer services provided by the City for customers who receive potable water services from the City shall be as follows:

a. Residential - Winter Rates (November-February): A base rate of $8.51, plus a charge of $2.98 for each 1,000 gallons of potable water used.

Residential - Summer Rates (March-October): Rates for summer months are calculated at the same rate as winter rates and may be based upon the previous winter months' average monthly water consumption. The rate charged shall be the lesser of actual water consumption or the previous winter month's average consumption.

b. Small Commercial. A base rate of $13.69, plus a consumption charge of $3.78 for each 1,000 gallons of potable water used. "Small Commercial" shall mean commercial customers using up to 5,000 gallons of potable water during the billing month.

c. Medium Commercial. A base rate of $20.76, plus a consumption charge of $4.72 for each 1,000 gallons of potable water used. "Medium Commercial" shall mean commercial customers using 5,001 gallons or more up to 51,000 gallons in the billing month.

d. Large Commercial. A base rate $43.06, plus a charge of $5.90 for each 1,000 gallons of potable water used. "Large Commercial" shall mean commercial customers using 51,001 gallons or more of potable water during a billing month.

Section 5. The monthly rates and charges for sanitary sewer services provided by the City for customers who do not receive potable water services from the City shall be as follows:

a. Residential. A base rate of $35.01, plus a charge of $2.29 for each drain in excess of ten (10) drains within such residence.

b. Commercial. A base rate of $58.26, plus a charge of $2.32 for each drain in excess of fifteen (15) drains within such commercial unit.

Section 6. The monthly rates and charges for garbage and trash collection and disposal services provided by the City, excluding applicable sales tax, shall be as follows:

a. Residential. $14.74

b. Commercial

(1) Hand Loaded. For once a week pickup, $24.00 for the first container, $21.00 for each additional container. For twice a week pickup, $29.00 for the first container, $24.00 for each additional container. Each collection of excess garbage and refuse (i.e. - garbage and refuse in volume which exceeds the capacity of the approved container(s) for which the customer's regular billing is determined) shall be assessed a $5.00 excess collection fee and can only be collected on Monday and Thursday collection days.

(2) Roll-Off Container:

	Size Container, Cubic Yards		
	20	30	40
Delivery Fee	$ 115.46	$ 115.46	$ 115.46
Monthly Rental	141.36	141.36	141.36
Daily Rental	4.71	4.71	4.71
Haul and Disposal Rate	266.00	307.77	348.87

(3) Compactor/Equipment:

Monthly Rental	(As quoted)
Haul Rate	$250.00
Disposal Fee/Ton	25.00

(4) Monthly Rate for Dumpsters:

Size	Extra Pickup Rate	Services Per Week 1	2	3	4	5	6
3 Yd – 1st Container	$30.00	$75.00	$119.00	$178.00	$224.00	$279.00	$335.00
Each add'l container		71.00	105.00	159.00	198.00	247.00	298.00
4 Yd – 1st Container	$35.00	81.00	128.00	192.00	241.00	299.00	361.00
Each add'l container		72.00	115.00	173.00	216.00	270.00	323.00
6 Yd – 1st Container	$40.00	105.00	164.00	247.00	309.00	386.00	462.00
Each add'l container		93.00	148.00	222.00	278.00	336.00	416.00
8 Yd – 1st Container	$50.00	126.00	202.00	300.00	377.00	463.00	565.00
Each add'l container		114.00	178.00	271.00	339.00	394.00	510.00

(5) Locking Dumpsters - Gravity Lock System $55.00
Front Panel Padlock System $40.00

(6) Exchange Charge - $45.00

Section 7. The monthly rates and charges for natural gas provided by the City shall be as follows:

a. All Customers. A base rate of $11.75, plus $11.75 for each thousand cubic feet (MCF) after the first thousand cubic feet (MCF).

Section 8. The charges for connections and disconnections of utility services provided by the City, including those provided at customer request or convenience, or as a result of delinquent accounts, shall be as follows:

a. During Normal Scheduled Service Periods (7:00 a.m.-4:45 p.m. weekdays), a Service Call-Out Fee of $50.00, as a result of a delinquent account, or at a customer's request, excluding new service.

b. During Unscheduled Service Periods (after hours and weekends), a Service Call-Out Fee of $100.00, at a customer's request, including new service.

Section 9. The charge for damage to utility facilities from (i) customer's tampering with valves, or (ii) customer's damaging meter in any manner, shall be $200.00.

Section 10. Delinquent Accounts.

a. All utility bills, both residential and commercial, shall be due and payable on the close of the last business day of the month. If the month ends on a Saturday, Sunday, or holiday, the bill is due on the prior business day (the last workday of the City at closing time on that day).

b. Residential customers who are age 65 and over or considered disabled by Social Security may be exempt from penalty fees for late payment upon application accompanied by verifying documentation to the Utilities Supervisor. This exemption may not exceed the final date of benefits designated by the Social Security Administration.

c. Within two (2) work days following the "Due Date" a "Cut-off Notice" shall be mailed to customer giving notice that following the expiration of seven (7) days following such notice service will be discontinued unless the customer requests a hearing before the Utilities Supervisor regarding such proposed disconnection prior to the expiration of such seven (7) day period.

d. Upon the showing of good cause and arrangement for prompt payment by a customer, the Utilities Supervisor shall be authorized to withdraw a disconnection order. Any such action by the Utilities Supervisor shall be evidence in writing, outlining the basis for the decision and, if applicable, the required payment schedule for the customer. The Utilities Supervisor shall cause a copy of such order to be delivered to the appropriate billing personnel of the City.

Section 11. Repealer. City of Tomball Ordinance 2011-20 passed and approved the 22nd day of August 2011 is hereby repealed. All other ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 12. Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Tomball, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 13. Effective Date This ordinance shall be effective October 1, 2012.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL, HELD ON THE 6TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

SECOND READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL, HELD ON THE 20TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

_____
GRETCHEN FAGAN

Mayor

ATTEST:

_____

DORIS SPEER
City Secretary

ORDINANCE NO. 2012-23

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOMBALL, TEXAS, ADOPTING THE BUDGET FOR THE CITY OF TOMBALL, TEXAS, FOR FISCAL YEAR 2012-2013; AND AUTHORIZING THE CITY MANAGER TO APPROVE INTRA-DEPARTMENTAL (WITHIN THE SAME DEPARTMENT ONLY) TRANSFERS OF BUDGETED FUNDS; AND AMENDING THE BUDGET FOR THE 2011-2012 FISCAL YEAR IN ACCORDANCE WITH ACTUAL EXPENDITURES; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE.

* * * * * * * * *

WHEREAS, the Budget of the City of Tomball for the Fiscal Year 2012-2013 was presented to the City Council of the City of Tomball on the 6th day of August 2012 and was filed with the City Secretary's Office at that time for the purpose of Public Display; and the City Council has reviewed and amended the proposed budget and changes as approved by the City Council have been identified and their effect included in the budget; and

WHEREAS, NOTICE OF PUBLIC HEARING for the Budget of the City of Tomball, Texas, for Fiscal Year 2012-2013 was published in the City's official newspaper advising citizens of the Public Hearing to be conducted on August 6, 2012, and also advising that said Budget was available for their inspection prior to the Public Hearing; and

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

WHEREAS, said Budget shall be in effect for the ensuing Fiscal Year, October 1, 2012, through September 30, 2013;

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

Section 1.0 Adoption of Budget. That from October 1, 2012, through September 30, 2013, the appropriations, as stated in the Budget as proposed expenditures, shall be and are hereby appropriated to the several objects and purposes named and designated in the Budget.

Section 2.0 Public Record. The City Secretary is hereby directed to place in the Budget an endorsement which shall read as follows: **"The Original Budget of the City of Tomball, Texas for the Fiscal Year 2012-2013."** Such Budget as endorsed shall be kept on file in the office of the City Secretary as a Public Record and a copy of said Budget is attached to this ordinance and made a part of this ordinance for all purposes.

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

Section 4.0 Beginning Fund Balances. That the Beginning Fund Balance reflected in the budget for each operating and capital project fund for which a Budget is adopted hereby automatically shall be adjusted to be the amount of the Ending Fund Balance for Fiscal Year 2012 as fully adjusted to reflect the final Comprehensive Annual Financial Report for Fiscal Year 2012 when released, for each respective fund. The revised Beginning Fund Balance shall thereafter be used to calculate the Fiscal Year 2013 Ending Fund Balance.

Section 5.0 2011-2012 Budget Amended. That the City Council has reviewed the actual expenditures for the 2011-2012 Fiscal Year and compared them to the projections contained in the 2011-2012 Fiscal Year budget. The 2011-2012 Fiscal Year budget is hereby amended in accordance with the actual expenditures for the 2011-2012 Fiscal Year.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 6TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

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COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

_____
GRETCHEN FAGAN
Mayor

ATTEST:

_____
DORIS SPEER
City Secretary

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Adopt, on First Reading, Ordinance No. 2012-23, an Ordinance of the City Council of the City of Tomball, Texas, Adopting the Budget for the City of Tomball, Texas, for Fiscal Year 2012-2013; and Authorizing the City Manager to Approve Intra-Departmental (Within the Same Department Only) Transfers of Budgeted Funds; and Amending the Budget for the 2011-2012 Fiscal Year in Accordance with Actual Expenditures; and Providing Other Details Relating to the Passage of This Ordinance

Background:

This item is the first reading of Ordinance No. 2012-23, adopting the 2012-2013 Budget.

Origination:

Finance

Recommendation:

Staff recommends adoption of the ordinance.

Funding:

Party(ies) responsible for placing this item on agenda:

Glenn Windsor, CPA FInance Director

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Ordinance No. 2012-23_FY 2012-2013 Budget
2012-2013 Proposed Budget_City of Tomball

ORDINANCE NO. 2012-23

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* * * * * * * * *

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COUNCILMAN STOLL _____
COUNCILMAN BROWN _____
COUNCILMAN TOWNSEND _____
COUNCILMAN DODSON _____

SECOND READING:

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COUNCILMAN HUDGENS _____
COUNCILMAN STOLL _____
COUNCILMAN BROWN _____
COUNCILMAN TOWNSEND _____
COUNCILMAN DODSON _____

_____
GRETCHEN FAGAN
Mayor

ATTEST:

_____
DORIS SPEER
City Secretary

CITY OF TOMBALL

City Manager's Proposed Budget

FISCAL YEAR 2012-2013

August 6, 2012

CITY OF TOMBALL
CITY MANAGER'S PROPOSED BUDGET
FISCAL YEAR 2012-2013

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INTRODUCTION

CITY OF TOMBALL

Office of the City Manager

Gretchen Fagan
Mayor

To: Honorable Mayor and City Council
From: George T. Shackelford, City Manager
Subject: Budget Memo – City Manager's Proposed FY 2013 Budget
Date: August 6, 2012

As required in Section 8.03 of the Tomball City Charter, please find attached the proposed budget for fiscal year 2012-2013 (FY 2013). The budget is a planning tool, providing guidance and direction to City staff for the upcoming budget year.

Last year's conservative approach in the budgeting process has served well as revenue projections and spending are well within the current budget. We continued this conservative approach in preparing the FY 2013 Budget. The staff will continue to look for more cost-effective ways of doing business while providing a high level of service to our citizens.

FY 2013 Proposed Budget

The total proposed budget for FY 2013, including the Capital Projects Fund, totals $31,849,381. Total budgeted ending fund balances of $42,774,865 provide reserve levels of 141% of operating expenditures which exceeds the Charter requirement of 25%.

General Fund Overview

Revenues for FY 2012 are estimated at $16,230,000, which is approximately $1,370,000 more than the original budgeted. This is primarily due to increasing sales tax revenues. A very conservative estimate of revenues for FY 2013 indicates $16,356,684 which is consistent with revenues budgeted for FY 2012.

Operating expenditures for FY 2012 are projected to come in approximately $433,368 less than budgeted. This is primarily due to some position vacancies and departments consciously working to hold costs down in the current economic climate. Proposed FY 2013 expenditures are $15,563,119 which is $596,647 more than FY 2012, mostly due to facility improvement on city buildings.

Preliminary assessed values provided from the Harris County Tax Appraisal District (HCAD) have indicated that the City of Tomball assessed values for FY 2013 have increased 18.56%.

However, many of the values are still under protest, and the certified tax rolls are not expected until the end of August 2012. At that time, Harris County will prepare the Effective Tax Rate and we will proceed through the tax rate adoption process. This budget is based upon no change in the total tax rate of $0.341455 per $100 of assessed value.

Personnel

To maintain competitive salaries and benefits for employees, a three (3) percent salary adjustment and salary survey adjustment is proposed in FY 2013 with a total estimated cost of $375,000. In order to keep the medical and dental rates as competitive as possible, a request for proposal was posted. After review of the proposals, staff is recommending that the City change medical providers from Aetna to Blue Cross Blue Shield of Texas with a 6.3% increase from the current rate structure.

The City's contribution rate to Texas Municipal Retirement System has been reduced from 13.63%, in 2011, to 13.23%, in 2012.

The FY 2013 budget includes the following staff changes:

- Human Resources – Existing part time employee to fill a full time position;
- Street Maintenance – Appropriate funds for one full time employee;
- Community Events – Existing part time employee to fill a full time position; and
- Fire Department – Nine additional full time firefighters.

Supplemental Items

During the budget preparation and workshops, a variety of supplemental dollars was identified as priorities and was incorporated into the budget document. These proposed expenditures are projected in the budget and include additional employees, building facility improvements, technology, safety, and water and sewer plant facilities maintenance.

Enterprise Fund Overview

Revenues for FY 2012 are projected to be $10,836,300 which is $433,450 less than was budgeted due to a mild winter. The water sales revenues for FY 2013 are projected not to increase from FY 2012. Operating expenses for FY 2012 are projected to be approximately $400,000 less than originally budgeted, due to low gas prices.

Projected revenues for FY 2013 are $11,212,700 with expenses estimated at $9,241,258. The Enterprise Fund is budgeted to maintain a very strong ending fund balance in FY 2013 of $14,817,982 which will provide reserves of 161% of operating expenses. Net Operating Revenues provide coverage of 145% on system supported debt. These numbers help the city maintain its strong bond rating from the various agencies.

The water, sewer, and gas rates will remain the same for residential and commercial customers for FY 2013.

Debt Service Fund Overview

The FY 2012 ending fund balance in the Debt Service Fund is projected to be $1,259,454 which is less than originally budgeted. The ending fund balance for FY 2013 is an estimated $1,539,090 and represents a reserve level of 56% of proposed debt service expenditures. The City's policy for debt service reserves targets a reserve level of 25% of the next year's debt service requirement.

Standard & Poor's has recently reconfirmed the City's bond rating of AA- for next year.

Capital Projects Fund

The development of the Capital Projects Fund, which was implemented in FY 2012, has assisted with the management of the financial resources related to the Capital Improvement Programs (CIP) projects. This fund will continue to be utilized in the FY 2013 Budget.

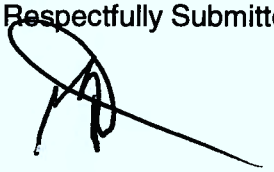
Hotel / Motel Tax

The Tourism Advisory Committee is completing its second year of operation. They have reviewed and recommended a number of projects and activities. The City's Marketing Director is continuing to make the City of Tomball name more prevalent in social media markets. This year's events have been highly successful and well received by the community. With the proposed expenditure increase for the tourism budget, the overall fund balance is projected to be approximately $268,000 for next year.

Summary

We appreciate the time and effort the Council has taken in reviewing the proposed budget. The City staff has done an excellent job in preparing this budget and is dedicated to providing a high level of customer service to the Citizens of Tomball. We look forward to the Council's continued support and leadership.

Respectfully Submitted,



George T. Shackelford
City Manager

Fund Summaries

Consolidated Statement of Anticipated Receipts and Revenues and Expenditures
and Changes in Fund Balance- All Funds
City Manager 2012-2013 Proposed Budget

	Governmental			Proprietary	Internal Service			Consolidated
	General Fund	Special Revenue Funds	Debt Service	Enterprise Fund	Fleet Replacement Fund	Health Insurance Trust Fund	Capital Projects Fund	All Funds FY 2013 Proposed Budget
Revenues:								
Property taxes	$ 1,475,000		$ 3,024,900					4,499,900
Sales taxes	7,765,000	350,000						8,115,000
Franchise taxes	1,200,950							1,200,950
Permits and licenses	300,800							300,800
Fines and warrants	832,000	343,000						1,175,000
Service fees	2,000,000			10,350,000				12,350,000
Transfers In	2,246,221				316,700	1,993,811	664,309	5,221,041
Contributions/Grants	233,883	613,000						846,883
Other	257,830	21,050		814,700				1,093,580
Interest	45,000	2,150	2,500	48,000	2,000	200	12,000	111,850
Total Revenues	$ 16,356,684	$ 1,329,200	$ 3,027,400	$ 11,212,700	$ 318,700	$ 1,994,011	$ 676,309	$ 34,915,004
Expenditures:								
General Government	3,428,368	35,000	-		-	1,993,811		5,457,179
Public Safety	7,177,276	1,291,502	-	-	-	-		8,468,778
Public Works	3,809,490		-	-	-	-		3,809,490
Engineering and Planning	634,992		-	-	-	-		634,992
Parks and Recreation	513,630	5,350	-	-	-	-		518,980
Tourism & Arts	-	410,919	-	-	-	-		410,919
Utilities	-	-	-	6,995,037	-	-		6,995,037
Capital Projects/Outlay	104,360	-	-	968,234	316,700	-	450,000	1,839,294
Debt Service	-	-	2,747,764	1,366,948	-	-		4,114,712
Total Expenditures	$ 15,668,116	$ 1,742,771	$ 2,747,764	$ 9,330,219	$ 316,700	$ 1,993,811	$ 450,000	$ 32,249,381
Other Sources (Uses):								
Transfers	(1,770,209)	-	-	(3,041,649)	-	-		(4,811,858)
Debt Proceeds	-	-	-	-	-	-		-
Total Other Sources (Uses)	$ (1,770,209)	$ -	$ -	$ (3,041,649)	$ -	$ -		$ (4,811,858)
Revenues Over (Under) Expenditures	$ (1,081,641)	$ (413,571)	$ 279,636	$ (1,159,168)	$ 2,000	$ 200	$ 226,309	$ (2,146,235)
Beginning Fund Balance	$ 9,117,289	$ 1,170,498	$ 1,259,454	$ 16,045,149	$ 1,953,676	$ 556,247	$ 14,648,711	$ 44,751,024
Ending Fund Balance	$ 8,035,648	$ 756,927	$ 1,539,090	$ 14,885,981	$ 1,955,676	$ 556,447	$ 14,875,020	$ 42,604,789
Proposed Reserve Level	52%	43%	56%	161%	0%	28%	0%	140%

Staffing

	2009	2010	2011	2012	2013	Difference* 2013-2012
General Fund						
City Hall Administration						-
City Manager's Office	3.50	3.00	3.00	3.00	2.00	(1.00)
City Secretary's Office	4.50	4.50	4.50	4.50	4.50	-
Human Resources	2.00	2.00	2.00	2.50	3.00	0.50
Finance	5.00	5.00	5.00	5.00	5.00	-
Information Systems	-	-		1.00	3.00	2.00
Legal	-	-				-
Non Departmental	-	-				-
Building Permits and Inspections	5.00	5.00	5.00	5.00	5.00	-
Police	55.00	55.00	57.00	59.00	58.00	(1.00)
Fire Department	12.00	12.00	14.00	16.00	16.00	-
Fire Marshal's Office	2.00	2.00	2.00	2.00	2.00	-
Emergency Management	-	-	-	-	-	-
Municipal Court	5.00	5.00	5.50	4.50	4.50	-
Public Works Administration	1.00	1.00	1.00	1.00	1.00	-
Engineering and Planning	7.00	7.00	7.00	7.00	6.00	(1.00)
Facilities Maintenance	1.00	1.00	1.00	1.00	2.00	1.00
Garage	1.00	1.00	2.00	2.00	2.00	-
Streets	8.20	8.20	8.20	8.20	7.20	(1.00)
Parks	5.20	5.20	5.20	5.20	5.20	-
Community Center	3.00	3.00	3.00	3.00	3.00	-
Total General Fund	120.40	119.90	125.40	129.90	129.40	(0.50)
Enterprise Fund						
Utilities Administration	3.00	3.00	3.00	3.00	3.00	-
Utility Billing	7.00	6.00	6.00	6.00	5.00	(1.00)
Water	6.20	7.20	7.20	7.20	7.20	-
Wastewater	10.20	10.20	10.20	10.20	10.20	-
Gas	6.20	6.20	6.20	6.20	6.20	-
Total Enterprise Fund	32.60	32.60	32.60	32.60	31.60	(1.00)
Special Revenue Funds	0.00	0.50	3.00	2.50	3.00	0.50
Total All Funds	153.00	153.00	161.00	165.00	164.00	(1.00)

*Major differences shown in 2009 are due to the fact that independent functions previously lumped into broader departments were broken out and separated into individual departments starting in FY2009.

For the 2012-2013 Budget

CMO	Removed Asst to CM	-1
HR	Upgrade PT HR generalist to FT	0.5
IS	Added GIS and IT Specialist	2
Police	Moved Information Tech to Information Systems	-1
Streets	Moved Serviceperson to Facilities	-1
Facilities	Moved Serviceperson from Streets	1
Eng & Planning	Moved GIS to Information Systems	-1
Utility Billing	Removed Customer Service Specialist	-1
Special Rev Funds	Upgraded PT Community Events to FT	0.5
		-1

GENERAL FUND

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

2012-2013 Proposed Budget Worksheet

	FY 2011 Actuals	Current Budget	FY2012 Projections	FY2013 Base Budget	Recurring Supplemental	Non-Recur. Supplemental	FY2013 Total Proposed Budget
Revenues:							
Property taxes	1,274,350	$ 1,217,889	$ 1,290,000	$ 1,475,000	$ -	$ -	$ 1,475,000
Sales taxes	6,976,875	7,150,000	8,190,000	7,765,000	-	-	7,765,000
Franchise taxes	1,186,272	1,158,300	1,204,190	1,200,950	-	-	1,200,950
Permits and licenses	277,082	272,250	297,900	300,800	-	-	300,800
Fines and warrants	818,956	892,000	819,000	832,000	-	-	832,000
Service fees	1,942,691	1,775,000	2,000,000	2,000,000	-	-	2,000,000
Transfers In	2,393,458	1,860,931	1,860,931	2,246,221	-	-	2,246,221
Contributions	264,779	228,636	256,621	233,883	-	-	233,883
Interest	37,026	75,000	50,000	45,000	-	-	45,000
Other	445,320	229,600	261,330	257,830	-	-	257,830
Total Revenues	15,616,809	$ 14,859,605	$ 16,229,972	$ 16,356,684	$ -	$ -	$ 16,356,684
Expenditures:							
City Manager's Office	389,309	$ 408,433	$ 359,906	$ 357,291	$ -	$ -	$ 357,291
Building Permits and Inspections	358,155	364,375	353,982	368,468	-	-	368,468
Mayor and Council	52,542	98,307	92,909	143,901	-	6,500	150,401
City Secretary	296,306	329,018	294,857	335,699	6,500	-	342,199
Human Resources	259,423	571,492	466,510	569,346	-	-	569,346
Finance	514,672	511,164	528,133	529,850	-	-	529,850
Information Systems	252,481	382,872	362,112	596,973	-	93,500	690,473
Legal	141,754	127,000	127,000	127,000	-	-	127,000
Non-Departmental	266,953	282,365	297,281	293,340	-	-	293,340
Police	4,268,811	4,771,298	4,632,517	4,807,070	12,000	240,000	5,059,070
Municipal Court	377,702	311,384	298,303	319,142	-	-	319,142
Community Center	116,988	142,101	127,755	145,689	-	-	145,689
Fire Marshal	179,191	179,495	177,143	194,145	-	-	194,145
Fire	1,123,255	1,400,546	1,352,785	1,585,051	500	-	1,585,551
Emergency Management	12,154	14,520	13,444	19,368	-	-	19,368
Public Works Administration	44,653	47,200	46,333	48,320	-	-	48,320
Garage	98,728	126,311	138,609	130,422	-	-	130,422
Parks	301,442	377,466	392,837	327,941	-	40,000	367,941
Streets	736,176	866,840	876,463	782,592	-	637	783,229
Sanitation	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300
Engineering and Planning	716,567	812,582	711,307	634,992	-	-	634,992
Facilities Maintenance	541,637	887,703	925,460	578,219	-	309,000	887,219
Total Expenditures	12,836,631	$ 14,966,472	$ 14,533,086	$ 14,855,119	$ 19,000	$ 689,637	$ 15,563,756
Net Income from Operations		$ (106,867)	$ 1,696,886	$ 1,501,565	$ (19,000)	$ (689,637)	$ 792,928
Other Sources/(Uses):							
Vehicle Replacement	-	$ (89,000)	$ (89,000)	$ (234,500)	$ -	$ -	$ (234,500)
Capital Projects/Outlay	(1,297,856)	(150,000)	(672,007)	(75,000)	-	(29,360)	(104,360)
Transfer to Capital Projects Fund	-	(2,152,000)	(2,152,000)	-	-	-	-
Transfer to Emp. Benefits Trust Fund	(1,846,468)	(1,463,198)	(1,463,198)	(1,535,709)	-	-	(1,535,709)
Total Other Sources/(Uses)	(3,144,324)	$ (3,854,198)	$ (4,376,205)	$ (1,845,209)	$ -	$ (29,360)	$ (1,874,569)
Revenues Over/(Under) Expenditures	(364,146)	$ (3,961,065)	$ (2,679,319)	$ (343,644)	$ (19,000)	$ (718,997)	$ (1,081,641)
Beginning Fund Balance	12,160,755	$ 11,796,608	$ 11,796,608	$ 9,117,289			$ 9,117,289
Ending Fund Balance	11,796,608	$ 7,835,543	$ 9,117,289	$ 8,773,645	$ (19,000)	$ (718,997)	$ 8,035,648
25% of Operating Expenses - Target	91.90%	52%	63%	59%			52%

CITY OF TOMBALL
GENERAL FUND
2012-2013 Proposed Budget Revenues

ACCT	ACCOUNT NAME	FY 2011 Actual	Current Budget	FY2012 Projections	FY2013 Total Proposed Budget
5110	Current Taxes	1,222,055.03	$ 1,169,889.00	$ 1,250,000.00	$ 1,435,000.00
5120	Delinquent Taxes	37,690.34	30,000.00	25,000.00	25,000.00
5130	Penalty, Interest, Attorney Fees	14,604.66	18,000.00	15,000.00	15,000.00
	TOTAL PROPERTY TAXES	$ 1,274,350.03	$ 1,217,889.00	$ 1,290,000.00	$ 1,475,000.00
5140	Sales Tax	$ 6,976,875.14	$ 7,150,000.00	$ 8,190,000.00	$ 7,765,000.00
	TOTAL SALES TAXES	$ 6,976,875.14	$ 7,150,000.00	$ 8,190,000.00	$ 7,765,000.00
5150	Electrical Franchise Tax	654,937.61	$ 650,650.00	$ 668,480.00	$ 682,300.00
5160	T.V. Cable Franchise Tax	112,687.31	112,650.00	108,000.00	103,650.00
5170	Communications Franchise Tax	249,444.98	240,000.00	260,000.00	250,000.00
5175	Sanitation Franchise Tax	169,201.78	155,000.00	167,710.00	165,000.00
	TOTAL FRANCHISE TAXES	$ 1,186,271.68	$ 1,158,300.00	$ 1,204,190.00	$ 1,200,950.00
5200	Building Permits	120,321.50	$ 115,000.00	$ 125,000.00	$ 125,000.00
5210	Construction Permits	47,397.81	50,000.00	50,000.00	50,000.00
5215	Plumbing Permits	15,096.00	15,000.00	15,000.00	15,000.00
5220	Mechanical Permits	17,083.00	20,000.00	20,000.00	22,000.00
5230	Electrical Permits	18,052.25	22,000.00	22,000.00	25,000.00
5235	Fire Permit Fees	25,664.00	27,000.00	27,000.00	27,000.00
5240	Other Permits	3,765.50	3,500.00	4,000.00	4,000.00
5245	Miscellaneous Permit Fees	225.00	750.00	5,000.00	2,500.00
5255	License Fees	2,367.54	-	1,000.00	1,000.00
5440	Plat Fees	8,724.12	6,500.00	9,000.00	9,000.00
5441	Rezoning Application Fee	3,356.70	2,000.00	4,000.00	3,500.00
5442	Conditional Use Permit	2,400.00	1,000.00	2,400.00	2,800.00
5444	Site Plan Review	9,258.76	6,500.00	10,000.00	10,000.00
5445	Plan Review Fees-Other	2,595.00	2,000.00	1,500.00	2,000.00
5446	Zoning Fees	775.00	1,000.00	2,000.00	2,000.00
	TOTAL PERMITS AND LICENSES	$ 277,082.18	$ 272,250.00	$ 297,900.00	$ 300,800.00
5300	Municipal Court Fines	437,167.37	$ 480,000.00	$ 425,000.00	$ 425,000.00
5310	Court Costs/Administrative Fees	280,211.46	300,000.00	281,000.00	280,000.00
5320	Court Warrant Fees	89,858.09	100,000.00	101,000.00	115,000.00
5340	Time Pymt.Fee-10% City Judicial	2,351.74	2,500.00	2,500.00	2,500.00
5341	Time Pymt.Fee-40% For City	9,366.99	9,500.00	9,500.00	9,500.00
	TOTAL FINES AND WARRANTS	$ 818,955.65	$ 892,000.00	$ 819,000.00	$ 832,000.00
5430	Sanitation Fees	$ 1,942,690.75	$ 1,775,000.00	$ 2,000,000.00	$ 2,000,000.00
	TOTAL SERVICE FEES	$ 1,942,690.75	$ 1,775,000.00	$ 2,000,000.00	$ 2,000,000.00
5961	Transfer from Enterprise	$ 2,393,458.00	$ 1,860,930.58	$ 1,860,930.58	$ 2,246,220.69
	TOTAL TRANSFERS	$ 2,393,458.00	$ 1,860,930.58	$ 1,860,930.58	$ 2,246,220.69
5730	School Resource Officers (SRO)	76,617.96	$ 218,635.56	$ 246,621.00	$ 223,883.00
5740	Other Grants	88,267.82	-	-	-
5770	TEDC Contributions	99,893.13	10,000.00	10,000.00	10,000.00
	TOTAL CONTRIBUTIONS	$ 264,778.91	$ 228,635.56	$ 256,621.00	$ 233,883.00

CITY OF TOMBALL
GENERAL FUND
2012-2013 Proposed Budget Revenues

ACCT	ACCOUNT NAME	FY 2011 Actual	Current Budget	FY2012 Projections	FY2013 Total Proposed Budget
5190	Bingo Tax	16.19	$ -	$ -	$ -
5141	Alcoholic Beverage Tax	$ 46,518.39	$ 55,000.00	$ 45,000.00	$ 55,000.00
5250	Mixed Beverage License Fee	10,340.00	10,000.00	10,000.00	10,000.00
5450	Birth & Death Certificate Fees	36,572.35	35,000.00	33,000.00	35,000.00
5451	Notary Fees	32.00	-	30.00	30.00
5460	Alarm System Fees	650.00	-	6,500.00	7,000.00
5461	False Alarm Service Fee	-	-	9,000.00	10,000.00
5470	Emergency Service District Fees	33,750.00	45,000.00	52,500.00	60,000.00
5505	Rent Revenues	8,450.00	7,800.00	8,000.00	8,000.00
5510	Community Center Fees	12,730.00	15,000.00	6,000.00	6,000.00
5515	Congregate Meals	2,436.00	2,500.00	2,500.00	2,500.00
5520	Park Rental Fee	10,484.00	9,000.00	8,500.00	9,000.00
5550	Miscellaneous Revenues	261,164.38	30,000.00	55,000.00	30,000.00
5560	Returned Check Fines	210.00	300.00	300.00	300.00
5690	Sanitation Penalty	21,967.16	20,000.00	25,000.00	25,000.00
5365	Recycling Revenue	-		-	
	TOTAL OTHER REVENUES	$ 445,320.47	$ 229,600.00	$ 261,330.00	$ 257,830.00
5800	Interest Income	$ 47,239.60	$ 75,000.00	$ 50,000.00	$ 45,000.00
5801	Unrealized Gain on Investments	(10,213.60)	-	-	-
	TOTAL INTEREST REVENUE	$ 37,026.00	$ 75,000.00	$ 50,000.00	$ 45,000.00
	TOTAL REVENUE	$ 15,616,808.81	$ 14,859,605.14	$ 16,229,971.58	$ 16,356,683.69

CITY OF TOMBALL
111 - GENERAL - CITY MANAGER'S OFFICE
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	355,469	367,936	335,910	323,613	-	-	323,613
Supplies	2,466	2,900	783	500	-	-	500
Maintenance	-	-	-	-	-	-	-
Services and charges	31,373	37,597	23,213	33,178	-	-	33,178
Total Operating Expenditures	389,309	408,433	359,906	357,291	-	-	357,291
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	389,309	408,433	359,906	357,291	-	-	357,291

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00	1.00	0.00
Total	3.00	3.00	3.00	3.00	2.00

CITY OF TOMBALL
111 - GENERAL - CITY MANAGER'S OFFICE
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	257,426	295,973	257,548	256,959	-	-	256,959
6009	Wages - Other	13,402	-	5,545	-	-	-	-
6011	Vacation Pay	12,324	1,165	10,753	2,965	-	-	2,965
6012	Sick Pay	3,522	1,553	777	3,953	-	-	3,953
6019	Miscellaneous Pay	635	230	230	350	-	-	350
6021	Social Security & Medicare Taxes	22,233	24,054	19,836	21,400	-	-	21,400
6022	TMRS Retirement - Employer	45,452	43,871	40,234	37,290	-	-	37,290
6025	Worker Compensation Insurance	259	280	204	156	-	-	156
6026	State Unemployment Taxes	216	810	783	540	-	-	540
	TOTAL PERSONNEL SERVICES	355,469	367,936	335,910	323,613	-	-	323,613
6101	Office Supplies	356	300	300	300	-	-	300
6105	Food Supplies	325	100	100	100	-	-	100
6109	Postage	1,486	2,500	383	100	-	-	100
6130	Furniture	300	-	-	-	-	-	-
	TOTAL SUPPLIES	2,466	2,900	783	500	-	-	500
6312	Telephone Services	2,572	2,880	1,536	1,536	-	-	1,536
6316	Printing and Binding	7,980	10,740	200	100	-	-	100
6332	Travel and Meals	4,833	6,000	3,500	11,600	-	-	11,600
6333	Dues and Subscriptions	1,942	3,382	3,382	3,492	-	-	3,492
6334	Automobile Allowances	13,181	13,200	13,200	13,200	-	-	13,200
6337	Training	865	1,395	1,395	3,250	-	-	3,250
	TOTAL SERVICES AND CHARGES	31,373	37,597	23,213	33,178	-	-	33,178
					-			
111	**Total Department Expenditures**	389,309	408,433	359,906	357,291	-	-	357,291

CITY OF TOMBALL
112 - GENERAL FUND - PERMITS & INSPECTIONS
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	305,679	312,810	308,251	319,283	-	-	319,283
Supplies	7,980	8,700	7,685	7,085	-	-	7,085
Maintenance	264	1,000	1,016	1,450	-	-	1,450
Services and charges	44,231	41,865	37,030	40,650	-	-	40,650
Total Operating Expenditures	358,155	364,375	353,982	368,468	-	-	368,468
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	358,155	364,375	353,982	368,468	-	-	368,468

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Building Official	1.00	1.00	1.00	1.00	1.00
City Inspector	2.00	2.00	2.00	2.00	2.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Permit Clerk	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00	5.00

CITY OF TOMBALL
112 - GENERAL - PERMITS AND INSPECTIONS
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY 2011 Actual	FY 2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	60,867	71,085	67,175	73,206	-	-	73,206
6003	Wages - Full Time	143,890	174,134	160,282	179,255	-	-	179,255
6005	Wages - Overtime	4,026	2,318	2,318	2,318	-	-	2,318
6009	Wages - Other	11,806	-	6,626	-	-	-	-
6011	Vacation Pay	16,398	1,915	7,211	1,138	-	-	1,138
6012	Sick Pay	8,242	2,612	5,514	2,628	-	-	2,628
6013	Emergency Pay	76	-	20	-	-	-	-
6019	Miscellaneous Pay	2,875	3,175	3,175	3,475	-	-	3,475
6021	Social Security & Medicare Taxes	18,252	19,533	18,914	20,053	-	-	20,053
6022	TMRS Retirement - Employer	37,905	35,626	35,110	34,941	-	-	34,941
6025	Worker Compensation Insurance	983	1,062	601	919	-	-	919
6026	State Unemployment Taxes	360	1,350	1,305	1,350	-	-	1,350
	TOTAL PERSONNEL SERVICES	305,679	312,810	308,251	319,283	-	-	319,283
6101	Office Supplies	1,178	1,300	1,200	1,500	-	-	1,500
6102	Educational Supplies	879	1,500	1,305	1,300	-	-	1,300
6103	Computer Supplies	-	-	-	-	-	-	-
6105	Food Supplies	228	200	-	-	-	-	-
6107	Clothing and Uniforms	639	700	680	700	-	-	700
6108	Fuel, Oil and Lubricants	4,595	4,500	4,000	3,085	-	-	3,085
6109	Postage	-	-	-	-	-	-	-
6119	Other Supplies	461	500	500	500	-	-	500
	TOTAL SUPPLIES	7,980	8,700	7,685	7,085	-	-	7,085
6205	Vehicle Maintenance	264	1,000	1,016	1,450	-	-	1,450
	TOTAL MAINTENANCE	264	1,000	1,016	1,450	-	-	1,450
6302	Professional Services-Engineering	33,845	-	-	-	-	-	-
6304	Professional Services-Other	-	28,000	24,000	26,000	-	-	26,000
6312	Telephone Services	2,282	3,000	3,000	3,000	-	-	3,000
6329	Other Services	380	250	250	250	-	-	250
6332	Travel and Meals	4,712	5,500	4,500	5,500	-	-	5,500
6333	Dues and Subscriptions	712	1,115	1,115	1,400	-	-	1,400
6337	Training	2,030	4,000	4,000	4,500	-	-	4,500
6362	Permits and Licenses	270	-	165	-	-	-	-
	TOTAL SERVICES AND CHARGES	44,231	41,865	37,030	40,650	-	-	40,650
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
112	**Total Department Expenditures**	358,155	364,375	353,982	368,468	-	-	368,468

CITY OF TOMBALL
113 - GENERAL - MAYOR & COUNCIL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	30,510	33,807	29,609	33,801	-	-	33,801
Supplies	7,846	7,750	7,575	8,950	-	6,500	15,450
Maintenance	-	-	-	-	-	-	-
Services and charges	14,185	56,750	55,725	101,150	-	-	101,150
Total Operating Expenditures	52,542	98,307	92,909	143,901	-	6,500	150,401
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	52,542	98,307	92,909	143,901	-	6,500	150,401

Supplemental Programs	Page No.	Recurring	Non-Recur.
ELECTroVOT - Electronic Vote Display System			$6,500

Staffing	Name	Elected	Term	Elected
Mayor	Gretchen Fagan	May 2007	Serving 2nd Term	May 2007
Councilman, Position 1	F.S. "Field" Hudgens	May 2011	Serving 1st Term	May 2011
Mayor Pro-Tem Councilman, Position 2	Mark Stoll	June 2009	Serving 1st Term	June 2009
Councilman, Position 3	Rick Brown	May 2010	Serving 1st Term	May 2010
Councilman, Position 4	Derek Townsend, Sr.	May 2009	Serving 1st Term	May 2009
Councilman, Position 5	Preston Dodson	August 2010	Serving 1st Term	August 2010

CITY OF TOMBALL
113 - GENERAL - MAYOR & COUNCIL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY 2011 Actual	FY 2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6004	Wages - Part Time	28,060	30,600	26,900	30,600	-	-	30,600
6021	Social Security & Medicare Taxes	2,147	2,341	2,058	2,341	-	-	2,341
6025	Worker Compensation Insurance	52	56	44	50	-	-	50
6026	State Unemployment Taxes	252	810	607	810	-	-	810
	TOTAL PERSONNEL SERVICES	30,510	33,807	29,609	33,801	-	-	33,801
6101	Office Supplies	158	150	150	150	-	-	150
6103	Computer Equipment <$20,000	-	-	-	-	-	6,500	6,500
6105	Food Supplies	1,949	1,600	1,600	1,600	-	-	1,600
6119	Other Supplies	5,740	6,000	5,825	7,200	-	-	7,200
	TOTAL SUPPLIES	7,846	7,750	7,575	8,950	-	6,500	15,450
6304	Professional Services-Other	1,800	37,000	37,000	62,000	-	-	62,000
6316	Printing and Binding	50	-	100	-	-	-	-
6329	Other Services		-	-	-	-	-	-
6332	Travel and Meals	2,448	7,000	6,350	25,000	-	-	25,000
6333	Dues and Subscriptions	2,833	3,100	3,325	4,500	-	-	4,500
6337	Training	1,030	2,650	2,575	2,650	-	-	2,650
6398	Banquets,Dedications & Receptions	6,025	7,000	6,375	7,000	-	-	7,000
	TOTAL SERVICES AND CHARGES	14,185	56,750	55,725	101,150	-	-	101,150
113	**Total Department Expenditures**	52,542	98,307	92,909	143,901	-	6,500	150,401

CITY OF TOMBALL
114 - GENERAL - CITY SECRETARY
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	234,886	253,125	239,524	245,876	-	-	245,876
Supplies	8,474	8,150	9,845	10,150	-	-	10,150
Maintenance	505	400	150	400	-	-	400
Services and charges	52,440	67,343	45,338	79,273	6,500	-	85,773
Total Operating Expenditures	296,306	329,018	294,857	335,699	6,500	-	342,199
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	296,306	329,018	294,857	335,699	6,500	-	342,199

Supplemental Programs	Page No.	Recurring	Non-Recur.
Email Archive and Filter		$6,500	

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
City Secretary	1.00	1.00	1.00	1.00	1.00
Assistant City Secretary	1.00	1.00	1.00	1.00	1.00
Adminstrative Assistant	1.00	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00	1.00
VOE Student	0.50	0.50	0.50	0.50	0.50
Total	4.50	4.50	4.50	4.50	4.50

CITY OF TOMBALL
114 - GENERAL - CITY SECRETARY
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	66,196	79,312	72,253	81,690	-	-	81,690
6003	Wages - Full Time	90,511	109,991	95,471	107,163	-	-	107,163
6004	Wages - Part Time	0	-	60	-	-	-	-
6005	Wages - Overtime	3,797	5,150	5,150	3,605	-	-	3,605
6009	Wages - Other	8,616	-	4,858	-	-	-	-
6011	Vacation Pay	9,700	1,616	5,334	1,681	-	-	1,681
6012	Sick Pay	6,043	1,698	4,166	1,993	-	-	1,993
6013	Emergency Pay	364	-	43	-	-	-	-
6019	Miscellaneous Pay	2,190	2,430	2,215	2,470	-	-	2,470
6021	Social Security & Medicare Taxes	13,609	15,379	14,120	15,258	-	-	15,258
6022	TMRS Retirement - Employer	28,692	28,050	26,466	26,586	-	-	26,586
6025	Worker Compensation Insurance	388	419	305	350	-	-	350
6026	State Unemployment Taxes	288	1,080	1,083	1,080	-	-	1,080
6030	Employee Tuition Reimbursment	4,493	8,000	8,000	4,000	-	-	4,000
	TOTAL PERSONNEL SERVICES	234,886	253,125	239,524	245,876	-	-	245,876
6101	Office Supplies	7,682	6,000	7,295	7,500	-	-	7,500
6102	Educational Supplies	68	750	700	650	-	-	650
6103	Computer Equipment <$20,000		-	-	-	-	-	-
6104	Janitorial & Cleaning Supplies	15	-	50	100	-	-	100
6105	Food Supplies	285	400	600	600	-	-	600
6109	Postage	285	900	750	800	-	-	800
6119	Other Supplies	140	100	450	500	-	-	500
	TOTAL SUPPLIES	8,474	8,150	9,845	10,150	-	-	10,150
6201	Office Equipment Maintenance	505	400	150	400			400
	TOTAL MAINTENANCE	505	400	150	400	-	-	400
6304	Professional Services-Other	13,381	16,000	2,000	16,000	-	-	16,000
6312	Communications Services	-	768	768	768	-	-	768
6316	Printing and Binding	-	75	75	75	-	-	75
6320	Computer Software Service	0	-	-	-	6,500	-	6,500
6329	Other Services	511	600	795	600	-	-	600
6332	Travel and Meals	3,858	5,550	5,275	5,500	-	-	5,500
6333	Dues and Subscriptions	979	2,100	1,985	2,330	-	-	2,330
6335	Advertising Cost	10,303	15,100	12,385	15,000	-	-	15,000
6337	Training	1,430	2,650	2,375	2,800	-	-	2,800
6348	Property Acquisition Costs	179	1,000	945	4,000	-	-	4,000
6371	Election Services	21,800	23,500	18,735	32,200	-	-	32,200
	TOTAL SERVICES AND CHARGES	52,440	67,343	45,338	79,273	6,500	-	85,773
114	**Total Department Expenditures**	296,306	329,018	294,857	335,699	6,500	-	342,199

CITY OF TOMBALL
115 - GENERAL - HUMAN RESOURCES DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	179,967	442,110	340,428	467,289	-	-	467,289
Supplies	14,636	17,500	17,500	17,800	-	-	17,800
Maintenance	-	-	-	-	-	-	-
Services and charges	64,820	111,882	108,582	84,257	-	-	84,257
Total Operating Expenditures	259,423	571,492	466,510	569,346	-	-	569,346
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	259,423	571,492	466,510	569,346	-	-	569,346

Supplemental Programs	Page No.	Recurring	Non-Recur.
Upgrade PT HR Generalist to FT		$37,282	

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
HR Director	1.00	1.00	1.00	1.00	1.00
HR Generalist	1.00	1.00	1.00	1.50	2.00
Total	2.00	2.00	2.00	2.50	3.00

CITY OF TOMBALL
115 - GENERAL - HUMAN RESOURCES
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	84,826	96,644	90,377	99,536	-	-	99,536
6003	Wages - Full Time	41,900	48,675	46,697	96,836	-	-	96,836
6004	Wages - Part Time	200	25,290	25,966	-	-	-	-
6005	Wages - Overtime	868	2,575	2,161	5,150	-	-	5,150
6009	Wages - Other	7,010	-	3,609	-	-	-	-
6011	Vacation Pay	8,844	1,677	6,043	1,727	-	-	1,727
6012	Sick Pay	2,364	2,236	2,294	2,303	-	-	2,303
6013	Emergency Pay	0	-	70	-	-	-	-
6014	Retirement Payouts	0	186,555	126,561	166,014	-	-	166,014
6019	Miscellaneous Pay	905	38,502	1,025	51,145	-	-	51,145
6021	Social Security & Medicare Taxes	10,575	13,764	13,352	15,874	-	-	15,874
6022	TMRS Retirement - Employer	22,160	25,103	21,278	27,660	-	-	27,660
6025	Worker Compensation Insurance	172	279	170	234	-	-	234
6026	State Unemployment Taxes	144	810	825	810	-	-	810
	TOTAL PERSONNEL SERVICES	179,967	442,110	340,428	467,289	-	-	467,289
6101	Office Supplies	5,078	6,000	6,000	6,000	-	-	6,000
6102	Educational Supplies	203	1,500	1,500	1,500	-	-	1,500
6105	Food Supplies	2,734	2,500	2,500	2,500	-	-	2,500
6107	Clothing and Uniforms		-	-	300	-	-	300
6109	Postage	53	500	500	500	-	-	500
6119	Other Supplies	6,568	7,000	7,000	7,000	-	-	7,000
	TOTAL SUPPLIES	14,636	17,500	17,500	17,800	-	-	17,800
6304	Professional Services-Other	31,851	-	-	-	-	-	-
6312	Communications Services	-	768	768	768	-	-	768
6329	Other Services	0	37,575	37,575	40,000	-	-	40,000
6332	Travel and Meals	1,007	6,300	3,000	5,800	-		5,800
6333	Dues and Subscriptions	1,179	1,289	1,289	1,714	-	-	1,714
6335	Advertising Cost	2,476	2,500	2,500	3,000	-	-	3,000
6337	Training	19,960	54,950	54,950	23,975	-	-	23,975
6398	Banquets,Dedications & Receptions	8,346	8,500	8,500	9,000	-	-	9,000
	TOTAL SERVICES AND CHARGES	64,820	111,882	108,582	84,257	-	-	84,257
115	**Total Department Expenditures**	259,423	571,492	466,510	569,346	-	-	569,346

CITY OF TOMBALL
116 - GENERAL - FINANCE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	344,628	357,220	350,378	357,254	-	-	357,254
Supplies	3,972	2,950	3,850	4,550	-	-	4,550
Maintenance	310	350	340	350	-	-	350
Services and charges	165,762	150,644	173,565	167,696	-	-	167,696
Total Operating Expenditures	514,672	511,164	528,133	529,850	-	-	529,850
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	514,672	511,164	528,133	529,850	-	-	529,850

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Finance Director	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00	1.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00	1.00
Accountant/Budget Analyst	1.00	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00	5.00

CITY OF TOMBALL
116 - GENERAL - FINANCE
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	170,465	194,958	184,511	200,786	-	-	200,786
6003	Wages - Full Time	73,344	89,659	67,222	82,611	-	-	82,611
6005	Wages - Overtime	1,494	1,545	1,545	1,545	-	-	1,545
6009	Wages - Other	12,620	-	7,460	-	-	-	-
6011	Vacation Pay	10,525	2,762	9,025	2,774	-	-	2,774
6012	Sick Pay	8,506	799	14,415	521	-	-	521
6013	Emergency Pay	662	-	60	-	-	-	-
6019	Miscellaneous Pay	2,020	2,395	2,390	2,175	-	-	2,175
6021	Social Security & Medicare Taxes	21,320	22,411	21,943	22,280	-	-	22,280
6022	TMRS Retirement - Employer	42,693	40,875	40,163	38,823	-	-	38,823
6025	Worker Compensation Insurance	431	466	339	389	-	-	389
6026	State Unemployment Taxes	549	1,350	1,305	1,350	-	-	1,350
6030	Employee Tuition Reimbursment	-	-	-	4,000			4,000
	TOTAL PERSONNEL SERVICES	344,628	357,220	350,378	357,254	-	-	357,254
6101	Office Supplies	3,450	2,500	3,500	3,500	-	-	3,500
6102	Educational Supplies	81	-	-	750	-	-	750
6105	Food Supplies	132	175	150	150	-	-	150
6109	Postage	289	275	150	150	-	-	150
6119	Other Supplies	20	-	50	-			-
	TOTAL SUPPLIES	3,972	2,950	3,850	4,550	-	-	4,550
6204	Other Equipment Maintenance	310	350	340	350	-	-	350
	TOTAL MAINTENANCE	310	350	340	350	-	-	350
6301	Professional Services-Audit & Acct.	67,273	62,000	60,000	52,000	-	-	52,000
6304	Professional Services-Other	8,208	8,700	8,650	8,650	-	-	8,650
6312	Communications Services	768	769	769	769	-	-	769
6316	Printing and Binding	2,975	3,500	2,975	2,975	-	-	2,975
6317	Appraisal Services - Harris County	17,830	24,000	31,887	31,887	-	-	31,887
6329	Other Services	1,812	2,000	2,009	1,990	-	-	1,990
6332	Travel and Meals	3,963	5,000	3,500	3,000	-	-	3,000
6333	Dues and Subscriptions	950	1,500	1,200	1,500	-	-	1,500
6335	Advertising Cost	1,104	925	925	925	-	-	925
6337	Training	2,140	2,750	2,650	5,000	-	-	5,000
6397	Credit Card Processing Fee	40,835	30,000	42,000	42,000	-	-	42,000
6399	Services Charges	17,905	9,500	17,000	17,000	-	-	17,000
	TOTAL SERVICES AND CHARGES	165,762	150,644	173,565	167,696	-	-	167,696
116	**Total Department Expenditures**	514,672	511,164	528,133	529,850	-	-	529,850

CITY OF TOMBALL
117 - GENERAL - INFORMATION SYSTEMS
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	966	-	100,290	226,097	-	-	226,097
Supplies	27,842	58,100	58,100	27,050	-	68,000	95,050
Maintenance	1,220	28,500	28,500	8,700	-	-	8,700
Services and charges	222,453	296,272	175,222	335,126	-	25,500	360,626
Total Operating Expenditures	252,481	382,872	362,112	596,973	-	93,500	690,473
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	252,481	382,872	362,112	596,973	-	93,500	690,473

Supplemental Programs	Page No.	Recurring	Non-Recur.
Council Chambers Audio Visual Upgrade			$ 10,000
Depot Wireless			$ 5,000
Storage Area Network Replacement			$ 53,000
Virtual Server and Desktop Licensing			$ 12,000
Sharepoint			$ 13,500

Staffing	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
IT Manager	0.00	0.00	0.00	1.00	1.00
IT Specialist	0.00	0.00	0.00	0.00	1.00
GIS Technician	0.00	0.00	0.00	0.00	1.00
Total	0.00	0.00	0.00	1.00	3.00

No staff has been assigned to this department as all services are contracted to a third party prior to FY 2012.

CITY OF TOMBALL
117 - GENERAL - INFORMATION SYSTEMS
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	788	-	79,631	138,870	-	-	138,870
6003	Wages - Full Time	-	-	-	41,305			41,305
6005	Wages - Overtime	-	-	-	1,030			1,030
6009	Wages - Other	-	-	1,577	-			-
6011	Vacation Pay	-	-	-	1,186			1,186
6013	Emergency Pay	-	-	-	837			837
6019	Miscellaneous Pay	-	-	-	715			715
6021	Social Security & Medicare Taxes	60	-	6,618	14,558	-	-	14,558
6022	TMRS Retirement - Employer	118	-	12,063	26,552	-	-	26,552
6025	Worker Compensation Insurance	-	-	68	234			234
6026	State Unemployment Taxes	-	-	333	810			810
	TOTAL PERSONNEL SERVICES	966	-	100,290	226,097	-	-	226,097
6101	Office Supplies	21,924	27,000	27,000	27,000	-	-	27,000
6103	Computer Equipment <$20,000	5,919	31,100	31,100	-	-	68,000	68,000
6109	Postage		-	-	50	-	-	50
	TOTAL SUPPLIES	27,842	58,100	58,100	27,050	-	68,000	95,050
6201	Office Equipment Maintenance	1,220	28,500	28,500	7,500	-	-	7,500
6202	Computer Equipment Maintenance	-	-	-	1,200			1,200
	TOTAL MAINTENANCE	1,220	28,500	28,500	8,700	-	-	8,700
6304	Professional Services-Other	117,990	151,255	25,405	168,585	-	-	168,585
6312	Communication Services	39,508	50,280	50,280	53,304	-	-	53,304
6320	Computer Software Service	64,955	94,737	94,737	100,037	-	25,500	125,537
6332	Travel and Meals	-	-	-	1,000	-	-	1,000
6333	Dues and Subscriptions	-	-	-	1,400	-	-	1,400
6334	Automobile Allowances	-	-	4,800	4,800	-	-	4,800
6337	Training	-	-	-	6,000	-	-	6,000
	TOTAL SERVICES AND CHARGES	222,453	296,272	175,222	335,126	-	25,500	360,626
117	**Total Department Expenditures**	252,481	382,872	362,112	596,973	-	93,500	690,473

CITY OF TOMBALL
118 - GENERAL - LEGAL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	1,303	2,000	2,000	2,000	-	-	2,000
Maintenance	-	-	-	-	-	-	-
Services and charges	140,451	125,000	125,000	125,000	-	-	125,000
Total Operating Expenditures	141,754	127,000	127,000	127,000	-	-	127,000
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	141,754	127,000	127,000	127,000	-	-	127,000

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

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

CITY OF TOMBALL
118 - GENERAL - LEGAL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6102	Educational Supplies	1,303	2,000	2,000	2,000	-	-	2,000
6109	Postage	-	-	-	-	-	-	-
	TOTAL SUPPLIES	1,303	2,000	2,000	2,000	-	-	2,000
6303	Professional Services-Legal	140,451	125,000	125,000	125,000	-	-	125,000
	TOTAL SERVICES AND CHARGES	140,451	125,000	125,000	125,000	-	-	125,000
118	**Total Department Expenditures**	141,754	127,000	127,000	127,000	-	-	127,000

CITY OF TOMBALL
119 - GENERAL - NONDEPARTMENTAL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	14,513	15,500	17,000	16,000	-	-	16,000
Maintenance	525	525	541	600	-	-	600
Services and charges	251,913	266,340	279,740	276,740	-	-	276,740
Total Operating Expenditures	266,953	282,365	297,281	293,340	-	-	293,340
Capital Outlay	-	-	450,000	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	1,846,468	1,463,198	1,463,198	1,535,709	-	-	1,535,709
Total Expenditures	2,113,421	1,745,563	2,210,479	1,829,049	-	-	1,829,049

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

CITY OF TOMBALL
119 - GENERAL - NONDEPARTMENTAL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY 2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6101	Office Supplies	5,969	6,500	7,500	6,500	-	-	6,500
6106	Materials and Parts	-	-	-	-	-	-	-
6109	Postage	8,544	9,000	9,500	9,500	-	-	9,500
	TOTAL SUPPLIES	14,513	15,500	17,000	16,000	-	-	16,000
6201	Office Equipment Maintenance	525	525	541	600	-	-	600
6206	Building Maintenance	-	-	-	-			-
	TOTAL MAINTENANCE	525	525	541	600	-	-	600
6329	Other Services	31,691	24,600	38,000	35,000	-	-	35,000
6330	Property and Liability Insurance	192,393	210,000	210,000	210,000	-	-	210,000
6336	Equipment Rentals	27,709	31,500	31,500	31,500	-	-	31,500
6399	Services Charges	120	240	240	240			240
	TOTAL SERVICES AND CHARGES	251,913	266,340	279,740	276,740	-	-	276,740
6406	Land and Buildings			450,000				-
	TOTAL CAPITAL OUTLAY		-	450,000	-	-	-	-
6692	Transfer to Emp. Benefits Trust Fund	1,846,468	1,463,198	1,463,198	1,535,709	-	-	1,535,709
	TOTAL TRANSFERS	1,846,468	1,463,198	1,463,198	1,535,709	-	-	1,535,709
119	**Total Department Expenditures**	2,113,419	1,745,563	2,210,479	1,829,049	-	-	1,829,049

CITY OF TOMBALL
121 - GENERAL FUND - POLICE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	3,774,823	4,291,798	4,153,349	4,298,070	-	-	4,298,070
Supplies	213,870	222,500	230,668	244,500	-	40,000	284,500
Maintenance	106,961	73,500	71,500	74,500	-	200,000	274,500
Services and charges	173,157	183,500	177,000	190,000	12,000	-	202,000
Total Operating Expenditures	4,268,811	4,771,298	4,632,517	4,807,070	12,000	240,000	5,059,070
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	75,000	75,000	90,000	-	-	90,000
Total Expenditures	4,268,811	4,846,298	4,707,517	4,897,070	12,000	240,000	5,149,070

Supplemental Programs	Page No.	Recurring	Non-Recur.
Dispatch Call-Taker Console Upgrade			$40,000
Dispatch Center Radio Upgrade		$ 12,000	$ 200,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Police Chief	1.00	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00	2.00
Lieutenant	1.00	1.00	1.00	1.00	1.00
Detective	1.00	1.00	1.00	1.00	1.00
Sergeant	6.00	6.00	6.00	7.00	7.00
Corporal	1.00	1.00	1.00	4.00	4.00
Police Officer	28.00	28.00	28.00	24.00	24.00
Public Service Officer	2.00	2.00	2.00	3.00	3.00
IT Support Specialist	1.00	1.00	1.00	1.00	0.00
Records Clerk	3.00	3.00	3.00	3.00	3.00
Dispatcher	9.00	9.00	9.00	10.00	10.00
Police Bailiff/Warrant Officer	0.00	0.00	0.00	2.00	2.00
Subtotal	55.00	55.00	55.00	59.00	58.00
Police Reserves	25.00	25.00	25.00	25.00	25.00
Total	80.00	80.00	80.00	84.00	83.00

CITY OF TOMBALL
121 - GENERAL - POLICE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	371,617	417,040	388,576	374,899	-	-	374,899
6003	Wages - Full Time	1,897,877	2,631,938	2,375,250	2,678,986	-	-	2,678,986
6004	Wages - Part Time	73,313	79,933	90,793	81,540	-	-	81,540
6005	Wages - Overtime	351,485	263,194	271,091	294,688	-	-	294,688
6009	Wages - Other	119,516	-	72,846	-	-	-	-
6011	Vacation Pay	139,406	21,112	97,646	19,715	-	-	19,715
6012	Sick Pay	57,917	26,177	52,277	29,134	-	-	29,134
6013	Emergency Pay	2,428	-	889	-	-	-	-
6019	Miscellaneous Pay	24,853	27,165	26,815	26,910	-	-	26,910
6021	Social Security & Medicare Taxes	225,614	266,277	254,974	269,223	-	-	269,223
6022	TMRS Retirement - Employer	450,702	474,498	459,289	458,247	-	-	458,247
6025	Worker Compensation Insurance	43,085	55,184	33,979	39,718	-	-	39,718
6026	State Unemployment Taxes	4,424	17,280	16,924	17,010	-	-	17,010
6030	Employee Tuition Reimbursement	12,588	12,000	12,000	8,000	-	-	8,000
	TOTAL PERSONNEL SERVICES	3,774,823	4,291,798	4,153,349	4,298,070	-	-	4,298,070
6101	Office Supplies	17,276	20,000	20,000	20,000	-	-	20,000
6102	Educational Supplies	1,389	2,000	2,000	2,000	-	-	2,000
6104	Janitorial & Cleaning Supplies	502	500	500	500	-	-	500
6105	Food Supplies	3,580	5,000	5,000	5,000	-	-	5,000
6106	Materials and Parts	35,494	45,000	45,000	45,000	-	40,000	85,000
6107	Clothing and Uniforms	37,116	36,000	36,000	36,000	-	-	36,000
6108	Fuel, Oil and Lubricants	112,066	110,000	110,000	130,000	-	-	130,000
6109	Postage	1,099	1,000	1,500	3,000	-	-	3,000
6119	Other Supplies	5,349	3,000	10,668	3,000	-	-	3,000
	TOTAL SUPPLIES	213,870	222,500	230,668	244,500	-	40,000	284,500
6201	Office Equipment Maintenance	752	1,500	1,500	1,500	-	-	1,500
6203	Radio Equipment Maintenance	15,924	15,000	17,000	20,000	-	200,000	220,000
6204	Other Equipment Maintenance	50,375	25,000	23,000	23,000	-		23,000
6205	Vehicle Maintenance	39,410	32,000	30,000	30,000	-	-	30,000
6206	Building Maintenance	501	-	-	-	-	-	-
	TOTAL MAINTENANCE	106,961	73,500	71,500	74,500	-	200,000	274,500
6303	Professional Services-Legal	8,609	-	-	-	-	-	-
6304	Professional Services-Other	-	10,000	10,000	10,000	4,800	-	14,800
6312	Telephone Services	23,702	24,000	20,000	20,000	7,200	-	27,200
6316	Printing and Binding	1,035	4,000	4,000	4,000	-	-	4,000
6318	Harris County Animal Control Serv.	24,000	24,000	24,000	26,500	-	-	26,500
6320	Computer Software Service	38,547	45,000	46,000	53,000	-	-	53,000
6324	Jail Service Expenditures	5,703	7,000	7,000	7,000	-	-	7,000
6325	Buy Money	4,000	4,000	2,000	4,000	-	-	4,000
6328	Bike Patrol Expenditures	-	1,000	1,000	1,000	-	-	1,000
6329	Other Services	1,369	2,000	2,000	2,000	-	-	2,000
6332	Travel and Meals	20,740	20,000	20,000	20,000	-	-	20,000
6333	Dues and Subscriptions	8,458	5,500	5,000	5,500	-	-	5,500
6335	Advertising Cost	91	1,000	-	1,000	-	-	1,000
6336	Equipment Rentals	1,084	1,000	1,000	1,000	-	-	1,000
6337	Training	35,321	35,000	35,000	35,000	-	-	35,000
6398	Banquets,Dedications & Receptions	500	-	-	-			-
	TOTAL SERVICES AND CHARGES	173,157	183,500	177,000	190,000	12,000	-	202,000
6405	Vehicle Equipment	-	-	-	-	-	-	-
6406	Land and Buildings	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
6998	Transfer to Fleet Replacement	-	75,000	75,000	90,000	-	-	90,000
	TOTAL TRANSFERS	-	75,000	75,000	90,000	-	-	90,000
121	**Total Department Expenditures**	4,268,811	4,846,298	4,707,517	4,897,070	12,000	240,000	5,149,070

CITY OF TOMBALL
122 - GENERAL FUND - MUNICIPAL COURT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	302,338	229,009	219,267	234,732	-	-	234,732
Supplies	13,464	11,500	9,500	9,500	-	-	9,500
Maintenance	-	-	-	-	-	-	-
Services and charges	61,900	70,875	69,536	74,910	-	-	74,910
Total Operating Expenditures	377,702	311,384	298,303	319,142	-	-	319,142
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	377,702	311,384	298,303	319,142	-	-	319,142

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Senior Court Clerk	1.00	1.00	1.00	1.00	1.00
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00
Assistant Court Clerk	1.00	1.00	1.00	2.00	2.00
Police Bailiff/Warrant Officer	1.00	1.00	1.00	0.00	0.00
Municipal Judge	1.00	1.00	1.00	0.50	0.50
Total	5.00	5.00	5.00	4.50	4.50

CITY OF TOMBALL
122 - GENERAL - MUNICIPAL COURT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	39,427	53,796	50,104	53,796	-	-	53,796
6003	Wages - Full Time	115,925	98,036	86,055	101,121		-	101,121
6004	Wages - Part Time	43,262	31,418	31,453	32,468	-	-	32,468
6005	Wages - Overtime	4,964	4,120	4,120	4,120	-	-	4,120
6009	Wages - Other	8,449	-	3,165	-	-	-	-
6011	Vacation Pay	14,419	1,076	3,284	1,085	-	-	1,085
6012	Sick Pay	16,726	828	1,368	1,447	-	-	1,447
6019	Miscellaneous Pay	5,525	1,195	1,410	1,315	-	-	1,315
6021	Social Security & Medicare Taxes	18,678	14,574	13,719	14,948	-	-	14,948
6022	TMRS Retirement - Employer	32,217	22,197	22,914	22,732	-	-	22,732
6025	Worker Compensation Insurance	1,989	419	339	350	-	-	350
6026	State Unemployment Taxes	758	1,350	1,336	1,350	-	-	1,350
	TOTAL PERSONNEL SERVICES	302,338	229,009	219,267	234,732	-	-	234,732
6101	Office Supplies	12,422	11,000	9,000	9,000	-	-	9,000
6102	Educational Supplies	300	500	500	500	-	-	500
6107	Clothing and Uniforms	676	-	-	-	-	-	-
6108	Fuel, Oil and Lubricants	66	-	-	-	-	-	-
	TOTAL SUPPLIES	13,464	11,500	9,500	9,500	-	-	9,500
6205	Vehicle Maintenance	-	-	-	-	-	-	-
	TOTAL MAINTENANCE	-	-	-	-	-	-	-
6303	Professional Services-Legal	54,940	60,500	60,500	65,000	-	-	65,000
6312	Communication Services	796	-	-	-	-	-	-
6316	Printing and Binding	445	1,500	1,100	1,100	-	-	1,100
6329	Other Services	1,906	2,500	2,000	2,000	-	-	2,000
6332	Travel and Meals	1,925	3,250	3,000	3,520	-	-	3,520
6333	Dues and Subscriptions	182	1,375	1,375	1,440	-	-	1,440
6337	Training	1,705	1,750	1,561	1,850	-	-	1,850
	TOTAL SERVICES AND CHARGES	61,900	70,875	69,536	74,910	-	-	74,910
122	**Total Department Expenditures**	377,702	311,384	298,303	319,142	-	-	319,142

CITY OF TOMBALL
131 - GENERAL FUND - COMMUNITY CENTER
2012-2013 PR0POSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	108,784	130,345	119,834	133,154	-	-	133,154
Supplies	6,629	9,047	5,120	10,561	-	-	10,561
Maintenance	712	1,509	2,226	1,384	-	-	1,384
Services and charges	863	1,200	575	590	-	-	590
Total Operating Expenditures	116,988	142,101	127,755	145,689	-	-	145,689
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	116,988	142,101	127,755	145,689	-	-	145,689

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Manager	1.00	1.00	1.00	1.00	1.00
Assistant	1.00	1.00	1.00	1.00	1.00
Attendants-Part Time	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00

CITY OF TOMBALL

131 - GENERAL - COMMUNITY CENTER

2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	41,503	50,732	46,668	52,253	-	-	52,253
6003	Wages - Full Time	27,932	32,050	30,407	33,014	-	-	33,014
6004	Wages - Part Time	6,229	22,195	13,335	21,745	-	-	21,745
6005	Wages - Overtime	866	1,030	1,030	1,030	-	-	1,030
6009	Wages - Other	3,893	-	2,342	-	-	-	-
6011	Vacation Pay	6,441	858	3,020	984	-	-	984
6012	Sick Pay	1,134	493	1,019	508	-	-	508
6013	Emergency Pay		-	146		-	-	-
6019	Miscellaneous Pay	1,130	1,250	1,250	1,370	-	-	1,370
6021	Social Security & Medicare Taxes	6,418	8,311	7,403	8,487	-	-	8,487
6022	TMRS Retirement - Employer	12,741	12,062	11,951	12,446	-	-	12,446
6024	Health Insurance	-	-	-	-	-	-	-
6025	Worker Compensation Insurance	263	284	206	237	-	-	237
6026	State Unemployment Taxes	236	1,080	1,057	1,080	-	-	1,080
	TOTAL PERSONNEL SERVICES	108,784	130,345	119,834	133,154	-	-	133,154
6101	Office Supplies	583	860	500	700	-	-	700
6102	Educational Supplies	-	-	-	-	-	-	-
6104	Janitorial & Cleaning Supplies	66	150	50	143	-	-	143
6105	Food Supplies	3,081	4,324	2,300	4,313	-	-	4,313
6106	Materials and Parts	6	83	25	64	-	-	64
6108	Fuel, Oil and Lubricants	1,322	620	1,040	1,313	-	-	1,313
6109	Postage	18	-	-	-	-	-	-
6119	Other Supplies	1,553	1,831	905	1,383	-	-	1,383
6130	Furniture < $20,000	-	1,179	300	2,645	-	-	2,645
	TOTAL SUPPLIES	6,629	9,047	5,120	10,561	-	-	10,561
6204	Other Equipment Maintenance	-	525	100	400	-	-	400
6205	Vehicle Maintenance	712	984	2,126	984	-	-	984
	TOTAL MAINTENANCE	712	1,509	2,226	1,384	-	-	1,384
6329	Other Services	300	-	-	-	-	-	-
6332	Travel and Meals	(70)	300	120	300	-	-	300
6335	Advertising Cost	-	190	190	190	-	-	190
6337	Training	-	149	-	-	-	-	-
6362	Permits and Licenses	141	86	85	100	-	-	100
6398	Banquets,Dedications & Receptions	493	475	180	-	-	-	-
	TOTAL SERVICES AND CHARGES	863	1,200	575	590	-	-	590
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
131	**Total Department Expenditures**	116,988	142,101	127,755	145,689	-	-	145,689

CITY OF TOMBALL
141 - GENERAL FUND - FIRE MARSHAL
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	150,253	144,289	143,560	149,969	-	-	149,969
Supplies	13,311	18,203	18,480	25,933	-	-	25,933
Maintenance	2,155	2,360	3,954	2,130	-	-	2,130
Services and charges	13,472	14,643	11,149	16,113	-	-	16,113
Total Operating Expenditures	179,191	179,495	177,143	194,145	-	-	194,145
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	179,191	179,495	177,143	194,145	-	-	194,145

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Fire Marshal/Inspector	1.00	1.00	1.00	1.00	1.00
Fire Inspector	1.00	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00	2.00

CITY OF TOMBALL
141 - GENERAL - FIRE MARSHAL
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	94,818	107,270	101,952	110,376	-	-	110,376
6005	Wages - Overtime	15,424	8,240	8,240	8,240	-	-	8,240
6009	Wages - Other	5,102	-	2,550	-	-	-	-
6011	Vacation Pay	2,787	572	2,505	1,274	-	-	1,274
6012	Sick Pay	2,643	763	1,205	1,698	-	-	1,698
6013	Emergency Pay	370	-	222	-	-	-	-
6019	Miscellaneous Pay	360	480	480	600	-	-	600
6021	Social Security & Medicare Taxes	9,166	8,977	8,853	9,349	-	-	9,349
6022	TMRS Retirement - Employer	18,443	16,372	16,298	17,051	-	-	17,051
6025	Worker Compensation Insurance	995	1,075	733	841	-	-	841
6026	State Unemployment Taxes	144	540	522	540	-	-	540
	TOTAL PERSONNEL SERVICES	150,253	144,289	143,560	149,969	-	-	149,969
6101	Office Supplies	2,002	2,073	2,000	1,878	-	-	1,878
6102	Educational Supplies	2,211	8,200	8,200	7,750	-	-	7,750
6105	Food Supplies	24	100	200	200	-	-	200
6107	Clothing and Uniforms	1,561	1,970	2,000	2,475	-	-	2,475
6108	Fuel, Oil and Lubricants	5,252	4,500	4,500	6,000	-	-	6,000
6109	Postage	54	150	80	100	-	-	100
6119	Other Supplies	2,206	1,210	1,500	7,530	-	-	7,530
	TOTAL SUPPLIES	13,311	18,203	18,480	25,933	-	-	25,933
6203	Radio Equipment Maintenance		-	-	100	-	-	100
6204	Other Equipment Maintenance	61	260	400	100	-	-	100
6205	Vehicle Maintenance	2,094	2,100	3,554	1,930	-	-	1,930
	TOTAL MAINTENANCE	2,155	2,360	3,954	2,130	-	-	2,130
6304	Professional Services-Other	1,473	1,000	1,000	800	-	-	800
6312	Telephone Services	1,110	1,600	1,000	1,600	-	-	1,600
6320	Computer Software Service	2,000	-	-	-	-	-	-
6329	Other Services	73	-	-	-	-	-	-
6332	Travel and Meals	3,872	4,400	3,500	5,200	-	-	5,200
6333	Dues and Subscriptions	999	2,943	2,649	3,013	-	-	3,013
6337	Training	3,315	4,700	3,000	5,500	-	-	5,500
6350	Child Safety Education	629	-	-	-	-	-	-
	TOTAL SERVICES AND CHARGES	13,472	14,643	11,149	16,113	-	-	16,113
141	**Total Department Expenditures**	179,191	179,495	177,143	194,145	-	-	194,145

CITY OF TOMBALL
142 - GENERAL FUND - FIRE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	778,063	931,600	904,448	1,012,013	-	-	1,012,013
Supplies	154,873	207,256	170,622	259,814	-	-	259,814
Maintenance	126,198	188,953	194,029	202,589	500	-	203,089
Services and charges	64,121	72,737	83,686	110,635	-	-	110,635
Total Operating Expenditures	1,123,255	1,400,546	1,352,785	1,585,051	500	-	1,585,551
Capital Outlay	417,750	150,000	150,000	-	-	29,360	29,360
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	1,541,006	1,550,546	1,502,785	1,585,051	500	29,360	1,614,911

Supplemental Programs	Page No.	Recurring	Non-Recur.
Quantifit Respirator Fit Testing System		$ 500	$ 10,360
Confined Space Rescue Equipment			$ 7,000
Portable Pump			$ 7,000
Purchase interest in Regional High Volume Positive Pressure Ventilation Fan			$ 5,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Fire Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Fighter	2.00	2.00	2.00	6.00	6.00
Part Time Fire Fighter	7.00	7.00	7.00	7.00	7.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
PAID STAFF	12.00	12.00	12.00	16.00	16.00
Community Volunteers	60.00	60.00	60.00	60.00	60.00
Total	72.00	72.00	72.00	76.00	76.00

CITY OF TOMBALL
142 - GENERAL - FIRE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	137,430	160,579	156,569	165,329	-	-	165,329
6003	Wages - Full Time	154,270	253,773	263,588	309,183	-	-	309,183
6004	Wages - Part Time	273,831	274,073	236,518	278,100	-	-	278,100
6005	Wages - Overtime	51,868	51,904	55,967	54,941	-	-	54,941
6009	Wages - Other	12,667	-	8,400	-	-	-	-
6010	Fire Run Payments	17,891	27,000	20,000	25,000	-	-	25,000
6011	Vacation Pay	8,345	2,739	3,930	3,872	-	-	3,872
6012	Sick Pay	4,508	2,394	4,061	4,620	-	-	4,620
6013	Emergency Pay	-	-	315	-	-	-	-
6019	Miscellaneous Pay	785	1,355	1,375	1,945	-	-	1,945
6020	Volunteers' State Retirement	3,380	18,000	18,000	15,000	-	-	15,000
6021	Social Security & Medicare Taxes	50,149	57,223	56,110	62,386	-	-	62,386
6022	TMRS Retirement - Employer	55,317	62,983	67,034	69,194	-	-	69,194
6025	Worker Compensation Insurance	3,927	8,633	5,907	6,833	-	-	6,833
6026	State Unemployment Taxes	3,695	10,944	6,674	11,610	-	-	11,610
6030	Employee Tuition Reimbursement	-	-	-	4,000	-	-	4,000
	TOTAL PERSONNEL SERVICES	778,063	931,600	904,448	1,012,013	-	-	1,012,013
6101	Office Supplies	3,385	4,235	4,237	5,489	-	-	5,489
6102	Educational Supplies	1,906	4,850	4,741	2,670	-	-	2,670
6104	Janitorial & Cleaning Supplies	2,665	4,148	4,156	4,356	-	-	4,356
6105	Food Supplies	13,340	8,846	8,767	10,820	-	-	10,820
6106	Materials and Parts	6,152	11,800	11,682	24,735	-	-	24,735
6107	Clothing and Uniforms	67,611	97,512	83,679	99,546	-	-	99,546
6108	Fuel, Oil and Lubricants	30,140	45,000	29,771	41,410	-	-	41,410
6109	Postage	51	150	150	150	-	-	150
6110	Chemical Supplies	4,004	14,300	8,395	15,838	-	-	15,838
6119	Other Supplies	25,618	16,415	15,044	44,800	-	-	44,800
6130	Furniture < $20,000	-	-	-	10,000			10,000
	TOTAL SUPPLIES	154,873	207,256	170,622	259,814	-	-	259,814
6201	Office Equipment Maintenance	-	1,500	1,500	1,500	-	-	1,500
6203	Radio Equipment Maintenance	(2,732)	-	8,470	8,000	-	-	8,000
6204	Other Equipment Maintenance	23,839	118,853	98,976	85,489	500	-	85,989
6205	Vehicle Maintenance	103,250	66,600	83,083	105,600	-	-	105,600
6206	Building Maintenance	1,393	-	-	-	-	-	-
6219	Other Maintenance	448	2,000	2,000	2,000	-	-	2,000
	TOTAL MAINTENANCE	126,198	188,953	194,029	202,589	500	-	203,089
6304	Professional Services-Other	6,853	2,050	8,000	9,500	-	-	9,500
6312	Telephone Services	11,858	20,000	25,696	19,440	-	-	19,440
6316	Printing and Binding	848	850	1,000	1,000	-	-	1,000
6320	Computer Software Service	6,567	10,742	10,739	12,775	-	-	12,775
6329	Other Services	1,568	1,820	1,957	3,320	-	-	3,320
6332	Travel and Training	9,653	11,240	9,379	17,000	-	-	17,000
6333	Dues and Subscriptions	5,357	6,805	6,816	7,990	-	-	7,990
6335	Advertising Cost	-	550	1,290	1,550	-	-	1,550
6336	Equipment Rentals	1,680	1,680	2,520	2,520	-	-	2,520
6337	Training	19,738	17,000	16,289	34,040	-	-	34,040
6398	Banquets,Dedications & Receptions		-	-	1,500	-	-	1,500
	TOTAL SERVICES AND CHARGES	64,121	72,737	83,686	110,635	-	-	110,635
6403	Machinery and Equipment	16,208	-	-	-	-	29,360	29,360
6406	Land and Buildings	401,542	150,000	150,000	-	-	-	-
	TOTAL CAPITAL OUTLAY	417,750	150,000	150,000	-	-	29,360	29,360
6998	Transfers to Fleet Replacement		-	-	-	-	-	-
6999	Transfers to Capital Projects Fund		-	-	-	-		-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
142	**Total Department Expenditures**	1,541,006	1,550,546	1,502,785	1,585,051	500	29,360	1,614,911

CITY OF TOMBALL
143 - GENERAL FUND - EMERGENCY MANAGEMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	600	1,350	1,300	3,850	-	-	3,850
Maintenance	-	-	-	-	-	-	-
Services and charges	11,554	13,170	12,144	15,518	-	-	15,518
Total Operating Expenditures	12,154	14,520	13,444	19,368	-	-	19,368
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	12,154	14,520	13,444	19,368	-	-	19,368

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

No staff has been assigned to this department.

CITY OF TOMBALL
143 - GENERAL - EMERGENCY MANAGEMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY 2013 Proposed Budget
6101	Office Supplies	-	100	50	100	-	-	100
6102	Educational Supplies	600	1,000	1,000	1,000	-	-	1,000
6106	Materials and Parts	-	-	-	2,500	-	-	2,500
6107	Clothing and Uniforms	-	250	250	250	-	-	250
	TOTAL SUPPLIES	600	1,350	1,300	3,850	-	-	3,850
6304	Professional Services-Other	141	-	-	-			-
6312	Communication Services	7,500	7,500	7,800	8,000	-	-	8,000
6320	Computer Software Service	-	2,000	1,546	2,000	-	-	2,000
6332	Travel and Meals	1,134	1,370	970	2,940	-	-	2,940
6333	Dues and Subscriptions	478	700	378	678	-	-	678
6337	Training	2,300	600	450	900	-	-	900
6350	Child Safety Education	-	1,000	1,000	1,000	-	-	1,000
	TOTAL SERVICES AND CHARGES	11,554	13,170	12,144	15,518	-	-	15,518
143	**Total Department Expenditures**	12,154	14,520	13,444	19,368	-	-	19,368

CITY OF TOMBALL
151 - GENERAL FUND - PUBLIC WORKS ADMINISTRATION
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	42,668	44,770	44,002	45,870	-	-	45,870
Supplies	1,211	1,580	1,165	1,300	-	-	1,300
Maintenance	-	-	-	-	-	-	-
Services and charges	774	850	1,166	1,150	-	-	1,150
Total Operating Expenditures	44,653	47,200	46,333	48,320	-	-	48,320
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	44,653	47,200	46,333	48,320	-	-	48,320

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00	1.00

CITY OF TOMBALL
151 - GENERAL - PUBLIC WORKS ADMINISTRATION
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	27,734	34,578	32,015	35,628	-	-	35,628
6005	Wages - Overtime	152	1,030	511	1,030	-	-	1,030
6009	Wages - Other	1,760	-	732	-	-	-	-
6011	Vacation Pay	2,352	-	1,446	-	-	-	-
6012	Sick Pay	1,799	-	378	-	-	-	-
6019	Miscellaneous Pay	845	905	905	965	-	-	965
6021	Social Security & Medicare Taxes	2,502	2,795	2,675	2,880	-	-	2,880
6022	TMRS Retirement - Employer	5,366	5,098	5,011	5,019	-	-	5,019
6025	Worker Compensation Insurance	86	94	68	78	-	-	78
6026	State Unemployment Taxes	72	270	261	270	-	-	270
	TOTAL PERSONNEL SERVICES	42,668	44,770	44,002	45,870	-	-	45,870
6101	Office Supplies	769	600	478	450	-	-	450
6105	Food Supplies	(5)	400	400	400	-	-	400
6106	Materials and Parts	-	100	57	100	-	-	100
6107	Clothing and Uniforms	142	180	150	150	-	-	150
6119	Other Supplies	306	300	80	200	-	-	200
	TOTAL SUPPLIES	1,211	1,580	1,165	1,300	-	-	1,300
6304	Professional Services-Other		-	650	650	-	-	650
6312	Telephone Services	284	350	191	250	-	-	250
6320	Computer Software Service	275	-	-	-	-	-	-
6329	Other Services	191	150	125	150	-	-	150
6332	Travel and Meals	24	100	-	100	-	-	100
6337	Training	-	250	200	-	-	-	-
	TOTAL SERVICES AND CHARGES	774	850	1,166	1,150	-	-	1,150
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	-	-	-	-	-	-	-
151	**Total Department Expenditures**	44,653	47,200	46,333	48,320	-	-	48,320

CITY OF TOMBALL
152 - GENERAL FUND - GARAGE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	88,357	113,485	111,414	115,671	-	-	115,671
Supplies	4,816	7,950	7,651	7,875	-	-	7,875
Maintenance	2,696	1,950	2,308	1,950	-	-	1,950
Services and charges	2,859	2,926	17,236	4,926	-	-	4,926
Total Operating Expenditures	98,728	126,311	138,609	130,422	-	-	130,422
Capital Outlay	27,431	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	126,159	126,311	138,609	130,422	-	-	130,422

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
City Mechanic	1.00	1.00	1.00	2.00	2.00
Total	1.00	1.00	1.00	2.00	2.00

CITY OF TOMBALL
152 - GENERAL - GARAGE DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	62,720	89,274	81,151	91,930	-	-	91,930
6005	Wages - Overtime	933	2,060	2,060	2,060	-	-	2,060
6009	Wages - Other	3,037	-	2,207	-	-	-	-
6011	Vacation Pay	1,716	464	3,127	70	-	-	70
6012	Sick Pay	2,551	-	1,696	-	-	-	-
6013	Emergency Pay	-	-	189	-	-	-	-
6019	Miscellaneous Pay	175	365	365	485	-	-	485
6021	Social Security & Medicare Taxes	5,215	7,051	6,823	7,234	-	-	7,234
6022	TMRS Retirement - Employer	11,061	12,861	12,623	12,605	-	-	12,605
6025	Worker Compensation Insurance	804	870	651	747	-	-	747
6026	State Unemployment Taxes	144	540	522	540	-	-	540
	TOTAL PERSONNEL SERVICES	88,357	113,485	111,414	115,671	-	-	115,671
6101	Office Supplies	-	50	155	50	-	-	50
6104	Janitorial & Cleaning Supplies	55	-	-	-	-	-	-
6106	Materials and Parts	2,691	5,000	5,000	5,000	-	-	5,000
6107	Clothing and Uniforms	552	800	834	850	-	-	850
6108	Fuel, Oil and Lubricants	794	450	791	825	-	-	825
6119	Other Supplies	724	1,650	871	1,150	-	-	1,150
	TOTAL SUPPLIES	4,816	7,950	7,651	7,875	-	-	7,875
6205	Vehicle Maintenance	150	100	100	100	-	-	100
6206	Building Maintenance	117	-	-		-	-	-
6207	System Maintenance	2,430	1,850	2,208	1,850	-	-	1,850
	TOTAL MAINTENANCE	2,696	1,950	2,308	1,950	-	-	1,950
6312	Telephone Services	396	384	384	384	-	-	384
6320	Computer Software Service		-	13,753	1,000	-	-	1,000
6329	Other Services	86	170	170	170	-	-	170
6333	Dues and Subscriptions	1,608	1,700	1,700	1,700	-	-	1,700
6336	Equipment Rentals	475	422	329	422	-	-	422
6337	Training	228	-	650	1,000	-	-	1,000
6362	Permits and Licenses	65	250	250	250	-	-	250
	TOTAL SERVICES AND CHARGES	2,859	2,926	17,236	4,926	-	-	4,926
6403	Machinery and Equipment	27,431	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	27,431	-	-	-	-	-	-
152	**Total Department Expenditures**	126,159	126,311	138,609	130,422	-	-	130,422

CITY OF TOMBALL
153 - GENERAL FUND - PARKS DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	212,451	220,965	216,103	226,450	-	-	226,450
Supplies	36,240	37,206	41,888	41,546	-	-	41,546
Maintenance	35,127	87,500	103,156	27,500	-	40,000	67,500
Services and charges	17,624	31,795	31,690	32,445	-	-	32,445
Total Operating Expenditures	301,442	377,466	392,837	327,941	-	40,000	367,941
Capital Outlay	11,952	-	72,000	75,000	-	-	75,000
Transfers	-	-	-	28,000	-	-	28,000
Total Expenditures	313,394	377,466	464,837	430,941	-	40,000	470,941

Supplemental Programs	Page No.	Recurring	Non-Recur.
Lead Paint Abatement and New Siding for Depot Building			$ 40,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Park Foreman	1.00	1.00	1.00	1.00	1.00
Serviceman	4.00	4.00	4.00	4.00	4.00
Crew Worker**	0.20	0.20	0.20	0.20	0.20
Total	5.20	5.20	5.20	5.20	5.20

** Equivalent of 1 Full Time person using Part Time summer labor distributed equally to Streets, Parks, Water, Sewer, and Gas Departments.

CITY OF TOMBALL
153 - GENERAL - PARKS DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	136,617	163,551	150,430	171,649	-	-	171,649
6004	Wages - Part Time	3,692	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	5,290	4,326	4,387	4,326	-	-	4,326
6009	Wages - Other	7,724	-	4,422	-	-	-	-
6011	Vacation Pay	10,598	1,313	6,301	770	-	-	770
6012	Sick Pay	3,067	1,681	2,428	1,026	-	-	1,026
6013	Emergency Pay	-	-	-	-	-	-	-
6019	Miscellaneous Pay	3,040	2,235	2,235	1,165	-	-	1,165
6021	Social Security & Medicare Taxes	12,474	13,602	13,102	14,046	-	-	14,046
6022	TMRS Retirement - Employer	25,809	24,162	23,702	23,857	-	-	23,857
6025	Worker Compensation Insurance	3,690	3,975	3,014	3,491	-	-	3,491
6026	State Unemployment Taxes	450	1,485	1,447	1,485	-	-	1,485
	TOTAL PERSONNEL SERVICES	212,451	220,965	216,103	226,450	-	-	226,450
6101	Office Supplies		-	32	-	-	-	-
6105	Food Supplies	29	-	-	-	-	-	-
6106	Materials and Parts	13,973	19,000	19,000	19,000	-	-	19,000
6107	Clothing and Uniforms	2,239	2,506	2,506	2,506	-	-	2,506
6108	Fuel, Oil and Lubricants	8,755	7,200	7,200	8,640	-	-	8,640
6110	Chemical Supplies	2,726	2,500	3,895	3,000	-	-	3,000
6119	Other Supplies	8,518	6,000	9,255	8,400	-	-	8,400
	TOTAL SUPPLIES	36,240	37,206	41,888	41,546	-	-	41,546
6204	Other Equipment Maintenance	2,761	1,500	1,500	1,500	-	-	1,500
6205	Vehicle Maintenance	1,056	1,000	1,569	1,000	-	-	1,000
6206	Building Maintenance	581	-	351	-	-	40,000	40,000
6207	System Maintenance	30,728	85,000	99,736	25,000	-	-	25,000
	TOTAL MAINTENANCE	35,127	87,500	103,156	27,500	-	40,000	67,500
6304	Professional Services-Other	1,339	1,500	1,500	1,500	-	-	1,500
6312	Telephone Services	1,068	1,100	1,609	1,750	-	-	1,750
6321	System Contract Service	13,735	26,795	26,795	26,795	-	-	26,795
6329	Other Services	69	-	220	-	-	-	-
6333	Dues and Subscriptions	125	600	600	600	-	-	600
6336	Equipment Rentals	857	500	500	500	-	-	500
6337	Training	419	1,300	375	1,300	-	-	1,300
6362	Permits and Licenses	12	-	91	-	-	-	-
	TOTAL SERVICES AND CHARGES	17,624	31,795	31,690	32,445	-	-	32,445
6406	Land and Buildings		-	72,000		-	-	-
6409	System Expansion	11,952	-	-	75,000	-	-	75,000
	TOTAL CAPITAL OUTLAY	11,952	-	72,000	75,000	-	-	75,000
6998	Transfer to Fleet Replacement	-	-	-	28,000	-	-	28,000
	TOTAL TRANSFERS	-	-	-	28,000	-	-	28,000
153	**Total Department Expenditures**	313,394	377,466	464,837	430,941	-	40,000	470,941

CITY OF TOMBALL
154 - GENERAL FUND - STREET DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	287,134	326,279	297,541	334,512	-	-	334,512
Supplies	48,419	49,898	53,291	52,217	-	637	52,854
Maintenance	258,689	341,988	343,868	242,088	-	-	242,088
Services and charges	141,934	148,675	181,763	153,775	-	-	153,775
Total Operating Expenditures	736,176	866,840	876,463	782,592	-	637	783,229
Capital Outlay	840,723	-	7	-	-	-	-
Transfers	-	2,081,000	2,081,000	116,500	-	-	116,500
Total Expenditures	1,576,899	2,947,840	2,957,470	899,092	-	637	899,729

Supplemental Programs	Page No.	Recurring	Non-Recur.
Fill un-used Street Serviceman Position		$52,925	$637

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Street & Drainage Foreman	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00	2.00
Serviceman	5.00	5.00	5.00	5.00	4.00
Crew Worker**	0.20	0.20	0.20	0.20	0.20
Total	8.20	8.20	8.20	8.20	7.20

** Equivalent of 1 Full Time person using Part Time summer labor distributed equally to Streets, Parks, Water, Sewer, and Gas Departments.

CITY OF TOMBALL
154 - GENERAL - STREETS DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	29,228	58,316	41,156	61,230	-	-	61,230
6003	Wages - Full Time	149,215	186,817	174,422	195,130	-	-	195,130
6004	Wages - Part Time	4,568	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	6,118	4,635	5,103	3,863	-	-	3,863
6009	Wages - Other	11,196	-	4,918	-	-	-	-
6011	Vacation Pay	14,801	1,140	3,621	1,593	-	-	1,593
6012	Sick Pay	5,616	496	1,766	652	-	-	652
6019	Miscellaneous Pay	3,630	1,640	1,640	1,485	-	-	1,485
6021	Social Security & Medicare Taxes	16,828	19,716	17,942	20,550	-	-	20,550
6022	TMRS Retirement - Employer	33,899	34,497	32,255	35,190	-	-	35,190
6025	Worker Compensation Insurance	11,442	12,362	8,105	8,159	-	-	8,159
6026	State Unemployment Taxes	592	2,025	1,978	2,025	-	-	2,025
	TOTAL PERSONNEL SERVICES	287,134	326,279	297,541	334,512	-	-	334,512
6101	Office Supplies	-	-	3	-	-	-	-
6106	Materials and Parts	24,662	24,000	24,000	24,000	-	-	24,000
6107	Clothing and Uniforms	3,091	3,698	3,563	3,600	-	637	4,237
6108	Fuel, Oil and Lubricants	16,097	17,000	16,348	19,617	-	-	19,617
6119	Other Supplies	4,569	5,200	9,377	5,000	-	-	5,000
	TOTAL SUPPLIES	48,419	49,898	53,291	52,217	-	637	52,854
6204	Other Equipment Maintenance	7,837	4,000	4,833	4,000	-	-	4,000
6205	Vehicle Maintenance	(9,277)	1,590	2,637	1,690	-	-	1,690
6207	System Maintenance	260,129	336,398	336,398	236,398	-	-	236,398
	TOTAL MAINTENANCE	258,689	341,988	343,868	242,088	-	-	242,088
6304	Professional Services-Other	4,637	5,000	20,361	5,000	-	-	5,000
6312	Telephone Services	1,946	2,400	1,800	2,000	-	-	2,000
6319	Mosquito Control	3,705	7,200	7,200	7,200	-	-	7,200
6329	Other Services	5,415	2,500	25,100	7,500	-	-	7,500
6332	Travel and Training		-	7	-	-	-	-
6336	Equipment Rentals	281	1,000	500	1,000	-	-	1,000
6337	Training	220	250	470	750	-	-	750
6338	Street Light Service	125,344	130,000	126,000	130,000	-	-	130,000
6362	Permits and Licenses	386	325	325	325	-	-	325
	TOTAL SERVICES AND CHARGES	141,934	148,675	181,763	153,775	-	-	153,775
6409	System Expansion	840,723	-	7	-	-	-	-
	TOTAL CAPITAL OUTLAY	840,723	-	7	-	-	-	-
6998	Transfer to Fleet Replacement	-	14,000	14,000	116,500	-	-	116,500
6999	Transfer to Capital Project Funds	-	2,067,000	2,067,000	-	-	-	-
	TOTAL TRANSFERS	-	2,081,000	2,081,000	116,500	-	-	116,500
154	**Total Department Expenditures**	1,576,899	2,947,840	2,957,470	899,092	-	637	899,729

CITY OF TOMBALL
155 - GENERAL FUND - SANITATION DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	-	-	-	-	-	-	-
Supplies	32,137	34,000	37,440	40,000	-	-	40,000
Maintenance	-	-	-	-	-	-	-
Services and charges	1,755,596	1,920,000	1,920,000	1,920,300	-	-	1,920,300
Total Operating Expenditures	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

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

CITY OF TOMBALL
155 - GENERAL - SANITATION DEPARTMENT
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6109	Postage	-	-	-	-	-	-	-
6119	Other Supplies	32,137	34,000	37,440	40,000	-	-	40,000
	TOTAL SUPPLIES	32,137	34,000	37,440	40,000	-	-	40,000
6304	Professional Services-Other	62,385	120,000	120,000	120,000	-	-	120,000
6327	Garbage Services	1,693,011	1,800,000	1,800,000	1,800,000	-	-	1,800,000
6362	Permits and Licenses	200	-	-	300	-	-	300
	TOTAL SERVICES AND CHARGES	1,755,596	1,920,000	1,920,000	1,920,300	-	-	1,920,300
155	**Total Department Expenditures**	1,787,733	1,954,000	1,957,440	1,960,300	-	-	1,960,300

CITY OF TOMBALL
156 - GENERAL FUND - ENGINEERING AND PLANNING
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	402,300	526,718	431,638	493,892	-	-	493,892
Supplies	15,057	14,700	13,505	15,050	-	-	15,050
Maintenance	310	1,000	1,000	1,000	-	-	1,000
Services and charges	298,900	270,164	265,164	125,050	-	-	125,050
Total Operating Expenditures	716,567	812,582	711,307	634,992	-	-	634,992
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	85,000	85,000	-	-	-	-
Total Expenditures	716,567	897,582	796,307	634,992	-	-	634,992

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Community Development Coordinator/ City Planner	1.00	1.00	1.00	1.00	1.00
GIS Technician	1.00	1.00	1.00	1.00	0.00
Assistant City Planner	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00
Construction Manager/Inspector	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Total	7.00	7.00	7.00	7.00	6.00

CITY OF TOMBALL
156 - GENERAL - ENGINEERING AND PLANNING
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6001	Salaries - Administrative	220,909	343,127	273,678	361,166	-	-	361,166
6003	Wages - Full Time	46,252	77,426	53,513	35,607	-	-	35,607
6005	Wages - Overtime	3,379	3,090	3,090	2,060	-	-	2,060
6009	Wages - Other	15,790	-	5,837	-	-	-	-
6011	Vacation Pay	25,639	2,217	8,901	2,193	-	-	2,193
6012	Sick Pay	11,214	1,879	4,855	1,227	-	-	1,227
6013	Emergency Pay	-	-	201	-	-	-	-
6019	Miscellaneous Pay	3,115	2,235	2,235	2,475	-	-	2,475
6021	Social Security & Medicare Taxes	24,037	32,898	26,918	31,335	-	-	31,335
6022	TMRS Retirement - Employer	49,531	60,002	49,113	54,600	-	-	54,600
6025	Worker Compensation Insurance	1,809	1,954	1,470	1,609	-	-	1,609
6026	State Unemployment Taxes	623	1,890	1,827	1,620	-	-	1,620
	TOTAL PERSONNEL SERVICES	402,300	526,718	431,638	493,892	-	-	493,892
6101	Office Supplies	2,630	5,000	4,000	5,000	-	-	5,000
6102	Educational Supplies	256	2,000	2,000	2,000	-	-	2,000
6105	Food Supplies	435	2,000	1,000	1,250	-	-	1,250
6107	Clothing and Uniforms	-	200	200	300	-	-	300
6108	Fuel, Oil and Lubricants	1,112	1,500	1,500	1,500	-	-	1,500
6109	Postage	3,727	4,000	4,000	5,000	-	-	5,000
6119	Other Supplies	6,898	-	805	-	-	-	-
	TOTAL SUPPLIES	15,057	14,700	13,505	15,050	-	-	15,050
6205	Vehicle Maintenance	310	1,000	1,000	1,000			1,000
	TOTAL MAINTENANCE	310	1,000	1,000	1,000	-	-	1,000
6302	Professional Services-Engineering	17,066	40,614	40,614	37,000	-	-	37,000
6304	Professional Services-Other	270,942	195,000	195,000	45,000	-	-	45,000
6312	Telephone Services	-	4,000	2,000	4,000	-	-	4,000
6316	Printing and Binding	90	2,000	2,000	2,000	-	-	2,000
6323	Surveys, Plats and Blueprints	-	6,000	3,000	6,000	-	-	6,000
6332	Travel and Meals	5,587	6,000	6,000	6,000	-	-	6,000
6333	Dues and Subscriptions	1,432	4,000	4,000	4,000	-	-	4,000
6334	Automobile Allowances	-	-	2,000	4,800	-	-	4,800
6335	Advertising Cost	784	4,000	4,000	4,000	-	-	4,000
6337	Training	1,610	7,000	5,000	10,000	-	-	10,000
6348	Property Acquisition Costs	600	-	-		-	-	-
6362	Permits and Licenses	790	1,550	1,550	2,250	-	-	2,250
	TOTAL SERVICES AND CHARGES	298,900	270,164	265,164	125,050	-	-	125,050
6999	Transfer to Capital Projects Fund		85,000	85,000	-	-	-	-
	TOTAL TRANSFERS	-	85,000	85,000	-	-	-	-
156	**Total Department Expenditures**	716,567	897,582	796,307	634,992	-	-	634,992

CITY OF TOMBALL
157 - GENERAL FUND - FACILITIES MAINTENANCE
2012-2013 PROPOSED BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Proposed Budget
Personnel services	45,839	48,251	47,063	97,183	-	-	97,183
Supplies	11,568	11,260	11,384	11,375	-	-	11,375
Maintenance	168,569	431,100	511,180	88,900	-	309,000	397,900
Services and charges	315,662	397,092	355,833	380,761	-	-	380,761
Total Operating Expenditures	541,637	887,703	925,460	578,219	-	309,000	887,219
Capital Outlay	-	-	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenditures	541,637	887,703	925,460	578,219	-	309,000	887,219

Supplemental Programs	Page No.	Recurring	Non-Recur.
ADA Compliant Automated Doors for Public Works Building			$ 10,000
Public Works Building Alarm System with Panic Buttons			$ 6,000
Security Camera System for Public Works Yard			$ 6,000
Access Control System for Public Works Service Center			$ 23,000
Public Works Building Generator			$ 120,000
Repairs for Public Works Building Awning			$ 50,000
Roof Replacement for Section A of the Community Center			$ 90,000
Landscape the property line at Station 1			$ 4,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Facilities Maintenance Specialist	1.00	1.00	1.00	1.00	2.00
Total	1.00	1.00	1.00	1.00	2.00

CITY OF TOMBALL
157 - GENERAL - FACILITIES MAINTENANCE
2012-2013 PROPOSED BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recurring	FY2013 Proposed Budget
6003	Wages - Full Time	29,901	36,185	33,296	73,549	-	-	73,549
6005	Wages - Overtime	491	1,030	1,030	2,060	-	-	2,060
6009	Wages - Other	1,605	-	905	-	-	-	-
6011	Vacation Pay	2,753	417	1,444	849	-	-	849
6012	Sick Pay	735	-	174	535	-	-	535
6019	Miscellaneous Pay	1,075	1,135	1,135	1,690	-	-	1,690
6021	Social Security & Medicare Taxes	2,789	2,968	2,897	6,023	-	-	6,023
6022	TMRS Retirement - Employer	5,648	5,414	5,293	10,495	-	-	10,495
6025	Worker Compensation Insurance	770	832	628	1,441	-	-	1,441
6026	State Unemployment Taxes	72	270	261	541	-	-	541
	TOTAL PERSONNEL SERVICES	45,839	48,251	47,063	97,183	-	-	97,183
6104	Janitorial & Cleaning Supplies	6,005	6,650	5,900	6,000	-	-	6,000
6105	Food Supplies	2,802	2,600	3,393	3,400	-	-	3,400
6106	Materials and Parts	836	500	500	500	-	-	500
6107	Clothing and Uniforms	342	475	350	475	-	-	475
6108	Fuel, Oil and Lubricants	673	600	456	600	-	-	600
6109	Postage	-	35	-	-	-	-	-
6119	Other Supplies	910	400	785	400	-	-	400
	TOTAL SUPPLIES	11,568	11,260	11,384	11,375	-	-	11,375
6201	Office Equipment Maintenance	2,072	4,200	2,700	3,200	-	-	3,200
6204	Other Equipment Maintenance	(3,440)	-	-	-	-	-	-
6205	Vehicle Maintenance	306	200	186	200	-	-	200
6206	Building Maintenance	169,631	426,700	508,294	85,500	-	309,000	394,500
	TOTAL MAINTENANCE	168,569	431,100	511,180	88,900	-	309,000	397,900
6311	Janitorial Services	47,808	53,000	47,376	53,000	-	-	53,000
6312	Telephone Services	92,454	102,392	90,706	96,000	-	-	96,000
6313	Utilities - Electrical	173,959	240,000	216,170	230,000	-	-	230,000
6329	Other Services	-	-	-	-	-	-	-
6336	Equipment Rentals	1,440	1,700	1,520	1,700	-	-	1,700
6362	Permits and Licenses			61	61			61
	TOTAL SERVICES AND CHARGES	315,662	397,092	355,833	380,761	-	-	380,761
157	**Total Department Expenditures**	541,637	887,703	925,460	578,219	-	309,000	887,219

ENTERPRISE FUND

Enterprise Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

2012-2013 Budget Worksheet

	FY2011 Actuals	FY2012 Current Budget	FY2012 Projections	FY2013 Adjusted Base Budget	Recurring Supplemental	Non-Recur. Supplemental	FY2013 Total Budget
Operating Revenues:							
Water sales	$ 5,199,565	$ 4,250,000	$ 4,650,000	$ 4,650,000	$ -	$ -	$ 4,650,000
Sewer sales	2,368,469	2,350,000	2,400,000	2,400,000	-	-	2,400,000
Gas sales	3,538,152	3,675,000	2,800,000	3,200,000	-	-	3,200,000
Tap fees	64,740	74,500	74,500	74,000	-	-	74,000
Reconnect fees	24,542	20,000	26,000	26,000	-	-	26,000
Interest	28,810	50,000	46,000	48,000	-	-	48,000
Other*	1,028,991	850,250	839,800	814,700	-	-	814,700
Transfers	-	-	-	-	-	-	-
Total Operating Revenues	$ 12,253,268	$ 11,269,750	$ 10,836,300	$ 11,212,700	$ -	$ -	$ 11,212,700
Expenses:							
Enterprise Administration	$ 283,006	$ 282,809	$ 282,222	$ 292,213	$ -	$ -	$ 292,213
Utility Billing	289,541	286,519	277,739	257,777	-	-	257,777
Water	2,505,403	2,365,591	2,820,249	2,729,733	-	120,000	2,849,733
Wastewater	1,227,462	1,444,841	1,309,161	1,175,155	-	-	1,175,155
Gas	1,801,390	2,400,530	1,692,744	2,420,159	-	-	2,420,159
AdministrativeTransfer to General Fund	2,393,458	1,860,931	1,860,931	2,246,221	-	-	2,246,221
Total Operating Expenses	$ 8,500,259	$ 8,641,221	$ 8,243,046	$ 9,121,258	$ -	$ 120,000	$ 9,241,258
Net Revenue Available for Debt	$ 3,753,009	$ 2,628,529	$ 2,593,254	$ 2,091,442	$ -	$ (120,000)	$ 1,971,442
Debt Service							
Revenue Bonds	$ 155,197	$ 538,832	$ 538,832	$ 538,751	$ -	$ -	$ 538,751
Certificates of Obligation	430,440	848,772	848,772	818,197	-	-	818,197
Fiscal Fees	88,261	10,000	10,000	10,000	-	-	10,000
Total Debt Service	$ 673,899	$ 1,397,604	$ 1,397,604	$ 1,366,948	$ -	$ -	$ 1,366,948
Non-Operating Revenues (expenses)							
Proceeds from debt	224,286	-	-	-	-	-	-
Vehicle replacement	(43,827)	(44,000)	(44,000)	(82,200)	-	-	(82,200)
Capital outlay	-	(947,480)	(250,718)	(952,817)	-	(15,417)	(968,234)
Short Term Financing	-	-	-	-	-	-	-
Transfer to Capital Project fund	-	(2,223,860)	(2,223,860)	(264,309)	-	-	(264,309)
Transfer to Emp. Benefits Trust Fund	-	(413,910)	(413,910)	(448,919)	-	-	(448,919)
Total Non-Operating Revenue	$ 180,459	$ (3,629,250)	$ (2,932,488)	$ (1,748,245)	$ -	$ (15,417)	$ (1,763,662)
Net Income (Excluding Depr.)	$ 3,259,569	$ (2,398,324)	$ (1,736,838)	$ (1,023,751)	$ -	$ (135,417)	$ (1,159,168)
Beginning Fund Balance	$ 14,522,418	$ 17,781,987	$ 17,781,987	$ 16,045,149			$ 16,045,149
Ending Fund Balance	$ 17,781,987	$ 15,383,663	$ 16,045,149	$ 15,021,399	$ -	$ (135,417)	$ 14,885,982
Fund Balance as % of Operating Costs		178.0%	194.7%	164.7%			161.1%
Debt Coverage on Total Debt			186.89%	154.13%			145.3%

ENTERPRISE FUND
REVENUES
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Current Budget	FY2012 Projections	FY2013 Total Proposed Budget
5600	Water Sales	5,199,565	4,250,000	4,650,000	4,650,000
	TOTAL WATER SALES	$ 5,199,565	$ 4,250,000	$ 4,650,000	$ 4,650,000
5640	Sewer Sales	2,368,469	2,350,000	2,400,000	2,400,000
	TOTAL SEWER SALES	$ 2,368,469	$ 2,350,000	$ 2,400,000	$ 2,400,000
5670	Gas Sales	3,538,152	3,675,000	2,800,000	3,200,000
	TOTAL GAS SALES	$ 3,538,152	$ 3,675,000	$ 2,800,000	$ 3,200,000
5610	Water taps	36,020	34,000	35,000	35,000
5650	Sewer taps	10,945	12,500	16,500	15,000
5680	Gas taps	17,775	28,000	23,000	24,000
	TOTAL TAP FEES	$ 64,740	$ 74,500	$ 74,500	$ 74,000
5620	Reconnect fees	24,542	20,000	26,000	26,000
	TOTAL RECONNECT FEES	$ 24,542	$ 20,000	$ 26,000	$ 26,000
5630	AMP Plan Balance	-	-	8,000	8,000
5800	Interest income	47,793	50,000	38,000	40,000
5801	Unrealized Gain on Investments	(18,983)		-	
	TOTAL INTEREST INCOME	$ 28,810	$ 50,000	$ 46,000	$ 48,000
5690	Penalties	109,348	88,000	125,000	100,000
5695	Administrative charges	41,845	41,250	42,000	42,000
5560	Returned checks	1,284	1,000	1,300	1,200
5550	Miscellaneous	1,540		1,500	1,500
5740	Other Grants	76,674	-	-	-
5770	TEDC contributions	798,300	720,000	670,000	670,000
5780	Other reimbursements		-	-	-
	TOTAL OTHER REVENUES	$ 1,028,991	$ 850,250	$ 839,800	$ 814,700
5900	Debt Proceeds	224,286			-
	TOTAL DEBT PROCEEDS	224,286	-	-	-
	Transfer from Rev Bond Sinking				-
	TOTAL TRANSFER REVENUES	-	-	-	-
	TOTAL ENTERPRISE REVENUE	$ 12,477,554	$ 11,269,750	$ 10,836,300	$ 11,212,700

CITY OF TOMBALL
611 - ENTERPRISE - ADMINISTRATIVE DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	258,116	260,908	258,002	266,709	-	-	266,709
Supplies	3,438	2,500	2,779	2,805	-	-	2,805
Maintenance	161	289	289	199	-	-	199
Services and charges	21,291	19,112	21,152	22,500	-	-	22,500
Total Operating	283,006	282,809	282,222	292,213	-	-	292,213
Capital Outlay	-	-	-	-	-	-	-
Transfers	2,393,458	2,274,841	2,274,841	2,695,140	-	-	2,695,140
Total Expenses	2,676,464	2,557,650	2,557,063	2,987,353	-	-	2,987,353

Supplemental Programs	Page No.	Recurring	Non-Recur.
None			

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Public Works Director of Operations	1.00	1.00	1.00	1.00	1.00
Utility Superintendent	1.00	1.00	1.00	1.00	1.00
Inventory Control	1.00	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00	3.00

CITY OF TOMBALL
611 - ENTERPRISE - ADMINISTRATIVE DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6001	Salaries - Administrative	132,541	152,925	143,098	157,445	-	-	157,445
6003	Wages - Full Time	42,283	50,968	48,440	52,510	-	-	52,510
6005	Wages - Overtime	886	773	773	773	-	-	773
6009	Wages - Other	9,359	-	6,443	-	-	-	-
6011	Vacation Pay	10,954	1,334	5,510	1,373	-	-	1,373
6012	Sick Pay	7,417	1,779	2,211	1,831	-	-	1,831
6013	Emergency Pay	660	-	-	-	-	-	-
6019	Miscellaneous Pay	1,860	2,040	2,040	2,220	-	-	2,220
6021	Social Security & Medicare Taxes	15,631	16,482	16,112	16,967	-	-	16,967
6022	TMRS Retirement - Employer	32,849	30,060	29,789	29,564	-	-	29,564
6025	Worker Compensation Insurance	3,459	3,737	2,803	3,216	-	-	3,216
6026	State Unemployment Taxes	216	810	783	810	-	-	810
	TOTAL PERSONNEL SERVICES	258,116	260,908	258,002	266,709	-	-	266,709
6101	Office Supplies	128	300	671	700	-	-	700
6102	Educational Supplies	396	-	-	-	-	-	-
6105	Food Supplies	361	500	500	500	-	-	500
6106	Materials and Parts		-	8	-	-	-	-
6107	Clothing and Uniforms	546	475	475	325	-	-	325
6108	Fuel, Oil and Lubricants	1,226	775	775	930	-	-	930
6109	Postage	-	100	100	100	-	-	100
6119	Other Supplies	781	350	250	250	-	-	250
	TOTAL SUPPLIES	3,438	2,500	2,779	2,805	-	-	2,805
6205	Vehicle Maintenance	161	289	289	199	-	-	199
	TOTAL MAINTENANCE	161	289	289	199	-	-	199
6312	Telephone Services	13,555	13,432	15,000	15,000	-	-	15,000
6329	Other Services		200	-	-	-	-	-
6332	Travel and Meals	1,439	-	125	-	-	-	-
6333	Dues and Subscriptions	567	580	1,027	1,450	-	-	1,450
6334	Automobile Allowance	4,800	4,800	4,800	4,800	-	-	4,800
6337	Training	880	-	150	1,200	-	-	1,200
6362	Permits and Licenses	50	100	50	50	-	-	50
	TOTAL SERVICES AND CHARGES	21,291	19,112	21,152	22,500	-	-	22,500
6691	Transfer to General Fund	2,393,458	1,860,931	1,860,931	2,246,221	-	-	2,246,221
6692	Transfer to Emp. Benefits Trust Fund	-	413,910	413,910	448,919	-	-	448,919
6998	Transfer to Fleet Replacement	-	-	-	-	-	-	-
	TOTAL TRANSFERS	2,393,458	2,274,841	2,274,841	2,695,140	-	-	2,695,140
611	**Total Department Expenditures**	2,676,464	2,557,650	2,557,063	2,987,353	-	-	2,987,353

CITY OF TOMBALL
612 - ENTERPRISE - UTILITY BILLING DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	250,211	248,274	243,745	198,275	-	-	198,275
Supplies	32,501	29,885	27,825	32,940	-	-	32,940
Maintenance	793	1,800	1,730	6,730	-	-	6,730
Services and charges	6,035	6,560	4,439	19,832	-	-	19,832
Total Operating	289,541	286,519	277,739	257,777	-	-	257,777
Capital Outlay	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Total Expenses	289,541	286,519	277,739	257,777	-	-	257,777

Supplemental Programs	Non-Recur.
None	

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Billing Supervisor	1.00	1.00	1.00	1.00	1.00
Office Clerks	3.00	3.00	3.00	3.00	2.00
Utilities Serviceperson	3.00	2.00	2.00	2.00	2.00
Total	7.00	6.00	6.00	6.00	5.00

* One of the utilities serviceperson positions will be moved to the Sewer Department beginning in fiscal year 2010.

CITY OF TOMBALL
612 - ENTERPRISE - UTILITY BILLING DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6001	Salaries - Administrative	42,346	49,854	46,483	51,332	-	-	51,332
6003	Wages - Full Time	122,236	142,234	130,237	103,542	-	-	103,542
6005	Wages - Overtime	1,537	2,060	2,060	1,803	-	-	1,803
6009	Wages - Other	9,885	-	5,001	-	-	-	-
6011	Vacation Pay	12,812	1,435	6,963	1,787	-	-	1,787
6012	Sick Pay	8,319	1,831	3,820	790	-	-	790
6013	Emergency Pay	263	-	-	-	-	-	-
6019	Miscellaneous Pay	3,375	3,675	3,675	2,820	-	-	2,820
6021	Social Security & Medicare Taxes	14,835	15,392	14,834	12,405	-	-	12,405
6022	TMRS Retirement - Employer	32,048	28,073	27,584	21,616	-	-	21,616
6024	Health Insurance	-	-	-	-	-	-	-
6025	Worker Compensation Insurance	2,194	2,370	1,783	1,100	-	-	1,100
6026	State Unemployment Taxes	360	1,350	1,305	1,080	-	-	1,080
	TOTAL PERSONNEL SERVICES	250,211	248,274	243,745	198,275	-	-	198,275
6101	Office Supplies	6,647	5,000	4,046	6,150	-	-	6,150
6106	Materials and Parts	398	200	-	-	-	-	-
6107	Clothing and Uniforms	637	1,300	961	1,290	-	-	1,290
6108	Fuel, Oil and Lubricants	3,261	3,300	2,733	3,300	-	-	3,300
6109	Postage	14,902	15,000	15,000	17,250	-	-	17,250
6119	Other Supplies	6,657	5,085	5,085	4,950	-	-	4,950
	TOTAL SUPPLIES	32,501	29,885	27,825	32,940	-	-	32,940
6201	Office Equipment Maintenance	-	1,000	1,000	1,000			1,000
6204	Other Equipment Maintenance	35	-	-	-	-	-	-
6205	Vehicle Maintenance	758	800	730	800	-	-	800
6219	Other Maintenance	-	-	-	4,930			4,930
	TOTAL MAINTENANCE	793	1,800	1,730	6,730	-	-	6,730
6312	Telephone Services	1,129	1,200	790	1,200	-	-	1,200
6329	Other Services	4,260	3,500	3,119	17,900	-	-	17,900
6332	Travel and Meals	25	1,050	-	-	-	-	-
6333	Dues and Subscriptions	70	70	70	70	-	-	70
6337	Training	440	500	220	200	-	-	200
6362	Permits and Licenses	111	240	240	462	-	-	462
	TOTAL SERVICES AND CHARGES	6,035	6,560	4,439	19,832	-	-	19,832
6998	Transfer to Fleet Replacement		-	-	-	-	-	-
6999	Transfer to Capital Project Fund		-	-	-	-	-	-
	TOTAL TRANSFERS		-	-	-	-	-	-
612	**Total Department Expenditures**	289,541	286,519	277,739	257,777	-	-	257,777

CITY OF TOMBALL
613 - ENTERPRISE FUND - WATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	347,074	367,396	352,170	410,821	-	-	410,821
Supplies	160,228	170,880	191,961	183,682	-	-	183,682
Maintenance	119,959	163,027	328,927	189,627	-	120,000	309,627
Services and charges	1,878,140	1,664,288	1,947,191	1,945,603	-	-	1,945,603
Total Operating	2,505,403	2,365,591	2,820,249	2,729,733	-	120,000	2,849,733
Capital Outlay	-	450,000	50,000	590,000	-	-	590,000
Transfers	43,827	698,099	698,099	59,200	-	-	59,200
Total Expenses	2,549,230	3,513,690	3,568,348	3,378,933	-	120,000	3,498,933

Supplemental Programs	Page No.	Recurring	Non-Recur.
Rehabilitation of Baker St Water Well			$ 120,000

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Foreman	1.00	1.00	1.00	1.00	1.00
Crew Chief	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Serviceman	2.00	2.00	2.00	3.00	3.00
Locator	1.00	1.00	1.00	1.00	1.00
Utilities Laborer*	0.20	0.20	0.20	0.20	0.20
Total	6.20	6.20	6.20	7.20	7.20

* Equivalent of 1 Full Time person using Part Time Summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departments.

CITY OF TOMBALL
613 - ENTERPRISE - WATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6003	Wages - Full Time	217,001	259,680	233,404	292,909	-	-	292,909
6004	Wages - Part Time	3,733	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	8,119	9,528	9,528	9,785	-	-	9,785
6006	Wages - Call Duty	9,993	15,450	15,450	15,450	-	-	15,450
6009	Wages - Other	11,822	-	6,683	-	-	-	-
6011	Vacation Pay	13,874	1,464	8,317	2,580	-	-	2,580
6012	Sick Pay	9,168	1,243	3,432	3,476	-	-	3,476
6013	Emergency Pay	497	-	-	-	-	-	-
6019	Miscellaneous Pay	2,645	3,065	3,060	3,425	-	-	3,425
6021	Social Security & Medicare Taxes	20,220	22,580	21,347	25,426	-	-	25,426
6022	TMRS Retirement - Employer	42,812	40,535	38,913	43,686	-	-	43,686
6025	Worker Compensation Insurance	6,656	7,191	5,443	7,154	-	-	7,154
6026	State Unemployment Taxes	534	2,025	1,958	2,295	-	-	2,295
	TOTAL PERSONNEL SERVICES	347,074	367,396	352,170	410,821	-	-	410,821
6101	Office Supplies	30	-	25	-	-	-	-
6106	Materials and Parts	56,766	44,200	70,828	57,000	-	-	57,000
6107	Clothing and Uniforms	2,718	4,198	3,180	3,300	-	-	3,300
6108	Fuel, Oil and Lubricants	15,814	13,500	14,991	16,200	-	-	16,200
6109	Postage	-	-	-	-	-	-	-
6110	Chemical Supplies	77,014	95,000	88,340	95,000	-	-	95,000
6119	Other Supplies	7,887	13,982	14,597	12,182	-	-	12,182
	TOTAL SUPPLIES	160,228	170,880	191,961	183,682	-	-	183,682
6204	Other Equipment Maintenance	4,378	2,827	2,127	2,827	-	-	2,827
6205	Vehicle Maintenance	3,038	1,800	1,800	1,800	-	-	1,800
6207	System Maintenance	112,543	158,400	325,000	185,000	-	120,000	305,000
	TOTAL MAINTENANCE	119,959	163,027	328,927	189,627	-	120,000	309,627
6304	Professional Services-Other	13,836	10,089	23,001	14,000	-	-	14,000
6305	Harris Cty. Reg. Water Authority	1,614,765	1,300,000	1,614,765	1,614,765	-	-	1,614,765
6312	Telephone Services	2,394	2,662	2,500	2,662	-	-	2,662
6313	Utilities - Electrical	218,209	314,461	278,436	285,000	-	-	285,000
6316	Printing and Binding	1,340	1,000	1,340	1,400	-	-	1,400
6332	Travel and Meals	-	250	-	100	-	-	100
6333	Dues and Subscriptions	773	140	190	190	-	-	190
6335	Advertising Cost	-	386	-	386	-	-	386
6336	Equipment Rentals	101	-	-	-	-	-	-
6337	Training	1,858	3,500	3,496	3,500	-	-	3,500
6361	Studies and Analysis	10,708	8,600	8,600	8,600	-	-	8,600
6362	Permits and Licenses	14,157	23,200	14,863	15,000	-	-	15,000
	TOTAL SERVICES AND CHARGES	1,878,140	1,664,288	1,947,191	1,945,603	-	-	1,945,603
6409	System Expansion		450,000	50,000	590,000	-	-	590,000
	TOTAL CAPITAL OUTLAY	-	450,000	50,000	590,000	-	-	590,000
6998	Transfer to Fleet Replacement	43,827	-	-	59,200	-	-	59,200
6999	Transfer to Capital Project Fund		698,099	698,099	-	-	-	-
	TOTAL TRANSFERS	43,827	698,099	698,099	59,200	-	-	59,200
613	**Total Department Expenditures**	2,549,230	3,513,690	3,568,348	3,378,933	-	120,000	3,498,933

CITY OF TOMBALL
614 - ENTERPRISE FUND - WASTEWATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	518,776	546,328	505,666	534,597	-	-	534,597
Supplies	82,387	105,730	103,046	108,645	-	-	108,645
Maintenance	334,768	434,377	350,209	178,127	-	-	178,127
Services and charges	291,532	358,406	350,240	353,786	-	-	353,786
Total Operating	1,227,462	1,444,841	1,309,161	1,175,155	-	-	1,175,155
Capital Outlay	-	447,480	165,063	282,817	-	15,417	298,234
Bad Debt Expense	-	-	-	-	-	-	-
Long Term Debt	-	-	-	-	-	-	-
Transfers	-	783,437	783,437	255,437	-	-	255,437
Total Expenses	1,227,462	2,675,758	2,257,661	1,713,409	-	15,417	1,728,826

Supplemental Programs	Page No.	Recurring	Non-Recur.
Kubota 2 WD Front Mower w/R.O.P.S			$ 15,417

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Crew Chief	2.00	2.00	2.00	2.00	2.00
Plant Supervisor	1.00	1.00	1.00	1.00	1.00
Plant Operator	2.00	2.00	2.00	2.00	2.00
Technician	1.00	1.00	1.00	1.00	1.00
Serviceman	4.00	5.00	5.00	4.00	4.00
Part Time Laborer*	0.20	0.20	0.20	0.20	0.20
Total	10.20	11.20	11.20	10.20	10.20

* Equivalent of 1 Full Time person using Part Time Summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departments.

** One of the utilities serviceperson positions will be moved to the Sewer Department beginning in fiscal year 2010.

CITY OF TOMBALL
614 - ENTERPRISE - WASTEWATER DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6003	Wages - Full Time	313,398	390,538	326,534	386,232	-	-	386,232
6004	Wages - Part Time	3,789	4,635	4,635	4,635	-	-	4,635
6005	Wages - Overtime	17,269	21,012	21,012	21,012	-	-	21,012
6006	Wages - Call Duty	15,657	15,450	15,450	15,450	-	-	15,450
6009	Wages - Other	20,034	-	9,548	-	-	-	-
6011	Vacation Pay	25,095	2,891	12,087	1,768	-	-	1,768
6012	Sick Pay	13,982	2,320	17,154	1,406	-	-	1,406
6013	Emergency Pay	899	4,765	888	-	-	-	-
6019	Miscellaneous Pay	6,295	-	3,530	2,860	-	-	2,860
6021	Social Security & Medicare Taxes	30,816	33,794	30,941	33,159	-	-	33,159
6022	TMRS Retirement - Employer	63,975	60,989	56,419	59,830	-	-	59,830
6025	Worker Compensation Insurance	6,821	7,369	4,927	5,680	-	-	5,680
6026	State Unemployment Taxes	746	2,565	2,541	2,565	-	-	2,565
	TOTAL PERSONNEL SERVICES	518,776	546,328	505,666	534,597	-	-	534,597
6101	Office Supplies	-	-	172	100	-	-	100
6106	Materials and Parts	868	9,800	9,800	9,800	-	-	9,800
6107	Clothing and Uniforms	3,133	5,030	4,553	4,600	-	-	4,600
6108	Fuel, Oil and Lubricants	26,000	20,000	23,121	27,745	-	-	27,745
6110	Chemical Supplies	44,377	58,500	53,000	58,000	-	-	58,000
6119	Other Supplies	8,009	12,400	12,400	8,400	-	-	8,400
	TOTAL SUPPLIES	82,387	105,730	103,046	108,645	-	-	108,645
6204	Other Equipment Maintenance	31,879	4,750	2,500	4,750	-	-	4,750
6205	Vehicle Maintenance	4,817	4,400	4,400	4,400	-	-	4,400
6207	System Maintenance	298,072	425,227	343,309	168,977	-		168,977
	TOTAL MAINTENANCE	334,768	434,377	350,209	178,127	-	-	178,127
6304	Professional Services-Other	9,588	-	10,000	-	-	-	-
6312	Telephone Services	2,529	2,800	2,800	2,800	-	-	2,800
6313	Utilities - Electrical	173,917	240,000	200,000	225,000	-	-	225,000
6329	Other Services	50,414	55,000	52,000	55,000	-	-	55,000
6332	Travel and Meals	-	-	9	-	-	-	-
6333	Dues and Subscriptions	880	550	880	880	-	-	880
6336	Equipment Rentals	366	500	500	500	-	-	500
6337	Training	1,576	5,000	2,749	3,500	-	-	3,500
6361	Studies and Analysis	33,426	32,000	32,000	34,000	-	-	34,000
6362	Permits and Licenses	18,836	22,556	49,302	32,106	-	-	32,106
	TOTAL SERVICES AND CHARGES	291,532	358,406	350,240	353,786	-	-	353,786
6403	Machinery and Equipment		-	-	-	-	15,417	15,417
6409	System Expansion	-	447,480	165,063	282,817	-	-	282,817
	TOTAL CAPITAL OUTLAY	-	447,480	165,063	282,817	-	15,417	298,234
6998	Transfer to Fleet Replacement	-	22,000	22,000	-	-	-	-
6999	Transfer to Capital Project Fund	-	761,437	761,437	255,437	-	-	255,437
	TOTAL TRANSFERS	-	783,437	783,437	255,437	-	-	255,437
614	**Total Department Expenditures**	1,227,462	2,675,758	2,257,661	1,713,409	-	15,417	1,728,826

CITY OF TOMBALL
615 - ENTERPRISE FUND - GAS DEPARTMENT
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
Personnel services	324,646	340,065	331,760	348,548	-	-	348,548
Supplies	1,379,274	2,020,500	1,320,578	2,026,475	-	-	2,026,475
Maintenance	56,986	9,375	5,836	7,375	-	-	7,375
Services and charges	40,483	30,590	34,570	37,761	-	-	37,761
Total Operating	1,801,390	2,400,530	1,692,744	2,420,159	-	-	2,420,159
Capital Outlay	-	50,000	35,655	80,000	-	-	80,000
Transfers	-	786,324	786,324	31,872	-	-	31,872
Total Expenses	1,801,390	3,236,854	2,514,723	2,532,031	-	-	2,532,031

Supplemental Programs	Page No.	Recurring	Non-Recur.

Staffing	FY2009	FY2010	FY2011	FY2012	FY2013
Foreman	1.00	1.00	1.00	1.00	1.00
Crew Chief	1.00	1.00	1.00	1.00	1.00
Technician	1.00	1.00	1.00	1.00	1.00
Serviceman	3.00	3.00	3.00	3.00	3.00
Part Time Laborer*	0.20	0.20	0.20	0.20	0.20
Total	6.20	6.20	6.20	6.20	6.20

* Equivalent of 1 Full Time person using Part Time Summer labor distributed equally to Streets, Parks, Water, Sewer and Gas Departments.

CITY OF TOMBALL
615 - ENTERPRISE - GAS DEPARTMENT
2012-2013 BUDGET WORKSHEET

ACCT	ACCOUNT NAME	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Total Budget
6003	Wages - Full Time	187,685	240,056	217,571	249,097			249,097
6004	Wages - Part Time	2,783	4,635	4,635	4,635			4,635
6005	Wages - Overtime	7,681	8,240	8,240	8,240			8,240
6006	Wages - Call Duty	16,355	15,450	15,450	15,450			15,450
6009	Wages - Other	11,372	-	6,766	-			-
6011	Vacation Pay	16,336	2,431	9,017	2,515			2,515
6012	Sick Pay	17,367	2,331	5,740	1,947			1,947
6013	Emergency Pay	564	-	-	-			-
6019	Miscellaneous Pay	2,135	3,490	3,490	3,520			3,520
6021	Social Security & Medicare Taxes	19,292	21,171	20,267	21,842			21,842
6022	TMRS Retirement - Employer	40,210	37,965	37,066	37,441			37,441
6025	Worker Compensation Insurance	2,352	2,541	1,821	2,106			2,106
6026	State Unemployment Taxes	514	1,755	1,697	1,755			1,755
	TOTAL PERSONNEL SERVICES	324,646	340,065	331,760	348,548	-	-	348,548
6101	Office Supplies	24	-	28	-			-
6105	Food Supplies	126	-	23	-			-
6106	Materials and Parts	44,677	43,000	43,000	43,000			43,000
6107	Clothing and Uniforms	1,998	3,000	2,500	3,000			3,000
6108	Fuel, Oil and Lubricants	12,935	12,500	12,896	15,475			15,475
6109	Postage	26	-	131	-			-
6110	Chemical Supplies	2,442	3,500	3,500	3,500			3,500
6119	Other Supplies	7,928	8,500	8,500	11,500			11,500
6129	Gas Purchases	1,309,117	1,950,000	1,250,000	1,950,000			1,950,000
	TOTAL SUPPLIES	1,379,274	2,020,500	1,320,578	2,026,475	-	-	2,026,475
6204	Other Equipment Maintenance	1,867	1,500	800	1,500			1,500
6205	Vehicle Maintenance	2,708	875	536	875			875
6207	System Maintenance	51,931	6,000	3,500	4,000	-	-	4,000
6219	Other Maintenance	481	1,000	1,000	1,000	-	-	1,000
	TOTAL MAINTENANCE	56,986	9,375	5,836	7,375	-	-	7,375
6303	Professional Services-Legal	4,517	-	-	-			-
6304	Professional Services-Other	9,168	2,000	4,840	5,000	-	-	5,000
6312	Telephone Services	2,291	2,800	2,800	2,800	-	-	2,800
6313	Utilities - Electrical	1,583	1,500	1,958	2,000	-	-	2,000
6322	Inspections Services	1,681	4,340	2,600	4,000	-	-	4,000
6329	Other Services	2,150	1,500	2,000	2,000	-	-	2,000
6332	Travel and Training	271	-	-	-	-	-	-
6333	Dues and Subscriptions	1,073	650	1,250	1,250	-	-	1,250
6335	Advertising Cost	222	225	225	225	-	-	225
6336	Equipment Rentals	1,520	250	250	250	-	-	250
6337	Training	15,561	17,000	17,000	18,600	-	-	18,600
6362	Permits and Licenses	447	325	1,647	1,636	-	-	1,636
	TOTAL SERVICES AND CHARGES	40,483	30,590	34,570	37,761	-	-	37,761
6405	Vehicle Equipment	-		-	-			-
6409	System Expansion	-	50,000	35,655	80,000	-	-	80,000
	TOTAL CAPITAL OUTLAY	-	50,000	35,655	80,000	-	-	80,000
6998	Transfer to Fleet Replacement	-	22,000	22,000	23,000	-	-	23,000
6999	Transfer to Capital Project Fund	-	764,324	764,324	8,872	-	-	8,872
	TOTAL TRANSFERS	-	786,324	786,324	31,872	-	-	31,872
615	**Total Department Expenditures**	1,801,390	3,236,854	2,514,723	2,532,031	-	-	2,532,031

CITY OF TOMBALL
616 - ENTERPRISE FUND - PRINCIPAL AND INTEREST
2012-2013 BUDGET WORKSHEET

	FY2011 Actual	FY2012 Budget	FY2012 Projections	FY2013 Base	Recurring	Non-Recur.	FY2013 Adopted Budget
Revenue Bonds							
Principal	-	400,000	400,000	415,000	-	-	415,000
Interest	155,197	138,832	138,832	123,751	-	-	123,751
New Debt	-	-	-	-	-	-	-
Total Revenue Debt	155,197	538,832	538,832	538,751	-	-	538,751
Certificates							
Principal	111,840	618,750	618,750	632,500	-	-	632,500
Interest	318,600	230,022	230,022	185,697	-	-	185,697
New Debt	-	-	-	-	-	-	-
Total CO Debt	430,440	848,772	848,772	818,197	-	-	818,197
Fiscal fees	88,261	10,000	10,000	10,000	-	-	10,000
Total Expenses	673,899	1,397,604	1,397,604	1,366,948	-	-	1,366,948

City of Tomball
Enterprise Fund
Consolidated Debt Payment Schedule
2012-2013 Annual Budget

Fiscal Year	Principal	Interest	Total
2013	1,047,500	309,448	1,356,948
2014	1,070,250	266,036	1,336,286
2015	1,082,000	228,783	1,310,783
2016	1,083,250	196,574	1,279,824
2017	1,086,750	162,127	1,248,877
2018	1,100,750	125,401	1,226,151
2019	1,109,750	86,468	1,196,218
2020	563,750	55,605	619,355
2021	558,250	33,165	591,415
2022	550,000	11,000	561,000
Total	$ 10,271,000	$ 1,843,461	$ 12,114,461

City of Tomball
Water and Sewer System Revenue Bonds, Series 1999
Purpose- Southside Sewer Plant
Issue Date : February 15, 1999

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	415,000	3.750%	123,751	538,751
2014	435,000	3.800%	107,705	542,705
2015	455,000	3.900%	90,568	545,568
2016	470,000	4.000%	72,295	542,295
2017	490,000	4.050%	52,973	542,973
2018	515,000	4.100%	32,492	547,492
2019	535,000	4.100%	10,967	545,967
Total	$ 3,715,000		$ 629,583	$ 4,344,583

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2002
Unfunded Portion of Original Issue
$20,000,000 - Tax Supported 45%, Utility System 55%
Issue Date : June 1, 2002

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	599,500	4.400%	40,167	639,667
2014	599,500	4.500%	13,489	612,989
Total	$ 1,798,500		$ 119,750	$ 1,918,250

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

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	33,000	2.000%	145,530	178,530
2014	35,750	2.000%	144,843	180,593
2015	627,000	2.000%	138,215	765,215
2016	613,250	2.500%	124,279	737,529
2017	596,750	2.500%	109,154	705,904
2018	585,750	3.000%	92,909	678,659
2019	574,750	3.000%	75,501	650,251
2020	563,750	4.000%	55,605	619,355
2021	558,250	4.000%	33,165	591,415
2022	550,000	4.000%	11,000	561,000
Total	$ 4,757,500		$1,094,128	$ 5,851,628

DEBT SERVICE FUND

Debt Service Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

2012-2013 Proposed Budget Worksheet

	FY2011 Actual	FY2012 Current Budget	FY 2012 Projections	FY2013 Proposed Budget
Revenues:				
Current taxes	$ 1,528,443	$ 2,582,550	$ 2,578,200	$ 2,964,900
Delinquent taxes	45,210	38,500	27,500	35,000
Penalty and interest	17,919	19,000	21,850	25,000
Interest	1,492	2,500	2,500	2,500
Bond Proceeds	4,076,007	-	-	-
Other	-	-	-	-
Total Revenues	$ 5,669,072	$ 2,642,550	$ 2,630,050	$ 3,027,400
Expenditures:				
Principal	$ 5,197,506	$ 1,131,250	$ 1,131,250	$ 1,737,500
Interest	553,373	911,065	912,901	912,545
Lease Payment- Fire Truck		88,719	88,719	88,719
		-	-	-
Fees	72,874	9,000	9,000	9,000
Total Expenditures	$ 5,823,752	$ 2,140,034	$ 2,141,870	$ 2,747,764
Other Sources/(Uses):				
Transfers		-	-	-
Total Other Sources/(Uses)	-	-	-	-
Revenues Over/(Under) Expenditures	$ (154,681)	$ 502,516	$ 488,180	$ 279,636
Beginning Fund Balance	$ 925,955	$ 771,274	$ 771,274	$ 1,259,454
Ending Fund Balance	$ 771,274	$ 1,273,790	$ 1,259,454	$ 1,539,090
Ending FB as % of Next Year's Debt Service Requirement		46%	46%	56%

City of Tomball
Debt Service Fund
Consolidated Debt Payment Schedule
2012-2013 Annual Budget

Fiscal Year	Principal	Interest	Total
2013	1,800,649	938,115	2,738,764
2014	1,835,330	873,207	2,708,537
2015	1,876,104	808,997	2,685,101
2016	1,897,476	751,054	2,648,530
2017	1,936,699	694,011	2,630,710
2018	1,970,527	633,530	2,604,057
2019	1,719,464	572,637	2,292,101
2020	1,758,513	510,651	2,269,164
2021	1,802,180	444,196	2,246,377
2022	1,760,000	375,753	2,135,753
2023	1,365,000	317,375	1,682,375
2024	730,000	280,125	1,010,125
2025	755,000	255,050	1,010,050
2026	780,000	227,700	1,007,700
2027	810,000	198,375	1,008,375
2028	840,000	166,388	1,006,388
2029	870,000	132,188	1,002,188
2030	900,000	96,788	996,788
2031	935,000	59,503	994,503
2032	975,000	20,109	995,109
Total	$ 28,509,000	$ 9,165,201	$ 37,674,201

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2003
Purpose- Buildings, Parks, Utility Improvements
$8,500,000 - Tax Supported
Issue Date : October 15, 2003

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	395,000	3.600%	226,222	621,222
2014	415,000	3.700%	211,435	626,435
2015	440,000	3.750%	195,508	635,508
2016	460,000	3.875%	178,345	638,345
2017	485,000	3.900%	159,975	644,975
2018	510,000	4.125%	139,999	649,999
2019	535,000	4.200%	118,245	653,245
2020	565,000	4.300%	94,862	659,862
2021	590,000	4.400%	69,735	659,735
2022	620,000	4.400%	43,115	663,115
2023	655,000	4.500%	14,737	669,737
Total	$ 6,045,000		$1,692,073	$ 7,737,073

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2010, Refunding Bonds
Purpose- Street Improvements
$2,210,000 - Tax Supported
Issue Date: August 15, 2010

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	260,000	1.500%	28,520	288,520
2014	260,000	1.500%	24,620	284,620
2015	270,000	2.000%	19,970	289,970
2016	270,000	2.000%	14,570	284,570
2017	280,000	2.000%	9,070	289,070
2018	285,000	2.200%	3,135	288,135
Total	$ 1,875,000		$ 132,855	$ 2,007,855

Debt refunded August 31, 2010

City of Tomball
Combination Tax and Revenue Certificates of Obligation, Series 2002
Unrefunded Portion of Original Issue
$20,000,000 - Tax Supported 45%, Utility System 55%
Issue Date : June 1, 2002

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	490,500	4.400%	32,864	523,364
2014	490,500	4.500%	11,036	501,536
Total	$ 1,471,500		$ 97,977	$ 1,569,477

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

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	27,000	2.000%	119,070	146,070
2014	29,250	2.000%	118,508	147,758
2015	513,000	2.000%	113,085	626,085
2016	501,750	2.500%	101,683	603,433
2017	488,250	2.500%	89,308	577,558
2018	479,250	3.000%	76,016	555,266
2019	470,250	3.000%	61,774	532,024
2020	461,250	4.000%	45,495	506,745
2021	456,750	4.000%	27,135	483,885
2022	450,000	4.000%	9,000	459,000
Total	$ 3,892,500		$ 895,196	$ 4,787,696

City of Tomball
2011 Lease Purchase- Pierce Velocity Fire Truck
Issue Date : July 1, 2011

Fiscal Year	Principal	Interest	Total P & I
2013	63,149	25,571	88,719
2014	65,580	23,140	88,719
2015	68,104	20,615	88,719
2016	70,726	17,993	88,719
2017	73,449	15,270	88,719
2018	76,277	12,442	88,719
2019	79,214	9,506	88,719
2020	82,263	6,456	88,719
2021	85,430	3,289	88,719
Total	$ 725,000	$ 162,193	$ 887,193

All payments due April 20th of each year.

City of Tomball
Tax Certificates of Obligation, Series 2011
$14,500,000 - Tax Supported 100%
Issue Date : October 15, 2011

Fiscal Year	Principal	Coupon	Interest	Total P & I
2013	565,000	3.950%	505,869	1,070,869
2014	575,000	3.950%	484,469	1,059,469
2015	585,000	3.950%	459,819	1,044,819
2016	595,000	3.950%	438,463	1,033,463
2017	610,000	3.950%	420,388	1,030,388
2018	620,000	3.950%	401,938	1,021,938
2019	635,000	3.950%	383,113	1,018,113
2020	650,000	3.950%	363,838	1,013,838
2021	670,000	3.950%	344,038	1,014,038
2022	690,000	3.950%	323,638	1,013,638
2023	710,000	3.950%	302,638	1,012,638
2024	730,000	3.950%	280,125	1,010,125
2025	755,000	3.950%	255,050	1,010,050
2026	780,000	3.950%	227,700	1,007,700
2027	810,000	3.950%	198,375	1,008,375
2028	840,000	3.950%	166,388	1,006,388
2029	870,000	3.950%	132,188	1,002,188
2030	900,000	3.950%	96,788	996,788
2031	935,000	3.950%	59,503	994,503
2032	975,000	3.950%	20,109	995,109
Total	$ 14,500,000		$6,184,907	$ 20,684,907

SPECIAL REVENUE FUND

Special Revenue Funds

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Occupancy Tax	$ 325,360	$ 300,000	$ 370,485	$ 350,000
Statue Contributions	-	-	-	-
Skate Park Revenues	-	-	-	-
Fines and Warrants	315,690	317,800	329,760	343,000
Grants	-	-	-	613,000
Interest	2,043	2,650	2,050	2,150
Event Revenue	3,895	7,000	6,007	6,050
Transfers and Other	-	-	82,576	15,000
Total	$ 646,988	$ 627,450	$ 790,878	$ 1,329,200
Expenditures:				
General Special	$ 26,479	$ 59,000	$ 59,000	$ 35,000
Senior Housing	2,515	-	-	-
Court Building Security	40,486	1,000	1,000	1,000
Court Building Technology	1,717	23,288	22,000	1,500
Hotel Occupancy	275,463	466,880	447,617	410,919
Red Light Cameras	349,878	270,185	263,308	676,002
DA Grant	12,152	-	-	-
SAFER Grant	-	-	-	613,000
Fun Runs	4,054	7,050	5,022	5,350
Total	$ 712,744	$ 827,403	$ 797,947	$ 1,742,771
Revenues Over (Under) Expenditures	$ (65,756)	$ (199,953)	$ (7,069)	$ (413,571)
Beginning Fund Balance	$ 1,243,324	$ 1,177,568	$ 1,177,568	$ 1,170,498
Ending Fund Balance	$ 1,177,568	$ 977,615	$ 1,170,499	$ 756,927

200 - General Special Revenue Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Base Budget	FY 2013 Recurring Supplemental	FY 2013 Non Recur. Supplemental	FY 2013 Proposed Budget
Revenues:							
Abandoned Vehicles		$ -	$ -	$ -	$ -	$ -	$ -
Seized Funds		-	-	-	-	-	-
Child Safety	11,236	10,500	12,760	13,000	-	-	13,000
Interest	233	300	200	250	-	-	250
Other		-	-	-	-	-	-
Total	$ 11,469	$ 10,800	$ 12,960	$ 13,250	$ -	$ -	$ 13,250
Expenditures:							
Supplies	$ 9,300	$ 34,000	$ 34,000	$ 20,000	$ -	$ -	$ 20,000
Communication Services	9,999	10,000	10,000	-			-
Child Safety Education	7,180	15,000	15,000	15,000			15,000
Capital*		-	-	-			-
Total	$ 26,479	$ 59,000	$ 59,000	$ 35,000	$ -	$ -	$ 35,000
Revenues Over (Under) Expenditures	$ (15,010)	$ (48,200)	$ (46,040)	$ (21,750)	$ -	$ -	$ (21,750)
Beginning Fund Balance	$ 153,820	$ 138,810	$ 138,810	$ 92,770			$ 92,770
Ending Fund Balance	$ 138,810	$ 90,610	$ 92,770	$ 71,020			$ 71,020

Fund Description

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

220 - Municipal Court Building Security Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Fines and Warrants	$ 22,935	$ 25,000	$ 22,000	$ 25,000
Interest	281	350	300	300
Transfers In				
Total	$ 23,216	$ 25,350	$ 22,300	$ 25,300
Expenditures:				
Personnel	$ 39,195	$ -	$ -	$ -
Supplies	1,291	1,000	1,000	1,000
Maintenance		-	-	-
Services and Charges		-	-	-
Capital		-	-	-
Total	$ 40,486	$ 1,000	$ 1,000	$ 1,000
Revenues Over (Under) Expenditures	$ (17,270)	$ 24,350	$ 21,300	$ 24,300
Beginning Fund Balance	$ 179,594	$ 162,323	$ 162,323	$ 183,623
Ending Fund Balance	$ 162,323	$ 186,673	$ 183,623	$ 207,923

Fund Description

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

230 - Municipal Court Technology Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Fines and Warrants	$ 30,582	$ 32,000	$ 30,000	$ 30,000
Interest	262	300	300	300
Transfers In		-	-	-
Total	$ 30,844	$ 32,300	$ 30,300	$ 30,300
Expenditures:				
Supplies	$ -	$ -	$ -	$ -
Maintenance	-	-	-	-
Services and Charges	1,717	23,288	22,000	1,500
Capital	-	-	-	-
Total	$ 1,717	$ 23,288	$ 22,000	$ 1,500
Revenues Over (Under) Expenditures	$ 29,127	$ 9,012	$ 8,300	$ 28,800
Beginning Fund Balance	$ 171,098	$ 200,225	$ 200,225	$ 208,525
Ending Fund Balance	$ 200,225	$ 209,237	$ 208,525	$ 237,325

Fund Description

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

240 - Hotel Occupancy Tax Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Base Budget	FY 2013 Recurring Supplemental	FY 2013 Non Recur. Supplemental	FY 2013 Proposed Budget
Revenues:							
Occupancy Tax	$ 304,135	$ 300,000	$ 370,485	350,000	$ -	$ -	$ 350,000
Statue Contributions		-	-	-	-	-	-
Skate Park Revenues		-	-	-	-	-	-
Miscellaneous Income	21,225	-	82,576	15,000	-	-	15,000
Event Revenue		1,000	-	-	-	-	-
Interest	459	500	400	400	-	-	400
Total	$ 325,819	$ 301,500	$ 453,461	$ 365,400	$ -	$ -	$ 365,400
Expenditures:							
Personnel Services	36,667	87,996	87,374	111,265	-	-	111,265
Tourism	40,931	26,000	91,118	104,053	-	-	104,053
Greater Tomball Chamber	35,000	35,000	35,000	35,000	-	-	35,000
Spring Creek Historical	30,975	30,000	31,000	30,000	-	-	30,000
The Regional Arts Council	10,500	10,500	11,200	11,000	-	-	11,000
Tomball Sister City	36,394	35,000	35,000	50,000	-	-	50,000
Main Street Advertising	-	11,760	4,696	-	-	-	-
Second Saturday Events	28,030	19,950	19,295	30,418	-	-	30,418
Fireworks	-	30,000	40,000	-	-	-	-
Grants	56,966	172,740	85,000	30,000	-	-	30,000
Transfer to Emp. Benefits Trust Fund	-	7,934	7,934	9,183	-	-	9,183
Total	$ 275,463	$ 466,880	$ 447,617	$ 410,919	$ -	$ -	$ 410,919
Revenues Over (Under) Expenditures	$ 50,356	$ (165,380)	$ 5,844	$ (45,519)	$ -	$ -	$ (45,519)
Beginning Fund Balance	$ 257,694	$ 308,050	$ 308,050	$ 313,894			$ 313,894
Ending Fund Balance	$ 308,050	$ 142,670	$ 313,894	$ 268,375			$ 268,375

Fund Description

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

Supplemental Programs	Page No.	Recurring	Non-Recurring
Upgrade Special Events Coordinator to FT		$ 27,646	$ 1,250

Staffing	FY2010	FY2011	FY 2012	FY 2013
Community Event Coordinator	0.00	0.50	0.50	1.00
Marketing Director	0.00	0.00	1.00	1.00
Total	0.00	0.50	1.50	2.00

250 - Red Light Camera Program Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget	FY 2013 Recurring Supplemental	FY 2013 Non Recur. Supplemental	FY 2013 Proposed Budget
Revenues:							
Fines and Warrants	$ 250,936	$ 250,300	$ 265,000	$ 275,000	-		$ 275,000
Interest	802	1,200	850	900	-		900
Other Grants		-	-	-	-		-
Total	$ 251,739	$ 251,500	$ 265,850	$ 275,900	$ -	$ -	$ 275,900
Expenditures:							
Personnel Costs	32,927	$ 60,185	49,693	61,002	-	-	61,002
Supplies	115,617	40,000	40,000	40,000	-	60,000	100,000
Maintenance	-	-	-	-	-	-	-
Services and Charges	31,181	-	3,615	60,000	-	5,000	65,000
Capital	85,076	85,000	85,000	-	-	50,000	50,000
Transfer to Capital Projects Fund	85,076	85,000	85,000	-	-	400,000	400,000
Total	$ 349,878	$ 270,185	$ 263,308	$ 161,002	$ -	$ 515,000	$ 676,002
Revenues Over (Under) Expenditures	$ (98,139)	$ (18,685)	$ 2,542	$ 114,898	$ -	$ (515,000)	$ (400,102)
Beginning Fund Balance	$ 463,538	$ 365,399	$ 365,399	$ 367,941			$ 367,941
Ending Fund Balance	$ 365,399	$ 346,714	$ 367,941	$ 482,839			$ (32,161)

Fund Description

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

Supplemental Programs	Page No.	Recurring	Non-Recurring
Traffic Enforement/Accident Investigation Motorcycle Units			$ 59,000
Traffic Control Message Boards			$ 36,000
Traffic Control Equipment			$ 15,000
Walk-Through Metal Detection			$ 5,000
Sidewalks			$ 350,000

Staffing	FY2011	FY2012	FY 2013
Red Light Hearing Officer	0.50	0.50	0.50
Traffic Safety/Complaint Officer	0.50	0.50	0.50
Total	1.00	1.00	1.00

285 - SAFER Grant Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Grant Revenues		$ -	$ -	$ 613,000
		-	-	-
Total	$ -	$ -	$ -	$ 613,000
Expenditures:				
Personnel				$ 613,000
Supplies		-	-	-
Maintenance		-	-	-
Services and Charges		-	-	-
Capital		-	-	-
Total	$ -	$ -	$ -	$ 613,000
Revenues Over (Under) Expenditures	$ -	$ -	$ -	$ -
Beginning Fund Balance	$ -	$ -	$ -	$ -
Ending Fund Balance	$ -	$ -	$ -	$ -

290 - Tomball Fun Runs Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed Budget
Revenues:				
Event Revenue	$ 3,895	$ 6,000	$ 6,007	$ 6,050
Interest	1	-	-	-
Transfers In	-	-	-	-
Total	$ 3,896	$ 6,000	$ 6,007	$ 6,050
Expenditures:				
Supplies	$ 2,367	$ 2,550	$ 3,854	$ 4,000
Maintenance	-	-	-	-
Services and Charges	1,686	4,500	1,168	1,350
Capital	-	-	-	-
Total	$ 4,054	$ 7,050	$ 5,022	$ 5,350
Revenues Over (Under) Expenditures	$ (158)	$ (1,050)	$ 985	$ 700
Beginning Fund Balance	$ 2,477	$ 2,319	$ 2,319	$ 3,304
Ending Fund Balance	$ 2,319	$ 1,269	$ 3,304	$ 4,004

Fund Description

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

INTERNAL SERVICE FUNDS

City of Tomball
Employee Benefit Trust Fund
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projected	FY 2013 Proposed
Revenues:				
Transfers	1,846,468	1,885,042	1,885,042	1,993,811
Interest	290	175	400	200
Total	1,846,758	1,885,217	1,885,442	1,994,011
Expenditures:				
Health Insurance Costs	1,649,899	1,885,042	1,723,051	1,993,811
Total	1,649,899	1,885,042	1,723,051	1,993,811
Revenues Over (Under) Expenditures	196,859	175	162,391	200
Beginning Fund Balance	196,797	393,656	393,656	556,247
Ending Fund Balance	393,656	393,831	556,047	556,447

City of Tomball
Internal Service Funds - General Fund Fleet Replacement
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ -	$ 89,000	$ 89,000	$ 234,500
Other	-	-	-	-
Interest	1,986	1,790	1,490	1,790
Total	$ 1,986	$ 90,790	$ 90,490	$ 236,290
Expenditures:				
Capital Outlay	$ 264,757	$ 89,000	$ 105,372	$ 234,500
Total	$ 264,757	$ 89,000	$ 105,372	$ 234,500
Revenues Over (Under) Expenditures	$ (262,771)	$ 1,790	$ (14,882)	$ 1,790
Beginning Fund Balance	$ 1,916,241	$ 1,653,470	$ 1,653,470	$ 1,638,588
Ending Fund Balance	$ 1,653,470	$ 1,655,260	$ 1,638,588	$ 1,640,378

City of Tomball
Internal Service Funds - Enterprise Fund Fleet Replacement
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ 43,827	$ 44,000	$ 44,000	$ 82,200
Interest	-	210	210	210
Total	$ 43,827	$ 44,210	$ 44,210	$ 82,410
Expenditures:				
Capital Outlay	$ 28,492	$ 44,000	$ 51,304	$ 82,200
Total	$ 28,492	$ 44,000	$ 51,304	$ 82,200
Revenues Over (Under) Expenditures	$ 15,335	$ 210	$ (7,094)	$ 210
Beginning Fund Balance	$ 306,847	$ 322,182	$ 322,182	$ 315,088
Ending Fund Balance	$ 322,182	$ 322,392	$ 315,088	$ 315,298

CITY OF TOMBALL
2012-2013 ANNUAL BUDGET
FLEET REPLACEMENT FUND
VEHICLES & EQUIPMENT SCHEDULED FOR REPLACEMENT

DEPT.	UNIT NO.	DESCRIPTION	REPLACEMENT COST	Replace or Keep
112-PERMITS & INSP.	AD 10	2006 CHEV 1500 PU	$ 22,000	Keep per Steve Purvis
112-PERMITS & INSP.	AD 11	2007 CHEV 1500 PU	22,260	Keep per Steve Purvis
121-PD	PD 1907	2003 CHRY PT CRUISER	30,000	Keep per Robert Hauck
121-PD	SHOP 04	DODGE CHARGER	37,096	Keep per Robert Hauck
121-PD	SHOP 14	2006 F-150 PU	22,048	Keep per Robert Hauck
121-PD	SHOP 21	2001 VAN	35,000	Keep per Robert Hauck
121-PD	SHOP 22	1999 VAN	35,000	Keep per Robert Hauck
121-PD	SHOP 25	2008 DODGE CHARGER	23,037	Keep per Robert Hauck
121-PD	SHOP 29	2009 CROWN VIC	45,000	Replace per Rob Hauck
121-PD	SHOP 30	2008 CROWN VIC	22,654	Keep per Robert Hauck
121-PD	SHOP 37	2009 CROWN VIC	45,000	Replace per Rob Hauck
153-PARKS	G-23	CHEV 2500 PU	28,000	Replace per Jeremy Waterman
153-PARKS	G-24	CHEV 2500 PU	24,000	Keep per Jeremy Waterman (Pool Vehicle)
153-PARKS	G-25	CHEV 1500 PU	21,500	Keep per Jeremy Waterman
154-STREETS	G-1	2002 F 450 BUCKET TRUCK	65,000	Keep per Jeremy Waterman
154-STREETS	G-21	2002 CHEV 2500 PU	24,000	Keep per Jeremy Waterman (Pool Vehicle)
154-STREETS	G-22	2002 CHEV 2500 PU	24,000	Keep per Jeremy Waterman (Pool Vehicle)
154-STREETS	G-27	2005 CHEV 1500 PU	22,000	Replace per Jeremy Waterman
154-STREETS	G-29	2007 CHEV Silverado	22,260	Keep per Jeremy Waterman
154-STREETS	G-32	2008 Ford F-150	13,950	Keep per Jeremy Waterman
154-STREETS	G-33	2008 Ford F-250	16,212	Keep per Jeremy Waterman
154-STREETS	G-34	2009 Ford F-250	16,212	Keep per Jeremy Waterman
154-STREETS	GE-15	2002 JD 6405 Tractor	80,500	Replace per Jeremy Waterman
154-STREETS	GE-22	2002 JD GATOR	14,000	Replace per Jeremy Waterman
154-STREETS	GE-27	2003 Vermeer Brush Chipper	26,500	Keep per Jeremy Waterman
154-STREETS	GE-38	2008 Kubota Mower	12,118	Keep per Jeremy Waterman
154-STREETS	GE-40	2008 JD GATOR	9,450	Keep per Jeremy Waterman
154-STREETS	GE-41	2008 JD GATOR	7,715	Keep per Jeremy Waterman
			$ 766,512	
613-WATER		2004 LOCATOR	25,200	Replace per John Escamilla
613-WATER	U-22	2002 CHEV 2500PU	34,000	Replace with 1-Ton Dually per John Escamilla
614-SEWER	U-32	2008 Ford F550 Crane Truck	22,000	Keep per John Escamilla
615-GAS	U-23	2003 CHEV 1500PU	23,000	Replace per John Escamilla
			$ 104,200	

CAPITAL PROJECTS FUND

City of Tomball
Capital Projects Fund - General Fund Projects
2012-2013 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ -	$ 2,152,000	$ 16,759,735	$ -
Other		-	-	-
Interest	1,819	-	12,000	12,000
Total	$ 1,819	$ 2,152,000	$ 16,771,735	$ 12,000
Expenditures:				
Capital Outlay	$ -	$ 2,152,000	$ 2,152,000	$ -
Debt Service			$ 106,633	
Total	$ -	$ 2,152,000	$ 2,258,633	$ -
Revenues Over (Under) Expenditures	$ 1,819	$ -	$ 14,513,102	$ 12,000
Beginning Fund Balance	$ 133,790	$ 135,609	$ 135,609	$ 14,648,711
Ending Fund Balance	$ 135,609	$ 135,609	$ 14,648,711	$ 14,660,711

City of Tomball
Capital Projects Fund - Enterprise Fund Projects and Red Light Fund Projects
2011-2012 City Manager Proposed Budget

	FY 2011 Actual	FY 2012 Budget	FY 2012 Projections	FY 2013 Proposed
Revenues:				
Transfers	$ -	$ 2,223,860	$ 2,223,860	$ 664,309
Interest	-	-	-	-
Total	$ -	$ 2,223,860	$ 2,223,860	$ 664,309
Expenditures:				
Capital Outlay	$ -	$ 2,223,860	$ 2,223,860	$ 450,000
Total	$ -	$ 2,223,860	$ 2,223,860	$ 450,000
Revenues Over (Under) Expenditures	$ -	$ -	$ -	$ 214,309
Beginning Fund Balance	$ -	$ -	$ -	$ -
Ending Fund Balance	$ -	$ -	$ -	$ 214,309

Summary of Capital Projects

Project No.	Project Title	Project Description	Capital Projects Fund				Total FY 2011-2012 CIP Budget	Amount Transferred as of 5/31/12		
			General Fund	Enterprise Fund	TEDC	C.O.		General Fund	Enterprise Fund	TEDC
071	M118-M121 On-Call Engineering Services	M118 drainage basin occupies the southeasterly area of Tomball, south of the M116 basin, east of the railroad tracks, west of Hufsmith-Kohrville, to Willow Creek. Project to provide relief drainage system and reduce or eliminate on-site detention.	12,000				12,000			
176	Utility Extension Brown Rd. West of 249				446,596		446,596			334,961
175	Downtown Specific Plan	Create a new downtown land use zone and zoning sub-districts for significant areas of the downtown core.	73,000				73,000	6,169		
177	Downtown Parking Lots	The plan recommends the creation of three surface parking lots within a six year timeframe to account for the future removal of the on-street parking on FM 2920	430,000				430,000	13,010		
171	Brown Hufsmith Phase II	Plan includes street improvement from SH 249 to Baker. Phase II will provide the City's major east-west corridor on the north side of FM 2920	910,342	300,000			1,210,342	639,944	160,329	
161	Rudolph Rd & Utilities Phase II	Project includes land acquisition and providing street and utility improvements to current standards as a collector street	59,489	141,754	255,646		456,889	1,283	1,093	
145	Tomball Hills Lift Station						-		227,574	
142	24" Sanitary Sewer Along East Hufsmith	Provides sanitary sewer improvements along east Hufsmith from J-131 to Snook.		120,820			120,820	-	2,000	
115	Hufsmith Water & Gas Line	Project includes 12" water line and 4" gas lines from Rudolph to Snook.		513,786			513,786		241,726	
103	M124 - PER	The M124 basin occupies a major portion of the westerly area of Tomball, outfalling to Willow Creek. Project to mitigate channel and loss of existing floodplain storage. The project has been divided into M124 North, described as area north of FM 2920 to SH 249, and M124 South, described as area south of FM 2920	156,718				156,718			
075	Agg Rd / Medical Complex Dr. Expansion	Segment 3 of the proposed Medical Complex Corridor commences at SH 249 Business and continues easterly to South Cherry St. Medical Complex Cooridor is depicted on the COT's Major Thoroughfare Plan as a major east-west connector to FM 2920 (east & west of Tomball)	10,451	1,147,500	1,585,211		2,743,162			319,525
178	Master Drainage Plan	This plan will evaluate the city's existing storm drainage network, assess existing and proposed future drainage facility needs, and identify needed improvements based on projected future system demands.	100,000				100,000	34,716		
079	Barbara Street Drainage	M125 channel improvements between Barbara Street and Willow Creek.	400,000				400,000			
179	Business Park				1,657,959		1,657,959			1,612,499
180	M121 Final Phase					10,800,000	10,800,000			
181	Medical Complex Segment 3					3,446,966	3,446,966			
	Unreserved Fund Balance					360,769	360,769			
FY 2011-2012 Capital Project Totals			**2,152,000**	**2,223,860**	**3,945,412**	**14,607,735**	**22,929,007**	**695,122**	**632,722**	**2,266,985**

Summary of Capital Projects

C.O.	Amount Transferred as of 4/30/12	FY 2011-2012 Remaining to be Transferred as of 5/31/12				Amount Remaining to be Transferred as of 4/30/12	FY 2012-2013 Amount to be Transferred				FY 2012-2013 Amount Transferred
		General Fund	Enterprise Fund	TEDC	C.O.		General Fund	Enterprise Fund	TEDC	C.O.	
	-	12,000	-	-	-	12,000	-	-	-	-	-
	334,961	-	-	111,635	-	111,635	-	8,872	-	-	8,872
	6,169	66,831	-	-	-	66,831	-	-	-	-	-
	13,010	416,990	-	-	-	416,990	-	-	-	-	-
	800,273	270,398	139,671	-	-	410,069	-	-	-	-	-
	2,376	58,206	140,661	255,646	-	454,513	-	-	-	-	-
	227,574	-	(227,574)	-	-	(227,574)	-	255,437	-	-	255,437
	2,000	-	118,820	-	-	118,820	-	-	-	-	-
	241,726	-	272,060	-	-	272,060	-	-	-	-	-
	-	156,718	-	-	-	156,718	-	-	-	-	-
	319,525	10,451	1,147,500	1,265,686	-	2,423,637	-	-	-	-	-
	34,716	65,284	-	-	-	65,284	-	-	-	-	-
	-	400,000	-	-	-	400,000	-	-	-	-	-
	1,612,499	-	-	45,460	-	45,460	-	-	-	-	-
10,800,000	10,800,000	-	-	-	-	-	-	-	-	-	-
3,446,966	3,446,966	-	-	-	-	-	-	-	-	-	-
360,769	360,769	-	-	-	-	-	-	-	-	-	-
14,607,735	**18,202,564**	**1,456,878**	**1,591,138**	**1,678,427**	**-**	**4,726,443**	**-**	**264,309**	**-**	**-**	**264,309**

SUPPLEMENTAL REQUESTS

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
Mayor and Council								
	ELECTroVOTE - Electronic Vote Display System			6,500	-	(6,500)	(3,900)	(2,600)
	Total for Mayor and Council		-	6,500	-	(6,500)	(3,900)	(2,600)
City Secretary								
	Email Archive and Filter		6,500	-	(6,500)	-	(3,900)	(2,600)
	Total for City Secretary		6,500	-	(6,500)	-	(3,900)	(2,600)
Human Resources								
	Upgrade PT HR Generalist to FT	1	37,282		(37,282)	-	(37,282)	-
	Total for Human Resources		37,282	-	(37,282)	-	(37,282)	-
Information Systems								
	Council Chambers Audio Visual Upgrade			10,000	-	(10,000)	(6,000)	(4,000)
	Depot Wireless			5,000		(5,000)	(5,000)	-
	Storage Area Network Replacement			53,000		(53,000)	(31,800)	(21,200)
	Virtual Server and Desktop Licensing			12,000	-	(12,000)	(7,200)	(4,800)
	Sharepoint			13,500	-	(13,500)	(13,500)	-
	Total for Information Systems		-	93,500	-	(93,500)	(63,500)	(30,000)

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
Police								
	Dispatch Call-Taker Console Upgrade	2		40,000	-	(40,000)	(40,000)	-
	Dispatch Center Radio Upgrade	4	12,000	200,000	(12,000)	(200,000)	(212,000)	-
	Total for Police		12,000	240,000	(12,000)	(240,000)	(252,000)	-
Fire Department								
	Quantifit Respirator Fit Testing System	4	500	10,360	(500)	(10,360)	(10,860)	-
	Confined Space Rescue Equipment	6		7,000	-	(7,000)	(7,000)	-
	Portable Pump	7	-	7,000	-	(7,000)	(7,000)	-
	Purchase interest in Regional High Volume Positive Pressure Ventilation Fan	10	-	5,000	-	(5,000)	(5,000)	-
			-	-	-	-		
	Total for Fire Department		500	29,360	(500)	(29,360)	(29,860)	-
Parks								
	Lead Paint Abatement and New Siding for Depot Building	1		40,000	-	(40,000)	(40,000)	-
	Total for Parks Department		-	40,000	-	(40,000)	(40,000)	-

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
Streets								
	Fill un-used Street Serviceman Position	1	52,925	637	(52,925)	(637)	(53,562)	-
	Total for Streets Department		52,925	637	(52,925)	(637)	(53,562)	-
Facilities Maintenance								
	ADA Compliant Automated Doors for Public Works Building	1	-	10,000	-	(10,000)	(6,000)	(4,000)
	Public Works Building Alarm System with Panic Buttons	2	-	6,000	-	(6,000)	(3,600)	(2,400)
	Security Camera System for Public Works Yard	3	-	6,000	-	(6,000)	(3,600)	(2,400)
	Access Control System for Public Works Service Center	4	-	23,000	-	(23,000)	(13,800)	(9,200)
	Public Works Building Generator	5	-	120,000	-	(120,000)	(60,000)	(60,000)
	Repairs for Public Works Building Awning	3	-	50,000	-	(50,000)	(30,000)	(20,000)
	Roof Replacement for Section A of the Community Center	3	-	90,000	-	(90,000)	(90,000)	

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost	GENERAL FUND COST	ENTERPRISE FUND COST
	Landscape the property line at Station 1		-	4,000	-	(4,000)	(4,000)	
	Total for Facilities Maintenance Department		-	309,000	-	(309,000)	(211,000)	(98,000)
Total General Fund			109,207	718,997	(109,207)	(718,997)	(695,004)	(133,200)

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Police								
	Property/Evidence Processing/Office	3	-	-		25,000	-	(25,000)
	Training Room Computers	5	-	-		5,000	-	(5,000)
	High-Risk Cell Enhancements	6	-	-		30,000	-	(30,000)
	Vehicle and Large Evidence Processing/Storage Building	7	-	-		200,000	-	(200,000)
	Total for Police		-	-	-	260,000	-	(260,000)
Fire Marshal								
	Apple iPad	1	-	-	450	3,357	(450)	(3,357)
	Residential Knox Box Program	4	-	-		5,880	-	(5,880)
	PT Inspector/Investigator	2	-	-	24,239	-	(24,239)	-
	Administrative Assistant TFD FMO	3	-	-	55,784	2,000	(55,784)	(2,000)
	Total for Fire Marshal		-	-	80,473	11,237	(80,473)	(11,237)

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Fire Department								
	Three Full-Time Firefighter Positions	1	-	-	201,246	9,000	(201,246)	(9,000)
	"Ride-Up" Pay Program	1(a)	-	-			-	-
	Additional PT paid hours to achieve minimum staffing guidelines	2	-	-	252,479		(252,479)	-
	Increase PT paid hours to accommodate driver and officer certification class	3	-	-	14,654		(14,654)	-
	Preliminary design work, environmental testing and land clearing for TFD Fire Station 3 and Training Field	5	-	-	-	100,000	-	(100,000)
							-	-
	Polaris Based Emergency Response Vehicle	8	-	-	600	36,000	(600)	(36,000)
	CONEX Box for Storage	9	-	-	-	10,000	-	(10,000)
	Laptop/Fit-Test Software		-	-	500	11,360	(500)	(11,360)
			-	-	-	-	-	-
	Total for Fire Department		-	-	469,479	166,360	(469,479)	(166,360)

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
General Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Parks								
	Awning for Matheson Park	2	-	-	-	30,000	-	(30,000)
	Awning for City Pool	3	-	-	-	15,000	-	(15,000)
	Total for Parks Department		-	-	-	45,000	-	(45,000)
Facilities Maintenance								
	Repairs/Replace fluorescent lighting - FD		-	-	-	3,000	-	(3,000)
	Relocate Door Human Resources		-	-	-	1,850	-	(1,850)
	Installation of 1 Door and 1 Service Window CSO		-	-	-	3,637	-	(3,637)
	Storage Lot Fence Modifications	1				7,000	-	(7,000)
	Total for Facilities Maintenance Department		-	-	-	15,487	-	(15,487)
Total General Fund			-	-	549,952	498,084	(549,952)	(498,084)

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
Enterprise Fund

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Water								
	Rehabilitation of Baker St Water Well	1	-	-	-	120,000	-	(120,000)
			-	-	-		-	-
	Total for Water		-	-	-	120,000	-	(120,000)
Wastewater								
	Kubota 2 WD Front Mower w/R.O.P.S		-	-	-	15,417	-	(15,417)
	Total for Wastewater		-	-	-	15,417	-	(15,417)
Total Enterprise Fund			-	-	-	135,417	-	(135,417)

City of Tomball
2012 - 2013 PROPOSED Supplemental Requests - Summary
Special Revenue Funds

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Second Saturday								
	Upgrade Special Events Coordinator to FT		-	-	27,646	1,250	(27,646)	(1,250)
	Total Second Saturday		-	-	27,646	1,250	(27,646)	(1,250)
Photo Red Light Camera Fund								
	Traffic Enforcement/Accident Investigation Motorcycle Units	1	-	-	-	59,000	-	(59,000)
	Traffic Control Message Boards	2	-	-	-	36,000	-	- (36,000)
	Traffic Control Equipment	3	-	-	-	15,000	-	(15,000)
	Walk-Through Metal Detection	4	-	-	-	5,000	-	(5,000)
	Sidewalks		- -	- -		400,000	- -	(400,000) -
	Total Photo Red Light Fund		-	-	-	515,000	-	(515,000)
Total Special Revenue Funds			-	-	27,646	516,250	(27,646)	(516,250)

*Position would be recurring as long as there is funding/need for it.

City of Tomball
2012 - 2013 NOT PROPOSED Supplemental Requests - Summary
Special Revenue Funds

Department	Program & Description	Rank	Recurring Revenue/ Savings	Non-Recur. Revenue/ Savings	Recurring Cost	Non-Recur. Cost	Net Recurring Cost	Net Non-Recur. Cost
Photo Red Light Camera Fund								
	Multi Purpose Electric Utility Vehicles	5	-	-	-	12,000	-	(12,000)
							-	-
	Total Photo Red Light Fund		-	-	-	12,000	-	(12,000)
Total Special Revenue Funds			-	-	-	12,000	-	(12,000)

ADDITIONAL INFORMATION

City of Tomball
Analysis of Ad Valorem Tax Rates

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

Note- The 2013 rates are proposed.

- 2013 Levy is based upon HCAD estimate of values, actual values will not be received until late August

City of Tomball
Analysis of Ad Valorem Tax Levies & Collections

FY	Levy	% Change	Tax Rate	% Change	Ad valorem Collections	% Collected
1994	$ 889,008		$ 0.34252			
1995	938,738	5.59%	0.342520	0.00%		
1996	1,010,284	7.62%	0.342520	0.00%		
1997	1,061,908	5.11%	0.342520	0.00%		
1998	1,005,000	-5.36%	0.342520	0.00%		
1999	1,159,700	15.39%	0.342520	0.00%	$ 1,239,142	106.9%
2000	1,311,000	13.05%	0.342520	0.00%	1,397,287	106.6%
2001	1,330,000	1.45%	0.306840	-10.42%	1,403,452	105.5%
2002	1,549,800	16.53%	0.280000	-8.75%	1,535,711	99.1%
2003	1,600,000	3.24%	0.280000	0.00%	1,719,641	107.5%
2004	1,915,562	19.72%	0.280000	0.00%	1,892,241	98.8%
2005	2,013,497	5.11%	0.280000	0.00%	1,972,233	98.0%
2006	2,130,000	5.79%	0.280000	0.00%	2,153,938	101.1%
2007	2,466,005	15.77%	0.251455	-10.19%	2,175,069	88.2%
2008	2,518,681	2.14%	0.251455	0.00%	2,470,516	98.1%
2009	2,887,450	14.64%	0.251455	0.00%	2,833,017	98.1%
2010	2,907,568	0.70%	0.251455	0.00%	2,866,284	98.6%
2011	2,819,764	-3.02%	0.251455	0.00%	2,745,247	97.4%
2012	3,903,019	38.42%	0.341455	35.79%	3,818,306	97.8%
2013	4,630,397	18.64%	0.341455	0.00%		

Note - 2012 Collections as of 6/30/2012

- 2013 Levy is based upon HCAD estimate of values, actual values will not be received until late August

ORDINANCE NO. 2012-24

AN ORDINANCE ESTABLISHING RATES AND CHARGES FOR POTABLE WATER, SANITARY SEWER, NATURAL GAS, AND GARBAGE COLLECTION AND DISPOSAL SERVICES; REPEALING ORDINANCE NO. 2011-20 AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING OTHER MATTERS RELATING TO THE SUBJECT; AND PROVIDING FOR SEVERABILITY.

* * * * * * * * * *

WHEREAS, pursuant to Section 82-50 of the Code of Ordinances of the City of Tomball, Texas, the City Council is to establish rates and charges for utility services provided by the City; and

WHEREAS, pursuant to Section 62-37 of the Code of Ordinances of the City of Tomball, Texas, the City Council is to establish rates and charges for garbage and trash collection and disposal services provided by the City; and

WHEREAS, the City Council now deems it necessary and appropriate to adjust such rates and charges heretofore established; now therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TOMBALL:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. Definitions. For the purposes of this Ordinance, the following words shall have the meanings ascribed thereto:

a. Residential shall mean a residential dwelling unit receiving service for which metering and billing is on an individual basis.

b. Commercial shall mean all non-residential units, and residential units which are provided service, and are billed, collectively with one (1) or more other residential units.

Section 3. The monthly rates and charges for potable water provided by the City shall be as follows:

a. Small Residential. A base rate of $10.90, plus a consumption charge of $2.85 for each 1,000 gallons used. "Small Residential" shall mean residential customers using 10,000 gallons or less during the billing month.
b. Medium Residential. A base rate of $12.54, plus a consumption charge of $3.56 for each 1,000 gallons used. "Medium Residential" shall mean residential customers using 10,001 gallons or more up to 15,000 gallons during the billing month.

c. Large Residential. A base rate of $14.42, plus a consumption charge of $4.45 for each 1,000 gallons used. "Large Residential" shall mean residential customers using 15,001 gallons or more during the billing month.

d. Small Commercial. A base rate of $18.45, plus a consumption charge of $3.45 for each 1,000 gallons used. "Small Commercial" shall mean commercial customers using up to 5,000 gallons during the billing month.

e. Medium Commercial. A base rate of $29.70, plus a consumption charge of $4.32 for each 1,000 gallons used. "Medium Commercial" shall mean commercial customers using 5,001 gallons or more up to 51,000 gallons during a billing month.

f. Large Commercial. A base rate of $51.99, plus a consumption charge of $5.40 for each 1,000 gallons used. "Large Commercial" shall mean commercial customers using 51,001 gallons or more during a billing month.

Bulk Sales. A base rate of $87.05, plus a consumption charge of $4.83 for each 1,000 gallons used. Additionally, if a meter is desired, the deposit will be $1,000.00.

The City collects additional surcharges, based on rates established by the North Harris County Regional Water Authority, for each 1,000 gallons used on behalf of NHCRWA, which will be adjusted as the surcharge increases**.**

Section 4. The monthly rates and charges for sanitary sewer services provided by the City for customers who receive potable water services from the City shall be as follows:

a. Residential - Winter Rates (November-February): A base rate of $8.51, plus a charge of $2.98 for each 1,000 gallons of potable water used.

Residential - Summer Rates (March-October): Rates for summer months are calculated at the same rate as winter rates and may be based upon the previous winter months' average monthly water consumption. The rate charged shall be the lesser of actual water consumption or the previous winter month's average consumption.

b. Small Commercial. A base rate of $13.69, plus a consumption charge of $3.78 for each 1,000 gallons of potable water used. "Small Commercial" shall mean commercial customers using up to 5,000 gallons of potable water during the billing month.

c. Medium Commercial. A base rate of $20.76, plus a consumption charge of $4.72 for each 1,000 gallons of potable water used. "Medium Commercial" shall mean commercial customers using 5,001 gallons or more up to 51,000 gallons in the billing month.

d. Large Commercial. A base rate $43.06, plus a charge of $5.90 for each 1,000 gallons of potable water used. "Large Commercial" shall mean commercial customers using 51,001 gallons or more of potable water during a billing month.

Section 5. The monthly rates and charges for sanitary sewer services provided by the City for customers who do not receive potable water services from the City shall be as follows:

a. Residential. A base rate of $35.01, plus a charge of $2.29 for each drain in excess of ten (10) drains within such residence.

b. Commercial. A base rate of $58.26, plus a charge of $2.32 for each drain in excess of fifteen (15) drains within such commercial unit.

Section 6. The monthly rates and charges for garbage and trash collection and disposal services provided by the City, excluding applicable sales tax, shall be as follows:

a. Residential. $14.74

b. Commercial

(1) Hand Loaded. For once a week pickup, $24.00 for the first container, $21.00 for each additional container. For twice a week pickup, $29.00 for the first container, $24.00 for each additional container. Each collection of excess garbage and refuse (i.e. - garbage and refuse in volume which exceeds the capacity of the approved container(s) for which the customer's regular billing is determined) shall be assessed a $5.00 excess collection fee and can only be collected on Monday and Thursday collection days.

(2) Roll-Off Container:

	Size Container, Cubic Yards		
	20	30	40
Delivery Fee	$ 115.46	$ 115.46	$ 115.46
Monthly Rental	141.36	141.36	141.36
Daily Rental	4.71	4.71	4.71
Haul and Disposal Rate	266.00	307.77	348.87

(3) Compactor/Equipment:

Monthly Rental	(As quoted)
Haul Rate	$250.00
Disposal Fee/Ton	25.00

(4) Monthly Rate for Dumpsters:

Size	Extra Pickup Rate	Services Per Week 1	2	3	4	5	6
3 Yd – 1st Container	$30.00	$75.00	$119.00	$178.00	$224.00	$279.00	$335.00
Each add'l container		71.00	105.00	159.00	198.00	247.00	298.00
4 Yd – 1st Container	$35.00	81.00	128.00	192.00	241.00	299.00	361.00
Each add'l container		72.00	115.00	173.00	216.00	270.00	323.00
6 Yd – 1st Container	$40.00	105.00	164.00	247.00	309.00	386.00	462.00
Each add'l container		93.00	148.00	222.00	278.00	336.00	416.00
8 Yd – 1st Container	$50.00	126.00	202.00	300.00	377.00	463.00	565.00
Each add'l container		114.00	178.00	271.00	339.00	394.00	510.00

(5) Locking Dumpsters - Gravity Lock System $55.00
Front Panel Padlock System $40.00

(6) Exchange Charge - $45.00

Section 7. The monthly rates and charges for natural gas provided by the City shall be as follows:

a. All Customers. A base rate of $11.75, plus $11.75 for each thousand cubic feet (MCF) after the first thousand cubic feet (MCF).

Section 8. The charges for connections and disconnections of utility services provided by the City, including those provided at customer request or convenience, or as a result of delinquent accounts, shall be as follows:

a. During Normal Scheduled Service Periods (7:00 a.m.-4:45 p.m. weekdays), a Service Call-Out Fee of $50.00, as a result of a delinquent account, or at a customer's request, excluding new service.

b. During Unscheduled Service Periods (after hours and weekends), a Service Call-Out Fee of $100.00, at a customer's request, including new service.

Section 9. The charge for damage to utility facilities from (i) customer's tampering with valves, or (ii) customer's damaging meter in any manner, shall be $200.00.

Section 10. Delinquent Accounts.

a. All utility bills, both residential and commercial, shall be due and payable on the close of the last business day of the month. If the month ends on a Saturday, Sunday, or holiday, the bill is due on the prior business day (the last workday of the City at closing time on that day).

b. Residential customers who are age 65 and over or considered disabled by Social Security may be exempt from penalty fees for late payment upon application accompanied by verifying documentation to the Utilities Supervisor. This exemption may not exceed the final date of benefits designated by the Social Security Administration.

c. Within two (2) work days following the "Due Date" a "Cut-off Notice" shall be mailed to customer giving notice that following the expiration of seven (7) days following such notice service will be discontinued unless the customer requests a hearing before the Utilities Supervisor regarding such proposed disconnection prior to the expiration of such seven (7) day period.

d. Upon the showing of good cause and arrangement for prompt payment by a customer, the Utilities Supervisor shall be authorized to withdraw a disconnection order. Any such action by the Utilities Supervisor shall be evidence in writing, outlining the basis for the decision and, if applicable, the required payment schedule for the customer. The Utilities Supervisor shall cause a copy of such order to be delivered to the appropriate billing personnel of the City.

Section 11. Repealer. City of Tomball Ordinance 2011-20 passed and approved the 22nd day of August 2011 is hereby repealed. All other ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 12. Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Tomball, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 13. Effective Date This ordinance shall be effective October 1, 2012.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL, HELD ON THE 6TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

SECOND READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL, HELD ON THE 20TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

_____
GRETCHEN FAGAN

Mayor

ATTEST:

_____

DORIS SPEER
City Secretary

ORDINANCE NO. 2012-23

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TOMBALL, TEXAS, ADOPTING THE BUDGET FOR THE CITY OF TOMBALL, TEXAS, FOR FISCAL YEAR 2012-2013; AND AUTHORIZING THE CITY MANAGER TO APPROVE INTRA-DEPARTMENTAL (WITHIN THE SAME DEPARTMENT ONLY) TRANSFERS OF BUDGETED FUNDS; AND AMENDING THE BUDGET FOR THE 2011-2012 FISCAL YEAR IN ACCORDANCE WITH ACTUAL EXPENDITURES; AND PROVIDING OTHER DETAILS RELATING TO THE PASSAGE OF THIS ORDINANCE.

* * * * * * * * *

WHEREAS, the Budget of the City of Tomball for the Fiscal Year 2012-2013 was presented to the City Council of the City of Tomball on the 6th day of August 2012 and was filed with the City Secretary's Office at that time for the purpose of Public Display; and the City Council has reviewed and amended the proposed budget and changes as approved by the City Council have been identified and their effect included in the budget; and

WHEREAS, NOTICE OF PUBLIC HEARING for the Budget of the City of Tomball, Texas, for Fiscal Year 2012-2013 was published in the City's official newspaper advising citizens of the Public Hearing to be conducted on August 6, 2012, and also advising that said Budget was available for their inspection prior to the Public Hearing; and

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

WHEREAS, said Budget shall be in effect for the ensuing Fiscal Year, October 1, 2012, through September 30, 2013;

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

Section 1.0 Adoption of Budget. That from October 1, 2012, through September 30, 2013, the appropriations, as stated in the Budget as proposed expenditures, shall be and are hereby appropriated to the several objects and purposes named and designated in the Budget.

Section 2.0 Public Record. The City Secretary is hereby directed to place in the Budget an endorsement which shall read as follows: **"The Original Budget of the City of Tomball, Texas for the Fiscal Year 2012-2013."** Such Budget as endorsed shall be kept on file in the office of the City Secretary as a Public Record and a copy of said Budget is attached to this ordinance and made a part of this ordinance for all purposes.

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

Section 4.0 Beginning Fund Balances. That the Beginning Fund Balance reflected in the budget for each operating and capital project fund for which a Budget is adopted hereby automatically shall be adjusted to be the amount of the Ending Fund Balance for Fiscal Year 2012 as fully adjusted to reflect the final Comprehensive Annual Financial Report for Fiscal Year 2012 when released, for each respective fund. The revised Beginning Fund Balance shall thereafter be used to calculate the Fiscal Year 2013 Ending Fund Balance.

Section 5.0 2011-2012 Budget Amended. That the City Council has reviewed the actual expenditures for the 2011-2012 Fiscal Year and compared them to the projections contained in the 2011-2012 Fiscal Year budget. The 2011-2012 Fiscal Year budget is hereby amended in accordance with the actual expenditures for the 2011-2012 Fiscal Year.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 6TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS _____
COUNCILMAN STOLL _____
COUNCILMAN BROWN _____
COUNCILMAN TOWNSEND _____
COUNCILMAN DODSON _____

SECOND READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 20TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS _____
COUNCILMAN STOLL _____
COUNCILMAN BROWN _____
COUNCILMAN TOWNSEND _____
COUNCILMAN DODSON _____

_____
GRETCHEN FAGAN
Mayor

ATTEST:

_____
DORIS SPEER
City Secretary

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Adopt, on First Reading, Ordinance No. 2012-24, an Ordinance of the City of Tomball, Texas, Establishing Rates and Charges for Potable Water, Sanitary Sewer, Natural Gas, and Garbage Collection and Disposal Services; Repealing Ordinance No. 2011-20 and All Other Ordinances or Parts of Ordinances Inconsistent or in Conflict Herewith; Providing for an Effective Date; Providing Other Matters Relating to the Subject; and Providing for Severability.

Background:

Ordinance No. 2012-24 will set the rates for water, sewer, gas and garbage pick-up for the 2012-2013 fiscal year. There are no increases in any of the rates for next year.

Origination:

Finance

Recommendation:

Staff recommends approval of the ordinance.

Funding:

Party(ies) responsible for placing this item on agenda:

Glenn Windsor, CPA Finance Director

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Ordinance No. 2012-24_Utility Rates

ORDINANCE NO. 2012-24

AN ORDINANCE ESTABLISHING RATES AND CHARGES FOR POTABLE WATER, SANITARY SEWER, NATURAL GAS, AND GARBAGE COLLECTION AND DISPOSAL SERVICES; REPEALING ORDINANCE NO. 2011-20 AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING OTHER MATTERS RELATING TO THE SUBJECT; AND PROVIDING FOR SEVERABILITY.

* * * * * * * * * *

WHEREAS, pursuant to Section 82-50 of the Code of Ordinances of the City of Tomball, Texas, the City Council is to establish rates and charges for utility services provided by the City; and

WHEREAS, pursuant to Section 62-37 of the Code of Ordinances of the City of Tomball, Texas, the City Council is to establish rates and charges for garbage and trash collection and disposal services provided by the City; and

WHEREAS, the City Council now deems it necessary and appropriate to adjust such rates and charges heretofore established; now therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TOMBALL:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

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c. Large Residential. A base rate of $14.42, plus a consumption charge of $4.45 for each 1,000 gallons used. "Large Residential" shall mean residential customers using 15,001 gallons or more during the billing month.

d. Small Commercial. A base rate of $18.45, plus a consumption charge of $3.45 for each 1,000 gallons used. "Small Commercial" shall mean commercial customers using up to 5,000 gallons during the billing month.

e. Medium Commercial. A base rate of $29.70, plus a consumption charge of $4.32 for each 1,000 gallons used. "Medium Commercial" shall mean commercial customers using 5,001 gallons or more up to 51,000 gallons during a billing month.

f. Large Commercial. A base rate of $51.99, plus a consumption charge of $5.40 for each 1,000 gallons used. "Large Commercial" shall mean commercial customers using 51,001 gallons or more during a billing month.

Bulk Sales. A base rate of $87.05, plus a consumption charge of $4.83 for each 1,000 gallons used. Additionally, if a meter is desired, the deposit will be $1,000.00.

The City collects additional surcharges, based on rates established by the North Harris County Regional Water Authority, for each 1,000 gallons used on behalf of NHCRWA, which will be adjusted as the surcharge increases**.**

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b. Small Commercial. A base rate of $13.69, plus a consumption charge of $3.78 for each 1,000 gallons of potable water used. "Small Commercial" shall mean commercial customers using up to 5,000 gallons of potable water during the billing month.

c. Medium Commercial. A base rate of $20.76, plus a consumption charge of $4.72 for each 1,000 gallons of potable water used. "Medium Commercial" shall mean commercial customers using 5,001 gallons or more up to 51,000 gallons in the billing month.

d. Large Commercial. A base rate $43.06, plus a charge of $5.90 for each 1,000 gallons of potable water used. "Large Commercial" shall mean commercial customers using 51,001 gallons or more of potable water during a billing month.

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a. Residential. $14.74

b. Commercial

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(2) Roll-Off Container:

	Size Container, Cubic Yards		
	20	30	40
Delivery Fee	$ 115.46	$ 115.46	$ 115.46
Monthly Rental	141.36	141.36	141.36
Daily Rental	4.71	4.71	4.71
Haul and Disposal Rate	266.00	307.77	348.87

(3) Compactor/Equipment:

Monthly Rental	(As quoted)
Haul Rate	$250.00
Disposal Fee/Ton	25.00

(4) Monthly Rate for Dumpsters:

Size	Extra Pickup Rate	Services Per Week 1	2	3	4	5	6
3 Yd – 1st Container	$30.00	$75.00	$119.00	$178.00	$224.00	$279.00	$335.00
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8 Yd – 1st Container	$50.00	126.00	202.00	300.00	377.00	463.00	565.00
Each add'l container		114.00	178.00	271.00	339.00	394.00	510.00

(5) Locking Dumpsters - Gravity Lock System $55.00
Front Panel Padlock System $40.00

(6) Exchange Charge - $45.00

Section 7. The monthly rates and charges for natural gas provided by the City shall be as follows:

a. All Customers. A base rate of $11.75, plus $11.75 for each thousand cubic feet (MCF) after the first thousand cubic feet (MCF).

Section 8. The charges for connections and disconnections of utility services provided by the City, including those provided at customer request or convenience, or as a result of delinquent accounts, shall be as follows:

a. During Normal Scheduled Service Periods (7:00 a.m.-4:45 p.m. weekdays), a Service Call-Out Fee of $50.00, as a result of a delinquent account, or at a customer's request, excluding new service.

b. During Unscheduled Service Periods (after hours and weekends), a Service Call-Out Fee of $100.00, at a customer's request, including new service.

Section 9. The charge for damage to utility facilities from (i) customer's tampering with valves, or (ii) customer's damaging meter in any manner, shall be $200.00.

Section 10. Delinquent Accounts.

a. All utility bills, both residential and commercial, shall be due and payable on the close of the last business day of the month. If the month ends on a Saturday, Sunday, or holiday, the bill is due on the prior business day (the last workday of the City at closing time on that day).

b. Residential customers who are age 65 and over or considered disabled by Social Security may be exempt from penalty fees for late payment upon application accompanied by verifying documentation to the Utilities Supervisor. This exemption may not exceed the final date of benefits designated by the Social Security Administration.

c. Within two (2) work days following the "Due Date" a "Cut-off Notice" shall be mailed to customer giving notice that following the expiration of seven (7) days following such notice service will be discontinued unless the customer requests a hearing before the Utilities Supervisor regarding such proposed disconnection prior to the expiration of such seven (7) day period.

d. Upon the showing of good cause and arrangement for prompt payment by a customer, the Utilities Supervisor shall be authorized to withdraw a disconnection order. Any such action by the Utilities Supervisor shall be evidence in writing, outlining the basis for the decision and, if applicable, the required payment schedule for the customer. The Utilities Supervisor shall cause a copy of such order to be delivered to the appropriate billing personnel of the City.

Section 11. Repealer. City of Tomball Ordinance 2011-20 passed and approved the 22nd day of August 2011 is hereby repealed. All other ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 12. Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Tomball, Texas, declares that it would have passed each and every part of the same

notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 13. Effective Date This ordinance shall be effective October 1, 2012.

FIRST READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL, HELD ON THE 6TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

SECOND READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL, HELD ON THE 20TH DAY OF AUGUST 2012.

COUNCILMAN HUDGENS	_____
COUNCILMAN STOLL	_____
COUNCILMAN BROWN	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN DODSON	_____

_____
GRETCHEN FAGAN
Mayor

ATTEST:

_____
DORIS SPEER
City Secretary

Regular City Council
Agenda Item
Data Sheet

Meeting Date: August 6, 2012

Topic:

Approve the City of Tomball Fire Department's Acceptance of a Two-Year DHS SAFER Grant to Hire Nine (9) Full-time Personnel in the Amount of $1,244,952

Background:

Previously, Council approved of the Tomball Fire Department applying for a DHS SAFER grant to hire 9 full-time personnel. On July 27, the Department was notified that its application was selected for funding. The Department is requesting Council approve the acceptance of the grant award.

The Tomball Fire Department has been unable, through its volunteer and part-time paid staffing programs, to consistently staff two fire trucks on a 24-hour per-day basis. This has resulted in increased response times in certain areas of the city and jeopardizes the safety of the firefighters working on the scene as well as our customers. Acceptance of the grant will allow the Fire Department to hire or promote 3 lieutenant level positions, 3 driver/operator positions and 3 firefighter positions on a full-time basis. These personnel will be added 3 per shift for each of the 3 shifts. This will result in our minimum staffing of 3 personnel on 2 trucks for each shift being achieved virtually 100% of the time and significantly increase the safety of the firefighters and our customers.

The Grant award is for $1,244,952 which will provide funding for two full years for the cost of the 9 personnel hired. It is anticipated that the costs will be allocated approximately $613,000 the first year and $632,000 the second year. An offset to this expense will be a reduction in the part-time paid staffing program of approximately $140,000 on an annual basis. The Department anticipates hiring 7 firefighters from our current list and creating a new job posting for two lieutenants positions. A third lieutenant's position will be filled by a person that has already passed the lieutenant's promotional exam but was not promoted for lack of a position being available.

Origination:

Tomball Fire Department

Recommendation:

Staff recommends Council accept the grant.

Funding:

Party(ies) responsible for placing this item on agenda:

Randy Parr, Fire Chief

ACTION TAKEN

APPROVAL	READINGS PASSED	OTHER
☐ YES ☐ NO	☐ 1ST ☐ 2ND	

ATTACHMENTS:

Award Notification Letter
SAFER Grant Information
Email Award notification

Award Package

U.S. Department of Homeland Security
Washington, D.C. 20472

FEMA

Mr. Randall Parr
City of Tomball Fire Department
1200 Rudel
Tomball, Texas 77375-4267

Re: Grant No.EMW-2011-FH-00253

Dear Mr. Parr:

On behalf of the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2011 Staffing for Adequate Fire and Emergency Response (SAFER) grants has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to $1,244,916.00. The Federal share is $1,244,916.00 of the approved amount and your share of the costs is $0.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval, via an amendment request, from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds no more frequently than quarterly.

If you have any questions or concerns regarding the process to request your grant funds, please call 1-866-274-0960.

Elizabeth M. Harman
Assistant Administrator
Grant Programs Directorate

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE - Hiring program

GRANTEE: City of Tomball Fire Department

PROGRAM: Staffing for Adequate Fire and Emergency Response (SAFER) - Hiring

AGREEMENT NUMBER: EMW-2011-FH-00253

AMENDMENT NUMBER:

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Article II	Grantee Concurrence
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Article IX	FEMA Officials
Article X	Central Contractor Registration (CCR)

Article I - Project Description

The purpose of the Staffing for Adequate Fire and Emergency Response program is to provide funding directly to fire departments and volunteer firefighter interest organizations in order to help them increase the number of trained, "front-line" firefighters or to rehire firefighters that have been laid-off.

After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the program's purpose and worthy of award. The grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via an amendment request, from FEMA.

Article II - Grantee Concurrence

By receiving the award through the AFG online system, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. By receiving funds under this grant, grantees agree that they will use the funds provided through the Fiscal Year 2011 Staffing for Adequate Fire and Emergency Response grant in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2011 Staffing for Adequate Fire and Emergency Response program guidance. All documents submitted as part of the original grant application are made a part of this agreement by reference.

Article III - Period of Performance

The period of performance shall be from **18-OCT-12 to 17-OCT-14**.

Article IV - Amount Awarded

The amount of the award is detailed on the Obligating Document for Award attached to these articles. Following are the budgeted estimates for object classes for this grant (including Federal share plus applicable grantee match):

Personnel:	$824,526.00
Fringe Benefits	$420,390.00
Travel	$0.00
Equipment	$0.00
Supplies	$0.00
Contractual	$0.00
Other	$0.00
Indirect Charges	$0.00
Total	$1,244,916.00

NEGOTIATION COMMENTS IF APPLICABLE (max 4000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Francisco Bernal at Francisco.Bernal1@dhs.gov

Article V - Financial Guidelines

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements

1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

Article VI - Prohibition on Using Federal Funds

The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

Article VII - GPD Allocations

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2011 Staffing for Adequate Fire and Emergency Response Program guidance and application kit.

Article VIII - Financial Reporting

Recipients of a SAFER grant will be required to submit a semi-annual Federal Financial Report (FFR) via the automated system on the Standard Form 425. The FFR is intended to provide Federal agencies and grant recipients with a standard format and consistent reporting requirements throughout the government. The FFR, to be submitted using the online e-grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit an FFR throughout the entire period of performance of the grant.

The reporting periods for the FFR are January 1 through June 30 (report due by July 31), and July 1 through December 31 (report due by January 30).

At the end of the grant's period of performance, all grantees are required to produce a final report on how the grant funding was used and the benefits realized from the award. Grantees must submit a final financial report and a final performance report within 90 days after the end of the period of performance.

Article IX - FEMA Officials

Program Officer: The Program Specialist is responsible for the technical and programmatic monitoring of the stages of work and performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant please call the AFG help desk at 866-274-0960 to be directed to a specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Grants Management Division POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Article X - Central Contractor Registration (CCR)

Recipients of a SAFER grant are required to be registered in the Central Contractor Registration (CCR) system. Active registration in the CCR system ensures grantees are compliant with Federal regulations under Federal Financial Accountability and Transparency Act (FFATA). Registration in CCR system is free, and may take up to 5 to 10 business days to process. For help with registering in the CCR system, please contact the CCR help line at 866-606-8220 or visit ccr.gov for more information.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 4000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Francisco Bernal at Francisco.Bernal1@dhs.gov

FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT

1. AGREEMENT NO.	2. AMENDMENT NO.	3. RECIPIENT NO.	4. TYPE OF ACTION	5. CONTROL NO.
EMW-2011-FH-00253	0	74-6003588	AWARD	W500659N

6. RECIPIENT NAME AND ADDRESS	7. ISSUING OFFICE AND ADDRESS	8. PAYMENT OFFICE AND ADDRESS
City of Tomball Fire Department 1200 Rudel Tomball Texas, 77375-4267	Grant Programs Directorate 500 C Street, S.W. Washington DC, 20472 POC: Nikole Johnson	FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER	PHONE NO.	10. NAME OF PROJECT COORDINATOR	PHONE NO.
Randall Parr	2813517101	Catherine Patterson	1-866-274-0960

11. EFFECTIVE DATE OF THIS ACTION	12. METHOD OF PAYMENT	13. ASSISTANCE ARRANGEMENT	14. PERFORMANCE PERIOD
18-OCT-12	SF-270	Cost Sharing	From:18-OCT-12 To:17-OCT-14 Budget Period From:26-JAN-12 To:30-SEP-12

15. DESCRIPTION OF ACTION
a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMMULATIVE NON-FEDERAL COMMITMENT
SAFER	97.044	2012-M1-3007RG-10000000-4101-D	$0.00	$1,244,916.00	$1,244,916.00	$0.00
		TOTALS	$0.00	$1,244,916.00	$1,244,916.00	$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

SAFER recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	DATE
N/A	N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)	DATE
Rosalie Vega	05-JUL-12

Go Back



Staffing for Adequate Fire and Emergency Response (SAFER) Grants Program

Guidance and Application Kit

January 2012

Fiscal Year 2011

U.S. Department of Homeland Security

OVERVIEW INFORMATION

Issued By: U.S. Department of Homeland Security (DHS): Federal Emergency Management Agency's Grant Programs Directorate

Catalogue of Federal Domestic Assistance (CFDA) Number:

97.083

CFDA Title:

Staffing for Adequate Fire and Emergency Response (SAFER)

Funding Opportunity Announcement Title:

Staffing for Adequate Fire and Emergency Response (SAFER)

Authorizing Authority for Program:

The authority for SAFER is derived from the Federal Fire Prevention and Control Act of 1974, as amended (15 U.S.C. §2229a et seq.).

Appropriation Authority for Program:

The Department of Defense and Full-Year Continuing Appropriations Act, 2011 (Public Law 112-10).

FOA Number:

DHS-11-GPD-083-000-99

Key Dates and Time:

Application Start Date:	01/30/2012
Application Submission Date:	02/24/2012 at 5:00:00 PM EDT
Funding Selection Date:	N/A
Award Date:	No later than 09/30/2012

Application Submission Extension: Is an extension to the application submission deadline permitted? ☐ Yes ☒ No

Intergovernmental Review: Is an intergovernmental review required? ☐ Yes ☒ No

FOA EXECUTIVE SUMMARY

Program Type: Select the applicable program type:

☐ New ☒ Continuing ☐ One-time

Opportunity Category: Select the applicable opportunity category:

☒ Discretionary/Competitive ☐ Mandatory/Non-competitive ☐ Both

Application Process: *Use the following text:*

DHS makes all funding opportunities available through the common electronic "storefront" grants.gov accessible on the Internet at *http://www.grants.gov*. If you experience difficulties accessing information or have any questions, please call the grants.gov customer support hotline at (800) 518-4726.

Applications are accessible via *http://www.fema.gov/firegrants.* The automated application is designed with help screens and drop-down menus to assist the applicant throughout the application process. Applicants can save their work and retrieve it for updates and revisions through the end of the application period.

Note: Once an application has been completed and submitted, no changes can be made.

The automated system does not allow an applicant to submit an incomplete application. The system alerts the applicant when required information has not been entered. By submitting an application online, the applicant will automatically receive confirmation via e-mail the application was successfully submitted.

The online system will allow one authorized representative of an eligible organization to log on and create a user name and password. The selection of the authorized representative is at the discretion of each applicant.

Applicants also should record their user name and password for future access to their application.

Paper applications are available. However, they are discouraged because of the inherent delays associated with processing. Additionally, paper applications do not have the built-in assistance of the electronic application or the assurance the application has been accurately completed. Applicants who wish to use a paper application may request one be sent to them via US Postal Service by calling the Help Desk at 1-866-274-0960.

Paper applications will not be sent to prospective applicants via overnight delivery, fax, or e-mail.

Paper applications must be mailed to:

Cabezon Group
ATTN: AFG Grant Program
11821 Parklawn Drive, Suite 230
Rockville, MD 20852

Applications mailed to any other address may miss the appointed closing date and therefore will be disqualified and ineligible for funding.

All applications must be completed and submitted electronically, or postmarked on or ***before the close of business, by 5:00 p.m. (ET) on Friday, February 24, 2012.***

Only electronic applications submitted via the online, automated grant application system will receive a confirmation of receipt. Applicants should print a copy of the confirmation for their records upon receiving verification that their application has been successfully submitted. No confirmation will be issued for paper applications. Incomplete applications or applications submitted via any other electronic means, including e-mail or fax, automatically would be deemed ineligible.

Applicants are allowed to hire, or otherwise employ the services of, a grant writer to assist in the application process. However, the applicant is responsible for ensuring the information contained in the submitted application is a true and accurate reflection of their organization and represents the scope of effort being proposed and the time and cost required to achieve it. Therefore, applicants are strongly encouraged to review all work produced by grant writers, or other third parties on their behalf, ***prior*** to submission of their application. Applicants who falsify their application, or misrepresent their organization or proposal in any manner, will have their application deemed ineligible by the Program Office and referred to the Office of Inspector General for further action, as appropriate.

Eligible Applicants: The following entities are eligible to apply directly to FEMA under this solicitation:

Volunteer Fire Departments may apply for funding in the following categories:

- Hiring of Firefighters Category (hiring career firefighters)
- Recruitment and Retention of Volunteer Firefighters Category
- Both categories; if the applicant wishes to apply for both categories, two separate applications must be completed, one for each category

Combination Fire Departments may apply for funding in the following categories:

- Hiring of Firefighters Category
- Recruitment and Retention of Volunteer Firefighters Category
- Both categories; if the applicant wishes to apply for both categories, two separate applications must be completed, one for each category

Note: Each of the above eligible applicants is limited to one application for recruitment and retention, and/or one application for hiring per application period.

Example: An applicant may not submit two applications for the same activity (e.g., Hiring of Firefighters Category) during a single application period. Should this occur, both applications would be disqualified.

Career Fire Departments may apply for funding in the following category:

- Hiring of Firefighters Category

Municipalities and fire districts may submit applications on behalf of fire departments lacking the legal status to do so, such as those under the support of the municipality or district. Each eligible applicant is limited to one application for hiring per application period.

Example: An applicant may not submit two applications for the same activity (e.g., Hiring of Firefighters Category) during a single application period. Should this occur, both applications would be disqualified.

Statewide or local volunteer firefighter interest organizations representing the interests of volunteer firefighters and individual fire departments (volunteer or combination) may apply for funding for regional projects under *Recruitment and Retention of Volunteer Firefighters Category.*

In completing the Department Characteristics section of the application, the regional applicant must include data approximating the characteristics of the entire region affected by the grant.

For additional information, see the *Eligibility Criteria* section of this FOA.

Type of Funding Instrument: Select the applicable funding instrument

☒ Grant ☐ Cooperative Agreement ☐ Loan

Cost Share or Match:

☐ Cost Match ☐ Cost Share ☒ None Required

Maintenance of Effort:

Is there a Maintenance of Effort (MOE) requirement? ☐ Yes ☒ No

Management and Administration:

Administrative costs up to 3% of the awarded amount are allowable under the Recruitment and Retention Activity only.

FULL ANNOUNCEMENT

I. Funding Opportunity Description

Program Overview and Priorities:

The Department of Homeland Security (DHS) Federal Emergency Management Agency's (FEMA) Grant Programs Directorate implements and administers the Staffing for Adequate Fire and Emergency Response (SAFER) Grants.

SAFER grants provide financial assistance to help fire departments increase frontline firefighters, rehire firefighters that have been laid off, retain firefighters facing imminent layoffs, or fill positions that were vacated through attrition.

The goal of the SAFER Grants is to assist local fire departments with staffing and deployment capabilities in order to respond to emergencies, assuring communities have adequate protection from fire and fire-related hazards.

FEMA strongly encourages applicants, to the extent practicable, to seek, recruit, and hire post-9/11 veterans to increase their ranks within your department in order to take advantage of the provisions of the VOW To Hire Heroes Act of 2011. More information on the Act can be found at *http://www.gibill.va.gov/benefits/other_programs/vow.html.* In FY 2012, FEMA anticipates a requirement that all SAFER applicants have a policy in place addressing their intent to implement strategies to support this Act and have recruiting efforts aimed at post-9/11 veterans.

Program Objectives:

The objective of the SAFER program is to augment or restore local fire departments' staffing and deployment capabilities so they may more effectively respond to emergencies. With the enhanced or restored staffing, a SAFER grantee's response time will be reduced sufficiently and an appropriate number of trained personnel will be assembled at the incident scene.

While not required for a SAFER grant, it is preferable that the enhanced or restored staffing levels of all SAFER grantees should improve the safety of firefighters by ensuring all first-arriving apparatus are staffed with a minimum of four qualified personnel (to meet OSHA standards (1910.134) who are capable of initiating the suppression response. Ultimately, SAFER grantees should be able to demonstrate that they have achieved more efficient responses and safer incident scenes, thereby ensuring communities have improved protection from fire and fire-related hazards.

SAFER grants are comprised of two primary categories: the Hiring of Firefighters Activity

and the Recruitment and Retention of Volunteer Firefighters Activity.

The highest priority in the Hiring of Firefighters activity is for departments seeking to rehire

Hierarchy of Priorities

First priority: Rehiring laid-off firefighters

Second priorities: Retention of firefighters who face imminent layoff and/or filling positions vacated through attrition but not filled due to economic circumstances

Third priority: Hiring new firefighters

The exceptions to these priorities are the statutory requirements that no less than 15 percent be awarded to new hire applicants as discussed in the Hiring of New Firefighters Activity, and the statutory requirement to award no less than 10 percent of funds to volunteer and mostly volunteer departments.

Under the Recruitment and Retention Activity, the highest priority is to assist departments experiencing a high rate of turnover and have staffing levels significantly below the ideal staffing level required to comply with NFPA standards 1710 or 1720.

II. Funding Information

Award Amounts, Important Dates, and Extensions:

Available Funding for the FOA:	$380,747,000.00
Projected Number of Awards:	*400*
Projected Award Start Date(s):	*05/01/2012*
Projected Award End Date(s):	*09/30/2012*
Period of Performance:	*24 months under the Hiring of Firefighters Activity; Up to 48 months for the Recruitment and Retention of Volunteer Firefighters Activity*

Period of Performance: Is an extension to the period of performance permitted?

☒ Yes ☐ No

Extensions to the period of performance will be considered only through formal requests to FEMA with specific and compelling justifications why an extension is required. All extension requests must be submitted to FEMA at least 60 days prior to the end of the

period of performance and must address:

- *Reason for delay*
- *Current status of the activity/activities*
- *Approved period of performance termination date and new project completion date*
- *Remaining available funds, both federal and non-federal*
- *Budget outlining how remaining federal and non-federal funds will be expended*
- *Plan for completion including milestones and timeframes for achieving each milestone and the position/person responsible for implementing the plan for completion*
- *Certification that the activity/activities will be completed within the extended period of performance without any modification to the original Statement of Work approved by FEMA*

III. Eligibility Information

The following applicant types are ineligible to apply under this announcement:

Ineligible Applicants	
• Federal fire departments and fire departments under contract to the Federal Government whose sole responsibility is the suppression of fires on federal installations or lands	• In the Hiring of Firefighters category, local, and statewide organizations representing the interests of volunteer firefighters, supporting firefighter volunteerism, or otherwise having an interest in volunteer firefighters.
• For-profit fire departments and organizations (i.e., groups that do not have specific nonprofit status or are not municipally based)	• Fire stations that are part of, controlled by, or under the day-to-day operational direction of a larger fire department or agency, or are not independent

Ineligible Applicants

- Ambulance services, Emergency Medical Services organizations, rescue squads, auxiliaries, dive teams, and urban search and rescue teams
- Non-federal airport and/or port authority fire departments whose sole responsibility is suppression of fires on the airport grounds or port facilities, unless the airport/port fire department has a formally recognized arrangement with the local jurisdiction to provide fire suppression on a first-due basis outside the confines of the airport or port facilities
- State and local agencies, such as forest service, fire marshals, emergency management offices, hospitals, and training offices
- Career fire departments are not eligible for the Recruitment and Retention Activity

IV. Funding Restrictions

Restrictions on Use of Award Funds:

Hiring of Firefighters Activity:

Eligible Expenses

The only eligible costs under the Hiring of Firefighters for new or rehired firefighters activity are:

- Salary
- Associated benefits (actual payroll expenses)

SAFER funding will pay 100 percent of the salary and benefit costs for each funded position (see Appendix 1 for SAFER Grant Definitions)

- Firefighters that are employees at time of and/or hired prior to the award date, except if applying under the retention activity, are not eligible under the Hiring of Firefighters category.
- Overtime costs are not eligible. However, costs for overtime fire departments routinely pay as a part of the base salary or the firefighter's regularly scheduled and contracted shift

hours are eligible in order to comply with the Fair Labor Standards Act.

- Federal employees are prohibited from serving in any capacity (paid or unpaid) on any proposal submitted for this grant opportunity. Federal employees may not receive funds under this award.
- Only full-time positions will be funded. A full-time position is one position that is funded for at least 2,080 hours per year, i.e., 40 hours per week, 52 weeks per year. However, recognizing many departments have shifts exceeding a 40-hour workweek, FEMA also will consider funding the job-sharing of a full-time position if the grantee has sufficient justification. A job-share position is a full-time position occupied by more than one person.

Example: A department may hire two part-time staff persons at 28 hours each to fulfill the scheduled work hours of one 56-hour shift position.

Ineligible Expenses

- Pre-application costs, such as grant writer fees, administrative costs, and indirect costs associated with hiring of firefighters
- Costs for training and equipping firefighters (however, the salaries and benefits of firefighters hired under the SAFER grants while they are engaged in training are eligible.)
- Costs for uniforms and physicals
- Funds to support additional hired positions or funds received from federal, state, or local sources cannot be used to supplant normal operating budgets unless a waiver has been granted.

Volunteer and mostly volunteer fire departments may hire individuals to fill officer-level positions such as chief, fire inspector, training officer, safety officer, etc.

However, since the purpose of SAFER grants is to enhance incident scene safety, all applicants must certify the primary assignment of all SAFER-funded firefighters will be an operational assignment (e.g., fire suppression) regardless of collateral duties.

Recruitment and Retention of Volunteer Firefighters Activity:

Eligible Expenses

Applicants who propose to initiate a recruitment and retention plan as a part of their application receive equal consideration. Proposals for this category may include providing incentives for volunteer firefighter members to continue service in a fire department.

Examples of initiatives that may receive funding include, but are not limited to:

- Insurance packages such as accidental death and dismemberment (AD&D), disability,

health, dental, life

- Reimbursement to the member while attending required basic training, e.g., compensation for lost wages, mileage, lodging, per diem
- Marketing costs to recruit new volunteer members
- Station internet access
- Computers in common areas
- LED/electronic signs (note: 75% of usage must be dedicated to Recruitment and Retention activities – additional restrictions apply; see 'E, Other Allowable Costs')
- Station duty uniforms for new recruits (pants, shirts, hats)
- Non-uniform clothing (t-shirts, jackets, pullovers, etc.) when as part of an award program
- Station modifications (e.g., converting space into bunkroom - restrictions apply; see 'E, Other Allowable Costs')
- Salary and benefits for a recruitment and retention coordinator
- Physicals (consistent with NFPA 1582) for new recruits only
- Explorer, cadet, and mentoring programs
- Staffing needs assessment
- Administrative costs up to 3% of the awarded amount
- Tuition assistance for higher education (including college tuition) and professional certifications (**Note**: Coursework or certifications in this category should be above and beyond what the department typically funds for required minimum-staffing firefighter certification. Books and lab fees are eligible, but computers are not)
- Awards Program for participation in operational activities (e.g., length of service plaques, gift cards, non-uniform clothing, etc. for responding to incidents, attending operational training. However, payments may not be retroactive for service prior to award.)
- Establish a new Length of Service Award Programs (LOSAP) (funding of existing programs or retroactive payments are not eligible)
- Mileage reimbursement for operational activities (e.g., responding to incidents, attending training)
- Turnout gear after the new recruit undergoes a physical
- With proper justification, applications for funding in the Recruitment and Retention Activity could include activities requiring up to 4 years to complete
- For each activity requested, the applicant must establish the link between the activities for which funding is being requested and the identified recruitment and/or retention problems or issues to be addressed. FEMA will not fund activities without the applicant having made a sufficient correlation between the activity and its positive effect on the recruitment and/or

retention of volunteer firefighters

- All funded activities under recruitment and retention must be governed by formally adopted standard operating procedures (SOPs). Minimally, these SOPs should specify who qualifies for each of the incentives, specific requirements for earning the incentives, and the disposition of the awarded incentives if an individual fails to fulfill the stipulations
- The limited funding available for SAFER activities precludes the award of funding for operational activities, such as the purchase of firefighting equipment and vehicles. Personal protective clothing may be funded for newly recruited firefighters, but personal protective equipment for other types of members or existing members is not eligible

Ineligible Expenses

- Costs incurred prior to award
- Payments or recognition for service prior to award (i.e., no retroactive payments)
- Cash payments for non-operational activities
- Payments for travel to and/ or participation in leisure activities such as theatre tickets, entertainment tickets, and tips (professional ball games, etc.)
- Costs associated with award banquets, such as food, refreshments, entertainment, or rental facilities. Reimbursement for actual awards, e.g., plaques, and trophies, is eligible
- Costs for training regularly covered under the department's operating budget, such as tuition or instructor fees for department-mandated, basic-level training
- Services at a members personal residences (e.g., internet access, plowing of driveways, etc.)
- Furniture, TV's, fixtures, appliances (refrigerators, etc.), entertainment equipment
- "Giveaways" such as pencils, pens, t-shirts, cups, mugs, balloons, etc. for recruitment events
- Fees for courses and training that are also available free of charge on the internet or at a state/local training facilities (NIMS 100, 700, 800, etc.)

V. Application Review and Selection Information

Application Review Information:

All complete and eligible applications are evaluated based on the substance of the application relative to the established SAFER Grant funding priorities. The answers to activity-specific questions, as well as information under Department Characteristics, provide the basis to determine the application's standing relative to stated priorities. This initial evaluation assesses how closely each application matches the program's established priorities (see information on the funding priorities in *Part I. Funding Opportunity Description*).

Applications most consistent with the SAFER Grant funding priorities score higher in the automated evaluation than those applications not aligned with the priorities. The initial scores are combined later with the scores of the applications after they receive peer review evaluations; each score represents 50 percent of the total application score with respect to the final award determinations.

A panel of at least three peer review panelists performs the second phase of the applications' evaluations. These panelists evaluate the application using the narrative statement, along with the answers to the general questions and the activity-specific questions, to determine the worthiness of the request for an award. Each application is judged on its own merits against established criteria and is not compared to other applications.

Panelists will evaluate and score the following criteria:

1. **Hiring of Firefighters Category Narrative Elements**

The narrative statement for applications requesting funding in this category must include the following five elements. Each element will be evaluated independently by the peer review panelist. The relative weight of the evaluation criteria in the determination of the grant award is listed below.

a. **Project Description (30%):** This statement should describe why the applicant needs the grant funds, i.e., how the requested firefighters will be used within the department and a description of the specific benefit these firefighters will provide for the fire department and community. If the applicant is requesting funding under the rehiring of firefighters activity, the narrative should provide details as to when and why the vacancies occurred, and how the vacancies have affected the service to the community. Applications must also discuss how the grant would enhance the department's ability to protect critical infrastructure.

b. **Impact on Daily Operations (30%):** This statement should explain how the community and current firefighters are at risk without the requested firefighters, and to what extent that risk will be reduced if the applicant is awarded. What impact will the newly funded positions have on NFPA and/or OSHA (1910.134) compliance?

c. **Financial Need (30%):** This statement should explain the applicant's organizational budget and its inability to address the need without federal assistance, including other actions the applicant has taken to meet their staffing needs.

d. **Cost/Benefit (10%):** This statement should explain, as clearly as possible, what benefits your department and/or your community will realize if the project described is funded (e.g., anticipated savings and/or efficiencies).

e. **Performance (Additional Consideration)**: Applicants should explain whether they have a proven record of accomplishment for timely project completion and satisfactory performance of other AFG, FP&S, and SAFER awards.

2. Recruitment and Retention of Volunteer Firefighters Activity Narrative Elements

The narrative statement for applications requesting funding for this activity must include the following five elements. The relative weight of the evaluation criteria in the determination of the grant award is listed below.

Each element will be evaluated independently by the peer review panelists:

a. **Project Description (30%):** This statement should describe how the applicant will use the grant funds. The project description should include:

- How the recruitment of new volunteer firefighters and/or retention of current volunteer firefighters will impact the department's or organization's identified operational needs or capabilities
- A description of the specific benefit these firefighters will provide for the fire department(s) or community
- A description of the recruitment and/or retention problems or issues the department has identified
- How the activities being requested address those identified needs
- Specifics about the recruitment and/or retention plan
- If applicable, specifics about which activities are part of the regional request and which activities are exclusive to the host applicant

- A list of the participating third-party organizations that will benefit from the regional project if the project is approved

b. **Impact on Daily Operations (30%):** This statement should explain how the community and current firefighters (or geographic areas of concern for an eligible organization) are at risk without the requested firefighters, and to what extent that risk will be reduced if the applicant is awarded.

c. **Financial Need (30%):** This statement should explain the applicant's organizational budget and its inability to address the need without federal assistance, including other actions the applicant has taken to meet their staffing needs.

d. **Cost/Benefit (10%):** This statement should explain, as clearly as possible, what benefits your department and/or your community will realize if the project described is funded (e.g., anticipated savings and/or efficiencies). Is there a high benefit for the cost incurred? Are the costs reasonable? Provide justification for the budget items relating to the cost of the requested items.

e. **Performance (Additional Consideration)**: Applicants should explain whether they have a proven track record for timely project completion and satisfactory performance in other AFG, FP&S, and SAFER awards.

Application Selection Process:

Specific Funding Parameters

The appropriated funds are to be administered as indicated:

- 15 percent is set aside for the hiring of new firefighters.
- 10 percent is set aside for the recruitment and retention of volunteer firefighters.
- 10 percent is set aside for grants awarded to volunteer or mostly volunteer departments for hiring of firefighters. A mostly volunteer fire department is made up of more than 50 percent of personnel who do not receive financial compensation for their services, other than life, health, and worker's compensation insurance, or a stipend payment such as paid-on-call. It may be necessary to go out of rank order to select a sufficient number of applications in order to meet the 10 percent requirement.
- If less than 10 percent of the funds available for the hiring of firefighters are awarded to volunteer and mostly volunteer fire departments, the remaining funds must be transferred to the provide grants for the recruitment and retention of volunteer firefighters.

VI. Post-Selection and Pre-Award Guidelines

Notice of Award:

FEMA will commence the panel review process within 60 days of the end of the application period. Award decisions for the FY 2011 program will be completed on or before September 30, 2012.

Administrative and Federal Financial Requirements:

All successful applicants for all DHS grant and cooperative agreements are required to comply with DHS Standard Administrative Terms and Conditions available on page 6 of *http://www.dhs.gov/xlibrary/assets/cfo-financial-management-policy-manual.pdf.*

A complete list of Federal Financial Requirements is available at: http://www.whitehouse.gov/omb/grants_forms

In addition to the DHS Standard Administrative Terms and Conditions administrative, financial, and reporting requirements list any program-specific administrative and financial reporting requirements successful applicants must comply with once they have received funds.

This information should allow successful applicants to identify any conditions of an award prior to accepting an award.

Programmatic Reporting Requirements:

Reporting requirements must be met throughout the life of the grant (refer to the program guidance and the special conditions found in the award package for a full explanation of these requirements).

Any reports or documents prepared as a result of this grant shall be in compliance with federal "plain English" policies, directives, etc.

1. **Federal Financial Report (FFR) – required semi-annually.** Recipients of any SAFER grants awarded on or after October 1, 2009, are required to submit a semi-annual Federal Financial Report (FFR, SF-425). The FFR, to be submitted using the online e-Grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit a FFR throughout the entire period of performance of the grant.

   Reporting periods and due dates:

   - January 1 – June 30; due July 30
   - July 1 – December 31; due January 30

2. **Financial and Compliance Audit Report.** Recipients that expend $500,000 or more of federal funds during their fiscal year are required to submit an organization-wide financial and compliance audit report. The audit must be performed in accordance with GAO's *Government Auditing Standards*, located at *http://www.gao.gov/govaud/ybk01.htm*, and *OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*, located at *http://www.whitehouse.gov/sites/default/files/omb/circulars/a133/a133.pdf*. Audit reports are currently due to the Federal Audit Clearinghouse no later than nine months after the end of the recipient's fiscal year.

   In addition, the Secretary of Homeland Security and the Comptroller General of the United States shall have access to any books, documents, and records of recipients of FY 2011 assistance for audit and examination purposes, provided that, in the opinion of the Secretary or the Comptroller, these documents are related to the receipt or use of such assistance. The grantee will also give the sponsoring agency or the Comptroller, through any authorized representative, access to, and the right to examine all records, books, papers or documents related to the grant.

   The state shall require that sub-grantees comply with the audit requirements set forth in *OMB Circular A-133*. Recipients are responsible for ensuring that sub-recipient audit reports are received and for resolving any audit findings.

3. **Monitoring.** Grant recipients will be monitored periodically by FEMA staff, both programmatically and financially, to ensure the project goals, objectives, performance requirements, timelines, milestone completion, budgets, and other related program criteria are being met.

   Monitoring will be accomplished through a combination of desk-based reviews and on-site monitoring visits. Monitoring will involve the review and analysis of the financial, programmatic, performance and administrative issues relative to each program and will identify areas where technical assistance and other support may be needed.

   The recipient is responsible for monitoring award activities, to include sub-awards, to provide reasonable assurance that the federal award is administered in compliance with requirements. Responsibilities include the accounting of receipts and expenditures, cash management, maintaining of adequate financial records, and refunding expenditures disallowed by audits.

4. **Grant Close-Out Process.** Within 90 days after the end of the period of performance, grantees must submit a final FFR and final progress report detailing all accomplishments throughout the period of performance. After these reports have been reviewed and approved by FEMA, a closeout notice will be completed to close out the grant.

   The notice will indicate the period of performance as closed, list any remaining funds

that will be deobligated, and address the requirement of maintaining the grant records for three years from the date of the final FFR. The grantee is responsible for returning any funds that have been drawndown but remain as unliquidated on grantee financial records.

Required submissions:

(1) Final SF-425; due 90 days from end of grant period

(2) Final progress report; due 90 days from the end of the grant period

VII. DHS FEMA Contact Information

This section describes several resources that may help applicants in completing a FEMA grant application.

Centralized Scheduling and Information Desk (CSID)

CSID is a non-emergency comprehensive management and information resource developed by DHS for grants stakeholders. CSID provides general information on all FEMA grant programs and maintains a comprehensive database containing key personnel contact information at the federal, state, and local levels. CSID can be reached by phone at (800) 368-6498 or by e-mail at ASKCSID@dhs.gov, Monday through Friday, 8:00 a.m. – 6:00 p.m. (EDT).

Grant Programs Directorate (GPD)

FEMA GPD's Grants Management Division will provide fiscal support, including pre- and post-award administration and technical assistance, to the grant programs included in this solicitation. Additional guidance and information can be obtained by contacting the FEMA Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov.

SAFER Help Desk

The SAFER program staffs a help desk throughout the application period. The Help Desk can provide assistance with navigation through the automated application as well as provide programmatic assistance with respect to questions of eligibility. The Help Desk can be contacted at 1-866-274-0960 or via e-mail at firegrants@dhs.gov. Hours of operation for the Help Desk during the application period are from 8:00 a.m. to 4:30 p.m. (EDT), Monday through Friday.

FEMA Regional Fire Program Specialists

Each of the FEMA Regions has specialists that can assist applicants with the application process. Interested parties may contact the SAFER Help Desk for information on the nearest regional specialists.

VIII. Other Critical Information

Additional Information: *N/A*

IX. How to Apply

DHS makes all funding opportunities available through the common electronic "storefront" grants.gov, accessible on the Internet at *http://www.grants.gov.* If you experience difficulties accessing information or have any questions, please call the grants.gov customer support hotline at (800) 518-4726.

Applications are accessible via *http://www.fema.gov/firegrants.* The automated application is designed with help screens and drop-down menus to assist the applicant throughout the application process. Applicants can save their work and retrieve it for updates and revisions through the end of the application period.

X. Application and Submission Information

Applicants will obtain FOA Overviews and Full Announcement information from the Grants.gov website where the full FOA is posted.

For a hardcopy of the full announcement, please call:

Assistance to Firefighters Grant Help Desk
1-866-274-0960

Applications will be processed through *http://www.fema.gov/firegrants.*



Staffing for Adequate Fire and Emergency Response Grants

Appendix I
Application and Review Information
January 2012

Fiscal Year 2011

U.S. Department of Homeland Security

OVERVIEW

Title of Opportunity: Fiscal Year (FY) 2011 Staffing for Adequate Fire and Emergency

Funding Opportunity Number: DHS-10-GPD-083-000-01

Federal Agency Name: U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA)

Announcement Type: Annual

Application Dates: Monday, January 30, 2012 to Friday, February 24, 2012.

STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANTS PROGRAM

What's New – Fact Sheet

AVAILABLE FUNDING

Appropriated Amount - $404,190,000

Available for Funding - $380,747,000

NEW TOOLS

Get Ready Guide – A handy guide to give you a kick start in prepping your grant application and better prepare you to thoroughly answer the application questions is available at *http://www.fema.gov/firegrants*.

Quick Reference Guide – A reference guide to assist you in answering application questions and funding priorities is available at *http://www.fema.gov/firegrants.*

Guidance and Application Kit

1) **Appendix I – Application and Review Information**

   Part I. Funding Opportunity Description

   Program priorities are listed as High **H**, Medium **M**, or Low **L**.

   Within each identified program priority (H, M, L), all the proposed activities within that priority have an equal value.

   Part II. Award Information

   Part III. Eligibility Information

   Part IV. Application and Submission Information

   Part V. Application Review Information

   Part VI. Other Information

2) **Appendix II – Award Administration Information**

   Part I. Award Administration Information

   Part II. FEMA Contacts

   Part III. Other Information

Note: These changes ***ONLY*** affect the FY 2011 SAFER grants; the new conditions are ***NOT*** retroactive and may not remain in effect beyond FY 2011.

ADDITIONAL OVERVIEW INFORMATION – KEY CHANGES

The content of this Program Guidance reflects the Department of Homeland Security (DHS) Secretary and FEMA's implementation of P.L. 112-10 and P.L. 112-74.

Under authorities provided under P.L. 112-74, the following requirements are being waived for the FY 2011 SAFER Grant Program:

Salary limits: There are no annual salary limits.

Cost-share: There is no prescribed cost-share.

Retention commitment: Grantees that are hiring firefighters do not have to commit to retaining the SAFER-funded firefighters.

Period of performance: For Hiring of Firefighters Activity grants, the period of performance has been reduced to 2 years.

Attrition of firefighters during the period of performance: FY 2011 grantees who are unable to back-fill firefighting positions that were vacated due to documentable economic hardship may petition FEMA for a waiver of staffing maintenance requirements. In order to qualify for this waiver, the economic hardship must affect the entire public safety sector in your jurisdiction and not only the fire department.

Under the Hiring of Firefighters Activity, we will distinguish between grants to hire new firefighters and grants to rehire laid-off firefighters, giving applications for the rehiring of firefighters who have been laid off the highest priority over any other hiring request.

Helping our post-9/11 veterans: FEMA strongly encourages applicants, to the extent practicable, to seek, recruit, and hire post-9/11 veterans to increase their ranks within your department in order to take advantage of the provisions of the VOW To Hire Heroes Act of 2011. More information on the Act can be found at http://www.gibill.va.gov/benefits/other_programs/vow.html. In FY 2012, FEMA anticipates a requirement that all SAFER applicants have a policy in place addressing their intent to implement strategies to support this Act and have recruiting efforts aimed at post-9/11 veterans.

Randy Parr

From: firegrants@dhs.gov
Sent: Friday, July 27, 2012 4:03 AM
To: Randy Parr
Subject: Award Notification (Application Number: EMW-2011-FH-00253)

Congratulations!

Your grant application submitted under The Department of Homeland Security (DHS) Federal Emergency Management Agency?s
(FEMA) Grant Programs Directorate?s FY 2011 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program has been approved for award. Please go to the Assistance to Firefighters eGrants system at https://portal.fema.gov to accept or decline your award. Enter the same User Name and Password used to complete the online application as requested on the login screen.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select View Award Package from the drop down menu; click Go to view your Award Package. After review of your award package, you will need to indicate either your acceptance or declination of award. PLEASE NOTE: If you wish to accept the award, you should do so immediately as the 90-day recruitment period has begun. When you have finished, please print your award package for your records.

As a reminder, awards made under the Hiring of Firefighters Category require the support of your governing body prior to acceptance of the award. Therefore, by accepting this award you are confirming that you have discussed this application with your local officials and that there is a clear understanding of the long-term obligations of a SAFER grant and that both the department and governing body are committed to fulfilling the requirements of this grant immediately upon acceptance.

If you choose to decline the award, you waive all future rights to this award.

If you accept your award, you will now see a link on the left side of the screen that says Update 1199A in the Action column.
Click this link as it will take you to the SF-1199A Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form.
After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed, you will receive an email indicating the form is approved. After which you will be able to request payments online. If you have any questions regarding your SF-1199A, please call 1-866-274-0960.