



CITY OF JERSEY VILLAGE, TEXAS

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City of Jersey Village - City Council and Staff Budget Retreat

Justin Ray, Mayor
Andrew Mitcham, Council Position No. 1
Greg Holden, Council Position No. 2
Bobby Warren, Council Position No. 3
James Singleton, Council Position No. 4
Gary Wubbenhorst, Council Position No. 5

Austin Bleess, City Manager
Lorri Coody, City Secretary
Leah Hayes, City Attorney

Notice is hereby given of a special work session meeting of the City Council of Jersey Village, to be held on Saturday, May 19, 2018 at 9:00 a.m. in the City of Jersey, Fire Department Training Room, 16501 Jersey Drive, Jersey Village, Texas, for the purpose of considering the following agenda items.

Call to Order and Announce a Quorum is Present

A. FY 2018-2019 COUNCIL/STAFF BUDGET RETREAT

1. [Overview and Departmental Information](#) presented by Austin Bleess, City Manager

B. ADJOURN

CERTIFICATION

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: May 15, 2018 at 12:50 p.m. and remained so posted until said meeting was convened.

Lorri Coody, City Secretary

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at www.jerseyvillage.info.



CITY OF JERSEY VILLAGE
COUNCIL - STAFF RETREAT 2018



CITY COUNCIL MEMBERS

Justin Ray, Mayor

Andrew Mitcham

Greg Holden

Bobby Warren

James Singleton

Gary Wubbenhorst

CITY MANAGER

Austin Bleess

May 2018

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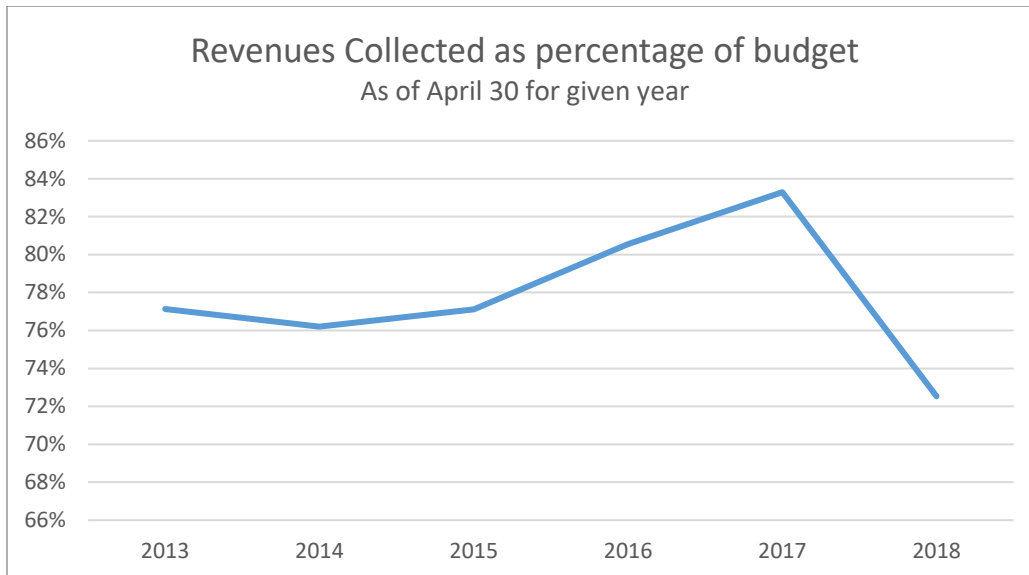
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General Overview

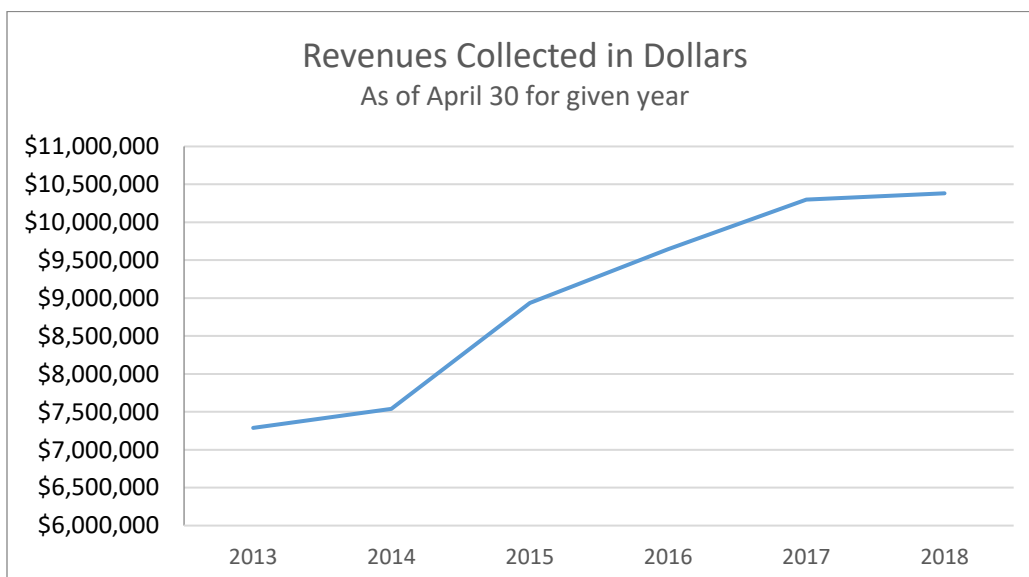
As we begin the process of looking ahead to the Fiscal Year 2019 budget which starts on October 1, 2018 we should take a few minutes and look at where the city is this year compared to previous years.

For the most part the city is in a great position compared to last year. Our revenues are tacking nicely for this year compared to last. As of April 30 we have taken in 73% of the budgeted revenues compared to 83% at the same time last year.

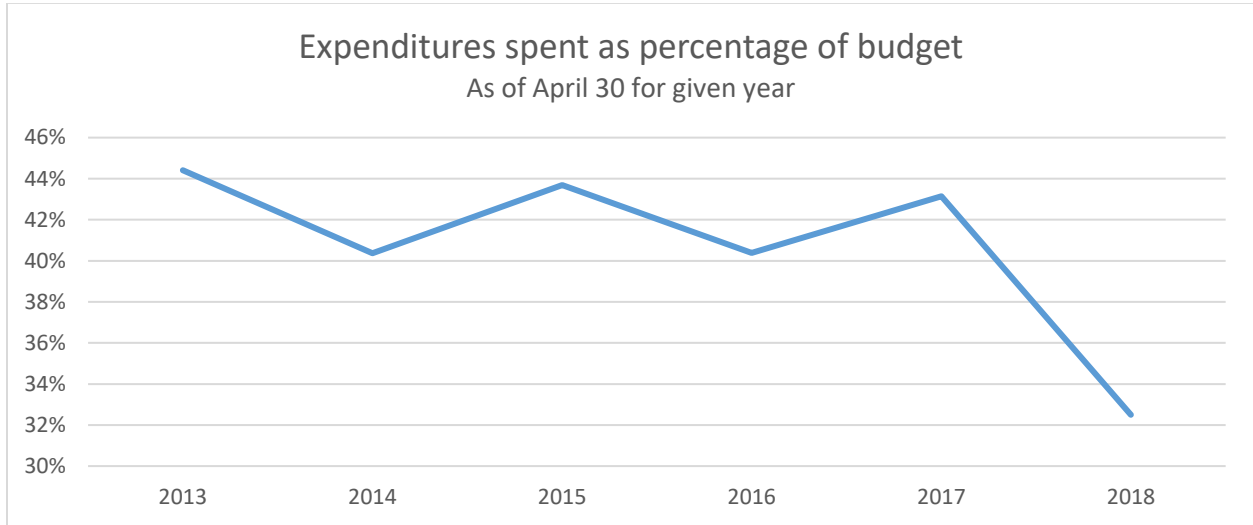
Here's a quick look at the trend over the past five years:



When shown as a percentage it is misleading. We used some higher revenue budget numbers for this fiscal year than previously. Our actual dollar amounts are higher this year, even though as a percentage it is lower.

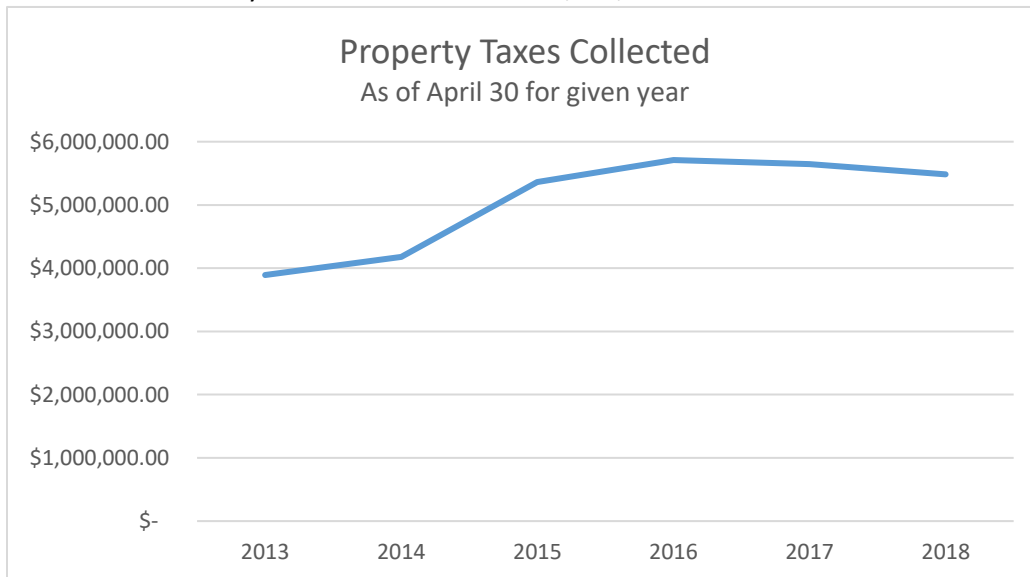


As for expenditures this year we are in great shape. As of April 30 we are at 33% of the budgeted expenditures, compared to 43% the previous year. The city is typically in the 40% to 44% of the expense budgeted having been spent by April 30 of any given year. This year is different because of the \$2 million more than we typically budget for CIP.

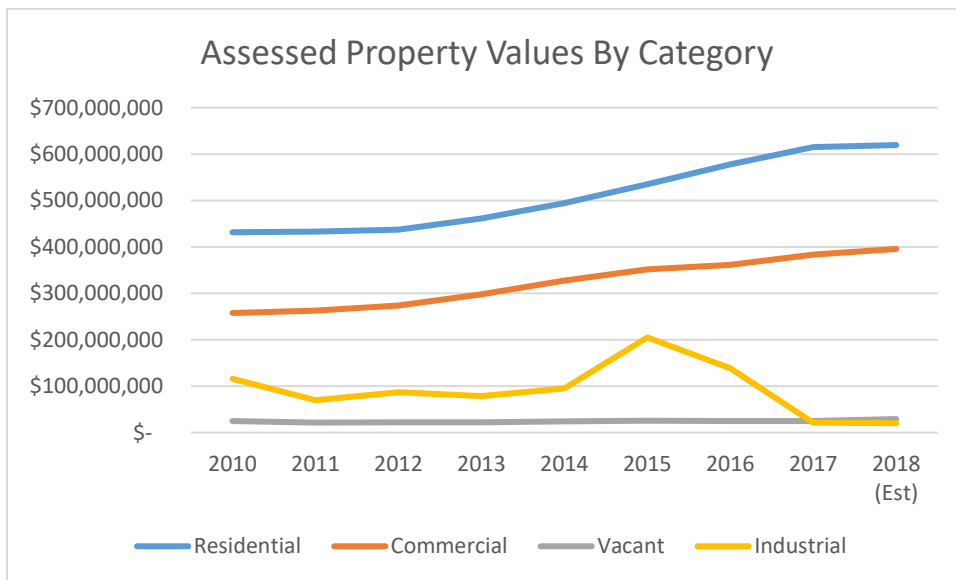
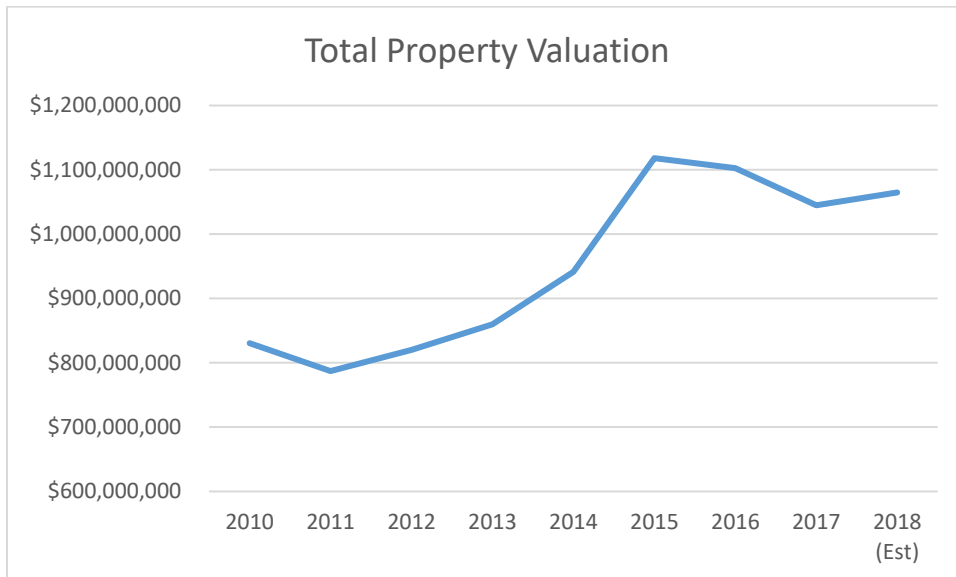


The city continues to see strong growth in property tax revenue, property valuations, and sales tax revenue throughout the community.

Last year as of April 30 the city had taken in \$5,643,881 in property tax revenue, which was a 96% collection rate. This year we have taken in \$5,482,024 which is a 98% collection rate.

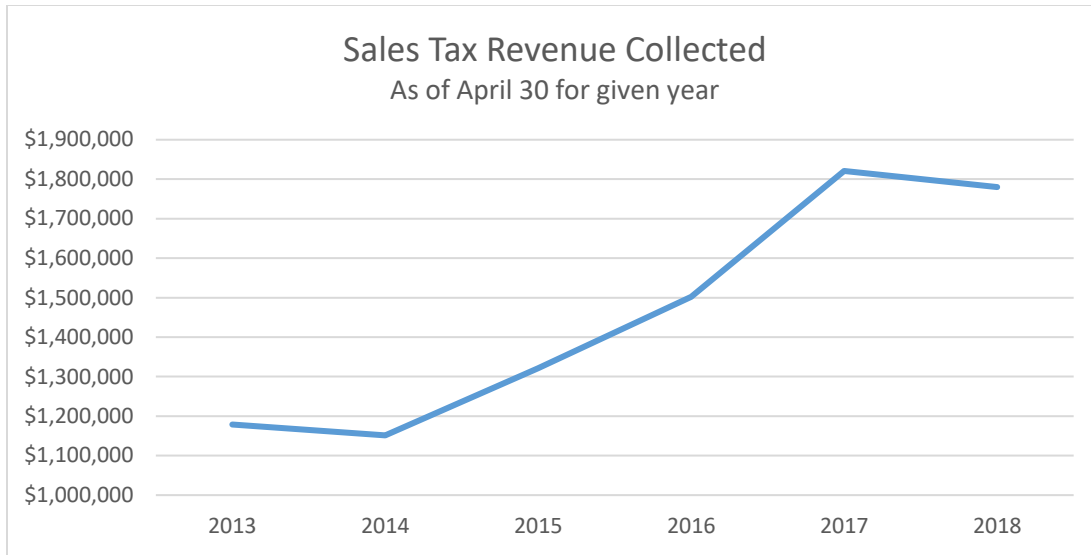


Since 2010 the city has seen taxable assessed value increase from \$830,303,009 to \$1,044,939,037 in 2017. The 2018 estimate is \$1,064,716,563.

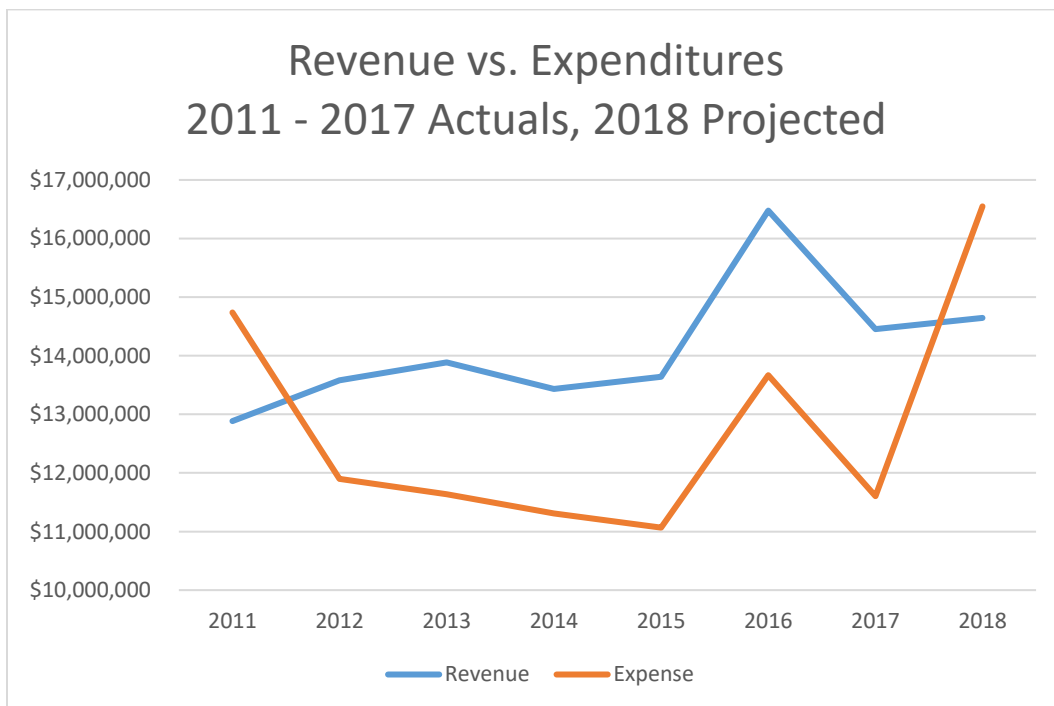


Sales tax growth continues to rise since 2014. One thing to remember when discussing the sales tax revenue is impacted by how we are budgeting for the sales tax received from Cemex, based upon auditors' recommendations. In 2015 the Council agreed to reimburse Southwest Developers LLC 85% of the sales tax revenue paid by Cemex.

We are slightly down in 2018 from 2017, but we are still on pace to meet budget.



Overall the past five years revenues and expenditures have remained fairly consistent. The following graph shows the trend between revenues and expenditures for Fiscal Year 2011 through Fiscal Year 2016.



As outlined in the April Council packet we are projecting the revenues to come in at \$14,644,507 for the year, with expenditures coming in at \$16,548,509.

Fiscal Year 2019

Looking ahead to Fiscal Year 2019 we have several projects that are coming up.

For Fiscal Year 2018 we set aside \$2 million for flood mitigation projects. We propose doing the same thing for the upcoming fiscal year. The berm project should be designed by the fall, we should be going out for bid late this year and construction happening the first part of 2019. The Wall Street Neighborhood Drainage project should be designed this year and completed next year. We are applying for grants for these projects as well, but you can never count on a grant until you get it.

The Golf Course Clubhouse project is starting the design process. We are hopeful a design can be finished and we can go out to bid by the end of the year. This building needs to be able to host conventions that will draw people from out of the area to Jersey Village. The use of the building for these conventions and similar events is a high priority. It allows for us to use HOT funds to do the project.

For the first half of this year we have collected just over \$105,000 in HOT Funds. Through the same time period last year we collected \$41,000. Our increase in the HOT rate has made a big impact. To complete the construction project we can borrow from the General Fund and repay it from HOT Funds over a few years. This would mitigate any impact to the General Fund.

As part of the CIP we are proposing to do the design the new city hall building in the upcoming fiscal year. As everyone knows the building is in bad shape, and the project has been kicked down the road several times. But we should no longer ignore this project. We will aim to have a contract with a design firm in place before the end of 2018. Construction likely wouldn't start until fall of 2019.

We are also budgeting to replace the marquee signs with digital information signs throughout the city. This is part of the Gateway Master Plan. We've chosen these signs, rather than the entrance markers as it will have an immediate and positive impact on our work load. It can currently take 4-6 hours to update all of the signs, and when we have multiple events that need to be advertised it takes a lot of time.

We don't know health insurance rates for the upcoming year. Other communities are facing 15-20% increase through TML again this year. Our claims experience for this year is much better than last year, and overall the claims for the health pool are lower as well. But we will keep an eye on the rates and may go out for bids if they come in too high.

Currently we have \$17,346,246 in fund balance. Of that we have \$6,889,627 is earmarked for facilities (i.e. City Hall). Assuming the city pays cash for the Wall Street Neighborhood improvements as well as the city hall we anticipate the fund balance being at about \$7.5 million to start FY22. That would give us about 6 months of operating expenses in cash on hand.

This is the start of the budget season, and everything is still very much in flux for the upcoming budget year. Things may get added or removed from the budget between now and July. Please remember that we are very early in the planning stages. We welcome the opportunity to discuss the budget with the Council at this early stage in the process.

Administrative Services

Administrative Services consists of three full time positions. This includes the City Manager, City Secretary, and Human Resources Generalist. We also budget for interns throughout the year. We eliminated the full time administrative secretary position in this department.

Potential Budget Troubles

There are no major budget troubles for this department. The Food line item has been utilized more this year than previous years as we buy meals for Council meetings and all of the committee meetings. This has been positively received by the people that serve on our committees. We will need to increase this line for next year.

Fiscal Year 2019 Impacts

The City Secretary will be mentoring a City Employee to serve as the Assistant City Secretary when needed. Effective with the new budget year, a stipend of \$5,000 this title is being requested.

Here are some of the line items we will be looking to increase:

11-3520 Food – Increase by \$3,000

11-5015 Medical Expenses – Increase by \$3,000

11-5029 Travel/Training – Increase by \$3,000 for annual leadership team training

Future Fiscal Years

Budget Issues looking three to five years out

- On-going Annual Records Management Costs for implementation of City Records Plan, and possible digitization of them.
- Continued Record Keeping for US Highway 290 Expansion Project.
- Processing of on-going public information requests.
- Municipal Clerk's Recertification Program.

Legal/Other Services

The Legal/Other Services Department is where we pay our legal fees from, and long with our various liability and property/casualty insurances.

All interfund activities are also accounted for in this fund.

The Cemex sales tax reimbursement comes from the Grants and Incentives Line item.

Fiscal Year 2019 Impacts

We will need a slight increase in our liability and casualty insurance line.

12-6003 – Increase by \$3,000.

Information Technology

Mission: To provide information technology leadership and strategic direction in support of the computer infrastructure through a commitment to deliver secure, responsive and cost-effective, innovative solutions for achieving the business objectives of today and tomorrow and where possible help facilitate the flow of information to and from the residents of the city.

This department is responsible for all city computer, network and telephone related systems. The city has 121 PC's, 25 Servers, 150 user accounts, 109 email accounts, 19 network printers, over 45 software systems and 94 phones. IT worked on 873 logged IT Helpdesk tickets this year, compared to 816 last year. They also assist with Police/Fire Radio issues.

The staff in this department consists of the IT Administrator, which reports to the City Manager, 2 Full Time IT Technicians, 1 Part-Time employee (8hrs/week).

There were 11 Supplemental Items in 2017-2018 which include:

Complete –
Software Maintenance Increase
IT Staffing
IT Capital Reserve
Backup System Replacement
Intrusion Detection

In Progress –
Network Security Assessment
PD 2nd Tier Network Storage
Computer Replacement Plan
Video Surveillance Replacement

Pending -
Enhance Remote Access
Firewall Network Redesign

Some of the potential issues/projects that remain for this fiscal year include:

- Video Surveillance Replacement
- Results of Network Security Assessments and Intrusion Detection
- Unexpected Coban Upgrade Issues
- Fire Dept Tablet Replacement
- Enhance Remote Access
- Office 365
- Internet Contract Expires in September
- Website ADA Compliance

Fiscal Year 2019 Impacts

The big project for FY19 is the upgrading to InCode 10. Our current financial software is based upon the COBOL software language. This program is outdated, and doesn't meet the needs of what the City needs. We are requesting funds to upgrade to InCode 10. This will include the software used for Finance, Human Resources, Court, Utility Billing, Parks and Recreation, and Building Permits. We will be able to make functions like applying for building permits, pool/park/civic center reservations, utility billing, and other common items to be done online, rather than via paper. It makes the application and approval process much quicker.

It will also allow us to move towards reducing our paper usage, paying our bills via ACH rather than checks, and cutting down on a lot of manual labor. It will allow for better employee tracking, self-service modules, and better reporting. It will automate a lot of our transparency initiatives as well.

Approximately \$6,000 can come from the Court Technology fund to cover these costs as well. The breakdown for this will be in the following line items:

01-13-6574 Computer Software	\$66,524 (One-Time Fee)
12-28-6574 Court Technology Software	\$ 6,000 (One-Time Fee)
01-13-4504 Software Maintenance	\$ 6,430 (On-going costs)
01-13-4504 Additional SQL Database Licenses	\$ 4,500 (On-going costs)

Additional Fiscal Year 2019 Considerations

01-13-4504 Software Maintenance	\$ 8,000 (On-going costs)
Annual increases to existing software maintenance	
Microsoft Enterprise Agreement 3yr Renewal	
01-13-4504 Website ADA Compliance	\$3,800 (One-Time Fee)
Website ADA Compliance Maintenance	\$1,710 (On-going costs)
New Federal ADA compliance on website documents	
01-13-6573 Surveillance Camera Replacements	\$7,000 (One-Time Fee)
Replacement of 9 older cameras	
05-56-5044 Internet Service Agreement	\$2,400 (On-going costs)
Comcast 3yr contract expires in September 2018	
Need for increased bandwidth	
01-13-9771 Technology Replacement	\$4,000 (One-Time Fee)
Increase fund for 2018-2019 planned purchases	
01-13-9772 Technology User Fee	\$1,650 (On-going costs)
Increase fund for ongoing User Fee	

Future Fiscal Years

Looking out over the next four years we see the following topics being of significance to the department:

- Increased growth, dependence and demand for technology
- Embracing Social Networking
- Cloud
- Email Archive / eDiscovery
- Bring Your Own Device and Mobile Device Management will be More Prevalent
- Customer Contact
- Code Enforcement
- Agenda Software
- Fire Department Vehicle Computers
- Increased Video Data Requirements
- Third server for our Virtual System

Potential Major Impacts

- Computer & Network Security
- Audit
- Security and control systems
- Disaster Recovery – Business Continuity
- Network changes

Improvements in facilities, acquisitions or construction of new buildings require additional networks, computer systems, software licenses, and place significant emphasis on the wireless network.

Purchasing

This Department is where the bulk of the purchases for the postage meter, copier paper, etc. gets distributed to.

Fiscal Year 2019 Impacts

We are not anticipating any major changes for next year.

Finance Department

There are three divisions within the Finance Department. They are Accounting, Customer Service, and Municipal Court.

The Mission of the Accounting Division is to manage the City's finances through its accounting services in a professional manner.

The Accounting Division has the primary duties of budget control, financial reporting, auditing, cash management, utility billing and maintenance of fixed assets records.

The Director of Finance is charged with satisfying its mission by providing general supervision of the divisions and Municipal Court, develops the CAFR and assists the City Manager with development of the City's annual budget.

The Mission of the Customer Service Division is to provide prompt, accurate services to the public in a friendly, respectful and courteous manner, to act as a central collection point for all monies received by the City, and to ensure that utility is billed timely and accurately.

Their primary duties include being the first point of contact for most of the public dealing with the City. The division is responsible for utility payment collection, fee collections, complaint handling, and the telephone console operations.

The Mission of the Municipal Court is to provide a fair, impartial and timely adjudication of misdemeanor offenses committed and filed with the City.

The Municipal Court is responsible for the prosecution of Class C misdemeanors. Judges are appointed by the City Council upon recommendation of the Mayor. The Municipal Court activity includes monthly and quarterly reports to the City and the State on traffic and class C misdemeanor offenses.

In 2017 the City Council approved moving a part time position to a full time position in the Municipal Court. That position was full time for 12 months, and is currently vacant. The Court Administrator recommends moving that position back to part time, and so that is how we are moving forward. With the move towards InCode 10 a lot of the Court functions will be digitized so there will be less physical paper. Much of what this position did was filing court dockets. So a majority of the work will be eliminated.

The Municipal Court has been much busier this year compared to last year. From October 2017 – April 2018 the court has had 8,248 cases. To compare that to the same time frame the previous year they had 3,569 cases. This also has an impact on the number of appearances officers have to make in court which is also impact the overtime line for the police department. Fines collected in the same period are up about \$10,770 this fiscal year compared to last fiscal year.

Fiscal Year 2019 Impacts

For the upcoming budget year we are considering the reclassification of one employee, but we do not anticipate any major changes to these three divisions.

Police Department

The Police has 28 full time employees that is broken down by the following:

- 1 Chief Of Police
- 2 Lieutenants (1 patrol, 1 Administrative/CID)
- 2 Detective Sergeants
- 2 Patrol Sergeants
- 4 Patrol Corporals
- 1 Bailiff/Warrant Officer
- 12 Patrol Officers
- 2 Traffic Officers-One morning shift and one evening shift
- 2 Administrative Secretaries (One Records/One Police Admin)
- 1-Part time Detective
- 4-Non-Paid Reserve Officers

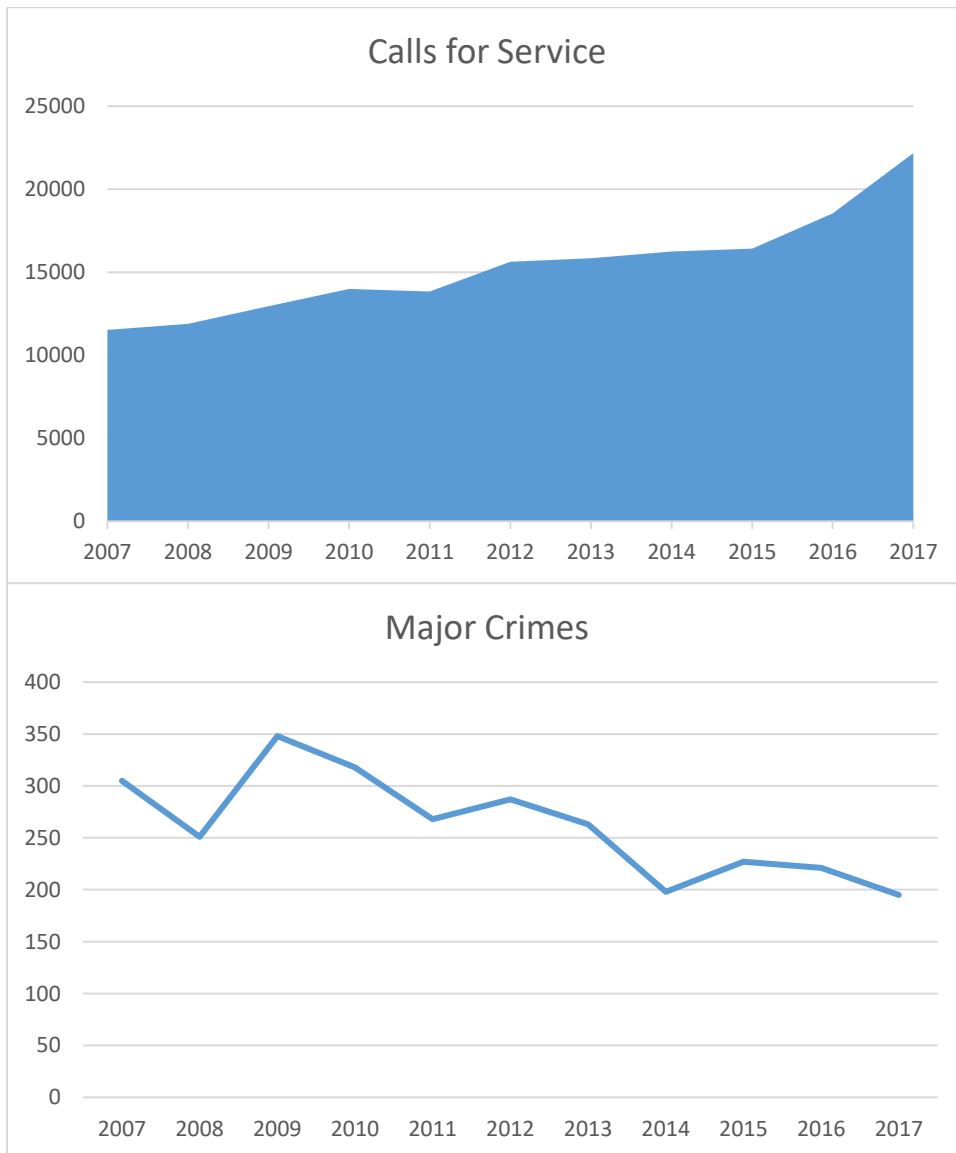
Equipment

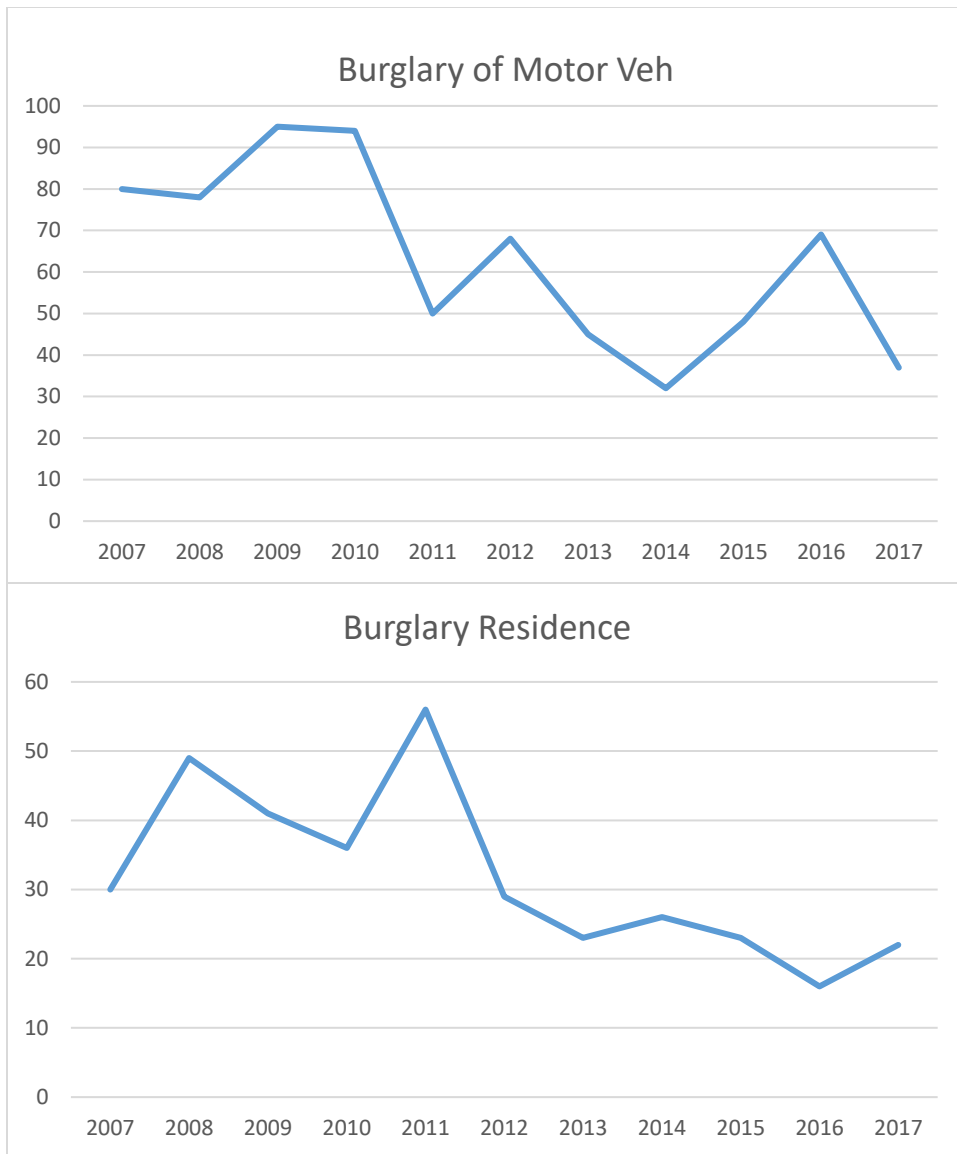
- 15 Police Tahoe's
- 3 Ghost marked units
- 8 marked units
- 4 unmarked units

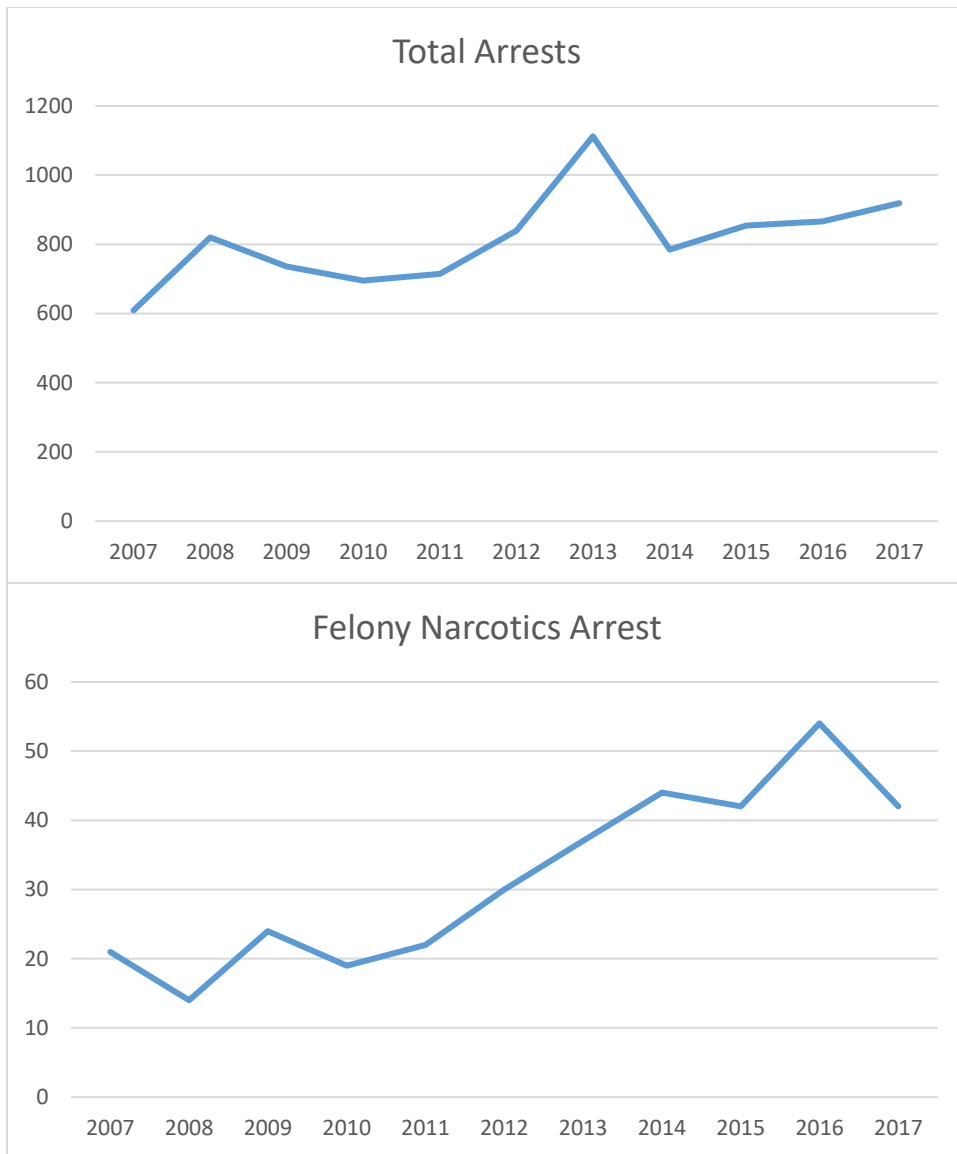
Department Accomplishments

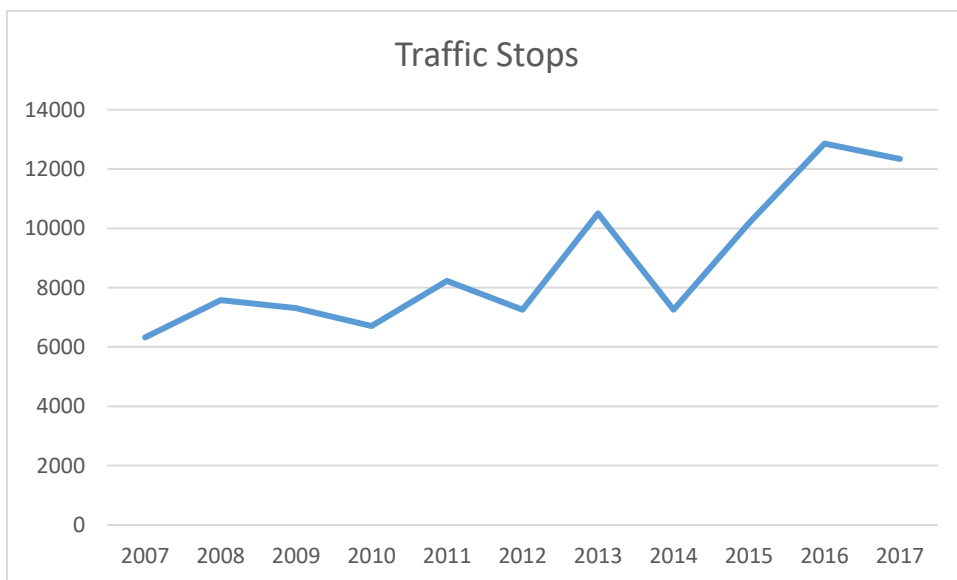
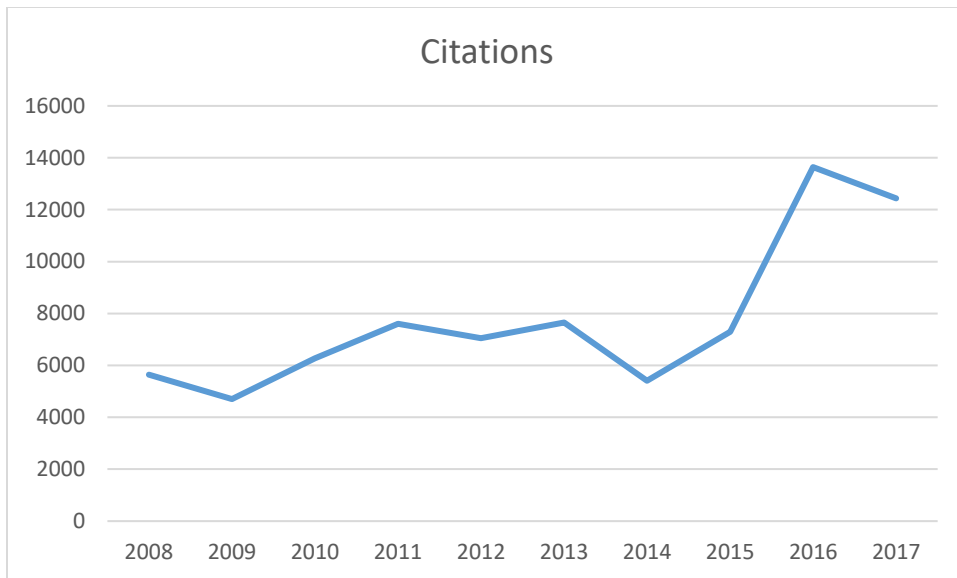
- TASERS
- Less lethal weapons
- Tactical first aid kits in every vehicle
- CPR equipment and training
- mandatory tourniquets carried by all officers
- LIDAR units
- supervisor training program
- safe zone located behind the police department
- tactical body armor in all vehicles
- enhanced evidence collection training
- criminal investigator rotation training program
- de-escalation training
- ethics training
- Reorganization of the traffic units (split shifts and use of Tahoe's)
- evaluation and reorganization of the policy and sop manuals
- Facebook and twitter-social media engagement
- Specialized forensic cell phone software
- Property room reorganization and utilization of evidence tracking software

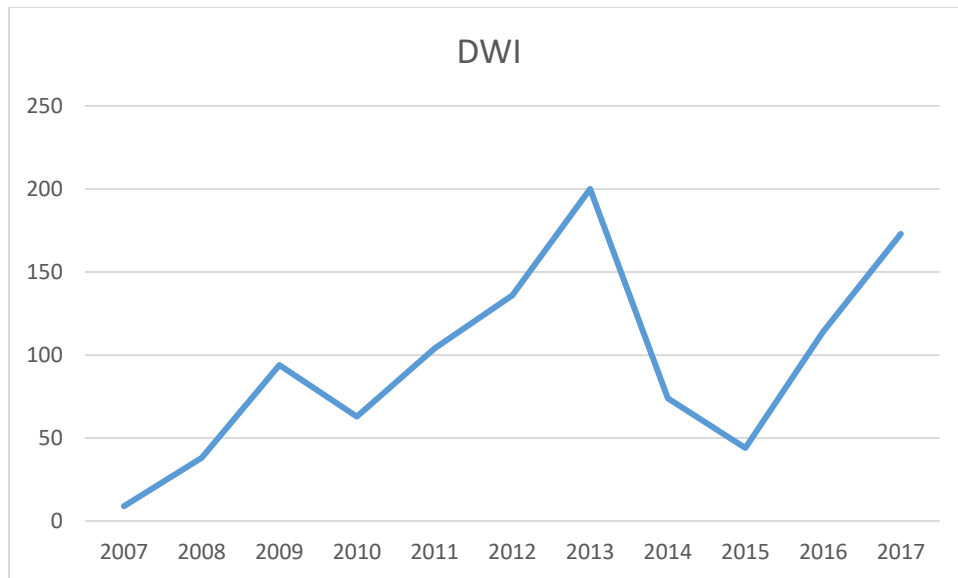
It has been a busy year for the police department. Here are some data points comparing the previous years.











Fiscal Year 2019 Impacts

We will need to increase our overtime line by \$40,000 to cover the time spent in Court.

21-3007 – Overtime \$40,000.

21-4510 – Vehicle Cleaning \$500

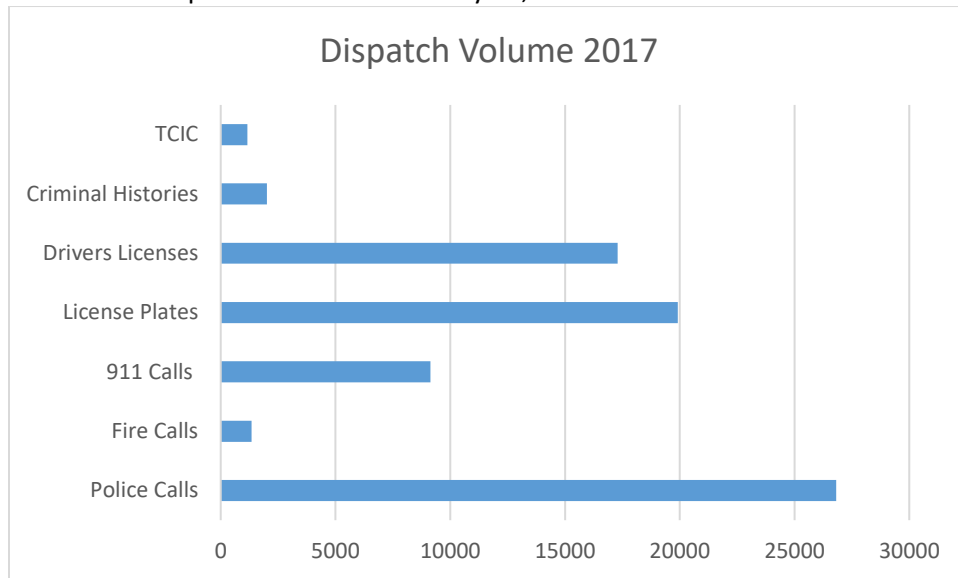
There will also be additional impacts to the police department budget that will come from the Crime Control Prevention District. They are:

Item	Cost
<i>CID Hidden Camera</i>	\$ 750
<i>Batteries</i>	\$ 3,306
<i>Patrol Cameras</i>	\$ 1,200
<i>Office Chairs</i>	\$ 4,000
<i>Tahoe's</i>	\$ 220,000
<i>Ballistic Shields for Patrol</i>	\$ 5,000
<i>Axon-Taser Batteries</i>	\$ 1,300
<i>Total</i>	\$ 235,556

Communications

The Communications Department consists of 8 full time dispatchers, and 1 full time dispatch supervisor. We added a full time dispatcher last year so the supervisor is able to do more training and supervisory duties. This has greatly benefited the department.

In 2017 the department handled nearly 77,700 communications. These communications are as follows:



Fiscal Year 2018 Impacts

We are looking to add consoles that would raise up. This would allow for the dispatchers to stand for a part of their shift. Each of these would cost approximately \$4,000 and we are looking to install 3 of them.

Fire Department

The Fire Department has 6 full time staff, 17 part time staff, and 30 volunteers. That breakdown is as follows:

- 6 Fulltime Fire Staff
 - Chief/ Fire Marshal / Emergency Management Coordinator / 911 / LEPC
 - Fire Inspector
 - 3 Captain / Fire Fighter / Paramedics
 - 1 Administrative Assistant
- 17 Part time staff
- 30 Volunteers
 - 10 – Fire & EMS
 - 8 – EMS Only
 - 9 – Fire Only
 - 2– Support members
 - 1 – Leave

The Department has the following apparatus:

3 Fire Trucks	1 Inspector Truck
1 Rescue Truck	1 Rescue Boat
2 Ambulance Units	1 Parade Antique Truck
1 Medic Squad Vehicle	1 High Water Truck
1 Command Vehicles	1 Chief Vehicle

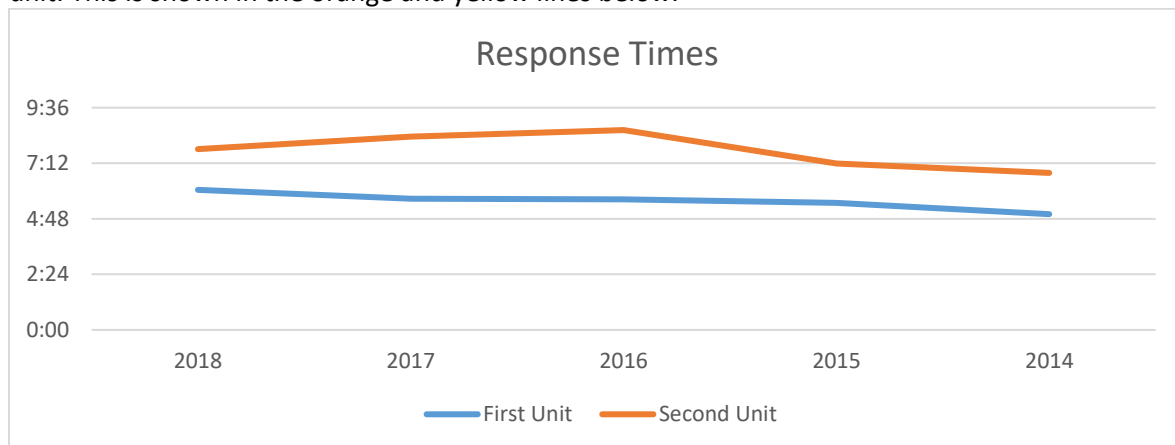
Budget Comparison over the past 10 years

Budget Year	Fire Dept	FD Salaries
2007-2008	843,927	564,442
2008-2009	1,402,156	604,278
2009-2010	1,204,373	584,547
2010-2011	1,359,015	601,433
2011-2012	1,300,968	739,351
2012-2013	1,553,769	738,900
2013-2014	1,560,741	758,435
2014-2015	1,662,149	796,788
2015-2016	1,527,315	825,087
2016-2017	1,614,972	840,353
2017-2018	1,618,688	952,187

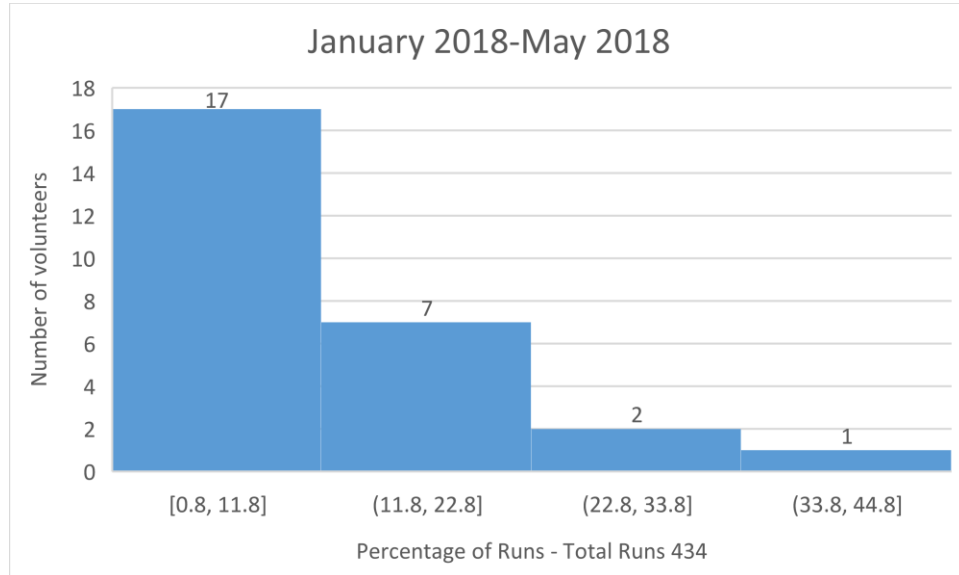
Over the years, the membership numbers of the volunteers has ebbed and flowed. At its peak, we have had 41 members. In 2018, we are down from 35 to 30 members.

Year	# of Volunteers
2000	41
2001	33
2002	36
2003	40
2004	34
2005	34
2006	37
2007	25
2008	30
2009	31
2010	34
2011	37
2012	35
2013	33
2014	41
2015	40
2016	33
2017	35
2018	30

While Jersey Village is certainly not the only community in Texas or the nation that is subject to the ebbs and flows of volunteer membership, membership does impact response times for the second arriving unit. This is shown in the orange and yellow lines below.



Volunteer Activity 1st quarter 2018 - 434 total calls



Jersey Village continues to face the problem of losing volunteers and having volunteers respond less to calls. This past year we have made an incredible effort to recruit people. We had recruitment videos made. The mayor wrote a letter to the citizens informing them we need volunteers. On several occasions, we placed an ad in the JV Star. We did have several people put applications in. At the same time, we lost a few people for one reason or another. We continue the efforts of bringing in more people. In 2018, we have brought in one new member already from our citizens fire academy program. The average age of our volunteers is still higher.

We also need to look at the trend over the past ten years of run data.

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Fire - County	95	90	89	98	70	104	100	91	95	83
Fire - ETJ	27	18	19	31	21	25	26	29	24	37
Fire - JV	207	160	156	192	228	225	347	348	325	414
EMS - County	38	36	38	52	37	23	46	8	15	16
EMS - ETJ	45	39	48	45	39	28	40	40	56	45
EMS - JV	629	707	720	726	661	634	648	607	652	717
Ambulance Transports	458	442	481	495	499	450	445	432	467	517
Aid Received	36	28	26	24	27	15	21	21	26	19
Aid Given	133	129	127	148	61	59	55	37	40	33
Total Calls	1041	1056	1070	1144	1055	1039	1207	1123	1187	1312

Current Supplement Status

Fire

- Lucas Device – Purchased / In Service
- New Tahoe – Purchased
- Collection Agency Fees – Added and used

Communications

- Hiring one new dispatcher. This has been completed and is working out well.

Fiscal Year 2019 Impacts

3010 - Incentives \$6,000 – We have several members that have gone to more schooling and earn additional incentives

3503 - Office Supplies \$1,500

5014 – NFPA Physicals \$42,000 – we want to offer this to all volunteers to help them catch any potential major diseases that fire fighters are at higher risk for.

5516 – Collection Agency Fees \$60,000 – This will be offset by about \$400,000 in additional revenues.

For the Communications Department we expect the following changes:

3010 Incentives - \$1,500

3523 – Tools/Equipment – Satellite Phone - \$720

Future Fiscal Years

Response times have increased over the past few years. We believe part of that is related to the 290 construction. We will monitor this after the construction is gone. If that does not reduce response times we may look at a system that will communicate between the department vehicles and the street lights to open up the streets and allow for quicker access through the intersections and to keep traffic moving.

There is no good communication system in place to reach the residents. Reverse 911 is bulky and can take a long time to reach the citizens. Some type of siren system or similar type of thing may be necessary to ensure that we can adequately inform residents of impending emergencies.

Currently we store the high water rescue vehicle, the boat, and arrow sign outdoors. We want to look at the possibility of building a covered parking area for these assets in future years.

We will need to replace all of our SCBA gear.

As standards for gear cleaning increase we will need to invest in a washer and dryer specifically built for bunker gear. This will be about \$25,000.

Implementation of computers in vehicles that integrates with CAD.

Public Works

The Public Works Department consists of several different areas. They are Public Works Administration Street Department, Community Development, Solid Waste, Fleet Services, Water, Sewer and Storm Water, and White Oak Bayou Joint Powers Board.

The 2018 Administration focus was on the following areas:

- Administer Flood Recovery Projects
- Ensure Capital Improvement Projects Are Completed As Planned
- Ensure Utilities Remain Compliant With Applicable Regulations
- Special Emphasis on the MS4 Program
- Need a Computer for PW Training

The 2019 Administration focus will be on the following areas:

- Monitor Flood Recovery Projects
- Ensure Capital Improvement Projects Are Completed As Planned
- Ensure Utilities Remain Compliant With Applicable Regulations
- Special Emphasis on the MS4 Program
- Continue to Monitor City Current and Out Year Needs

The Department focused on four main areas when it came to streets in 2018:

- Maintain Street Appeal
- Possible Street Project(s)
- Phase I Street Signs
- Normal Sidewalk and Street Repairs

For 2019 the focus areas for street will be:

- Improve Street Appeal
- Possible Street Project(s)
- Phase II Street Signs
- Normal Sidewalk and Street Repairs

The Community Development Office has been quite busy in 2018. Some of the things they've been working on include:

- Improve Processes
- Evaluate Rates
- Recommend Ordinance Modifications
- Enforce Codes
- Reference Material

For 2019 the Community Development Office will focus on:

Improving "Processes"

- Create Pool Builder and Commercial Building Packets (similar to Residential)

- Work towards online permitting for smaller-scope projects (ex: Water Heaters) and larger projects with new InCode
- Work towards activating the online inspection scheduling component
- With the assistance of the Finance Department, work towards accepting online payments for permits (similar as done with water bills)
- Work towards activating the online inspection results component
- Refine the mid-2018 package detailing Jersey Villages Development Processes (which also includes the available incentives)

Evaluate Rates

- Survey other jurisdictions' fee schedules, perhaps with the City Secretary...
- Establish photovoltaic installation fees that are commensurate with the valuation of the installation as well as staff's time reviewing plans and the required inspections
- Rescind Sign Contractor registration fees (\$300) – we shouldn't be in the business of creating monopolies
- Zoning / Development Reviews are \$10 -- a fee which does not reflect the amount of time it takes staff to issue a Certificate of Compliance.

Recommend Ordinance Modifications

- Contractor Signage should be allowed to remain in a yard during the duration of project
- Rather than being the responsibility of the Police Chief and Building Official, Junk Vehicles will either be the responsibility of the: 1) Code Enforcement Officer; 2) the Code Enforcement Officer and the Building Official; 3) the Building Official (who will likely delegate to the Code Enforcement Officer).
- Text changes to: 1) enhance readability; 2) address discrepancies / inconsistencies; 3) general house-cleaning

Enforce Codes

- Staff has been surveying other jurisdictions practices and procedures
- Online list of items often cited as violations, be they Code Enforcement or Building Codes

Reference Materials

The Model Building Codes are based on many standards. Many of those standards were included in the codes in the past, but now are merely referenced – thus requiring additional monies for multiple libraries and subscriptions in order to access.

Public Works Utilities priorities for 2019 include:

- Continue Street Sweeping
- Continued Rehabilitation of Castlebridge Treatment Plant
- SCADA System for Water Plant
- AMR Program – Phase IV
- Televiser Sewer System
- Televiser Storm Water System
- White Oak Bayou WWTP Upgrade

Capital Improvement Program updates from the utility fund:

- Phase III AMR Project (75% Complete)

- Castlebridge WWTP Clarifier Improvements to be completed between
- SCADA being installed at West Plant
- Generator installed at Seattle plant
- Seattle water plant GST recoating before FY ends
- sanitary sewer rehabilitation project - \$500,000 - Current
- Philippine lift station cleaning
- 290 Water Line (Completed)
- Village Water Tank Repair and Painting (Awaiting 3rd Bid)
- Seattle Water Tank Repair and Paining (Awaiting 3rd Bid)
- West Plant Pump Upgrade (Moved from Village)
- Village Generator (3rd Quarter)
- Chloramines Conversion (With Engineer)
- Water Plants Lighting Upgrade (3rd Quarter)

Utility Fund CIP items for 2019 are as follows:

- Televiser Sewer Lines
- Televiser Storm System Lines
- Phase II White Oak Bayou
- Castlebridge Rehabilitation (Continued)
- AMR Phase IV
- SCADA Upgrade Village
- Philippine Lift Station Cleaning

Fiscal Year 2019 Impacts

Moving towards online permitting and review which is budgeted as part of the InCode 10 upgrade. We do not anticipate any major operating changes for the upcoming fiscal year. Most of the challenges will be in the CIP part of the budget, including the new facility on Taylor Road (either building one or buying one).

Fleet

We are proposing some changes to our current fleet vehicle schedule. Currently we budget to replace vehicles every 10 years or sooner if the mileage warrants it. During that time we do a fair amount of repairs on vehicles. We put on new breaks, tires, a lot of oil changes, and other maintenance items.

We are proposing to modify our vehicle purchases to buy new vehicles every year. This would be phased in over a 4-year period. This is feasible only because of the discounts that we receive when buying vehicles.

For a Chevy Tahoe the standard MSRP price is \$45,000. With the government pricing that we get we pay about \$28,000 for that same vehicle. We have to own the vehicle for a year before we can get rid of it. After one year the vehicle is worth \$36,000 according to a car depreciation calculator. Assuming we can sell the vehicle for that price we could buy a new vehicle and the city would be \$8,000 to the good.

For Chevy trucks our cost to buy is \$23,000 and the value after a year would be \$29,000. By buying new every year we would avoid a lot of the maintenance costs that we have. The price we get in selling the vehicles more than covers the costs for the new vehicles.

Looking out over the first five years of the program this is what it would look like for costs to the city, what we could sell the vehicles for, and then the total net cost. After the year 2022 we should see the net cost be about the same.

	Costs	Sale	Net Costs
2018	\$ 125,568	\$ 25,000	\$ 100,568
2019	\$ 247,398	\$ 159,741	\$ 87,657
2020	\$ 339,310	\$ 310,025	\$ 29,285
2021	\$ 482,517	\$ 426,245	\$ 56,272
2022	\$ 482,517	\$ 607,808	\$ (125,291)

Some of these vehicles are scheduled to be replaced in the next four years already, so it may not require as much of an up front cost since we've been putting money away to purchase new vehicles.

Parks and Recreation

The Parks and Recreation Department has three main divisions which are: Parks and Recreation, Building Maintenance, and Jersey Meadows Golf Course.

Overall in the department there are 23 Full Time Employees, and 45 (+/-) Part Time employees. They consist of:

- Director/Admin – 2 FT
- Golf Course
 - Golf Pro/Assist. Golf Pro/Pro Shop: 4 FT
 - Maintenance/Grounds: 9FT
 - Part Time Employees –
 - PRO SHOP (6)
 - CART ATTENDANTS (7)
 - STARTERS & MARSHALS (10)
- Building Maintenance – 1 FT
- Parks Maintenance – 7 FT
- Pool
 - Pool Manager/Asst. Pool Manager – 2 PT
 - Seasonal Staff – 15 – 17 PT

Some of the FY 2018 projects that have been our focus this year include:

Facilities

Project	Status
Fire Department:	
1.) A/C Units	Completed
2.) Window Sealing	Not Started
3.) Roof Patching/Tiles	Not Started
4.) Fire Bay Painting	Getting Quotes
5.) Fire System Repairs	Not Started
City Hall:	
1.) Furnaces	Completed
2.) Electrical Shut-Offs	Completed
3.) Roof Repair	Not Started
4.) A/C Replacement	Completed
5.) Fire Sprinklers	Not Started
Police Department:	
1.) A/C Units	Completed
2.) Fire Alarm	Getting Quotes

**Pro Shop/Club
House:**

1.) Pro Shop A/C	\$ 9,000.00	N/A
2.) Roof Coating	\$ 26,000.00	N/A
3.) Grease Trap	\$ 8,000.00	N/A
4.) Building Drainage	\$ 3,000.00	N/A
5.) Patio Furniture	\$ 5,000.00	Completed

Course Maintenance:		Status
1.) Irrigation repair	\$ 15,000.00	Completed
2.) Tee box expansion	\$ 5,600.00	
3.) Landscaping	\$ 1,500.00	
4.) Junior Tees	\$ 1,500.00	Completed
5.) Teaching area	\$ 8,000.00	
6.) Ball washer - pavers	\$ 4,000.00	In Progress
7.) Tree Transplanting	\$ 10,000.00	In progress
8.) Ornamental Fence	\$ 65,000.00	On hold-Berm
9.) Restroom Building	\$ 50,000.00	On hold-Berm

Parks

- Splash pad – Should be completed in May
- Dog Park – should be completed in May
- Farmers Market- Happening Monthly
- Movies in the Park – Happening in June and hope to do this 3x per year

Golf Course

- Marketing Plan – Plan is back.
- Bathroom – Moving and connecting to city sewer is on hold until final berm design
- Fence - New fence around course is on hold until the berm final design
- Sand Bunkers – the redone bunkers are looking great and drain water nicely
- Clubhouse Design – Finalizing design services

Some of our goals include:

- Parks Department - Continue to make upgrades and safety improvements
- Parks Department – Keep up with current trends/demographics
- Golf Course – Continue growing revenues
- Facilities – Develop a long-term maintenance program.
- Implement the Comprehensive Plan.

Of course those goals are also accompanied with some areas of concern:

- Aging facilities
- Accessibility/ADA
- Safety
- Maintenance budget
- Attracting new residents

With all of the projects going on and the increase in events the city is hosting, farmers market, movies in the park, etc. we are considering the addition of another full time person in the department to really take the lead on the events. This is something the previous director brought to my attention in her exit interview and something the current director has identified as a need as well. This would also allow us to create more events. Some of the costs could be offset by making this position the pool manager during the off season, and raising the rates for the farmers' market. This could offset approximately half of the salary costs.

The golf course is having one of its best years in a long time. October through April the golf course has just over \$755,000 in income. FY13 was the last time the golf course has gotten off to such a great start. We are on track to break 40,000 rounds this year. FY09 was the last time that happened. We are certainly benefitting from some of the course closures around us. We are making some positive changes at the course and the new club house will certainly help as well.

Fiscal Year 2019 Impacts

As we look to the next fiscal year there are a number of projects that we feel can benefit the community and improve efficiencies and operations in the various divisions.

Parks and Recreation:

- New perimeter fencing around Clark Henry pool – \$22,000
- Replacement of zero turn mower – \$18,000 (Part of the Vehicle Replacement Schedule)
- Removal/Installation of playground awning at Carol Fox Park - Projected \$8,000
- Refurbish Gazebo at Carol Fox Park – Projected \$3,000
- Replacement of Batwing Shredder - \$20,000
- Expanding trail system and connecting Lakes of Jersey Village to Retention Pond and connecting trail under high line wires to north edge of city in conjunction with MUD, if they are willing to partner with us, to connect to the trails along bayou - \$39,000 (\$35,000 in grant funds, \$4,000 from City)

Golf Course:

- Expansion of driving range tee – \$25,000 to include retaining wall.
- Replacement of range picker – \$8,000
- Sand trap renovations - \$30,000
- Replace fencing along hole #10 - \$17,000
- Repair of interior cart paths - \$6,000
- Install drainage for low lying areas near cart paths – \$5,000
- Continue tree moving project - \$5,000
- Replacement of range ball cleaner – \$2,500
- Putting green renovation/expansion - \$35,000

Golf Maintenance

- Replacement of tractor - \$45,000
- Replacement of deck mower – \$20,000 (Part of the Vehicle Replacement Schedule)
- Bucket truck – \$15,000

Building Maintenance:

- Janitorial services for city facilities – \$6,000
- Carpet cleaning for all buildings - \$3,500
- Replacement of a/c units for city buildings - \$16,000

Future Fiscal Years

Two – Three Year Outlook

- Pier/Bridges at Detention Pond – water access/fishing
- Explore recreational opportunities and potential revenue sources
- Re-plaster/Repair Plaster at Swimming Pool
- Repair existing asphalt trail
- Continue to budget for preventative maintenance items such as a/c unit replacement, garage door services, painting of facilities, etc.
- Gateway Signage

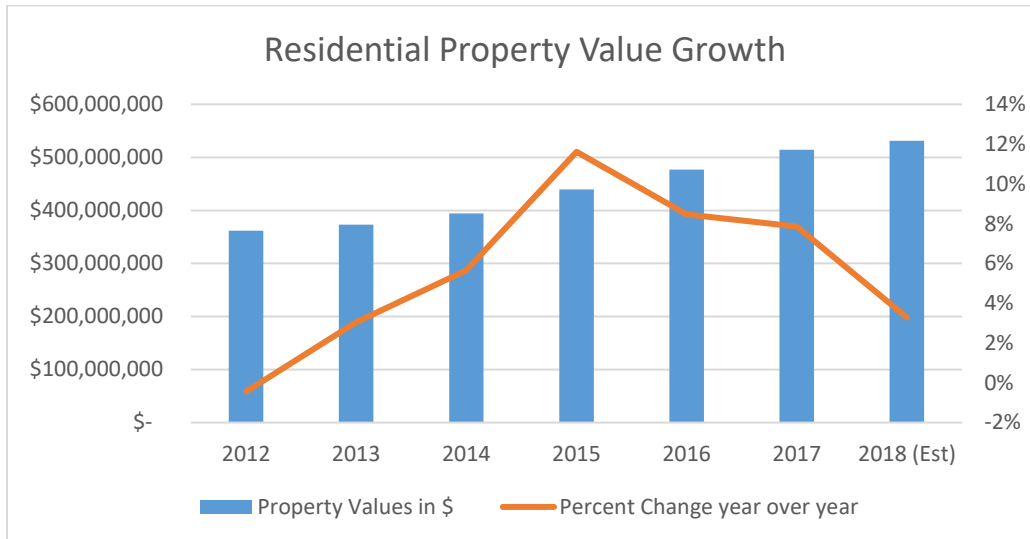
Three – Five Year Outlook

- Expand trail network
- ROW landscaping/entries on major roadways/290
- Facility Signage
- New playground equipment for all parks (continuous)

Homestead Exemptions

Councilor Warren has requested that we look at possibly increasing the homestead exemption from 8% to 20%.

Here is a graph showing the residential valuation and the percent change year over year from 2012.



The city has built up a very healthy reserve over the past several years. However, we are getting ready to spend that down over the next 4 years. We expect to go from an approximately 14-month reserve to a 6-month reserve in FY22. Assuming other revenues stay the same that would bring us to a fund balance of about \$5.8 million to start FY22, which would be a 5-month reserve.

If we move from 8% to 20% in the homestead exemption, it would cost the city about \$550,000 in revenue.

Here is a look at how much a homeowner would see in savings in their property tax bill if we moved from 8% to 20%:

Home Value	Homestead 8%	Tax Rate 0.007425	Homestead 20%	Tax Rate 0.007425	Homeowner Savings
\$ 165,000	\$ 151,800	\$ 1,127	\$ 132,000	\$ 980	\$ 147
\$ 195,000	\$ 179,400	\$ 1,332	\$ 156,000	\$ 1,158	\$ 174
\$ 220,000	\$ 202,400	\$ 1,503	\$ 176,000	\$ 1,307	\$ 196
\$ 250,000	\$ 230,000	\$ 1,708	\$ 200,000	\$ 1,485	\$ 223
\$ 300,000	\$ 276,000	\$ 2,049	\$ 240,000	\$ 1,782	\$ 267
\$ 410,000	\$ 377,200	\$ 2,801	\$ 328,000	\$ 2,435	\$ 365
\$ 470,000	\$ 432,400	\$ 3,211	\$ 376,000	\$ 2,792	\$ 419

In considering a move to increase the homestead exemption we need to be cognitive of the fact the state legislature and the Governor appear to be moving towards capping the amount of property taxes

cities can collect. This possibility has me concerned about our ability to provide the services residents expect if it actually is imposed upon us.

If we do a phased in approach of an increased exemption, it would mitigate the drastic swing in property taxes collected and could ease the transition. If it was done over a two or three-year period it would probably mean the taxable residential property value would stay flat over that same time, meaning the increase in valuations would be offset by the increase in the exemption.

Capital Improvement Plan

Maintaining a comprehensive and solid Capital Improvement is vital for the continued health of our departments. It also ensures we are putting away money for large projects as we go, so when the projects happen we can pay with cash rather than having to go through the time and expense of issuing a bond and then having to pay interest as well.

For Fiscal 2019 we have the following projects on the CIP.

SANITARY SEWER TREATMENT AND COLLECTION IMPROVEMENTS		
	Televising Sanitary Sewer Lines	25,000
	Philippine Lift Station Cleaning	20,000
	Televising Storm Water Lines	25,000
	White Oak Bayou Treatment Plant (40.63% City Share)	525,000
	Total for Sanitary Sewer Improvements	\$ 595,000

WATER PRODUCTION/DISTRIBUTION IMPROVEMENTS		
	AMR Project	250,000
	SCADA System Upgrades	100,000
	Village Water Plant - COH Interconnect Plant	1,200,000
	Seattle Water Plant - (Variable Frequency Drive)	100,000
	Seattle Well Repair	200,000
	Total for Water Improvements	1,850,000
	Total Utility Fund Improvements	\$ 2,445,000

STREET AND DRAINAGE IMPROVEMENTS		
	Long Term Flood Recovery Program	2,000,000
	Total for Street Improvements	\$ 2,000,000

GENERAL COMMUNITY IMPROVEMENTS		
	City Hall Engineering / Architect (Moved to 2018/19)	450,000
	Park Improvements	50,000
	Facility Improvements	50,000
	Informational Marquees - Replace current 5 with Digital Marquees	475,000
	Total General Community Improvements	\$ 1,025,000

Total General Obligation Fund Improvements	\$ 3,025,000
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Grand Total All Funds	\$ 5,470,000
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While these are the areas staff has identified that we should look at for CIP, the Comprehensive Plan identifies several areas that need to be addressed over the next few years. If the Council feels one of

these areas should be looked at instead of or in addition to the areas identified by staff we welcome that discussion.

For Council review we're providing the recommendations from the Comp Plan and their targeted completion date.

We welcome a discussion with the Council on setting goals for the next budget cycle.

Comprehensive Plan Recommendations

Future Land Use Recommendations

DESCRIPTION	SHORT TERM	MID TERM	LONG TERM /ON GOING	BUDGET	Assigned To	Due Date	Completed Date	Completed Notes
Establish a zoning overlay district for the Highway 290 corridor.				\$	Christian	Aug-18		
Review existing development codes to identify incompatibility with the vision and desired uses (higher quality restaurants, services, and entertainment).				\$		Tentative FY19		
Compile all relevant demographic data regarding the economy of the City and update at least annually.				\$	Austin	Annually in April		
Adopt a sexually-oriented business ordinance prohibiting such uses in the extraterritorial jurisdiction (ETJ).				\$	Cannot legally do per Local Gov't Code 243.003		Oct. 2017	Oct. 2017
Conduct a full cost of service and revenue generation analysis for annexation of the extraterritorial jurisdiction (ETJ).				\$	Austin, Isabel, Kevin, Eric Martin	Mar-18		
Promote aesthetically pleasing designs for retail and commercial land uses that are located at major intersections as destinations in their own right, but also as corridor framing uses.				\$	Austin	Mar-18		
Consider mixed use development, combining residential and nonresidential uses.				\$		FY20		
Promote redevelopment and land use patterns that reduce the number and length of auto trips and support walking and bicycling. Encourage friendly, walkable environments within key destination areas of the community by offering incentives to developers such as reduced parking requirements.				\$		FY21		
The City's Mayor will continue to coordinate meetings with Harris County Flood Control District.				\$		Ongoing		
Ensure a fire service rating equivalent to the city's current rating is maintained.				\$\$		Ongoing		

Transportation & Circulation Recommendations

DESCRIPTION	SHORT TERM	MID TERM	LONG TERM /ON GOING	BUDGET	Assigned To	Due Date	Completed Date	Completed Notes
Develop neighborhood pedestrian connections through a trail system. Acquire/secure land needed for initial paths of trail system. Utilize existing bayous and conveyance channels to help expand the trail system if necessary.				\$\$\$		FY20		
Explore TxDOT funding opportunities for multi-modal transportation alternatives.				\$	Parks/Rec Dir, Kevin	FY19		
Conduct a corridor pedestrian mobility study to identify specific corridor deficiencies and prioritize potential improvements.				\$	Jim, Kevin, P/R	5/1/2018		
Prioritize sidewalk improvement areas based upon propensity to generate pedestrian traffic, with safe routes to schools and safe routes to transit of highest priority.				\$\$	Jim, Kevin, P/R	5/1/2018		
Create an enhanced pedestrian environment along key entry roadways and those with adjacent residential development to encourage walking to local retail and service destinations, especially along Jones Road, Jersey Meadows Drive, and Castlebridge Drive.				\$	Kevin/Christian			
Encourage the County to connect Taylor Road west of the extraterritorial jurisdiction (ETJ) to provide better access for future development.				\$\$\$	Austin/Kevin			
Perform analysis to determine viability of Jersey Meadows extension.				\$	Kevin	FY19		

Economic Development Recommendations

DESCRIPTION	SHORT TERM	MID TERM	LONG TERM /ON GOING	BUDGET	Assigned To	Due Date	Completed Date	Completed Notes
Establish a 380 grant program to reimburse a portion of the costs associated with updating building facades and landscaping to new standards.				\$\$\$	Austin	Jun-17	Jun-17	Policies in place
Consider the creation of a Tax Increment Reinvestment Zone (TIRZ) as a financing mechanism for upgraded public improvements in partnership with redeveloping properties.				\$	Austin	Jul-17	Jul-17	TIRZ In Place
Consider creation of a municipal management district (MMD) to fund corridor enhancements and on-going maintenance.				\$	Austin	Aug-18		
Encourage development of desired office, retail, service, and entertainment venues through the use of tax abatement, TIRZ, or 380 agreements.				\$\$\$	Austin	Aug-18		
Identify and target underserved retail market segments.				\$	Austin	Annually		ID in Oct 2017
Prepare marketing materials highlighting the assets and advantages of Jersey Village.				\$	Austin	Annually		
Establish working relationships with commercial brokerages.				\$	Austin	Ongoing		
Develop and implement an expanded Marketing Plan for the Jersey Meadow Golf Course.				\$	Matt Jones, P/R Dir	Jun-18		
Assemble a package detailing the Jersey Village development process and available incentives.				\$	Austin/Chris tian	Jun-18		
Establish a business-owners council as a resource learning about the needs of business and communicating the City's goals to the business community.				\$	Austin	FY21		
Procure an Economic Development Consultant to be considered by city management and the City Council.				\$	Austin	FY22		
Identify potential redevelopment sites and create proposal packages to incentivize developers.				\$\$	Austin	FY20		

Parks, Recreation & Open Space Recommendations

DESCRIPTION	SHORT TERM	MID TERM	LONG TERM /ON GOING	BUDGET	Assigned To	Due Date	Completed Date	Completed Notes
Update the 2007 parks and open space master plan, and include a trails master plan to recommend potential trail routes and expansion with potential funding options.				\$	P/R Director	FY19		
Explore future funding potential to acquire additional park space based on parks and open space master plan.				\$\$	P/R Director	FY22		
Review underutilized open spaces and convert to local mini-parks.				\$\$	P/R Director	FY21		
Review and consider additional park improvements such as a splash pad and dog parks.				\$	P/R Director	FY18		
Update City's pool facility with new equipment, slides, a potential splash pad, and buildings.				\$\$	P/R Director	FY22		
Explore potential environmental education programs with CFISD centered around the bayous and water quality.				\$	Kevin			
Explore potential community volunteer opportunities to support the parks and recreation program.				\$	P/R Director			
Coordinate with HCFCD on future trail connectivity along White Oak Bayou.				\$	P/R Director			

Community Character Recommendations

DESCRIPTION	SHORT TERM	MID TERM	LONG TERM /ON GOING	BUDGET	Assigned To	Due Date	Completed Date	Completed Notes
Prepare a landscape master plan for the design of City corridors and entrances with a consistent, identifiable character.				\$		Feb-18	18-Feb	Approved by Council
Incorporate City logo into entrance sign designs.				\$	Dir	FY21		
Design and implement Hwy 290 gateways according to TxDOT standards to highlight the entrance to the City.				\$\$	Kevin/ P/R Dir	FY22		
Explore strategic public/private partnerships with local businesses to encourage beautification efforts of their properties.				\$	Austin	Jun-18		
Review code enforcement procedures for their effectiveness, and make necessary changes.					Gordon	Jun-18		
Prepare a visual assessment survey of City corridors to identify problem areas that negatively impact community character and identify remedies/action plans available to address concerns.				\$	Gordon	FY19		
Partner with Trees for Houston or other organizations that can provide assistance in planting trees.				\$	P/R Dir	FY19		
Consider a more stringent tree preservation ordinance to protect existing tree resources.				\$		Dec-19		
Promote increase canopy along streets, parks, and open spaces.				\$\$		FY22		
Conduct a branding study to reinforce the City's community character and marketing approach.				\$	Austin	Feb-18	18-Feb	Approved by Council
Explore potential logo application to proposed city entrance signage.				\$\$	Austin	Feb-18	18-Feb	Approved by Council
Educate citizens on code enforcement requirements. Communicate status reporting of violations and corrections to the community.				\$	Gordon	Ongoing		
Information shared could be related to general types of violations, clearance rates, average time to contact, etc.				\$	Gordon	Ongoing		
Conduct a wayfinding signage master plan to explore potential thematic signs unique to the City to include street signs, directional, and facility signs.				\$	Austin	Feb-18	18-Feb	Approved by Council

Community Facilities Recommendations

DESCRIPTION	SHORT TERM	MID TERM	LONG TERM /ON GOING	BUDGET	Assigned To	Due Date	Completed Date	Completed Notes
Conduct a comprehensive study to evaluate, upgrade or replace all city facilities where employees work, with an emphasis on city hall, to bring them to a standard of quality that is appropriate for the community.				\$\$\$	Council opted to not conduct this study in Summer of 2017.			
Update and maintain existing public facilities to maximize usefulness, before constructing newer facilities.				\$\$-\$\$\$	Facilities Manager	Ongoing		
Develop a long-term maintenance program to ensure adequate maintenance of existing and proposed facilities.				\$	Facilities Manager	May-18		
Promote and improve Golf Course facilities and operations.				\$	Matt Jones	18-Dec		

**CITY OF JERSEY VILLAGE
SCHEDULE OF BUDGET PREPARATION AND ADOPTION
2018-2019 FISCAL YEAR BUDGET**

DATE	ACTION	TASK LEADER
Thursday, April 19	Staff Retreat	City Manager & Staff
April – May	Staff Development of Preliminary Capital Improvements Plan	City Manager & Staff
April – May	Staff Development of Estimated Base Budget	City Manager & Staff
Saturday, May 19	Council/Staff Retreat: Define Goals and Objectives for next fiscal year, Review Five Year Financial Plan; Final Budget Policy Statement	City Council City Manager & Staff
Monday, June 4	Budget Manuals and Detail Forms Distributed to Departments	Director of Finance
Monday, June 4	Budget Planning Worksheets Distributed to Departments	Director of Finance
Monday, June 4	Proposed Salary Schedule Submitted to Finance	Personnel
Wednesday, June 6	Revenue Detail Worksheets (Gray Sheets) Submitted to City Manager	Finance Director
June 4-8	Preparation of Department Budgets	City Manager & Staff
Monday, June 4	Vehicle Replacement Schedule Submitted to City Manager & Finance Director	Public Works Dir.
Monday, June 11	Submittal of Budget Detail Forms (Green Sheets) to Finance Director	Department Heads
Wednesday, June 13	Data Input of Budget Planning Worksheet for Preliminary Base Budget Planning Report	Department Heads
Friday, June 15	Finance Issues First Draft of Base Budget Planning Report to Departments	City Manager & Finance Director
Wednesday, June 20	Submittal of Supplemental Decision Packages (Blue Sheets) to Finance Director	Department Heads
June 20-June 22	Data Input from Supplemental Decision Package Sheets (Blue Sheets) for Budget Planning Report (Yellow Sheets)	Finance Department
Friday, June 22	Finance Issues Second Draft of Base Budget Planning Report to Departments	City Manager & Finance Director
June 25-June 29	Department Budget Review Sessions with City Manager	City Manager & Staff
Monday, July 2	Final Crime Control Budget Detail Submitted to City Manager	Finance Director & PD
Monday, July 2	Final Salary Schedule Submitted to City Manager and Finance	Personnel
Tuesday, July 3	Proposed Budget Document Completed	City Manager
Friday, July 6	Proposed Budget and Budget Workbook Submitted to City Council (at least 45 days before end of fiscal year)	City Manager
July 16-18 at 6:00 P.M.	Budget Review by Council and Crime Control	City Council
Tuesday July 17, at 6:00 PM?	City Council call for Public Hearing on Crime Control District on Monday August 20 th 2017 and City Budget Monday September 17 th 2018	City Council
Tuesday, July 17 at 6:00 P.M.	JVCCPD Board Meeting (Call for Public Hearing) 7:00 P.M. August 20 th 2018	City Manager & Staff
Monday, August 13	Revised Budget Completed and sent to City Council	City Manager & Staff
Mon, August 20 7pm	JV CCPD Board will conduct Public Hearing on Proposed Budget and Adopted Budget	JVCCPD Board
Mon, August 20 7pm	City Council will conduct public hearing on CCPD budget and adopt CCPD Budget	City Council
Mon, August 20 7pm	City Council Meeting: Final City Council Instructions/Decisions on Proposed Budget	Residents City Council City Manager & Staff
Friday, August 24?	Per HCAD probability that Chief Appraiser will certify tax roll (not certain)	HCAD
August 27-29	Calculation of effective and rollback tax rate (depends on HCAD)	Finance Director
Wednesday August 29?	Send to Houston Chronicle Newspaper publication of effective and rollback tax rates, statement and schedules, submission to governing body (Council) depends on HCAD	City Secretary
Friday, August 31	Proposed Budget Filed with City Secretary (31 days before tax rate adoption)	Finance Director
Thursday, September 6th	Publication of Chapter 140.010 Notice (Effective and Rollback tax rates, Notice of tax increase) Depends on HCAD	City Secretary
Wed, September 5	Publication of Public Hearing for City Budget	City Secretary
Monday Sept 17 7:00 P.M.	Conduct Public Hearing on Proposed City Budget and Adopt Budget	Residents, City Council City Manager and Staff
Tuesday, September 18th	File Final Adopted Budget with City Secretary	City Manager & Finance Director
Friday, September 21	Post Supplemental Notice Requirements on website and TV (Tax Code 26.065)	City Secretary and Bob Blevins
Monday, October 1 st	Budget Year Begins	
Monday, October 1 st	File Copy of Adopted Budget with County Clerk	City Secretary
Monday October 1 at 7:00 P.M.	First public hearing on tax increase (3 days later)	Residents, City Council City Manager & Staff
Monday Oct. 8th 7pm	Second Public Hearing on tax increase	Residents City Council City Manager & Staff
Monday Oct 15 7pm	Adoption of Tax Rate, Utility Rates, and other Rates (as necessary)	Residents City Council City Manager & Staff



Harris County Appraisal District

13013 Northwest Freeway
Houston TX 77040
Telephone: (713) 812-5800

P.O. Box 920975
Houston TX 77292-0975
Information Center: (713) 957-7800



Office of Chief Appraiser

April 30, 2018

Honorable Justin Ray
Mayor
City Of Jersey Village
16327 Lakeview Drive
Jersey Village TX 77040

Re: 2018 Certified Estimates

Board of Directors

Pete Pape, Chairman
Glenn E. Peters, Secretary
Wanda Adams, Assistant Secretary
Ann Harris Bennett, Ex-Officio Director
(Tax Assessor-Collector)
Al Odom, Director
Jim Robinson, Director
Mike Sullivan, Director

Chief Appraiser

Roland Altinger

Deputy Chief Appraiser

Jason Cunningham

Taxpayer Liaison Officer

Teresa S. Terry

Dear Mayor Ray:

As required by Texas Tax Code Sec. 26.01(e), we have prepared an estimate of taxable value for the above taxing jurisdiction for 2018. While this estimate is based on information currently available to us, some of the data needed for accuracy is not yet available. For example, in the area of business and industrial personal property, the extended date for property owners to file their annual renditions is May 1, and some will delay their filing until the good cause deadline of May 16.

While we have taken our best estimate of potential hearing loss into account, protests for 2018 are in the process of being received and reductions made in the ARB protest hearing process during the next several months could cause a further reduction in value. Also, if fewer protests are filed, your value could possibly be higher.

Your final taxable value will also be impacted by late-filed exemption applications, late applications for productivity valuation, correction motions under Tax Code Sec. 25.25, and possible post-ARB appeals through binding arbitration, appeals to district court, or appeals to the State Office of Administrative Hearings.

Given these limitations, the estimated 2018 taxable value for the taxing unit identified above is:

\$1,064,716,563

The enclosed summary report gives a breakdown of this estimate by property category.

Please do not hesitate to contact your HCAD jurisdiction coordinator or my office if you have questions regarding this estimate or other matters affecting appraisal district operations.

Sincerely,

Roland Altinger
Chief Appraiser

City of Jersey Village
2018 Certified Estimate of Taxable Value



Major Property Category	2017 Taxable Value	Percent Change	Projected 2018 Taxable Value
Residential & Rural Improved	514,571,661	3.29%	531,494,686
Apartments	100,184,130	-12.17%	87,995,167
Commercial	245,680,810	4.47%	256,656,527
Vacant Land	25,126,614	16.36%	29,236,423
Industrial	4,529,716	-9.50%	4,099,393
Utility	8,058,135	-0.03%	8,055,863
Commercial Personal	137,871,702	0.82%	138,997,838
Industrial Personal	8,829,499	-8.33%	8,093,896
All Other Property	86,770	0.00%	86,770

Projected 2018 Taxable Value	1,044,939,037	1.89%	1,064,716,563
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Projected 2018 Taxable Value Range

Accuracy +/- 5%	1,011,480,735	To	1,117,952,391
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TABLE 1
FIVE YEAR FINANCIAL PROJECTION: GENERAL FUND

CITY OF JERSEY VILLAGE, TEXAS

	PRIOR YEAR ACTUAL 2016-2017	ADOPTED BUDGET 2017-2018	CURRENT PROJECTED 2017-2018	YEAR 1 PROPOSED 2018-2019	YEAR 2 PROJECTED 2019-2020	YEAR 3 PROJECTED 2020-2021	YEAR 4 PROJECTED 2021-2022	YEAR 5 PROJECTED 2022-2023
BEGINNING FUND BALANCE	\$ 14,416,847	\$ 17,264,243	\$ 17,264,243	\$ 18,987,116	\$ 16,262,330	\$ 10,237,937	\$ 6,103,283	\$ 5,869,284
REVENUES:								
PROPERTY TAXES	\$ 5,761,307	\$ 5,655,000	\$ 5,650,000	\$ 5,734,750	5,792,098	5,850,018	5,908,519	5,967,604
SALES TAXES	3,060,036	3,000,000	3,000,000	2,900,000	2,987,000	3,076,610	3,168,908	3,263,976
SALES TX-PTY TX REDUCTION	1,529,813	1,500,000	1,500,000	1,450,000	1,493,500	1,538,305	1,584,454	1,631,988
OTHER TAXES	651,093	635,000	635,000	625,000	643,750	663,063	682,954	703,443
FINES & WARRANTS	961,513	968,700	990,000	918,700	946,261	974,649	1,003,888	1,034,005
FEES	259,218	370,850	370,850	370,850	381,976	393,435	405,238	417,395
LICENSES & PERMITS	178,898	158,700	158,700	158,700	163,461	168,365	173,416	178,618
INTEREST EARNED	125,702	90,000	250,000	80,000	82,400	84,872	87,418	90,041
CRIME CONTROL DISTRICT REIMBURSEMENT	978,923	1,224,757	1,224,757	1,225,957	936,178	963,302	991,239	1,020,854
COURT SECURITY AND TECHNOLOGY	43,100	44,500	44,500	44,500	45,835	47,210	48,626	50,085
TRANSFER FROM MOTEL TAX	16,500	17,000	17,000	17,000	17,510	18,035	18,576	19,134
TRANSFERS FROM UTILITY FUND	470,000	550,000	550,000	550,000	566,500	583,495	601,000	619,030
MISCELLANEOUS REVENUES	152,430	100,000	75,000	50,000	51,500	53,045	54,636	56,275
OTHER AGENCY REVENUES	263,406	-	200,000	-	-	-	-	-
TOTAL ANNUAL REVENUES	\$ 14,451,938	\$ 14,314,507	\$ 14,665,807	\$ 14,125,457	\$ 14,107,968	\$ 14,414,404	\$ 14,728,873	\$ 15,052,447
TOTAL AVAILABLE FUNDS	\$ 28,868,785	\$ 31,578,750	\$ 31,930,050	\$ 33,112,573	\$ 30,370,298	\$ 24,652,340	\$ 20,832,157	\$ 20,921,731
EXPENDITURES:								
ADMINISTRATIVE SERVICES	\$ 529,837	\$ 585,082	\$ 585,082	\$ 589,482	\$ 607,166	\$ 625,381	\$ 644,143	\$ 663,467
LEGAL/OTHER SERVICES	1,740,985	1,693,839	1,693,839	1,693,839	1,744,654	1,796,994	1,850,904	1,906,431
INFORMATION TECHNOLOGY	380,862	559,833	559,833	554,833	571,478	588,622	606,281	624,469
PURCHASING	17,727	21,600	21,600	21,600	22,248	22,915	23,603	24,311
ACCOUNTING	286,779	333,589	333,589	333,589	343,597	353,905	364,522	375,457
CUSTOMER SERVICES	129,006	146,983	146,983	146,983	151,392	155,934	160,612	165,431
MUNICIPAL COURT	350,382	444,617	444,617	444,617	457,956	471,694	485,845	500,420
POLICE	2,271,201	2,848,788	2,848,788	3,152,858	3,247,444	3,344,867	3,445,213	3,548,569
COMMUNICATIONS	571,044	755,832	755,832	755,832	778,507	801,862	825,918	850,696
FIRE DEPARTMENT	1,053,132	1,188,396	1,188,396	1,241,283	1,278,521	1,316,877	1,356,383	1,397,075
PUBLIC WORKS	216,717	228,271	228,271	228,271	235,119	242,173	249,438	256,921
COMMUNITY DEVELOPMENT	408,826	462,835	462,835	462,835	476,720	491,022	505,752	520,925
STREETS	916,257	651,847	651,847	651,847	671,402	691,544	712,291	733,660
BUILDING MAINTENANCE	355,272	417,053	417,053	417,053	429,565	442,452	455,725	469,397
SOLID WASTE	398,573	436,568	436,568	428,720	441,582	454,829	468,474	482,528
FLEET SERVICES	375,586	423,342	423,342	423,342	436,042	449,124	462,597	476,475
PARKS AND RECREATION	539,482	825,566	825,566	824,066	848,788	874,252	900,479	927,494
CONTINGENCIES TO BRING PROPOSED BUDGET TO CURRENT BUDGET LEVELS				\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 10,541,670	\$ 12,024,041	\$ 12,024,041	\$ 12,371,050	\$ 12,742,182	\$ 13,124,447	\$ 13,518,180	\$ 13,923,726
FUND BALANCE	\$ 18,327,114	\$ 19,554,709	\$ 19,906,009	\$ 20,741,523	\$ 17,628,117	\$ 11,527,893	\$ 7,313,977	\$ 6,998,005
INTERFUND ACTIVITY								
TRANSFER TO GOLF COURSE FUND	\$ 346,171	\$ 353,071	\$ 353,071	\$ 399,071	260,058	294,488	314,571	335,580
TRANSFER TO COMPUTER CAPITAL USER FEE		\$ 50,000	\$ 50,000	\$ 50,000		\$ -	\$ -	\$ -
TRANSFER TO CAPITAL IMPROVEMENTS FUND		\$ 3,750,000	\$ -	\$ 3,500,000	\$ 6,600,000	\$ 4,600,000	\$ 600,000	
TRANSFER TO EQUIPMENT PURCHASE CONT	\$ 114,905	\$ 19,600	\$ -	\$ -				
TRANSFER TO EQUIPMENT USER FEE	\$ 393,643	\$ 287,682	\$ 287,682	\$ 301,982	\$ 301,982	\$ 301,982	\$ 301,982	\$ 301,982
TRANSFER TO TECHNOLOGY PURCHASE CONT	\$ 13,600	\$ 15,975	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER TO TECHNOLOGY USER FEE	\$ 194,552	\$ 228,140	\$ 228,140	\$ 228,140	\$ 228,140	\$ 228,140	\$ 228,140	\$ 228,140
TOTAL INTERFUND TRANSFERS	\$ 1,062,871	\$ 4,704,468	\$ 918,893	\$ 4,479,193	\$ 7,390,180	\$ 5,424,610	\$ 1,444,693	\$ 865,702
FUND BALANCE AFTER TRANSFERS	\$ 17,264,243	\$ 14,850,241	\$ 18,987,116	\$ 16,262,330	\$ 10,237,937	\$ 6,103,283	\$ 5,869,284	\$ 6,132,303
90-DAY OPERATING RESERVE	\$ 2,635,418	\$ 3,006,010	\$ 3,006,010	\$ 3,092,763	\$ 3,185,545	\$ 3,281,112	\$ 3,379,545	\$ 3,480,931
AVAILABLE FUNDS (Cash on Hand)	\$ 14,628,826	\$ 11,844,231	\$ 15,981,106	\$ 13,169,568	\$ 7,052,391	\$ 2,822,172	\$ 2,489,738	\$ 2,651,371

TABLE 2
FIVE YEAR FINANCIAL PROJECTION: DEBT SERVICE
CITY OF JERSEY VILLAGE, TEXAS

	PRIOR YEAR ACTUAL 2016-2017 TAX YEAR 2016	CURRENT PROJECTED 2017-2018 TAX YEAR 2017	YEAR 1 PROPOSED 2018-2019 TAX YEAR 2018	YEAR 2 PROJECTED 2018-2019 TAX YEAR 2018	YEAR 3 PROJECTED 2019-2020 TAX YEAR 2019	YEAR 4 PROJECTED 2020-2021 TAX YEAR 2020	YEAR 5 PROJECTED 2021-2022 TAX YEAR 2021
DEBT SERVICE:							
G. O. SERIES-2003 (STREET RECONSTRUCTION)	-	-	-	-	-	-	-
G. O. SERIES-2007(STREET RECONSTRUCTION)	317,563	311,672	-	311,672	-	-	-
C. O. 2000 (GOLF COURSE)	-	-	-	-	-	-	-
G. O. SERIES 2012 (REFUNDING BONDS)	1,005,300	1,003,650	1,016,550	1,003,650	1,019,425	1,031,975	1,043,325
C.O. 2015 (290 EXPANSION)	879,965	891,150	887,020	891,150	887,665	883,085	873,370
G.O SERIES -2016 REFUNDING	191,950	191,950	498,850	191,950	497,600	486,350	483,525
AUDITORS ADJUSTMENTS							
MAINTENANCE FEE	9,000	9,000	9,000	9,000	9,000	9,000	9,000
TOTAL PROJECTED DEBT SERVICE	\$ 2,403,778	\$ 2,407,422	\$ 2,411,420	\$ 2,407,422	\$ 2,413,690	\$ 2,410,410	\$ 2,409,220
I & S TAX RATE	0.211021	0.211923					
	-	-					
M & O TAX RATE	0.531479	0.530577					
COMBINED TAX RATE	0.7425	0.7425					

TABLE 3
FIVE YEAR FINANCIAL PROJECTION: UTILITY FUND DIVISIONS 45 & 47 OPERATIONS AND DEBT SERVICE
CITY OF JERSEY VILLAGE, TEXAS

FOR PERIODS SHOWN	PRIOR YEAR ACTUAL 2016-2017	ADOPTED BUDGET 2017-2018	CURRENT PROJECTED 2017-2018	YEAR 1 PROPOSED 2018-2019	YEAR 2 PROJECTED 2019-2020	YEAR 3 PROJECTED 2020-2021	YEAR 4 PROJECTED 2021-2022	YEAR 5 PROJECTED 2022-2023
BEGINNING FUND BALANCE	\$ 10,558,225	\$ 11,029,326	\$ 11,029,326					
BEGINNING BALANCE OF CURRENT ASSETS MINUS CURRENT LIAB		\$ 4,727,158	\$ 4,727,158	\$ 1,958,475	\$ (161,971)	\$ (1,207,117)	\$ (1,254,822)	\$ (13,121,376)
REVENUES:								
WATER SERVICE	\$ 2,911,937	\$ 2,850,000	\$ 2,809,327	\$ 2,850,000	\$ 3,021,000	\$ 3,202,260	\$ 3,394,396	\$ 3,598,059
SEWER SERVICE	1,353,748	1,350,000	1,335,642	1,350,000	1,377,000	1,404,540	1,432,631	1,461,283
WATER & SEWER SERVICE-INCREASE	11,851		17,851	-				
WATER AUTHORITY FEE	9,619	15,000	7,953	15,000	3,000	3,000	3,000	3,000
CREDIT CARD FEES	6,931	3,000	4,194	3,000				
INTEREST EARNED	27,986	20,000	60,000	61,000	62,830	64,715	66,656	68,656
TRANSFER FROM IMPACT FEES	-	-	-	-	-	-	-	-
TRANSFER FROM GENERAL FUND	-	-	-	-	-	-	-	-
TRANSFER FROM GOLF COURSE FUND	-	-	-	-	-	-	-	-
PENALTIES & ADJUSTMENT	33,432	25,000	28,580	25,000	20,000	20,000	20,000	20,600
MISCELLANEOUS	37,717	25,000	21,032	25,000	25,750	26,523	27,318	28,138
TX DOT REIMBURSEMENT	-	-	-	-	-	-	-	-
TOTAL REVENUE	\$ 4,393,222	\$ 4,288,000	\$ 4,284,579	\$ 4,329,000	\$ 4,509,580	\$ 4,721,037	\$ 4,944,001	\$ 5,179,737
TOTAL AVAILABLE FUNDS	\$ 14,951,446	\$ 9,015,158	\$ 9,011,737	\$ 6,287,475	\$ 4,347,609	\$ 3,513,920	\$ 3,689,179	\$ (7,941,640)
EXPENSES/TRANSFERS:								
DIVISION 45	\$ 3,332,713	\$ 3,327,434	\$ 3,340,482	\$ 3,327,434	\$ 3,427,257	\$ 3,530,075	\$ 3,635,977	\$ 3,745,056
TRANSFERS TO GENERAL FUND	470,000	550,000	550,000	566,500	583,495	601,000	619,030	637,601
TRANSFERS TO CAPITAL IMPROVEMENT	-	-	-	-	-	-	-	-
TRANSFERS TO DEBT SERVICE FUND	92,413	91,530	91,530	90,262	89,724	88,418	87,815	113,573
TRANSFERS TO TECHNOLOGY PURCH CONT	-	-	-	-	-	-	-	-
TRANSFERS TO TECHNOLOGY USER FEE	750	750	750	750	750	750	750	750
TRANSFER TO EQUIP PURCHASE CONT	-	-	155,000	-	-	-	-	-
TRANSFERS TO EQUIPMENT USER FEE	19,500	19,500	19,500	19,500	19,500	19,500	19,500	19,500
FUNDING TRANSFERS TO CAPITAL PROJECTS-DIV 46	6,744	2,896,000	2,896,000	2,445,000	1,434,000	529,000	12,447,483	-
DIVISION 47	-	-	-	-	-	-	-	-
TOTAL FUND APPROPRIATIONS	\$ 3,922,120	\$ 6,885,214	\$ 7,053,262	\$ 6,449,446	\$ 5,554,726	\$ 4,768,743	\$ 16,810,555	\$ 4,516,480
REMAINING NET CURRENT ASSET BALANCE		\$ 2,129,944	\$ 1,958,475	\$ (161,971)	\$ (1,207,117)	\$ (1,254,822)	\$ (13,121,376)	\$ (12,458,120)
OPERATIONS RESERVE AMOUNT		\$ 939,373	\$ 374,000	\$ 3,500,000	\$ 5,105,000	\$ 1,000,000	\$ 445,000	\$ 500,000
90 DAY REVERSE CALCULATED ON EXPENSES FOR DIVISIONS 45 & 47.THE CITY POLICY IS TO RESERVE 25% OF ANNUAL EXPENDITURES FOR OPERATIONS RESERVE.								
AVAILABLE FOR THIS YR'S OPERATIONS & CAPITAL PROJECTS		\$ 1,190,571	\$ 1,584,475	\$ (3,661,971)	\$ (6,312,117)	\$ (2,254,822)	\$ (13,566,376)	\$ (12,958,120)

TABLE 4
FIVE YEAR FINANCIAL PROJECTION: UTILITY FUND DIVISION 46 CAPITAL PROJECTS
CITY OF JERSEY VILLAGE, TEXAS

FOR PERIODS SHOWN		ADOPTED BUDGET 2017-2018	CURRENT PROJECTED 2017-2018	YEAR 1 PROPOSED 2018-2019	YEAR 2 PROJECTED 2019-2020	YEAR 3 PROJECTED 2020-2021	YEAR 4 PROJECTED 2021-2022	YEAR 5 PROJECTED 2022-2023
REVENUES:								
TRANSFERS FROM FUND NET CURRENT ASSET BALANCE (SEE TABLE 1)		\$ 2,129,944	\$ 1,656,000	\$ (161,971)	\$ (1,207,117)	\$ (1,254,822)	\$ (13,121,376)	\$ (12,458,120)
DEBT PROCEEDS		-	-	-	-	-	-	-
TRANSFER FROM IMPACT FEE		-	-	-	-	-	-	-
TOTAL REVENUE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TABLE 5
FIVE YEAR FINANCIAL PROJECTION: GOLF COURSE FUND
CITY OF JERSEY VILLAGE, TEXAS

FOR PERIODS SHOWN	PRIOR YEAR ACTUAL 2016-2017	ADOPTED BUDGET 2017-2018	CURRENT PROJECTED 2017-2018	YEAR 1 PROPOSED 2018-2019	YEAR 2 PROJECTED 2019-2020	YEAR 3 PROJECTED 2020-2021	YEAR 4 PROJECTED 2021-2022	YEAR 5 PROJECTED 2022-2023
BEGINNING FUND BALANCE	\$ (3,557,283)	\$ (3,799,682)	\$ (3,799,682)					
BEGINNING BALANCE OF NET CURRENT ASSETS		651,459	651,459	801,109	1,011,075	1,113,543	1,219,586	1,328,772
REVENUES:								
GREEN FEES	\$ 798,973	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,020,000	\$ 1,040,400	\$ 1,061,208	\$ 1,082,432
RANGE FEES	76,855	90,000	90,000	90,000	\$ 91,800	93,636	95,509	97,419
CLUB RENTALS	3,724	5,000	5,000	5,000	\$ 5,100	1,500	1,500	1,500
TOURNAMENT FEES	182,579	190,000	190,000	190,000	\$ 193,800	197,676	201,630	205,662
TOURNAMENT CAR RENTALS	-	-	-	-	-	-	-	-
MERCHANDISE SALES	113,172	110,000	110,000	110,000	\$ 112,200	114,444	116,733	119,068
SPECIAL ORDER MERCHANDISE	20,069	40,000	40,000	40,000	\$ 40,800	41,000	42,000	43,000
CONCESSION FEES	36,655	42,000	42,000	42,000	\$ 42,840	32,000	32,000	32,000
MEMBERSHIPS	14,349	-	-	-	\$ 18,748	19,123	19,505	19,895
MISCELLANEOUS FEES	12,177	18,380	18,380	18,380	\$ 6,120	6,242	6,367	6,495
INTEREST EARNED	3,524	2,400	2,371	6,000	\$ 260,058	294,488	314,571	335,580
INTERFUND TRANSFERS-GEN FD	346,171	353,071	346,171	353,071	-	-	-	-
INTERFUND TRANSFERS- MOTEL	-	50,000	-	50,000	-	-	-	-
CASH OVER/UNDER	268	-	213	-	-	-	-	-
FEMA	22,463	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 1,630,978	\$ 1,900,851	\$ 1,844,135	\$ 1,904,451	\$ 1,791,466	\$ 1,840,509	\$ 1,891,022	\$ 1,943,050
TOTAL AVAILABLE FUNDS	\$ 1,630,978	\$ 2,552,310	\$ 2,495,594	\$ 2,705,560	\$ 2,802,540	\$ 2,954,052	\$ 3,110,608	\$ 3,271,822
EXPENSES:								
CLUB HOUSE	\$ 629,076	\$ 633,264	\$ 611,613	\$ 611,613	\$ 629,961	\$ 648,860	\$ 668,326	\$ 688,376
COURSE MAINTENANCE	952,035	788,284	724,517	724,517	746,253	768,640	791,699	815,450
BUILDING MAINTENANCE.	46,165	61,500	54,688	54,688	56,329	58,018	59,759	61,552
EQUIPMENT MAINTENANCE	92,901	101,724	97,529	97,529	100,455	103,469	106,573	109,770
CAPITAL IMPROVEMENTS	(2,404)	160,600	50,659	50,659	-	-	-	-
INTERFUND TRANSFERS	155,604	155,479	155,479	155,479	\$ 156,000	\$ 155,479	\$ 155,479	\$ 155,479
TOTAL APPROPRIATIONS	\$ 1,873,377	\$ 1,900,851	\$ 1,694,485	\$ 1,694,485	\$ 1,688,997	\$ 1,734,466	\$ 1,781,836	\$ 1,830,627
NET CURRENT ASSET BAL EXCESS OF EXP	\$ (3,799,682)	\$ 651,459	\$ 801,109	\$ 1,011,075	\$ 1,113,543	\$ 1,219,586	\$ 1,328,772	\$ 1,441,196

		Year -1	Current	Year 1	Year 2	Year 3	Year 4	Out Years	
Item No.	Projects by Type	Year 2016 - 2017	Proposed 2017 2018	Proposed 2018 - 2019	Proposed 2019 - 2020	Proposed 2020 - 2021	Proposed 2021 - 2022	Greater than 5 Years	Total

SANITARY SEWER TREATMENT AND COLLECTION IMPROVEMENTS

1	Televising Sanitary Sewer Lines	25,000		25,000		25,000		25,000	100,000
2	Rehabilitation/Repair Sanitary Sewer Lines		500,000		500,000		500,000		2,000,000
3	Sanitary Sewer System for ETJ							6,048,000	6,048,000
4	Castlebridge WWTP Clarifier Rehabilitation	210,000	100,000						476,000
5	Philippine Lift Station Cleaning		20,000	20,000	20,000	20,000	20,000	20,000	140,000
6	Televising Storm Water Lines	25,000		25,000		25,000		25,000	100,000
7	Rehabilitation/Repair Storm Water Lines		200,000		200,000		200,000		600,000
8	White Oak Bayou Treatment Plant (40.63% City Share)		596,000	525,000	359,000	359,000		2,404,483	4,243,483
9	Castlebridge WWTP Rehabilitation (Air Diffusers, Contact Chamber Gate Valve, Air Lift Pump, PH Treatment)	670,000	200,000						870,000
10	Impact Fee Study				40,000				40,000
11	Castlebridge Light Project	45,000							45,000
	Total for Sanitary Sewer Improvements	\$ 975,000	\$ 1,616,000	\$ 595,000	\$ 1,119,000	\$ 429,000	\$ 720,000	\$ 8,522,483	\$ 14,662,483

WATER PRODUCTION/DISTRIBUTION IMPROVEMENTS

1	Water Facilities ETJ							2,500,000	2,500,000
2	AMR Project	250,000	250,000	250,000					1,000,000
3	SCADA System Upgrades	70,000	100,000	100,000	100,000	100,000			640,000
4	Village Water Plant - COH Interconnect Plant			1,200,000				-	1,200,000
5	Village Water Plant - Service Pump Upgrades		80,000						80,000
6	Village Water Plant - Structure Repair and Painting	100000*	275,000						275,000
7	Village Water Plant - Generator		150,000						150,000
8	Village Water Plant - Elevated Storage Recoating							175,000	175,000
9	Seattle Water Plant - Generator								190,000
10	Seattle Water Plant - CL2/Chloramines Conversion	150,000	100,000						250,000
11	Seattle Water Plant - Structure Repair and Painting	150000*	200,000					175,000	375,000
12	Seattle Water Plant - (Variable Frequency Drive)			100,000					100,000
13	Seattle Well Repair			200,000					200,000
14	West Road Water Plant - GST - HPT Recoating				175,000				175,000
15	Congo Elevated Storage Tank - Pressure Wash		25,000					175,000	175,000
16	Water Line Extension - Jersey Meadows							250,000	250,000
17	Impact Fee Study				40,000				40,000
18	Water Plants LED Light Projects		100,000						100,000
	Total for Water Improvements	470,000	1,280,000	1,850,000	315,000	100,000	-	3,275,000	7,875,000
	Total Utility Fund Improvements	\$ 1,445,000	\$ 2,896,000	\$ 2,445,000	\$ 1,434,000	\$ 529,000	\$ 720,000	\$ 11,797,483	\$ 22,537,483

Item No.	Projects by Type	Year -1 Year 2016 - 2017	Current Proposed 2017 2018	Year 1 Proposed 2018 - 2019	Year 2 Proposed 2019 - 2020	Year 3 Proposed 2020 - 2021	Year 4 Proposed 2021 - 2022	Out Years Greater than 5 Years	Total
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STREET AND DRAINAGE IMPROVEMENTS

1	Phase IV Street Project							5,000,000	5,000,000
2	Bridge Repair	150,000						4,000,000	4,150,000
3	Jersey Meadows Street Construction							2,530,000	2,530,000
4	Long Term Recovery Program		2,000,000	2,000,000	2,000,000				6,000,000
5	Street Light Rehab Senate / Jersey	45,000	22,000					48,000	115,000
	Total for Street Improvements	\$ 195,000	\$ 2,022,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ 11,578,000	\$ 17,795,000

GENERAL COMMUNITY IMPROVEMENTS

1	New City Hall (Moved to 2019/2020/2021)				4,000,000	4,000,000			8,000,000
2	City Hall Engineering / Architect (Moved to 2018/19)			450,000					450,000
3	Taylor Road Facilities		1,400,000						1,400,000
4	Taylor Road Engineering / Architect	150,000							150,000
5	Park Improvements	50,000	50,000	50,000	50,000	50,000	50,000	50,000	400,000
6	Golf Course Irrigation Project		800,000						800,000
7	Golf Course Club House Improvements		350,000						350,000
8	Splash Pad		250,000						250,000
9	Facility Improvements		50,000	50,000	50,000	50,000	50,000	50,000	300,000
10	Informational Marquees - Replace current 5 with Digital Marquees			475,000					475,000
11	Entrances and Wayfinding				500,000	500,000	500,000		1,500,000
	Total General Community Improvements	\$ 200,000	\$ 2,900,000	\$ 1,025,000	\$ 4,600,000	\$ 4,600,000	\$ 600,000	\$ 100,000	\$ 14,075,000

Total General Obligation Fund Improvements	\$ 395,000	\$ 4,922,000	\$ 3,025,000	\$ 6,600,000	\$ 4,600,000	\$ 600,000	\$ 11,678,000	31,870,000
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Grand Total All Funds	\$ 1,840,000	\$ 7,818,000	\$ 5,470,000	\$ 8,034,000	\$ 5,129,000	\$ 1,320,000	\$ 23,475,483	\$ 54,407,483
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* Denotes FY Move

Item No.	Projects by Type	Year -1 2015 - 2016	Current Year 2016 - 2017	Year 1 Proposed 2017 2018	Year 2 Proposed 2018 - 2019	Year 3 Proposed 2019 - 2020	Year 4 Proposed 2020 - 2021	Greater than 5 Years	Total
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SANITARY SEWER TREATMENT AND COLLECTION IMPROVEMENTS

1	Televising Sanitary Sewer Lines		25,000		25,000		25,000		75,000
2	Rehabilitation/Repair Sanitary Sewer Lines	500,000		500,000		500,000		500,000	2,000,000
3	Sanitary Sewer System for ETJ							6,048,000	6,048,000
4	Castlebridge WWTP Clarifier Rehabilitation	166,000	210,000	100,000					476,000
5	Philippine Lift Station Cleaning	20,000		20,000	20,000	20,000	20,000	20,000	120,000
6	Televising Storm Water Lines		25,000		25,000		25,000		75,000
7	Rehabilitation/Repair Storm Water Lines			200,000		200,000		200,000	600,000
8	White Oak Bayou Treatment Plant (40.63% City Share)			596,000	525,000	359,000	359,000	2,404,483	4,243,483
9	Castlebridge WWTP Rehabilitation (Air Diffusers, Contact Chamber Gate Valve, Air Lift Pump, PH Treatment)		670,000	200,000					870,000
10	Impact Fee Study					40,000			40,000
11	Castlebridge Light Project		45,000						45,000
	Total for Sanitary Sewer Improvements	\$ 686,000	\$ 975,000	\$ 1,616,000	\$ 595,000	\$ 1,119,000	\$ 429,000	\$ 9,172,483	\$ 14,592,483

WATER PRODUCTION/DISTRIBUTION IMPROVEMENTS

1	Water Facilities ETJ							2,500,000	2,500,000
2	AMR Project	250,000	250,000	250,000	250,000				1,000,000
3	SCADA System Upgrades	170,000	70,000	100,000	100,000	100,000	100,000		640,000
4	Village Water Plant - COH Interconnect Plant				1,200,000			-	1,200,000
5	Village Water Plant - Service Pump Upgrades			80,000					80,000
6	Village Water Plant - Structure Repair and Painting		100000*	275,000					275,000
7	Village Water Plant - Generator			150,000					150,000
8	Village Water Plant - Elevated Storage Recoating							175,000	175,000
9	Seattle Water Plant - Generator	190,000							190,000
10	Seattle Water Plant - CL2/Chloramines Conversion		150,000	100,000					250,000
11	Seattle Water Plant - Structure Repair and Painting		150000*	200,000				175,000	375,000
12	Seattle Water Plant - (Variable Frequency Drive)				100,000				100,000
13	Seattle Well Repair				200,000				200,000
14	West Road Water Plant - GST - HPT Recoating					175,000			175,000
15	Congo Elevated Storage Tank - Pressure Wash			25,000				175,000	175,000
16	Water Line Extension - Jersey Meadows							250,000	250,000
17	Impact Fee Study					40,000			40,000
18	Water Plants LED Light Projects			100,000					100,000
	Total for Water Improvements	\$ 610,000	470,000	\$ 1,280,000	\$ 1,850,000	\$ 315,000	\$ 100,000	\$ 3,275,000	\$ 7,875,000
	Total Utility Fund Improvements	\$ 1,296,000	\$ 1,445,000	\$ 2,896,000	\$ 2,445,000	\$ 1,434,000	\$ 529,000	\$ 12,447,483	\$ 22,467,483

Item No.	Projects by Type	Year -1 2015 - 2016	Current Year 2016 - 2017	Year 1 Proposed 2017 2018	Year 2 Proposed 2018 - 2019	Year 3 Proposed 2019 - 2020	Year 4 Proposed 2020 - 2021	Greater than 5 Years	Total
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STREET AND DRAINAGE IMPROVEMENTS

1	Phase IV Street Project							5,000,000	5,000,000
2	Bridge Repair	100,000	150,000					4,000,000	4,150,000
3	Jersey Meadows Street Construction							2,530,000	2,530,000
4	Long Term Recovery Program			2,000,000	2,000,000	2,000,000			6,000,000
5	Street Light Rehab Senate / Jersey		45,000	22,000				48,000	115,000
	Total for Street Improvements	\$ 100,000	\$ 195,000	\$ 2,022,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ 11,578,000	\$ 17,795,000

GENERAL COMMUNITY IMPROVEMENTS

1	New City Hall (Moved to 2019/2020/2021)					4,000,000	4,000,000		8,000,000
2	City Hall Engineering / Architect (Moved to 2018/19)				450,000				450,000
3	Taylor Road Facilities			1,400,000					1,400,000
4	Taylor Road Engineering / Architect		150,000						150,000
5	Park Improvements	50,000	50,000	50,000	50,000	50,000	50,000	50,000	350,000
6	Golf Course Irrigation Project			800,000					800,000
7	Facility Improvements			50,000	50,000	50,000	50,000	50,000	250,000
	Total General Community Improvements	\$ 50,000	\$ 200,000	\$ 2,300,000	\$ 550,000	\$ 4,100,000	\$ 4,100,000	\$ 100,000	\$ 11,400,000

Total General Obligation Fund Improvements	\$ 150,000	\$ 395,000	\$ 4,322,000	\$ 2,550,000	\$ 6,100,000	\$ 4,100,000	\$ 11,678,000	29,195,000
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Grand Total All Funds	\$ 1,446,000	\$ 1,840,000	\$ 7,218,000	\$ 4,995,000	\$ 7,534,000	\$ 4,629,000	\$ 24,125,483	\$ 51,662,483
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* Denotes FY Move

General Fund

	FY13	FY14	FY15	FY16	FY17
ELECTRIC FRANCHISE	\$ 387,060	\$ 366,642	\$ 361,593	\$ 362,233	\$ 360,875
TELEPHONE FRANCHISE	\$ 150,256	\$ 122,790	\$ 137,412	\$ 138,640	\$ 109,185
GAS FRANCHISE	\$ 33,022	\$ 77,766	\$ 36,670	\$ 32,655	\$ 32,211
CABLE TV FRANCHISE	\$ 62,710	\$ 63,941	\$ 64,695	\$ 69,479	\$ 74,420
TELECOMMUNICATION	\$ 40,841	\$ 42,888	\$ 34,865	\$ 33,172	\$ 38,834
CITY SALES TAX	\$ 1,976,593	\$ 2,160,169	\$ 2,192,087	\$ 3,261,209	\$ 3,060,036
SALES TX-RED. PROPERTY TX	\$ 988,296	\$ 1,080,084	\$ 1,095,601	\$ 1,630,427	\$ 1,529,813
MIXED DRINK TAX	\$ 33,626	\$ 42,118	\$ 45,843	\$ 40,385	\$ 35,568
FINES	\$ 914,469	\$ 843,962	\$ 840,473	\$ 845,993	\$ 944,629
AMBULANCE SERVICE FEES	\$ 225,925	\$ 296,805	\$ 417,438	\$ 296,273	\$ 155,992
BUILDING PERMITS	\$ 57,082	\$ 50,588	\$ 83,029	\$ 112,817	\$ 109,498

Utilities

	FY13	FY14	FY15	FY16	FY17
WATER SERVICE	\$ 2,649,469.41	\$ 2,568,643.79	\$ 2,638,324.02	\$ 2,726,240.13	\$ 2,911,937.17
SEWER SERVICE	\$ 1,315,075.63	\$ 1,321,030.79	\$ 1,240,424.33	\$ 1,265,545.89	\$ 1,353,747.76

Golf Course

	FY13	FY14	FY15	FY16	FY17
GREEN FEES	\$ 1,043,008.97	\$ 983,159.61	\$ 877,101.86	\$ 861,414.62	\$ 798,972.68
RANGE FEES/CLUB RENTALS	\$ 79,406.13	\$ 75,162.36	\$ 61,928.28	\$ 70,398.79	\$ 76,854.54
TOURNAMENT GREENS FEES	\$ 59,395.31	\$ 47,280.85	\$ 58,264.46	\$ 95,085.88	\$ 182,578.59
CONCESSION FEES	\$ 42,923.97	\$ 39,981.31	\$ 34,464.46	\$ 35,185.27	\$ 36,655.20
MEMBERSHIPS	\$ 56,460.00	\$ 52,693.00	\$ 42,350.00	\$ 33,730.00	\$ 14,349.38