

LOUIS RIGBY
Mayor
JOHN ZEMANEK
Councilmember at Large A
DOTTIE KAMINSKI
Councilmember at Large B
DANNY EARP
Mayor Pro-Tem
Councilmember District 1



CHUCK ENGELKEN
Councilmember District 2
DARYL LEONARD
Councilmember District 3
KRISTIN MARTIN
Councilmember District 4
JAY MARTIN
Councilmember District 5
MIKE CLAUSEN
Councilmember District 6

SPECIAL MEETING ON PROPOSED 2016-2017 FISCAL YEAR BUDGET

Notice is hereby given of a Special Meeting of the La Porte City Council to be held August 15 - 17, 2016, beginning at 6:00 p.m. and reconvening at 6:00 p.m. each evening thereafter until business is concluded, in the Council Chambers of City Hall, 604 W. Fairmont Parkway, La Porte, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action. A Public Hearing for the proposed 2016-2017 Fiscal Year Budget will be held September 12, 2016, at 6:00 p.m., at which time the Mayor and City Council will receive public input.

1. CALL TO ORDER

2. DISCUSSION AND POSSIBLE ACTION

- (a) Financial Overview - M. Dolby
- (b) Fire Prevention - C. Meekins
- (c) Fire Suppression - M. Boaze
- (d) Emergency Medical Services - R. Nolen
- (e) Police - K. Adcox
- (f) Golf Course - A. Osmond
- (g) City Manager's Office - T. Leach
- (h) Community Investment - T. Leach
- (i) Human Resources and Insurance Fund - M. Hartleib
- (j) Municipal Court - D. Mitrano
- (k) IT and Technology Fund - R. Valdez
- (l) City Secretary's Office - P. Fogarty
- (m) Legal - T. Leach
- (n) City Council - P. Fogarty
- (o) Finance - M. Dolby
- (p) Public Works - S. Valiante
- (q) Parks and Recreation - R. Epting
- (r) Planning and Development - T. Tietjens
- (s) Economic Development - T. Leach
- (t) Hotel/Motel - J. Hefner
- (u) Capital Improvement Projects - C. Alexander

3. COUNCIL COMMENTS - Regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies - Councilmembers Leonard, Engelken, Earp, Clausen, J. Martin, K. Martin, Kaminski, Zemanek and Mayor Rigby.

4. ADJOURN

The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

In compliance with the Americans with Disabilities Act, the City of La Porte will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meeting. Please contact Patrice Fogarty, City Secretary, at 281.470.5019.

CERTIFICATION

I certify that a copy of the August 15, 2016 , agenda of items to be considered by the City Council was posted on the City Hall bulletin board and website on August 9, 2016.

10

Patrice Fogarty

Patrice Fogarty, City Secretary

City of La Porte

Budget Workshops

Week of August 15, 2016





Budget Summary for Fiscal Year 2017

- No increase in property tax rate
- No utility fund rate increase
- Merit increases for employees affect each budget's personnel costs
- Capital projects of approximately \$9.25 million
(Including \$1.6 million from Street Maintenance Sales Tax Funding)
- Vehicle replacement of \$1.4 million
- \$2 million from the General Fund for utility CIP
- \$2 million commitment remains in General Fund for future utility CIP
- \$2 million transfer from General Fund for health insurance

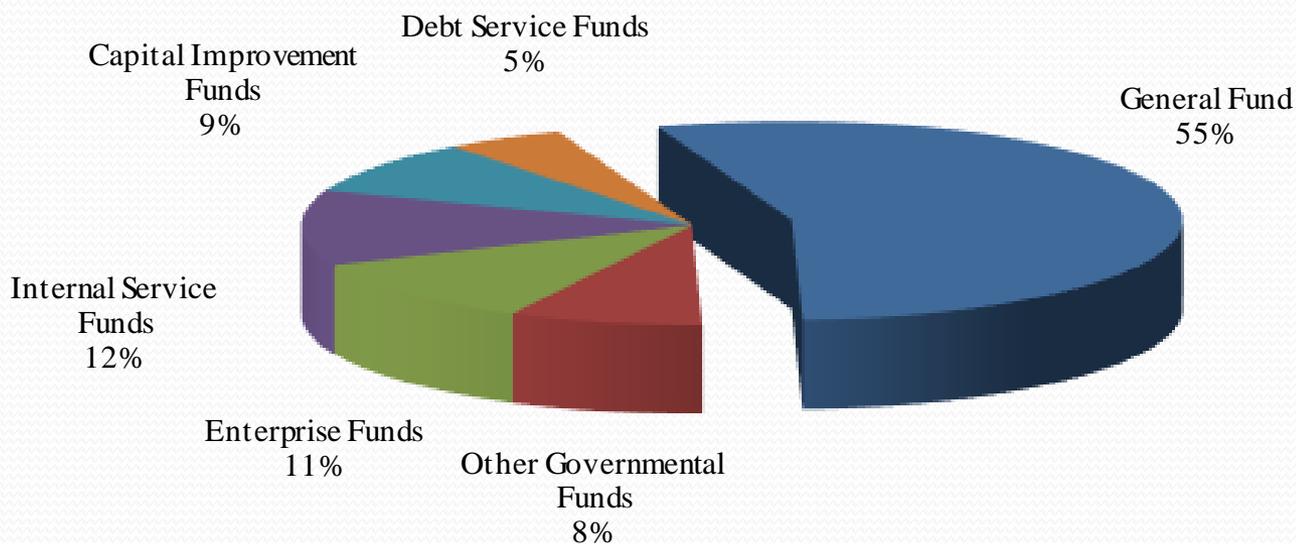


Expenditure Assumptions

- No change to health insurance for employees
- TMRS rate: 16.28%
- Technology lease fees: 37% average decrease
 - *(Combined replacement categories reducing cost)*



Expenditures - All Funds





Consolidated Summary of All Funds

(In millions)

	Working Capital 09/30/16	FY 16-17 Revenues	FY 16-17 Expenses	Working Capital 09/30/17
General Fund	33.31	43.10	47.47	28.95
Special Revenue	8.96	5.96	6.89	8.03
Enterprise	6.07	9.58	9.32	6.33
Internal Service	3.79	11.15	10.54	4.40
Capital Improvement	5.21	4.80	7.64	2.37
Debt Service	2.51	4.31	4.24	2.58
Total All Funds	59.86	78.91	86.10	52.67



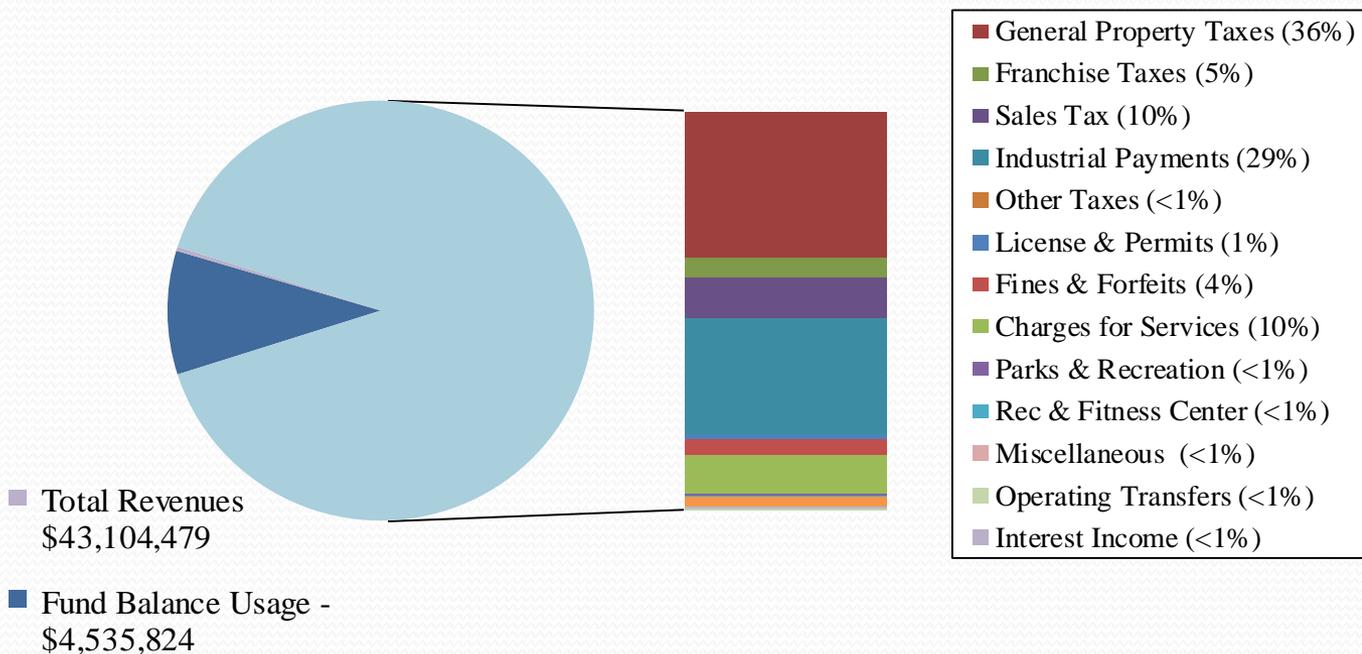
Revenues - All Funds

<i>(In millions)</i>	Actual	Budget	Revised	Projected
Description	2014-15	2015-16	2015-16	2016-17
General Property Taxes	18.88	18.56	19.39	18.66
Franchise Fees	2.41	2.20	2.19	2.19
Sales Taxes	9.95	9.74	9.40	8.85
Industrial Payments	12.27	12.44	14.38	12.50
Other Taxes	0.80	0.74	0.73	0.74
License & Permits	1.35	0.45	0.47	0.42
Fines & Forfeits	1.95	1.71	1.70	1.71
Charges for Services	9.83	9.11	9.19	9.19
Parks & Recreation	0.27	0.22	0.24	0.23
Recreation & Fitness Center	0.20	0.22	0.22	0.22
Employee Health Service	5.31	5.11	5.13	5.12
Water Revenue	5.98	5.65	5.84	6.02
Wastewater Revenue	3.59	3.24	3.50	3.48
Intergovernmental	3.21	0.53	0.53	0.78
Miscellaneous	0.60	0.04	0.15	0.09
Operating Transfers	7.61	4.91	4.98	8.38
Other Financing Sources	8.91	0.10	0.10	0.13
Interest	0.23	0.11	0.22	0.21
Grand Total All Revenue	93.33	75.07	78.34	78.91



General Fund Revenue Sources

Where the Money Comes From



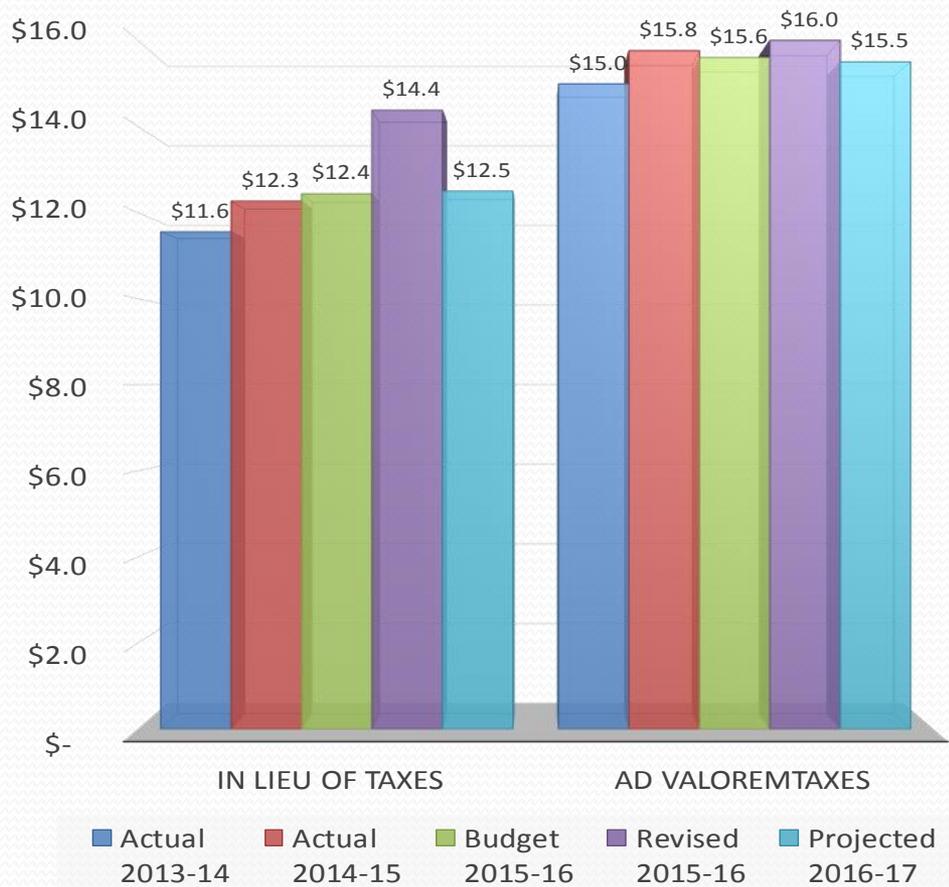


General Fund Revenues

Revenues: <i>(in millions)</i>	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Projected 2016-17	Percent Change
General Property Taxes	15.984	15.829	16.275	15.729	-0.63%
Franchise Taxes	2.412	2.196	2.191	2.191	-0.23%
Sales Taxes	4.979	4.869	4.700	4.425	-9.11%
Industrial Payments	12.269	12.437	14.378	12.500	0.51%
Other Taxes	0.096	0.090	0.095	0.090	0.00%
Licenses & Permits	1.347	0.447	0.467	0.417	-6.61%
Fines Forfeits	1.759	1.604	1.593	1.598	-0.35%
Charges for Services	4.235	4.184	4.237	4.260	1.82%
Parks & Recreation	0.267	0.215	0.239	0.234	8.70%
Recreation & Fitness	0.197	0.220	0.220	0.220	0.00%
Golf Course	0.898	1.003	1.019	1.054	5.16%
Intergovernmental	-	-	-	0.025	
Miscellaneous	0.450	0.038	0.151	0.086	126.84%
Operating Transfers	0.125	0.124	0.124	0.125	0.60%
Interest	0.140	0.080	0.150	0.150	87.50%
Total Revenues	45.157	43.334	45.839	43.104	-0.53%



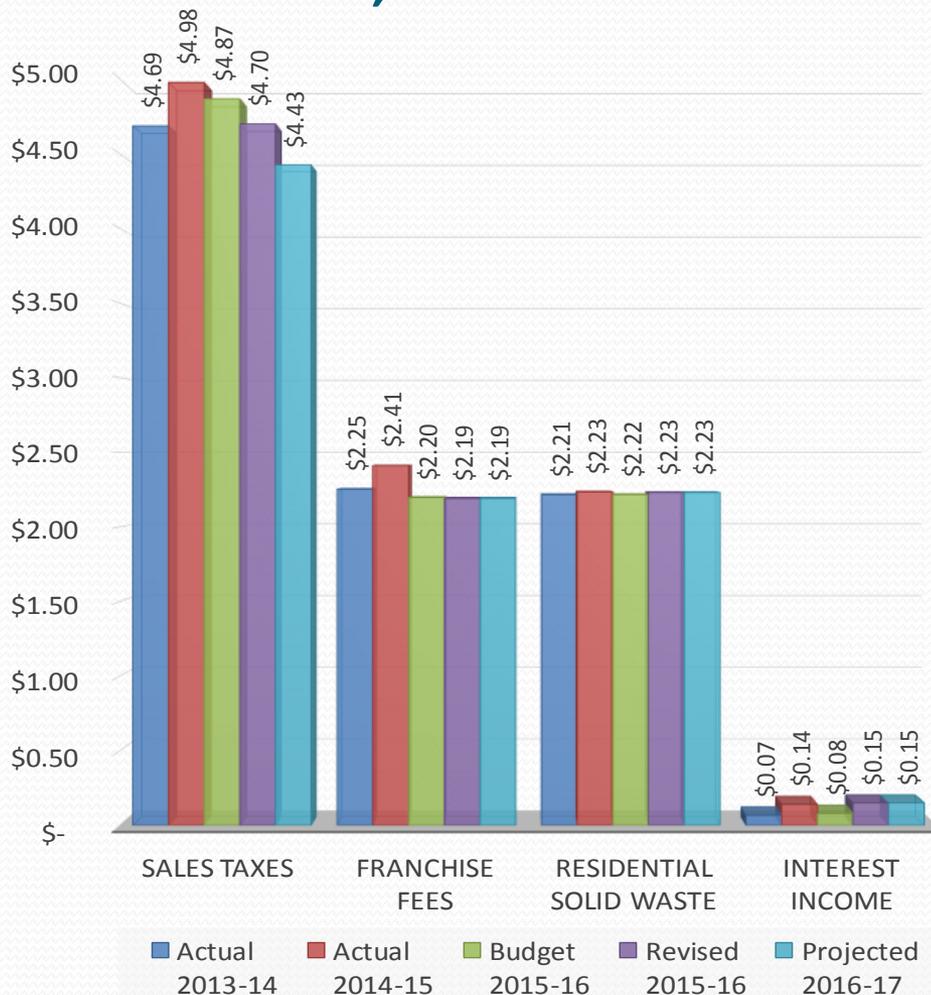
General Fund Revenues In Lieu of Taxes & Ad Valorem Taxes





General Fund Revenues

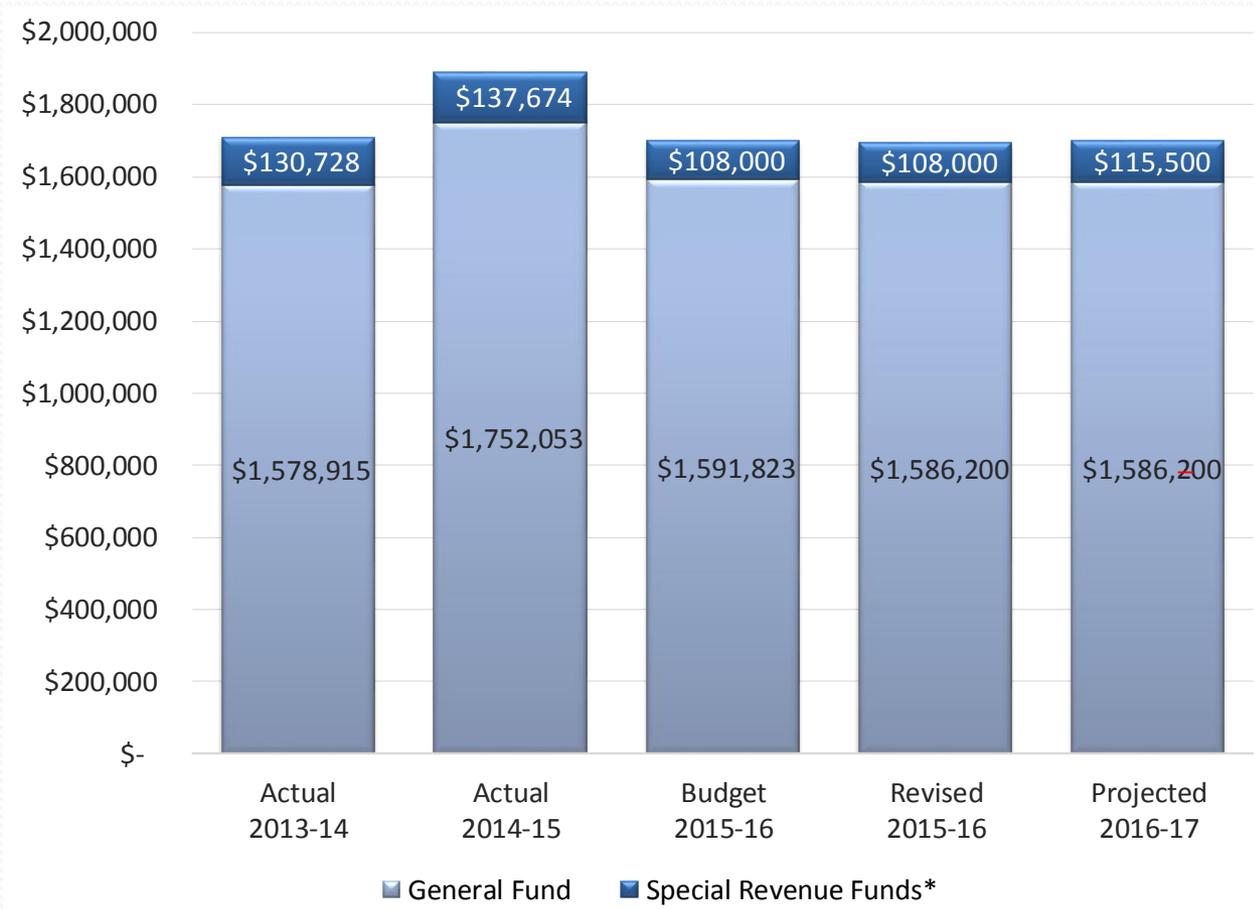
Sales Tax, Franchise Taxes, Residential Solid Waste and Interest





General Fund Revenues

Municipal Court Fines



*Located in the Grant Fund. Includes Judicial Funds, Security Fees, Technology Fees and Child Safety Fees.

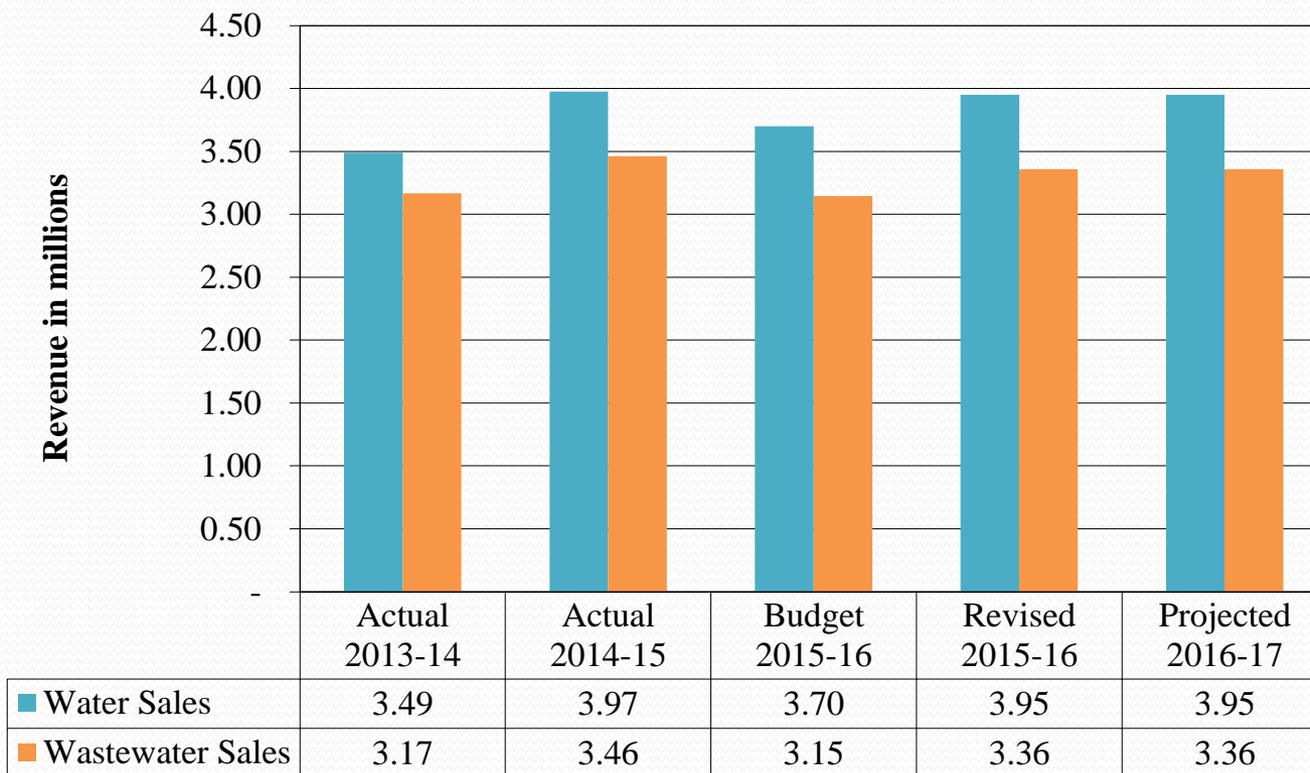


Utility Fund Revenues

Revenues: <i>(in millions)</i>	Actual 2014-15	Budget 2015-16	Estimated 2015-16	Projected 2016-17	Percent Change
Water Revenue	4.832	4.371	4.682	4.682	7.10%
Sewer Revenue	3.516	3.195	3.407	3.407	6.65%
Operating Transfers	0.332	1.000	1.000	-	
Interest	0.002	0.002	0.003	0.003	66.67%
Other Revenue	0.035	0.007	0.007	0.007	0.00%
Total Revenue	8.717	8.574	9.098	8.098	-5.56%

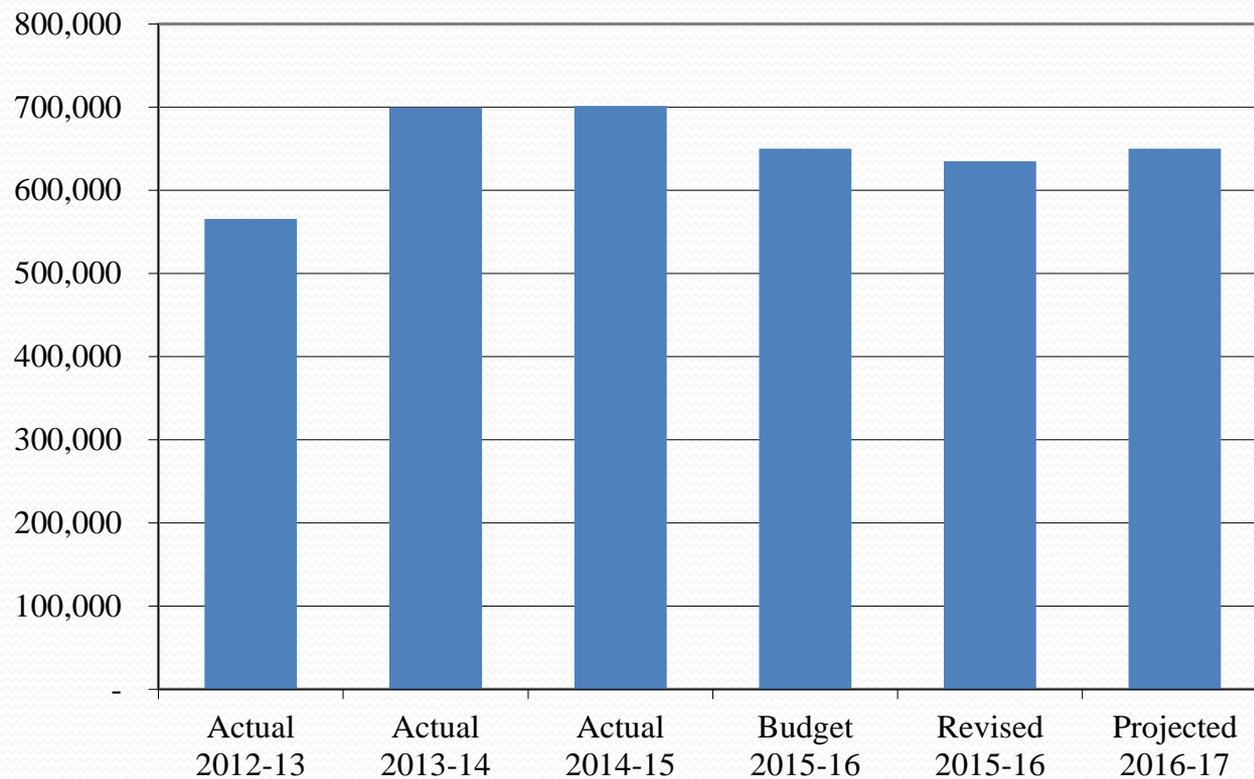


Water & Sewer Sales Trends





Hotel/Motel Revenues





Capital Improvement Projects Summary

(In millions)

	Working Capital 09/30/16	FY 16-17 Revenues	FY 16-17 Expenses	Working Capital 09/30/17
Capital Improvement:				
General CIP Fund	1.04	2.11	2.91	0.23
Utility CIP Fund	0.37	2.12	0.79	1.70
Sewer Rehabilitation	0.13	0.30	0.35	0.08
Drainage Improvement Fund	0.45	0.27	0.37	0.35
2010 C/O Bond Fund	-	-	-	-
2015 C/O Bond Fund	3.23	-	3.23	-
Total Capital Improvement	5.21	4.80	7.64	2.37

*Includes CIP contingencies.



Debt Service Summary

(In millions)

	Working Capital 09/30/16	FY 16-17 Revenues	FY 16-17 Expenses	Working Capital 09/30/17
Debt Service:				
General	3.18	4.31	3.91	3.58
Utility	0.02	-	-	0.02
La Porte Area Water Authority	(0.69)	-	0.33	(1.02)
Total Debt Service	<u>2.51</u>	<u>4.31</u>	<u>4.24</u>	<u>2.58</u>

Emergency Services

General Fund Operating Budget

Fire Prevention

Clif Meekins, Fire Marshal

P. 3-10





FMO General Fund Budget

- FMO \$ 349,501 (+2.641%)



FMO (P. 3-10)

- 10 Series Accounts (Personnel Services) increased \$11,655 due to merit increases received in FY16
- Memberships (30-01) Decreased \$1,095 (-28.627%)

Emergency Services

General Fund Operating Budget

Fire Suppression

Mike Boaze, Fire Chief

P. 3-13





Fire Suppression General Fund Budget

- Fire \$ 1,794,431 (+0.687%)



Fire Suppression (P. 3-13)

- **10 Series Accounts (Personnel Services)**
 - Increase of \$50,000 (+23.801%) due to anticipated overtime costs
- **Building Maintenance (40-11) 13,750**
 - Decrease of \$1,500 (-9.836%)
- **Professional Services (50-07) 18,000**
 - Increase of \$5,400 (+42.857%) for radio manager contract adjustment
- **Protective Clothing (20-03) 0**
 - Zeroed out; will be coming from ESD Fund/034 Budget
- **Tuition Reimbursement (30-24) 7,000**
 - Degree programs for Administrative Assistant and Fire Engineer
- ❖ **Helping Heroes Grant (Koch Pipeline Co and Flint Hills Resources)* 7,800**
 - Grant Request for drone, tablet, and radios for Incident Command

* Will be added as part of the finalized budget for the public hearing in September 2016

Fire Control, Prevention, and Emergency Services

District Fund

P. 7-30





ESD Board Budget

- Emergency Services District Board held a public hearing and approved this budget on June 23, 2016.
- City Council held a public hearing and approved this budget on June 27, 2016.

- FMO \$ 14, 444
- Fire \$ 771,252
- EMS \$ 516,936
- **Total** **\$ 1,302,632**



FMO (P. 7-31)

● 20-03 PPE (Boots, Gloves, Glasses)	2,500
● 30-20 Training (Seminars, Conference)	5,200
● Motor Pool (lease fees)	6,744



Fire (P. 7-32)

● 20-03 PPE (Bunker gear, Gloves)	47,350
● 20-07 Chemicals (Foam, liquid smoke)	5,000
● 20-19 Training Field (Wood, Paint, Supplies)	7,250
● 20-90 Equipment (Nozzles, RIT Equipment)	12,100
● 30-20 Training (Schools, Seminars, Classes)	27,900
● 40-02 Equipment (Pagers, Fire Hose)	48,800
● 40-20 Motor Pool (Lease Fees)	431,148
● 80-21 Capital Equipment	75,000
● 034 Financial Audit	5,000



EMS (P. 7-33)

● 20-03 PPE (Uniforms, Specialty Gear)	20,000
● 30-20 Training (Schools, Seminars, Classes)	15,380
● 40-02 Machinery/Tools/Equipment	29,600
● 40-20 Motor Pool (Lease Fees)	163,956
● 80-21 Capital Equipment	88,000
● 80-50 Motor Vehicles	200,000

Emergency Medical Service (General Fund)

Ray Nolen, EMS Chief

P. 3-17





Budget Overview

- FY2016-17 Total 001 Budget Requested = \$2,696,784
- Overall 001 budget request decreased by \$62,226 (-2.26%) from FY2015-16 Adopted Budget



Budget Explanation

- \$25,000 increase in Overtime (10-20) due to overtime trends revealing an overage of 26% for the last three years. Mostly attributed to maintaining minimal staffing levels.
- \$34,900 increase in Certification Pay (10-30) due to a restructure of certification pay for EMS personnel.
- \$9,500 requested for Machinery/Tools/Equipment (20-90) to purchase 3 – replacement AED's for city facilities - \$6,000, 1 – commercial grade refrigerator for EMS HQ due to more space being needed for 18 paramedics stationed at this facility - \$3,500.
- \$1,300 increase in Memberships & Subscriptions (30-01) due to adding an online treatment protocol app for paramedics in the field and a Billing Coder Certification renewal.



Budget Explanation

- \$7,000 requested in Training/Seminars (30-20) to send two (2) EMS management personnel to a Certified Public Manager (CPM) Certificate Course.
- \$1,850 increase in Computer Software (40-55) due to adding an online FTO performance training system for evaluations to be created, updated and viewed by trainees, FTO's and supervisors during the FTO process.



Grant Fund (032)*

- \$5,000 - SETRAC (Southeast Texas Regional Advisory Council)
Annually administered reimbursement grant for distribution of federal and state trauma care system funds to be utilized by EMS agencies to purchase Supplies, Education and Training, Equipment, Vehicles and Communications Equipment.
- \$5,000 - LEPC (Local Emergency Planning Committee)
Annual funds that are awarded to LEPC's through appropriations of chemical reporting fees received by the TCEQ from the legislature. Funds may be utilized for Consulting Services, Workspace Improvements, Computer Hardware & Software, Equipment and Outreach Materials.

* These grants will be included in the finalized budget presented during the Sept 12, 2016 Public Hearings for the budget adoption.



Grant Fund (032)

- \$5,000 - Helping Heroes (Flint Hills Resources & Koch Pipeline Company)
Annual grant to assist local emergency responders to pay for needs such as Training, Education, Equipment and Emergency Notification.

Total Anticipated Grants - \$15,000

Police Department

Ken Adcox, Chief of Police





Police Department

- Administration (Division 52)
- Patrol (Division 53)
- Criminal Investigations (Division 56)
- Support Services (Division 58)
- Alternative and Grant Funding Summary

- Total Police Department Budget

2015/16 \$12,595,000

2016/17 \$12,575,000

Administration (P. 3-23)



2015/16 \$1,040,000

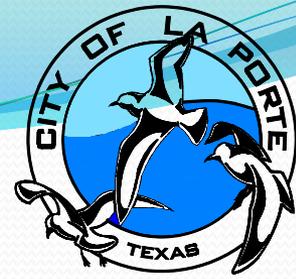
2016/17 \$ 990,000

- 20-90 Machinery, Tools and Equipment. Increased \$3,425 to purchase ID Printer maintenance contract, a replacement treadmill and other small weight room replacement items.
- 40-02 Machinery, Tools and Equipment. Reduced by \$4,260 primarily due to bomb robot maintenance agreement no longer available.
- 40-11 Building. Increased by \$6,600 primarily due to the need for gate repairs and additional building security camera replacements.
- 80-02 Building Improvements. Reduced by \$4,200. We will be spending \$6,800 for needed carpet replacement.
- 80-11 Office Equipment and 80-21 Machinery, Tools, and Equipment. Reduced by \$43,737 and \$21,600 respectively due to big-ticket items being purchased this current budget year (facility/ 911 Voice recording system, internal building security system up-grades, Executive Advanced Scheduling module).

Patrol (P. 3-28)

2015/16 \$6,399,000

2016/17 \$6,456,000



- 10-10 thru 10-81 Earnings and Benefits. Total Increase of approximately \$151,000 (3%) due to increased personnel cost (i.e. Meet and Confer).
- 20-03 Protective Clothing. Increase of \$5,000 primarily due to purchase of two replacement SWAT vests at \$2,500 each.
- 20-04 Gas and Oil. Decrease of \$32,000 due to estimated lower fuel costs.
- 20-90 Machinery, Tools and Equipment. Decrease of \$3,400 primarily due to fewer replacement vehicles, meaning fewer replacement radars, in-car printers, etc.
- 40-03 Radio Base Stations. Increase of \$17,000 due to City of Houston contract air-time rate increase.
- 40-20 Motor Pool Lease Fees. Decrease of \$7,800.
- 40-30 Vehicle Maintenance Fees. Increase of \$6,900.



Patrol (cont'd)

- 40-55 Computer Software. Increase of \$12,700 primarily due to increase in various OSSI fees and addition of an interview room audio/visual system maintenance contract.
- 40-60 Computer Lease Fees. Decrease of \$9,300.
- 80-21 Machinery, Tools and Equipment. Decrease of \$44,000 due to body cameras being purchased this current fiscal year.
- 80-23 Computer Equipment. Decrease of \$56,000 due to big-ticket equipment items (Total Station Accident Investigation System and Covert Cameras) being purchased this current fiscal year.
- 80-50 Motor Vehicles. Increase of \$5,800 due to approved vehicle up-grades (i.e. Chevy Tahoe).

CID (P. 3-31)

2015/16 \$2,317,000

2016/17 \$2,251,000



- 10-10 thru 10-81 Earnings and Benefits. Total decrease of \$52,600 likely due to personnel movements (i.e. senior CID personnel moving to patrol).
- 20-04 Gas and Oil. Decrease of \$8,700 due to estimated lower fuel costs.
- 20-78 Confidential Funds. Increase of \$3,000 due to increase in narcotic and street crimes activity. Funds used to purchase narcotics (undercover), pay informants, etc.
- 20-90 Machinery, Tools and Equipment. Decrease of \$4,400 primarily due to bike evidence storage building having been purchased this current fiscal year.
- 30-01 Memberships and Subscriptions. Decrease of \$7,900 as many of the items from this account were moved to 50-07 Other Professional Services.
- 40-20 Motor Pool Lease Fees. Decrease of \$5,200.
- 50-07 Other Professional Services. Increase of \$10,000 primarily due to \$7,900 in expenses being moved from 30-01 Memberships and Subscriptions. Also added an additional \$2,700 for additional provider fees needed for cell phone and internet records.



Support Services (P. 3-35)

2015/16 \$2,838,000

2016/17 \$2,877,000

- 10-10 thru 10-81 Earnings and Benefits. Total increase of approximately \$12,733 due to increased personnel cost.
- 20-04 Gas and Oil. Decrease of \$4,400 due to estimated lower fuel costs.
- 20-17 Specialized Supplies. Increase of \$6,100 primarily due to needed ammunition purchases.
- 60-10 Janitorial Services. Increase of \$3,900 due to full year contract price.
- 70-04 Water. Increase of \$3,000. Underestimated cost of water for new facility during first year in service (current budget year).
- 99-98 Request for up-grades. \$10,600 to upgrade 3 existing dispatcher positions to lead dispatcher positions (one per shift).



PD Alternative Funding

- State Seized Funds (P. 7-4) \$96,000 (hot spots overtime, community programs, minor equipment needs, supervisory/ specialized training, mentor program, and specialized crime software programs).
- Federal Seized Funds (P. 7-3) \$6,000 (Street Crimes Unit Equipment).
- Animal Shelter Donation Account (P. 7-18) \$43,000 (adoption efforts).
- Shell Pipeline Donation (P. 7-11) \$850 (promotional supplies).
- LEOSE Training Funds (P. 7-9) \$5,300 (training).
- Child Safety Fund (P. 7-21)\$52,000 (DARE Program, summer safety camps, Campus Crime Stoppers Program, child predator/ safety programs and training).

\$203,150 total Alternative Funding



PD Grants

- STEP Grant (P. 7-5) \$49,000
- HGAC DWI Enforcement Grant (P. 7-6) \$6,000
- CIOT Grant (P. 7-7) \$3,000
- State Tobacco Enforcement Grant (P. 7-8) \$3,225
- TX Comptroller- Sexual Assault/ Medical Exam Grant (P. 7-17) \$7,000
- Victims Coordinator Liaison Grant (7-16) \$42,000
- HIDTA/ OCDETF (organized crime) Federal Task Force (P. 7-13) \$39,000
- Bulletproof Vest Partnership Grant (P. 7-10) \$5,700
- ICAC Grant (P. 7-14) \$84,000
- Friends of the NRA Grant (P. 7-12) \$5,000 (SWAT Equipment)
- JAG Equipment Grant (P. 7-19) \$20,000 (Body Cameras)
- *Helping Heroes Grant \$20,000 (Officer Protective Equipment)

* Note: Staff just became aware of this grant and is requesting that it be added to budget.

\$283,925 total Grants

Golf Course

Alex Osmond

Golf Course Manager





Golf Course Club House (P. 3-40)

- Proposed FY16 budget increased .73% (\$4,345) from last year's adopted budget
- 20-90 Machinery/Tools/Equipment. increase \$3,200 for ceiling fans installment in clubhouse snack bar area to improve circulation in areas of high ceilings, replacement of broken attic ladder, and drop lighting replacement in pro shop
- 30-20 Training/Seminars. Increase \$1,210 for Bay Forest to represent in the STPGA Team Championship
- 40-06 HVAC. Increase \$4,977 to replace evaporator coil and condenser in walk in cooler



Golf Course Maintenance (P. 3-41)

- Proposed FY17 budget decreased 2.95% (\$29,039) from last year's Adopted Budget
- 20-07 Chemical. Increase \$8,000 for purchase of additional pre-emergent for weed control of areas outside of fairways. Cost of fertilizer steadily increasing.
- 20-15 Other Supplies. Increase \$3,000 for purchase of pea gravel and perforated pipe for drainage improvements.
- 80-21 Capital Machine/Tools/Equipment. Decrease \$17,000 from last year. Purchasing one greens roller for \$14,000

City Manager's Office

Traci Leach

Assistant City Manager

P. 3-48





Budget Highlights

- Overall budget increased by \$13,871 (2.81%) from FY 16 Adopted Budget
- Notable changes include the following:
 - Personal services (10 series accounts) increased \$10,560 due to merit increases
 - Consulting (50-04) increased \$5,120 to include funding for a sports association audit and City department audit

Community Investment

Traci Leach

Assistant City Manager

P. 3-54





Budget Highlights

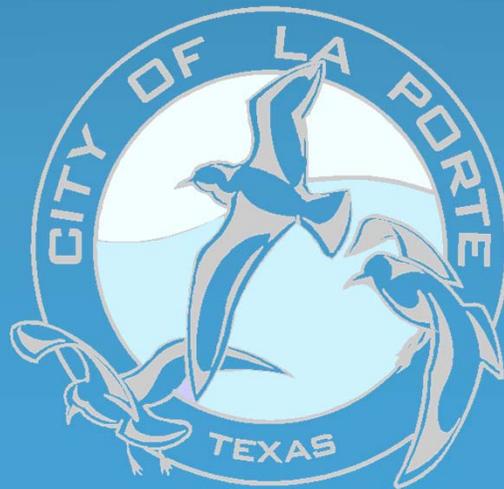
- Overall budget increased \$36,400 (23.69%) from FY 16 Adopted Budget
- Notable changes include the following:
 - Other Professional Services (50-07) increased \$45,400 due to addition of National Citizen Survey and temporary restrooms at Five Points
 - Community Festivals (60-15) decreased \$9,000 due to change in format for Christmas on Main. Event is back in Hotel/Motel Fund.

Human Resources

Matt Hartleib

Human Resources Manager

P. 3-56





Human Resources

Proposed total FY17 budget increased 15.26% (\$72,031) from last year's budget.

- **1010 – Regular Earnings:** increase \$19,824 (11%) due to merit increases and reclassification of HR Manager position
- **3022 – Employee Training:** increase of \$3,000 (150%) due to expanded in house training programs including safety, harassment prevention, and leadership development
- **4055 – Computer Software:** increase of \$6,700 (16.75%) to obtain more effective and efficient systems for benefits administration and applicant tracking
- **5007 – Other Professional Services:** increase of \$38,300 (187.28%) to conduct a comprehensive compensation study



Human Resources

- **5008 – Medical Services:** Increase of \$4,100 (12.46%) to conduct pre-employment screenings for pool staff
- **6002 – Printing and Production:** Decrease of \$1,000 (33%) due to less in-house provision of hardcopy materials
- **6070 – Appreciation Program:** Decrease of \$3,950 (9.75%) with no reduction in programming
- **6071 – Service Awards:** Increase of \$1,983 (9.44%) to reflect tax gross up amounts

Insurance

Matt Hartleib, HR Manager

Liability Insurance: P. 6-18

Employee Health Insurance: P. 6-21





Liability Insurance (P. 6-18)

Proposed FY 17 budget increased 8.5% (\$47,285) from last year's Adopted Budget

- \$52,920 increase is related to a new Risk and Safety Specialist which will bring HR staffing levels closer to industry recommendations and focus on cost savings and risk mitigation.
- **1070 – Workers Compensation:** \$30,000 decrease in WC projected based on previous year and corrections made to payroll numbers
- **6007 – Insurance:** \$24,344 increase projected for property, vehicle, and flood insurance



Employee Health Insurance (P. 6-21)

- Proposed FY 17 budget increased 13.31% (\$858,588) from last year's Adopted Budget
- **5004 – Consulting:** Increase of \$7,500 due to benefit consulting fees. This rate is locked in for three years.
- **5011 – Claims Administration:** Decrease of \$33,300 based on prior year's monthly average fees paid.
- **6011 – Claims Paid:** Increase of \$845,631 based on projections provided by previous benefits consultant.
- **6012 – Re-Insurance Premiums:** Decrease of \$16,465 based on projections with new vendor. Rate locked in for two years.



Employee Health Insurance

- **6025 – Aetna Advantage Plan:** Increase of \$35,210 due to additional retirees and/or spouses reaching the age of 65.
- **6073 – Wellness Program:** Decrease of \$34,800. We will explore value added health and wellness programming available through existing partnerships.

Municipal Court

Division 64

Denise Mitrano, Presiding Judge

P. 3-59





Department Budget Highlights

- Overall increase of \$18,688 (2.22%) from the Adopted FY16 budget
 - Increase attributed to merit increases for the department's 10 employees



Special Use Revenue Funds

- **Security Fund (P. 7-23)– Total \$102,600 consisting of:**
- Armored Security \$5,000
- Courtroom Security \$6,000
- Video Surveillance Equipment \$500
- TMCEC Continuing Education for Bailiffs (2) \$1,000
- TMCEC Continuing Education for Court Clerks (9) \$3,850
- TMCEC Continuing Education for Judges (5) \$1,250
- Outside Digital Signage for Courthouse \$75,000
- Two Bullet Resistant Doors \$10,000



Special Use Revenue Funds

- **Technology Fund (P. 7-23) – Total \$28,650 consisting of:**
- Tyler Technology
- JIMS/SETCIC \$2,400
- Technological equipment replacement \$15,000
- Consulting/training \$2,500



Special Use Revenue Funds

- **Judicial Efficiency Fund (P. 7-23) – Total \$8,000 consisting of:**
 - Juror Appreciation Items \$500
 - Miscellaneous Items to Improve Efficiency \$7,500
- **Child Safety Fund (P. 7-22) – Total \$21,950 consisting of:**
 - Overtime for Police and Court Personnel (R.O.C.K. Juvenile Community Service Program) \$9,450
 - Guest Speakers (R.O.C.K. & community outreach) \$10,000
 - Supplies/Educational Materials \$2,500

Information Technology

Rene Valdez

IT Manager

P. 3-62



Information Technology

(P. 3-62)



- Computer Equipment 20-93 - \$149,100 increase
 - 3 Lease payments total of \$101,000
 - Purchase of 61 computers that were scheduled to be leased in FY 2016 but were deferred due to a decision to purchase them in FY 2017
 - Purchase 75 computers to replace those currently on a lease which expire FY2017
 - Replacement Batteries
 - Upgrades & Parts replacement
- Office Equipment 40-01 - \$10,000 increase
 - Copier lease, overage, and maintenance fees
 - Added new Multi-Function Printer in Inspections



Information Technology

- Computer Hardware (40-50) – increased \$170,150 to provide expanded network capability
 - Cisco Smartnet maintenance renewal on UCS & datacenter equipment, switches, router
 - Various AT&T services related to the expanded network
 - Fiber optic service, wide area network with increased bandwidth, improved system redundancy, updated phone service
 - Maintenance for UPS and A/C at datacenter
 - Roadway cameras - \$35,000 maintenance & repairs and replacement of radios that went end of life 6yrs ago
 - SonicWall firewall maintenance renewal for 2years
 - ⁶⁶Zebra I Series 12 months service warranty



Information Technology

- Computer Software (40-55) - \$45,910 increase
 - Software Laserfiche, Sungard, Palo Alto Wildfire, and Server OS for VM
 - F-Secure Anti-Virus Software Support Renewal
 - Convergent, Dispatch Burglar/Alarm, SolarWinds Log and Event Monitor
 - Microsoft Licensing
- Consulting (50-04) – \$10,000 Consulting decrease
- Other Professional Services (50-07) - \$227,00 Increase
 - ONESolution implementation funds



Technology Fund (P. 6-27)

- Router/Switch upgrades – \$100,000 no increase for annual router/switch replacement

City Secretary's Office

Patrice Fogarty

City Secretary

P. 3-65





Budget Highlights

Overview:

- Total City Secretary's Office Budget \$464,224
- 2016-2017 percentage increase of 2.7%

Notable Changes:

- 3020 Training & Seminars: Increase of \$1,950 due to certification and records management classes for new CSO staff member.
- 4055 Computer Software: Increase of \$9,097 for records management module for Laserfische and conversion and indexing of minutes bound in ledger from years 1902-1915.



Budget Highlights

- 4060 Computer Lease Fees: Decrease of \$1,212. Explanation from IT.
- 5007 Other Professional Services: Decrease indicated; however, a budget adjustment was made to cover staffing agency costs when employee moved from front desk to Secretary IV position. This was a one-time expenditure.
- 6002 Printing & Reproduction: Increase of \$2,000 due to monthly electronic updates of City's Code of Ordinances, on-line hosting and Code-Bank (adopted but not yet codified) ordinances. Allows access within 48 hours.

Legal

Traci Leach

Assistant City Manager

P. 3-70





Budget Highlights

- Overall budget decreased by \$24,180 (12.03%) from FY 16 Adopted Budget
- Notable changes include the following:
 - Legal (50-03) increased \$4,000 due to increase in hourly rate from \$145 to \$150
 - Consulting (50-04) decreased \$36,080 based on conclusion to Garza truck lawsuit
 - City Prosecutor (50-10) increased \$7,900 based on increase in hourly rate from \$85 to \$100

City Council

Patrice Fogarty

City Secretary

P. 3-72





Budget Highlights

Budget Overview:

- Total City Council Budget \$64,865
- 2016-2017 percentage increase of 3.7%

Notable Changes:

- 2090 Machinery, Tools & Equipment: Increase of \$2,300 due to purchase of outside bulletin board; TV for Mayor's office.
- 3020 Training & Seminars: Decreased \$1,000 due to participation.
- 4060 Computer Lease fees: Decreased \$2,727. Explanation from IT.

Finance Department

Michael Dolby, Director

Accounting (P. 3-78)

Purchasing (P. 3-81)

Tax (P. 3-84)

General Fund Non-Departmental (P. 3-86)

Utility Billing (P. 4-20)

Utility Fund Non-Departmental (P. 4-22)





Finance

Division	Percent Change
Accounting	1.78%
Purchasing	2.20%
Tax	9.35%
General Fund Non-Departmental	55.33%
Utility Billing	-8.39%
Utility Fund Non- Departmental	11.63%

Of the six divisions that make up the Finance Department, two of those divisions house non-departmental items that affect all City departments. Of the other four divisions, only one has an increase over 3%.



Finance

Accounting (P. 3-78)

- Office Furniture (20-91): Decreased by \$1,200 - office furniture replaced in 2016
- Training/Seminars (30-20): Increased by \$3,050 for additional training needs w/SunGard conversion to OneSolution

Purchasing (P. 3-81)

- Tuition Reimbursement (30-24): Increased by \$1,100 for Tuition reimbursement for the Buyer
- Request for Upgrades (99-98): Decreased by \$2,703 due to upgrade that occurred in 2016 budget and is reflected in 1010 account



Finance

Tax (P. 3-84)

- 10 series Personal Services accounts reflect decrease due to retirement – projections adjusted to entry level
- Tuition Reimbursement (30-24): Increased 1,500 due to tuition reimbursement for the Tax Service Clerk
- Training/Seminars (30-20): Decreased \$2,150 due to retirement
- Other Professional Services (50-07): Increased \$71,490 for outsourcing tax billing /collection services to GCCISD
- Postage (20-02) and Printing/Reproduction (60-02): Decreased \$12,000 as a result of outsourcing billing

GF - Non-Departmental (P. 3-86)

- Building (40-11) increased \$118,000 for replacement of the carpet at City Hall
- Accounting (50-01) increased \$9,500 due to payment for STARS reporting and sales tax percentage recovery payments; the percentage increase is based on current trends



Finance

GF - Non-Departmental (cont'd)

- Appreciation Program (60-70) increased \$30,000 for Going the Extra Mile (GEM) Program
- Admin Transfer to Fund 003 (90-03)/Admin Transfer to Fund 015 (90-15) increased \$1,850,000 for send transfers to CIP Funds
- Admin Transfer to Fund 014 (90-14) Increased \$1,783,296 to transfer funds for health insurance
- Special Programs (99-97): Increased \$53,426 for Merit and Meet & Confer

Utility Billing (P. 4-20)

- Regular Earnings (10-10): Decreased \$14,330 due to several retirements within the division
- Postage (20-02) and Printing/Reproduction (60-02): Decreased \$8,150 due to change in delivery method of garbage bags; we plan to deliver instead
- Tuition Reimbursement (30-24): Increased \$1,500 for Tuition reimbursement for the Customer Service Clerk



Finance

Utility Billing (P. 4-20)

- Motor Pool Lease Fees (40-20): Decreased \$8,802 due to additional meter reader truck being funded
- Request for Upgrade (99-97): Decreased \$2,029 due to upgrade requested for Utility Billing Coordinator in 2016

UF - Non-Departmental (P. 4-22)

- Meters (40-05): Decreased \$25,000 due to meters purchased as part of CIP program instead
- Other Professional Services (50-07): Decreased \$60,000 due to meter audit occurring in 2016 budget
- Water (70-04): Increased \$196,190 due to City of Houston rate increase for water purchase
- Water Taps (80-12)/Meters and Boxes (80-26) – Decreased \$23,000 based on lower projected needs for 2017
- Request for Special Programs (99-97) – Merit

City of La Porte Public Works Department

Fiscal Year 2016 -2017

Sharon Valiante, Director



Overview of Departmental Budget

General Fund: 4 Divisions

- Public Works Administration
- Streets
- Residential Solid Waste
- Commercial Solid Waste

Total Budget Request: \$5,806,815 (3.82% increase)

Utility Fund: 6 Divisions (4 in PW)

- Water Production
- Water Distribution
- Wastewater Collection
- WWTP
- Utility Billing (Finance)
- Non-Departmental (Finance)

Total Budget Request: \$7,734,972 (3.77% increase)

Airport Fund: Budget Request = \$129,273 (102.60% increase)

LAPWA Fund: Budget Request = \$1,375,311 (16.74% increase)

Motor Pool Fund: Budget Request = \$1,161,976 (0.74 decrease)



Public Works Administration

P. 3-92

Requested Budget = \$494,575

Increase of \$126,596 (+34.4%)

Notable Changes (Round Numbers):

- Increase in Salaries/Benefits = \$126,500 (7070-1010 thru 1099)
PW and Planning transitioned two positions from Planning to PW to administer the CIP Program for Infrastructure. PW retooled the two positions Lead Engineer and Public Improvement Coordinator
- Increase Office Furniture= \$6,300 (20-91)
Replacing training room furniture
- Increase Training= \$5,500 (30-20)
*TPWA & TML commitments; Texas H2O; Utilities; SunGard
Expect approx. \$3,000 in reimbursements from TPWA
scholarships*
- Increase Office Equipment= \$4,000 (40-01)
Imaging for Laserfische
- Decrease Personnel Services = \$9,000 (50-05)



Public Works Streets Division (P. 3-95)

Requested Budget = \$2,714,256

Increase of \$105,802 (+4.1%)

Notable Changes:

- Decrease Gas & Oil** = (\$26,000) (20-04)
- Decrease Machinery, Tools/Equipment **= (\$5,000) (20-90)
- Increase Training = \$5,500 (30-20)
Concrete Truck; TPWA; Sweeper; Expect \$1,000 reimb. TPWA
- Decrease Paving Materials** = (\$15,000) (40-15)
Increased drainage/grading efforts,
- Decrease Vehicle Lease Fees** = (\$35,000) (40-20)
Change in operations
- Increase Other Professional Services= \$21,000 (50-07)
Vegetation Management – Alleyways (pilot program)
- Increase Mach/Tools & Equip **= \$20,000 (50-07)
Replacement Mosquito Fogger; Crack Router
- Increase Request New Position = \$48,000 (99-99)
*Change in Operations as discussed at the Pre-Budget retreat;
Concrete Repair Program*

** ⁸⁵ change/vary year to year



Public Works Residential Solid Waste

P. 3-98

Requested Budget = \$2,580,484

Decrease \$18,826 (-0.72%)

Notable Changes:

- Increase Salaries/Benefits= \$16,000 (20-15)
- Decrease Gas and Oil ** = (\$42,700) (20-04)
- Increase Other Supplies = \$13,000 (20-15)
Trash bags for residents
- Decrease Machinery ** = (\$1,000) (20-90)
- Decrease Vehicle Maint. Fees = (\$12,700) (40-30)
- Increase Landfill Fees = \$6,500 (60-09)
Reflects contract rate increase.

** *change/vary year to year*



Public Works Commercial Solid Waste

P. 3-100

This Commercial Solid Waste Fund is utilized to pay the city's Commercial Solid Waste Contract to collect containerized trash from townhouse and multifamily complexes in the city.

Requested Budget = \$17,500 (7073...10-67)

Increase of \$354 (+2.06%)

Estimated FY 16 Expenditures = \$17,146



Public Works Water Production

P. 4-7

Requested Budget = \$638,754

Increase of \$15,714 (+2.52%)

Notable Changes:

- Increase in Personal Services accounts (10 series) = \$6,474
- Decrease Gas/Oil ** = (\$1,500) (20-04)
- Increase Training = \$1,000 (30-20)
Confined Space Class for 4 employees
- Increase estimated TCEQ testing costs = \$6,500 (60-13)
Water System Fee increase
- Increase Building Improvements = \$6,000 (80-02)
Fence at plant 5 – originally in CIP
- Decrease Machinery / Tools / Equipment ** = (\$4,000) (80-21)
next project originally included in CIP – electrical & pump replacement



Public Works Water Distribution

P. 4-11

Requested Budget = \$1,009,300

Increase of \$15,231 (+1.53%)

Notable Changes:

Increase Personnel Costs = \$22,600 (10-10)

Decrease OT= (\$5,000) (10-20)

Increase Certifications = \$1,200 (10-30)

2 additional anticipated

Decrease Gas & Oil** = (\$2,300) (20-04)

Decrease Tools/Equipment ** = (\$2,500) (20-90)

Increase Training = \$3,400 (30-20)

Confined Space Training for 10 employees

Increase Vehicle Maintenance** = \$3,000 (40-30)

Decrease Personnel Services = (\$5,000) (50-05)

Temp Employee hired as permanent

** *change/vary year to year.*



Public Works Wastewater Collection

P. 4-14

Requested Budget = \$1,074,582
Increase of \$8,234 (+0.77%)

Notable Changes:

- Decrease Personal Services (10 series accounts) = (\$17,987)
- Decrease Oil & Gas** = (\$5,000) (20-04)
- Increase Machinery/Tools/Equip ** = \$12,200 (40-20)
Replacement of several necessary tools: Laser/batteries; Smoke Blower
- Increase Training = \$3,400 (30-20)
Confined space & Cert renewals
- Increase Building Improvements ** = \$3,400 (40-11)
Fence replacement lift stations: 27, 40, 33

** *change/varies year to year.*



Public Works Wastewater Treatment

P. 4-17

Requested Budget = \$1,355,913

Increase of \$10,236 (+0.76%)

Notable Changes:

Increase Personal Services = \$14,397 (10 series accounts)

Increase Chemicals = \$11,500 (20-07)

Polymer to treat sludge; SO² price increase

Increase Machinery Tools ** = \$11,700 (20-90)

Change out of necessary equip and additions for plant operations

Decrease Building ** (\$4,500) (40-11; 80-02)

Decrease Other Professional Services = (\$13,000)

Increase Landfill Charges = \$2,200 (60-09)

Increased wasting to meet permit (metals and bacteria)

Increase TCEQ Requirements = \$2,400 (60-09)

Water Quality Fee

Decrease Electrical = (\$14,500) (70-01)

** Cost of these items vary year to year.



Airport

P. 5-7

Requested Budget = \$129,273
Increase of \$65,467 (+102.60%)

Notable Changes:

- Increase Other Supplies = \$2,000 (20-15)
Gate Keypads and bulbs; Ramp Grant 50/50.
- Decrease Other Professional Services = (\$11,327) due to Airport Study funding in FY16
- Increase Special Programs = \$67,500
Vegetation Mgmt (Pilot program); Routine Maintenance– Ramp Grant 50/50

*Note: Sponsors must budget for 50% reimbursement
Expectation is to receive \$44,000 reimbursement from RAMP*



La Porte Area Water Authority

P. 5-10

Requested Budget = \$1,375,331
Increase of \$197,173 (+16.74%)

Notable Changes:

- Decrease Machinery/Tools/Equipment Repair = (\$1,000) (20-90)
Need varies year to year.
- Increase Other Professional Services = \$10,000 (50-07)
Attorney Fees – City of Houston Budget Dispute
- Increase Water = \$216,965 (70-04)
Proposed rate increase \$.7355/1,000gal. (1.25 MG)
- Decrease Machinery/Tools/Equipment Repair = (\$28,400) (80-21)
Need varies year to year. Cost participation of IT Security



Vehicle Maintenance Fund

P. 6-10

Requested Budget = \$1,161,976
Decrease of (\$8,691) (-0.74%) FY 17

Notable Changes:

- Decrease Oil and Gas** = (\$3,000) (20-04)
- Increase Machinery/ Tools/ Equipment = \$2,000 (20-90)
Replace Service Truck Compressor
- Decrease Professional Services** (\$1,300) (50-07)
- Decrease Natural Gas* = \$2,000 (70-02)
- Decrease Machinery, Tools/Equip** (\$16,700) (80-21)
Purchases complete
- Increase Special Programs = \$5,000 (99-97)
3% Merit/Lump Sum

***varies year to year based on cost to use*



Vehicle Replacement Fund (P. 6-8)

FY 16-17 - Summary of Replacements (1 of 4)

Account Number	Unit	Description	Funded Amount		Replacement Cost FY15_16
009-6147-515-8050	New	2017 Pickup truck	\$ 18,655	New Per CMO	\$ 19,589.00
Total:			\$ 18,655		\$ 19,589.00
009-6049-551-8050	49-17	2011 Fertilizer Spreader	4,403		5000
009-6049-551-8050	49-20	2011 326 Z-Turn	10,608		12715
009-6049-551-8050	49-27	2012 326 Z-Turn	10,610		12715
009-6049-551-8050	49-28	2013 326 Z-Turn	10,610		12715
009-6049-551-8050	49-29	2011 Core Harvester	6,682		12000
009-6049-551-8050	49-32	2011 Truckster	21,385		23000
009-6049-551-8050	49-34	2011 Fairway Mower	44,876		58000
009-6049-551-8050	49-35	2011 Fairway Mower	44,883		58000
009-6049-551-8050	49-50	2004 Fairway Aerator	8,055		30000
009-6049-551-8050	49-54	2005 John Deere Truckster/Sprayer Combo	23,120		40000
009-6049-551-8050	49-55	2005 John Deere 200 gal. Sprayer	9,331		40000
009-6049-551-8050	49-57	2011 Greens Mower	33,451		32100
009-6049-551-8050	49-86	2001 Aerway Turf Slicer	9,392		8000
Total#5			237,406		344245



Vehicle Replacement Fund

FY 16-17 - Summary of Replacements (2 of 4)

Account Number	Unit	Description	Funded Amount	Replacement Cost FY15_16
009-5252-521-8050	52-10	2011 Ford Police Interceptor	29,187	23574
Total:			29,187	23574
009-5253-521-8050	53-10	2009 Ford Police Interceptor	37,987	34815
009-5253-521-8050	53-14	2010 Ford Police Interceptor	37,987	34815
009-5253-521-8050	53-24	2010 Ford Police Interceptor	37,987	34815
009-5253-521-8050	53-72	2009 Ford Police Interceptor	37,987	34815
Total:			151,948	139260
009-5256-521-8050	56-03	2010 Ford Fusion	19,504	23574
009-5256-521-8050	56-04	2011 Ford Fusion	19,504	23574
009-5256-521-8050	56-17	2007 Ford 1/2 Ton Pickup	17,548	19598
009-5256-521-8050	56-25	2010 Ford Expedition	32,258	34815
Total:			88,814	101561
009-5258-521-808050	58-42	2008 Chevy Impala Interceptor	37,987	23574
Total:			37,987	23574
009-5059-522-8050	59-35	2009 F450 AMB Cab & Chasis	79,974	94525
Total:			79,974	94525



Vehicle Replacement Fund

FY 16-17 - Summary of Replacements (3 of 4)

Account Number	Unit	Description	Funded Amount		Replacement Cost FY15_16
009-7071-531-8050	New	Concrete Mixer	200,000	Replace 71-34 & 71-45 Per CMO	200000
009-7071-531-8050	New	Silo for Concrete Mixer	28,000		28000
009-7071-531-8050	71-14	2006 Chevy 1Ton 9ft flat bed	31,546		26903
009-7071-531-8050	71-33	2004 GMC Dump Truck	91,561	upgrade to 12yd dump	93551
009-7071-531-8050	71-59	2004 Ford 750 Dump Truck	92,445	upgrade to 12yd dump	93551
Total:			443,552		442005
009-7072-532-8050	72-14	2004 Chevy 1/2 ton pickup w/lift	21,288		19598
Total:			21,288		19598
009-7074-532-8050	74-18	2005 Ford 1 Ton with service body	32,417		34960
Total:			32,417		34960
009-8080-551-8050	80-17	2006 Chevy 1 Ton w/service body	31,922		22622
009-8080-551-8050	80-29	2004 Chevy 1/2 Ton Pickup	17,093		19598
009-8080-551-8050	80-71	2009 Kubota Z-turn 326P	14,104		12715
009-8080-551-8050	80-98	2010 Kubota Z-turn 326P	14,104		12715
Total:			77,223		67650



Vehicle Replacement Fund

FY 16-17 - Summary of Replacements (4 of 4)

Account Number	Unit	Description	Funded Amount	Replacement Cost FY15_16
009-8082-552-8050	82-11	2006 Aero Eliite Passenger Bus	91,660	95000
Total:			91,660	95000
009-7084-533-8050	84-18	2002 Chevy 1/2 Ton Pickup	17,287	19598
Total:			17,287	19598
009-7085-533-8050	85-38	2008 Ford 1 Ton pickup w/service body	33,690	34960
Total:			33,690	34960
009-7086-532-8050	86-39	2008 Ford 1 Ton pickup w/service body	30,412	34960
Total:			30,412	34960
009-7087-532-8050	87-14	2005 Ford 1/2 Ton Pickup	18,654	19598
Total:			18,654	19598
009-9092-524-8050	92-11	2004 Ford Escape	19,444	17476
Total:			19,444	17476
Grand Total:			\$ 1,429,598	\$ 1,532,133

Funded amount reflect the amount funded as of Sept 2016



Parks & Recreation

Rosalyn Epting, Director

Parks Maintenance (P. 3-105)

Recreation (P. 3-109)

Special Services (P. 3-112)

Administration (P. 3-115)





Parks & Recreation

	2015-16 Adopted Budget	2016-17 Request	Difference	% Change
Parks Maintenance	\$2,471,011	\$2,349,608	- \$121,403	- 4.91%
Recreation (remove baseball)	\$862,681	\$1,337,132 \$922,721	+\$474,451 + \$60,040	+55.0% + 6.96%
Special Services	\$467,660	\$474,146	+ \$6,486	+ 1.39%
Administration	\$599,169	\$550,636	- \$48,533	- 8.10%
Department Total	\$4,400,521	\$4,711,522 \$4,297,111	+\$311,001 - \$103,410	+7.07% - 2.35%



Parks Maintenance (P. 3-105)

- **Notable Increases:**

- \$45,980 in regular earnings (10-10) due to salary increases and reallocation of funds from Administration regular earning to Parks Maintenance for reallocation of staff
- \$10,500 in overtime (10-20) due to increased salaries, events, and callouts
- \$3,724 in FICA (10-60) due to regular earnings increase & reallocation of staff into this division
- \$3,769 in Retirement (10-65) due to regular earnings increase & reallocation of staff into this division
- \$4,000 in Building (40-11) for maintenance and repair of buildings



Parks Maintenance (cont'd)

- **Notable Decreases:**

- \$5,886 Motor Pool Lease Fees (40-20)
- \$4,000 Electrical (70-01)
- \$24,382 Building Improvements (80-02): for chemical cleaning and RFC Pool re-plaster
- \$24,873 Machinery/Tools & Equipment (80-21): to replace the Christmas decoration soldiers on Fairmont Pkwy light poles with new Santas and reindeer
- \$130,587 Land Improvements (80-32): this year's request are in other locations (CIP, Park Zone)



Recreation (P. 3-110)

- **Notable Increases:**

- \$22,051 in regular earnings (10-10) due to salary/wage increases
- \$277,750 in seasonal earnings (10-11) due to pools being moved into this line item
- \$3,545 in PARS Retirement (10-67)
- \$4,866 in Training/Seminars (30-20) due to certification requirements and location change for state conference.
- \$3,500 in Tuition Reimbursement (30-24) for Recreation Superintendent
- \$24,834 in Recreation/Educ Equipment (40-10) for tables and chairs at Evelyn Kennedy and Brookglen, computer desks at Charles Walker, and additional repair funds for equipment at the RFC (encountering heavier usage)



Recreation (cont'd)

- **Notable Increases Continued:**

- \$3,000 in Special Events (60-41) for increase in costs associated with small events due to increased participation
- \$5,300 in Recreation Programs (60-42) for camp costs increasing due to opening the camp up to more children
- \$20,000 in Building Improvements (80-02)
 - Gym divider curtain so that classes can take place while open gym is on the other side
 - Addition of key/phone lockers in the common workout area
- ~~\$414,411 in Requests for Special Programs (99-97) in anticipation of taking over Boy's Baseball. This was discussed during Budget Retreat~~
- \$8,344 in Request for New Position (99-99) for 2 new seasonal part-time camp staff needed to add more participants to our camp.

¹⁰⁴ Currently camp is maxed out with a waiting list



Recreation (cont'd)

- **Notable Decreases:**
 - \$7,948 in Retirement (10-65) due to staff changes
 - \$285,750 in Other Professional Services (50-07) monies moved to seasonal earnings within the same division when we decided to run pools in house



Special Services (P.3-112)

- **Notable Increases:**

- \$3,119 in Machinery/Tools/Equipment (20-90) for a new oven and refrigerator at SPORT and three new tables at Seniors
- \$3,364 in Motor Pool Lease Fees (40-20)

Administration (P. 3-115)

- **Notable Increase**

- \$3,400 in Overtime (10-20) due to increased rentals

- **Notable Decrease:**

- \$40,450 in Regular Earnings (10-10) due to moving a position to Parks Maintenance

Planning and Development

Planning/Engineering (P. 3-120)

GIS (P. 3-123)

Inspections (P. 3-126)

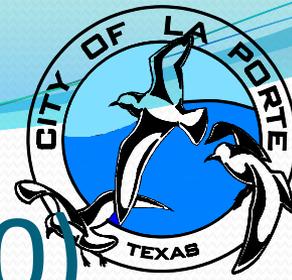
Tim Tietjens, Director





Planning and Development Overview

	Budget 2015-16	Requested 2016-17	Percent Change
Planning & Engineering	\$ 826,748	629,866	-23.81%
GIS	279,194	258,565	-7.39%
Inspection	1,100,351	988,517	-10.16%
Total	\$ 2,206,293	1,876,948	-14.93%



Planning/Engineering (P. 3-120)

- 10-10 thru 10-81 Personnel Services decreased \$174,460
 - Vacant positions programmed at entry level
 - Public Improvement Coordinator and Senior Project Engineer positions re-assigned to Public Works as Public Improvement Inspector and CIP Manager, respectively
- 50-04 Consulting increased \$17,000
 - Misc. consulting services including Comprehensive Plan Five (5) year review
- 50-07 Other Professional Services decreased \$31,990
 - Prior year budget included additional funds for on-call engineering services



GIS (P. 3-123)

- 30-20 Training/Seminars decreased \$2,175
 - Consultant to provide technical support to GIS staff as needed
- 50-07 Other Professional Services decreased \$19,520
 - Prior year budget included carryover for Professional GIS Services
- 60-02 Printing and Reproduction increased \$1,500
 - Three (3) aerial mosaics for conference rooms



Inspections (P. 3-125)

- 20-02 Postage increased \$3,000
 - Increased code enforcement activity notification
- 20-91 Office Furniture decreased \$3,000
 - Prior year budget included funds for desk chairs
- 60-21 Dangerous Buildings decreased \$101,890
 - Prior year budget included additional funds for demolition of Windsail Apartments

Economic Development

Traci Leach
Administration

P. 7-42





Budget Highlights

- The overall budget increased \$873,338 (75.15%) from FY16
- Notable changes include the following:
 - Position vacancy related decreases \$11,863 and include reductions in salary, memberships/subscriptions, and travel/training line items
 - Postage (20-02) decreased \$1,000 based on estimated actuals



Budget Highlights (cont'd)

- Other Professional Services (50-07) net decrease of \$11,500 due to elimination of website upgrade costs and strategic plan costs and addition of AEDO accreditation for FY 17
- Printing and Reproduction (60-02) decreased \$2,500 based on reduced mail-outs for the Enhancement Grant Program
- Request for Special Programs (99-97) increased \$256,791 due to inclusion of incentive payments scheduled to be made pursuant to approved Development Agreements



Budget Highlights (cont'd)

- Transfer to Debt Service increased \$4,579 based on payment schedule
- Transfer to CIP Fund increased \$642,331 to include funding for two projects:
 - Adding 123 Pecan Park Parking spaces
 - Construction of restroom/outdoor pavilion for Five Points

Hotel Motel Fund

Jaree Hefner

Marketing/PR Specialist

P. 7-37





Budget Highlights

- Overall budget decrease of \$20,762 which is a decrease of 2.4% from the FY 16 Adopted Budget
- Significant increase/additions in accounts include:
 - Added \$21,000 to Tourism Development (20-75) to accommodate the following new initiatives:
 - Added \$20,000 for sponsorship requests for events that bring in tourism and guaranteed room nights.
 - Added \$10,000 for a professional videographer to create a series of tourism videos promoting La Porte.
 - Added \$5,000 to attend local industry trade shows promoting the hotels, venue space, and catering options in La Porte for corporate travel and meeting needs.
 - Last year we funded the kiosks out of this account and have had great feedback and results but are happy with the three we have in place.



Budget Highlights

- Significant increase/additions in accounts include (cont'd):
 - Moving Christmas on Main back into Special Events and increasing the budget to \$20,000 to provide stage and sound for the choirs, additional entertainment, and spreading the event across two days with the parade on a separate night.
 - Keeping current level funding the same for recurring events.
 - Funding for 8 street banners to better promote events to the community as well as update old street banners that are in need of replacing.



Capital Improvement Program

Traci Leach

Assistant City Manager





Fund Summaries

Fund	Total Proposed Expenditure
General Fund CIP (Fund 015)	\$2,908,950
Utility Fund CIP (Fund 003)	\$ 790,000
Airport Fund (010)	\$ 80,000
Sanitary Sewer Rehabilitation Fund (Fund 018)	\$ 350,000
Drainage Fund (Fund 019)	\$ 365,000
Street Maintenance Fund (Fund 033)	\$1,605,313
Street/Infrastructure Bond (Fund 051)	\$3,227,687
Total	\$9,326,950



General Fund CIP (P. 8-1)

Projects Presented at the Pre-Budget Retreat:

- Demolition of TPW Building (\$40,700)
 - Includes a 10% contingency
- Glen Meadows Park Shade Structure (22,150)
- Original City Hall Renovations (\$29,100)
 - Floors, lighting upgrades, painting and a 10% contingency

Staff-Identified Projects:

- City Hall Security Renovation (\$70,000)
 - Reconfiguration of Lobby area to improve employee security and enhance customer service for residents
 - Total budget is approximately \$140,000. Additional funding available from other project savings and FY16 General Fund contingency



General Fund CIP (cont'd)

- Restroom/Pavilion at Five Points (\$400,000)
 - Funded by the La Porte Development Corporation
- Parking Spaces at Pecan Park (\$350,000)
 - Funded by the La Porte development Corporation
 - Construction of 123 additional parking spots
- HVAC Replacement at Police Station (\$150,000)
 - Continual issues with current system
 - Too many critical network and public safety infrastructure at risk
- Annual Playground Replacement (\$100,000)
 - Tom Brown and Lomax Park



General Fund CIP (cont'd)

- Maintenance Barn Re-Skin (\$27,000)
 - Total budget \$45,000. Additional funds available from savings on Cart Barn Re-Skin project completed this current year
- Fairmont Parkway Signalization Project (\$1,500,000)
 - Total project cost \$5,500,000 (County to fund \$4M)
 - Joint project in conjunction with Harris County
- Contingency (\$100,000)
 - Available to fund unforeseen projects that do not meet the standard for a budget amendment



Utility Fund CIP (P. 8-5)

Annually Recurring Programs:

- In-House Water Line Replacement: \$45,000
- In-House Valve Replacement Program: \$25,000
- Commercial Meter replacement: \$50,000
- Lift Station Improvements: \$35,000

Other Projects:

- Bayshore Park Subdivision water and sewer relocation: \$250,000
 - Currently, utilities are in the rear alley and are difficult to maintain and access. Project will move to front and replace steel pipe.



Utility Fund CIP cont'd

- Return Activated Sludge Pump replacement: \$50,000
 - Current pump is approximately 14 years old
 - Responsible for pumping heavy grit and sludge during treatment process
 - Replace the first of two pumps. The second is planned for FY18.
- Clarifier Drive Replacement: 100,000
 - Final year of replacement for the drives that rotate the “arms” that rake the settled activated sludge to clarifier cone



Utility Fund CIP cont'd

- S. Broadway Sanitary Sewer Replacement (Design): \$60,000
 - 1,000 ft of line starting around McCabe Road and heading north has become exposed
 - Construction to be included in FY18 proposed budget
- Digester Aeration Piping Replacement: \$135,000
 - Project will eliminate potential backflow of sludge into the blowers at the Waste Water Treatment Plant
- Contingency: \$40,000
 - Unforeseen projects and/or higher than expected project bids



Airport Fund (P. 8-9)

- AWOS IV: \$50,000
 - Automated weather observing system
 - Grant funded project (75/25 funding split) with total budget of \$200,000. Amount budgeted in this fund represents the City's match.
- Runway, Taxi, Tie Down Rehabilitation Design: \$30,000
 - Design for needed concrete improvements
 - Grant funded project (90/10 funding split) with total budget of \$30,000. Amount budgeted in this fund represents the City's match.
 - Construction to be included in future budgets

Sewer Rehabilitation Fund (P. 8-11)



- Sanitary Sewer Rehabilitation: \$350,000
 - Required by Texas Commission on Environmental Quality
 - In-House repairs to City's sewer system



Drainage Fund (P. 8-13)

Annually Recurring Program:

- TV Inspection of Storm Sewer System: \$20,000

Other Projects:

- Drainage Study at Airport: \$15,000
 - Grant funded project (90-10 funding split) with a total project budget of \$150,000. Amount budgeted in this fund represents the City's match.
- Construct Browning/Golden Drainage Improvements: \$330,000
 - Address repetitive loss area in Lomax

Street Maintenance Fund (P. 8-15)



Annually Recurring Programs:

- Handicap Ramp/Sidewalk Repair: \$300,000
 - Doubled funding from FY16
- Asphalt Street Resurfacing: \$700,000
- In-House Street Repair Materials: \$50,000
- Small Concrete Repairs: \$200,000
- Slab Jacking Concrete Repairs: \$40,000

Other Projects:

- Street Inspection Rating Update: \$28,000
 - Update assessment completed in 2012-13



Street Maintenance Fund

- Construct Pinebluff Subdivision Improvements: \$207,313
 - Includes pavement and drainage improvement for the subdivision
 - Split funding here and with Fund 051 Infrastructure Bond Fund. Total construction budget \$2,000,000
- Streets/Drainage Contingency: \$80,000
 - Unforeseen projects and/or higher than expected project bids

Infrastructure Bond Fund (P. 8-19)



- Construct Pinebluff Subdivision Improvements: \$1,792,687
 - Includes pavement and drainage improvement for the subdivision
 - Total construction budget \$2,000,000
- Construct Coupland Drive Improvements: \$1,110,000
 - Pavement and drainage improvements
- 6th/Madison and W. Main Drainage Improvements (Design): \$150,000
 - Existing drainage structures are 60 years old.
 - Funds preliminary engineering report for drainage improvements

Infrastructure Bond Fund (cont'd)



- Design Somerton Improvements: \$150,000
 - Design for water and street improvements on Somerton from Bandridge to Spencer Highway
 - Construction to be included in future budget
- Contingency: \$25,000
 - Unforeseen projects and/or higher than expected project bids



Plan of Finance and Timeline

- Presented by Bob Henderson, Managing Director
 - RBC Capital Partners
 - City's Financial Advisor
- No action required of Council today
- On August 24, an item will be included on the agenda for action to formally approve this Plan of Finance and the Notice of Intent to issue the C.O. bonds