

# City of Mission, TX

## Annual Budget



Fiscal Year

October 1, 2018 - September 30, 2019





# **CITY OF MISSION**

**ANNUAL BUDGET FOR FISCAL YEAR  
OCTOBER 1, 2018 - SEPTEMBER 30, 2019**

**AS ADOPTED BY CITY COUNCIL  
ON SEPTEMBER 14, 2018**

**Dr. Armando O'cana, Mayor**

**Norie Gonzalez, Mayor Pro-Tem  
Gus Martinez, Councilman**

**Ruben Plata, Councilman  
Jessica Ochoa, Councilwoman**

**Martin Garza, Jr., City Manager**

**Angie Vela, Director of Finance**

# City of Mission, Texas

## 2018-2019 Budget

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## CITY OF MISSION

*"Home of the Grapefruit"*

October 1, 2018

Citizens of Mission, Texas  
Honorable Mayor and Members of the City Council  
City of Mission  
1201 E. 8<sup>th</sup> Street  
Mission, Texas 78572

It is my pleasure to present the budget for the fiscal year starting October 1, 2018 through September 30, 2019. This budget has been prepared in compliance with the state laws of Texas, Mission's City Charter, and the standards established by the Governmental Accounting Standards Board. Copies of this budget will be made available for public review in the City Secretary's Office, the Mission Speer Memorial Library, and the Hidalgo County Courthouse after October 1, 2018.

The Annual Budget is more than a projection of revenues and expenditures/expenses for the forthcoming year; it is a financial plan of action which will provide services to the citizens of Mission that are realistic, feasible, and cost-effective. It not only addresses the existing level of services, which our citizens have come to expect and deserve, but also addresses adequate compensation to our employees and capital asset needs. In addition, the annual budget serves as a blueprint for the implementation of plans and programs intended to establish service delivery levels sufficient to meet the City's goals and objectives for the 2018-2019 fiscal year. Furthermore, the budget serves as a guide for financial control and the implementation of policies and procedures mandated by the City Council.

The Operating Budget presents an overview of the revenues, expenditures/expenses, and changes in fund balance for all of the funds budgeted. Each fund includes: a summary presenting its purpose; goals and objectives for fiscal year 2018-2019; accomplishments for fiscal year 2017-2018; significant budget and service level changes; authorized personnel; and performance indicators.

Although all departmental accomplishments are considered significant, the following represent major accomplishments for the City as a whole during fiscal year 2017-2018.

## **FISCAL YEAR 2017 - 2018 ACCOMPLISHMENTS**

1. Eight new homes were reconstructed and three homes were rehabilitated by the CDBG housing program during the year and two were approved towards the end of the fiscal year to be constructed in the FY 2019.
2. Completed Phase II & commenced Phase III of the Taylor Road Expansion Project. This project will be funded through an inter-local agreement with City of Mission, City of McAllen, and Hidalgo County.
3. Continued the Bentsen Palm Development Lift Station Project.
4. Commenced the design and preliminary engineering work for the interconnecting roadways for the future Inspiration Road/Military Parkway Loop.
5. Completed park improvements at various parks throughout the city, to include two new dog park areas in existing parks.
6. Continued the construction of the Wastewater Treatment Plant Expansion Project. The estimated cost for the project is \$16 million.
7. Completed the construction of the Mission Events Center.
8. Completed the construction of a new water tower next to the Mission Event Center.
9. Continued participation of eight (8) new police officers under the COPS Grant Program.
10. Commenced operations of an incinerator for the Solid Waste Department to aid in cost savings for brush services.
11. Completed the renovation project at Leo Pena Placita Park.
12. Completed the Mile 2 North expansion project from Conway Avenue to Inspiration Road.
13. Completed the Mile 2 North expansion project from Inspiration Road to Moorfield Road.
14. Commenced a \$1.9 million Texas Parks & Wildlife and Valley Baptist Legacy Foundation Grant Project for a future Mission Tennis Center.

As previously mentioned the annual budget serves as a blueprint for the implementation of plans and programs intended to establish service delivery levels sufficient to meet the City's goals and objectives for fiscal year 2018-2019. The main goals and objectives for the City are as follows:

## **GOALS FOR FISCAL YEAR 2018 – 2019**

1. Commence the collection of in-house commercial sanitation pickup for the residents of our city.
2. Introduce a recycling collection program in our sanitation department for our residents.
3. Continue the Mission Northwest EDAP Project.
4. Complete the Mission Tennis Center.
5. Complete the construction of the Wastewater Treatment Plant Expansion Project.

6. Complete the utility improvements of the Anzalduas Highway Trunklines Phase II Project.
7. Commence roof improvement projects of two municipal facilities.
8. Complete the Inspiration North Road Project from Hwy 83 to Mile 3.
9. Continue to work with the Mission Master Plan and grant applications for funding of park development projects.
10. Commence the expansion of our Bannworth Gym to include classroom settings for use by our Boys & Girls Club program.
11. Complete Phase III of the Taylor Road Expansion Project. This project is funded through an inter-local agreement with City of Mission, City of McAllen, and Hidalgo County.
12. Continue applying for federal and state grants that would enable the City to provide additional positions for the Police and Fire Departments.
13. Commence the acquisition of right-of-ways for the Inspiration Road/Military Pkwy Loop.
14. Continue applying for federal and state grants that would enable the City to provide additional positions for the Police and Fire Departments.
15. Initiate third party audit of fixed asset inventory for all city departments.
16. Continue to evaluate benefits of Fleet Department lease vehicle program.
17. Continue the practice in the CDBG program of focusing solely on providing for the reconstruction of homes and the funding of several public agencies. Thirteen homes are currently budget for reconstruction with CDBG Funds.
18. Continue to promote the Mission Event Center to increase tourism and economic development.
19. Improve workplace safety and reduce the number of injury claims by implementing safety programs aimed at making employees aware of conditions around them and taking pro-active measures to correct problem areas and reduce general liability insurance and worker's compensation claims.

### **FISCAL YEAR 2018-2019 BUDGET OVERVIEW**

Property Tax valuations, for this period, also had a slight increase. Even though the trend reflects a slowing economy, the City anticipates continued future growth, and as such the Fiscal Year 2018-2019 budget reflects no change in property tax rate and remains at \$0.4862 per \$100 valuation.

The General Fund budget includes \$1,861,195 for capital projects and capital equipment. The Utility Fund Budget includes \$4,321,651 for capital expenses; the Capital Projects Fund includes \$5,851,474 for capital projects; and the Drainage Fund budget includes \$1,861,195 for drainage improvements and equipment.

Fifteen positions were added to the City's workforce, including nine firefighters in the Fire Department with the aid of a SAFER grant from the Federal Emergency Management Agency (FEMA) and six full-time positions in the Sanitation Department to aid with the collection of commercial garbage services.

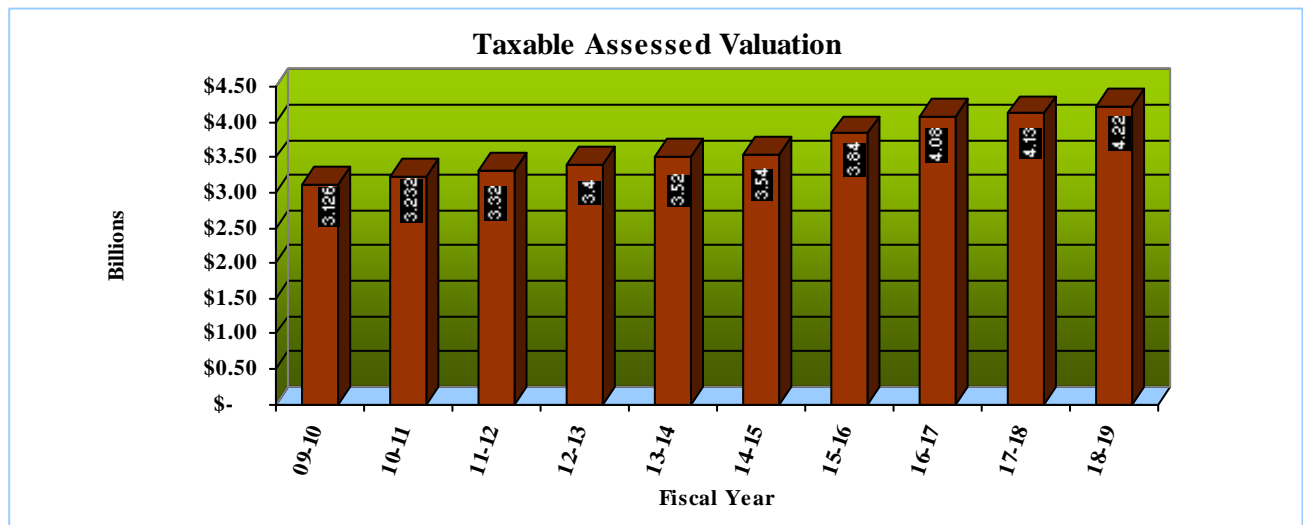
## **GENERAL FUND**

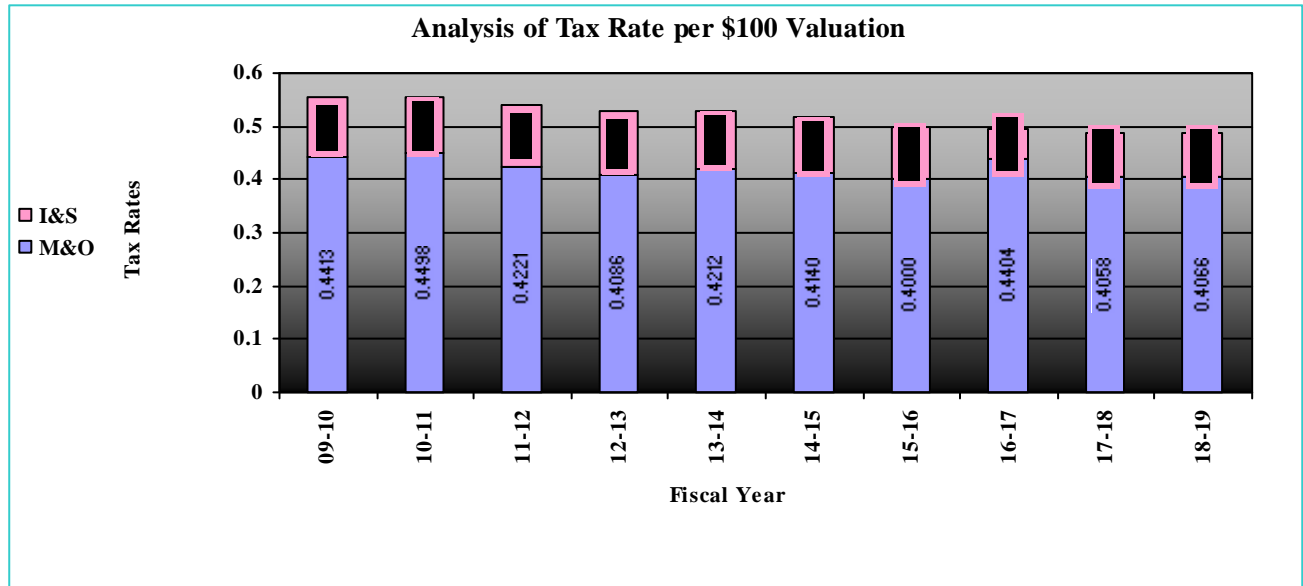
The direction of the City Council has been to try and reduce property taxes, when economically feasible, to help the citizens of Mission and to attract businesses to the City. The City takes pride in the various services it provides to its' citizens at affordable rates; however, the cost to provide these services has increased over the years, therefore, in an effort to continue to provide these services and not increase property tax rates, the City Council approved an operating transfer from the Utility Fund in the amount of \$4.6 million and from the Sanitation Fund in the amount of \$2.8 million.

### **Revenues**

The Fiscal Year 2018-2019 General Fund budget was prepared using an ad valorem property M&O tax rate of \$0.4066 per \$100 with an assessed taxable value of \$4,224,845,048. The ad valorem property M&O tax rate for the fiscal year 2017-2018 was \$0.4058 per \$100 of assessed taxable value. The assessed taxable value increased by 2.19% over the prior tax year of 2017 (\$4,134,332,814). Property tax is the largest revenue source for the City.

As seen in the following table, assessed valuations reflect a steady increase over the last 10 years. This increase is not only attributed to increases in property valuations but also to the expansion of the City's city limits through several annexations undertaken over the past several years.



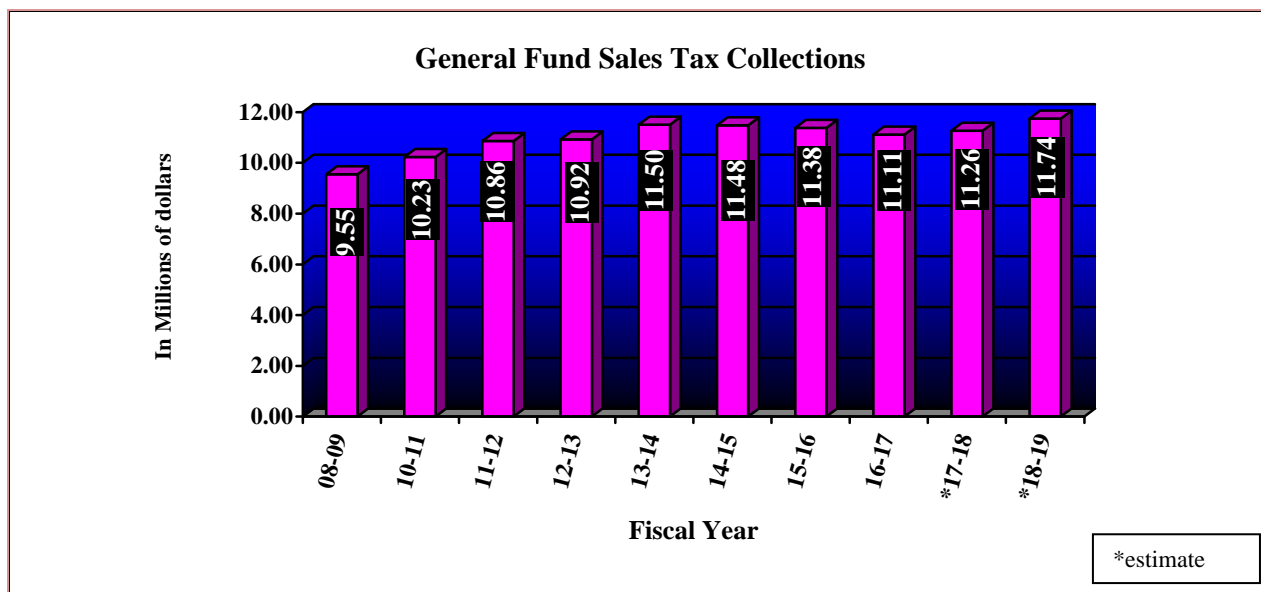


General Fund revenues for fiscal year 2018-2019 are projected at \$42,884,627 representing a decrease of 6.76% from the amended FY 2017-2018 General Fund budget revenues of \$45,784,768.

The majority of General Fund revenues come from taxes. Property and Sales Taxes comprise approximately 67.85% of total General Fund revenues; transfers-in represent 17.26% of total revenues; and business licenses, permits, and other revenues make up the remaining 14.89% of General Fund revenue.

The City's sales tax rate is made up of two parts. The first part is 6.25% which represents the state sales tax rate and the second part is 2% which represents the City's sales tax rate. Of the 2% city sales tax rate, the City allocates ½ cent to the Mission Economic Development Corporation, MEDC, for economic development and therefore is not included in this budget report. The estimated sales tax revenue reflects no increase compared to FY 2017. The following table reflects the stability in sales tax collection. The city anticipates steady growth in retail and commercial businesses. We will continue to monitor this significant revenue source and make adjustments as necessary.

In an effort to increase revenue sources City staff is currently reviewing all fees, fines, and other charges and will be recommending any adjustments to City Council.



## **Appropriations**

Total appropriations in the General Fund for the fiscal year 2018-2019 are budgeted at \$46,720,175. This figure includes operating transfers-out in the amount of \$3,602,436 made up of the City's share of property tax collections transferred to the City's Tax Increment Reinvestment Zone (TIRZ), in the amount of \$2,200,000. In addition, \$300,000 will be transferred to the Boys and Girls Club Fund; \$80,000 to the Future Asset Replacement Fund for the replacement of police patrol units; \$260,000 to the Hotel/Motel Fund; \$262,436 to the Designated Purpose Fund for city's matching share on various grants; and \$500,000 to the Capital Projects Fund.

General Fund operating expenses of \$43,117,489 reflect a decrease of 10.06% compared to the amended Fiscal Year 2017-2018 Budget. The majority of this decrease is attributed to the implementation of cost savings throughout city departments.

General Fund appropriations are categorized as follows: General Government \$9,483,527 (20.30%); Public Safety \$22,156,308 (47.42%); Highways and Streets \$4,644,405 (9.94%); Culture and Recreation \$6,320,688 (13.53%); Health and Welfare \$512,561 (1.10%); and Transfers-out \$3,602,436 (7.71%).

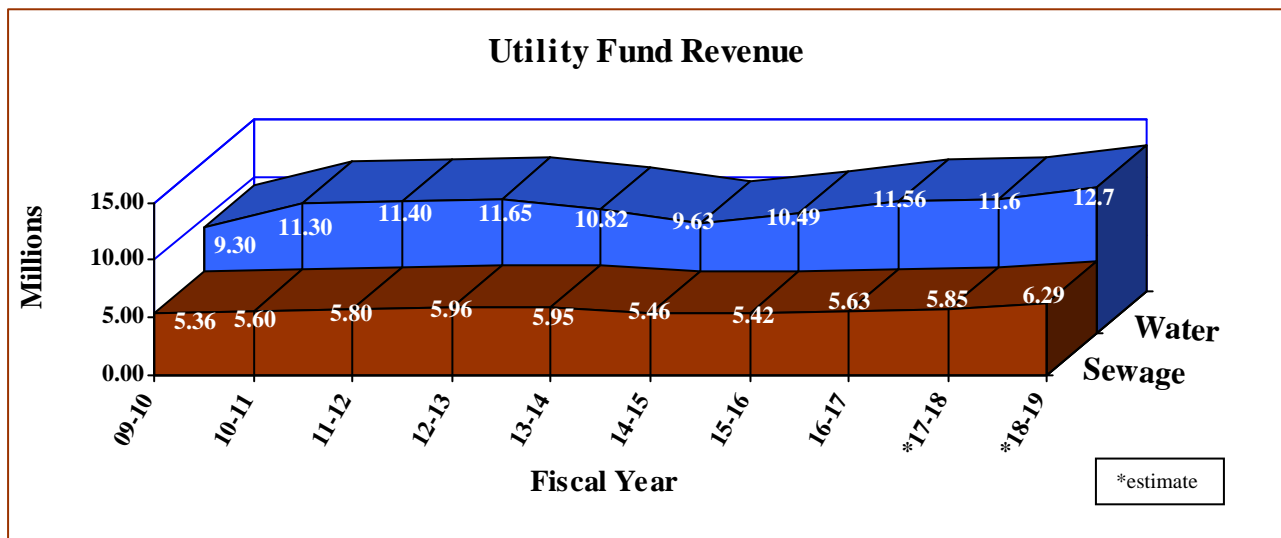
The General Fund unassigned Fund Balance at September 30, 2018 is estimated to be \$3,936,491 and the Unassigned Fund Balance at September 30, 2019 is estimated to be \$101,193.

## UTILITY FUND

### Revenues

For the fiscal year 2018-2019, the Utility Fund estimated revenues are budgeted at \$22,610,100, which represents a decrease of 12% from the FY 2017-2018 amended budget. This is due to a decrease in reimbursements from TIRZ for various projects including the Bentsen Palm Lift Station Project and a new Water Tower Construction Project as projects are nearing completion. The Water budget does reflect increases in water and sewer rates as approved by Council.

Water sales for FY 2018-2019 reflect no increase from prior year, usage has pretty stable due to infrequent rainy seasons in the City of Mission.



### Expenses

Total appropriations for fiscal year 2018-2019 are estimated at \$23,655,948, a decrease of 18% over the amended FY 2017-2018 budget. This fund, which budgets for operations and capital project improvements, includes a \$4.6 million transfer to the General Fund.

The budget includes \$4,321,651 for capital expenses, which includes new water and sewer lines. The budget also includes funds for the water and sewer line projects along Anzalduas Highway, sewer lines on North Conway, the Bentsen lift station construction project, the commencement of a lift station on Glasscock Rd and Frontage.

Total debt service for FY 2018-2019 is \$3,159,203, a decrease of \$3,750 compared to the amended FY 2017-2018 Budget. In FY 2017-2018 the City did not issue any bonds or refundings for the Utility Fund.



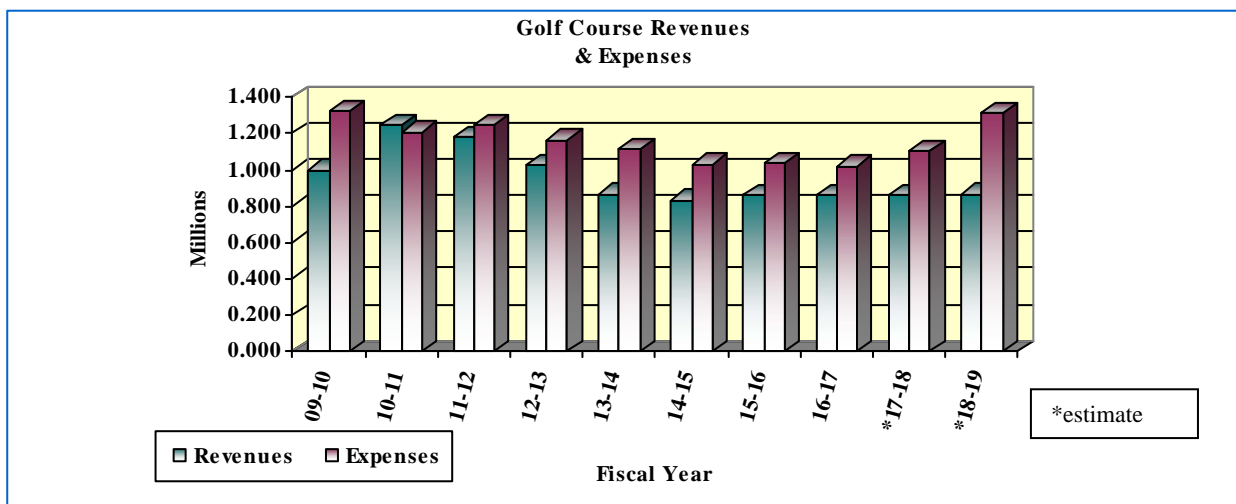
The Utility Fund will have an estimated working capital of \$1,407,115 at September 30, 2018, and an estimated working capital of \$361,267 at September 30, 2019. The reduction is due to the transfer to the General Fund of \$4.6 million.

### **SHARY MUNICIPAL GOLF COURSE FUND**

For Fiscal Year 2018-2019, total budgeted revenue for the Shary Municipal Golf Course is \$867,000. This figure is a decrease of 21% compared to the FY 2017-2018 amended budget. The decrease is due to adjustments in revenue projections due to a drop in revenues for current year. The Golf Course staff will continue to monitor and evaluate all the programs and fees and recommend changes that will generate additional revenue and at the same time attract more golfers and control expenses.

Total appropriations are budgeted at \$1,317,107 for FY 2018-2019, an increase of 6% compared to the FY 2017-2018 amended budget.

The following graph represents the comparison between revenues and expenditures for the last ten fiscal years.



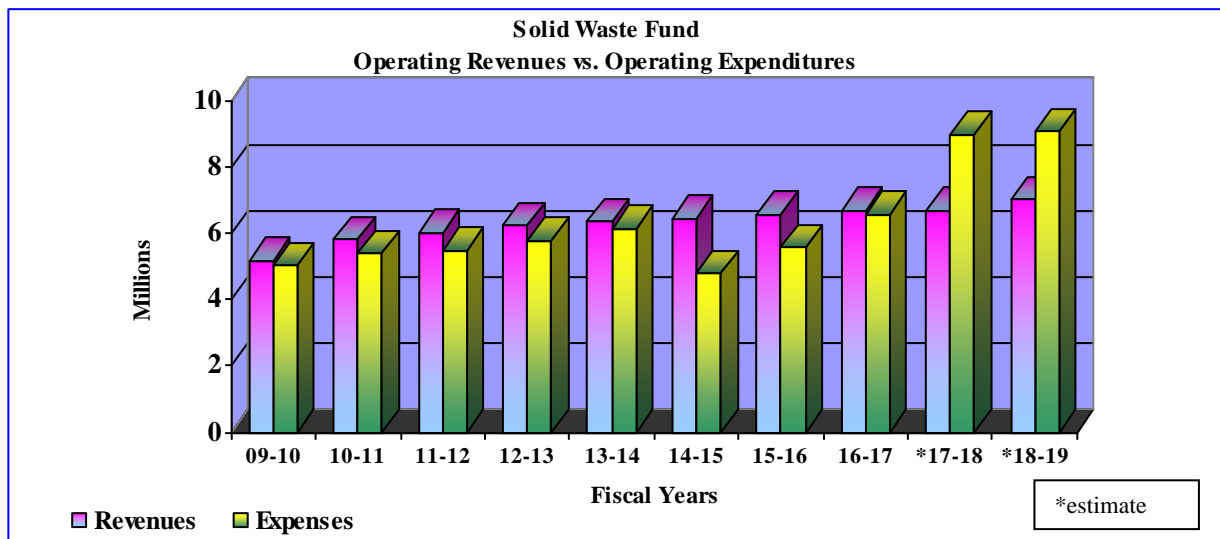
Over the past several years the Golf Course Fund has been operating with a negative cash flow and has been operating with borrowed cash from the Utility Fund to meet its daily operations. Management and staff have taken measures to begin a transfer in of funds from the Utility Fund to bring the Golf Course cash flow to a more stable and positive result. This along with changes being implemented in operations of the Golf Course will allow it to generate the necessary revenues it needs to operate and eliminate the need to be subsidized by the Utility Fund.

## **SOLID WASTE FUND**

The City of Mission started providing trash, and brush services to its citizens for FY 2014-2015 in-house. Republic Services continues to serve customers that receive dumpster services for the next six months. Beginning April 2019, the City will provide dumpster services to commercial customers.

The City continues to haul the trash to La Gloria Landfill, which is owned by Republic Services.

Solid Waste estimated revenues for Fiscal Year 2018-2019 are budgeted at \$7,022,500, and appropriations are budgeted at \$9,075,661. The estimated ending working capital at September 30, 2018 is projected to be \$2,213,623 and at September 30, 2019 it is projected to be \$160,462. The decrease in fund balance is due to a transfer out of \$3,200,000 to General Fund. A sanitation depreciation fund has also been created which will cover future replacement of capital in the Solid Waste Fund. At the end of September 30, 2019 the estimated ending working capital in this fund is \$1,570,226.



## **SPECIAL REVENUE FUNDS**

The City currently has 17 Special Revenue funds that are included in the 2018-2019 budget; however, only 14 funds have appropriations for FY 2018-2019. Special Revenue Funds are used to account for revenues and expenditures for specific programs. For example, the Hotel/Motel Tax Fund accounts for the collection of hotel/motel taxes; and the CDBG Fund accounts for grant proceeds received from the Department of Housing Urban Development (HUD). Other funds created were either required by state law or were created by inter-local agreements.

Special Revenue Funds combined revenues for the Fiscal Year 2018-2019 are budgeted at \$8,550,157 and includes \$3,212,561 in transfers-in. The largest transfer-in of \$2.63 million is

reflected in the TIRZ Fund. The General Fund and the Debt Service Fund transfer property taxes collected on the properties located within the TIRZ to the TIRZ Fund.

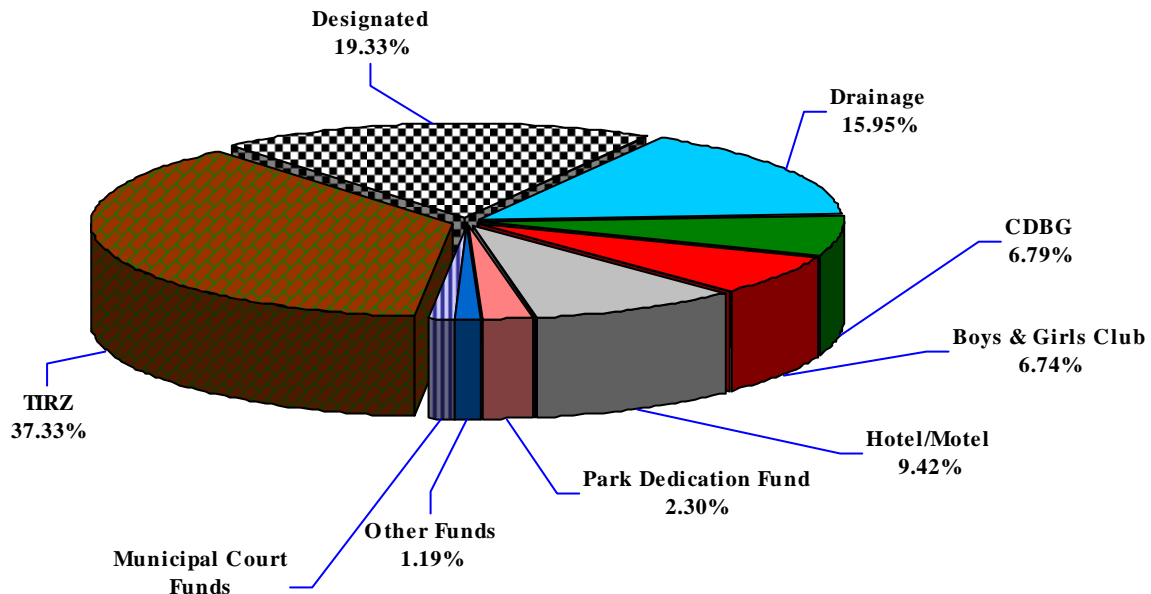
The Tax Increment Fund, which contains the largest appropriation (37.33%) of the Special Revenue Funds, was created when the City created Reinvestment Zone Number One in Fiscal Year 2002. Both the City of Mission and the County of Hidalgo deposit property taxes levied within the Zone into the Tax Increment Fund and these revenues are then distributed to the Mission Redevelopment Authority for redevelopment of residential subdivisions, educational facilities, commercial and park/open space areas within the Mission area.

The second largest Special Revenue Fund is the Designated Purpose Fund with 19.33% of the total appropriations. The Designated Purpose Fund accounts for revenues and expenditures of various grants received by the City of Mission.

The Drainage Fund Budget includes \$872,040 in drainage projects, which includes the continuation of the Ann Marie Drainage Project. The Drainage Fund Budget also includes \$390,000 for capital equipment.

Special Revenue combined appropriations for FY 2018-2019 are budgeted at \$14,142,894. The difference between revenues and appropriations is offset by the carried over fund balance of the various funds. Individual appropriations for FY 2018-2019 start on page 31.

### Special Revenue Fund Appropriations



## **DEBT SERVICE FUND**

The adopted I&S tax rate for FY 2018-2019 is \$0.0804 on each \$100 of property valuation. The budget was prepared using a 97% collection rate of the tax levy resulting in total revenues projected at \$4,932,000. Debt Service requirements for outstanding General Obligation Bonds for the Fiscal Year 2018-2019 are \$4,113,235.

In FY 2017-2018 the City did not issue any new bonds or approve any refundings. Total expenditures are budgeted at \$4,543,235, which includes a transfer-out to the TIRZ in the amount of \$430,000 as required by the TIRZ Ordinance. The estimated fund balance at the end of FY 2018-2019 is estimated to be \$1,386,827. As per bond covenants, the Debt Service Fund is required to maintain 2% of the original bond amount of outstanding bonds in the Fund Balance at the end of the fiscal year. The amount required as of September 30, 2019 is \$724,200.

## **CAPITAL PROJECTS FUNDS**

The City has commenced a couple of street projects that normally are undertaken by Texas Department of Transportation. The City has let out projects for the North Inspiration Road Expansion Project and will be letting out Military & South Inspiration and Taylor Road. These three projects will have funding sources from the State and City. Projects were ongoing in FY 2017-2018 and will continue in FY 2018-2019.

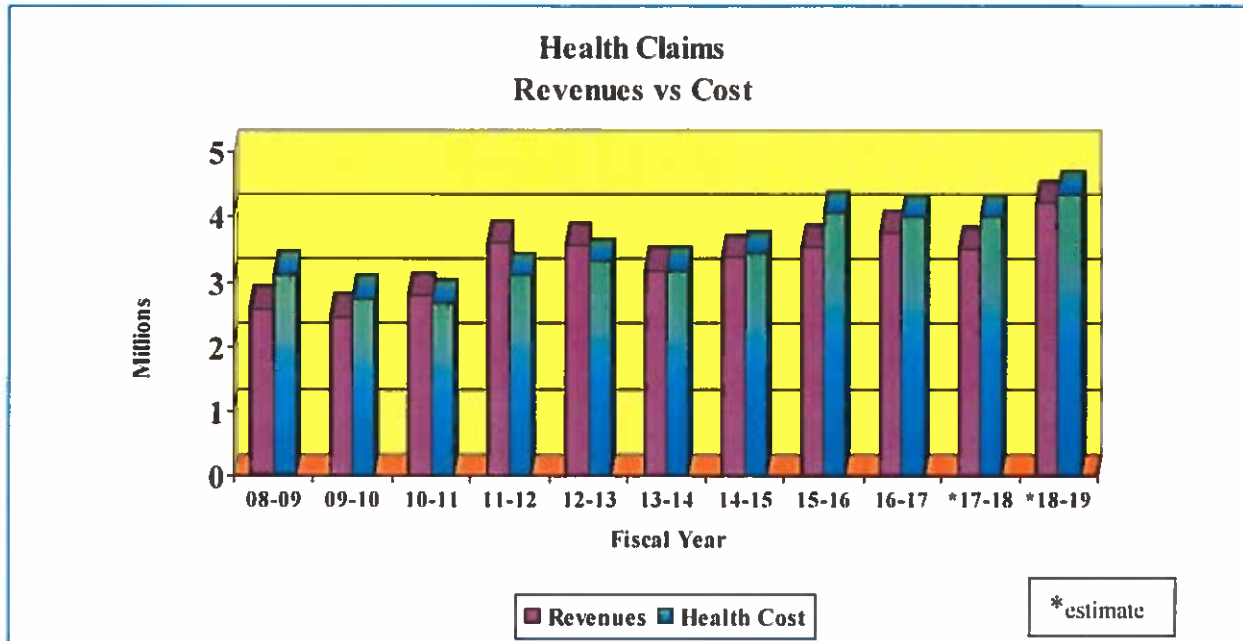
Estimated revenues in the Capital Projects Fund amount to \$5,144,393 and total appropriations amount to \$5,851,474.

## **INTERNAL SERVICE FUND**

The Group Health Insurance Fund accounts for all premiums paid by the City for employee health insurance as well as premiums paid by City employees for family and dependent health coverage. This fund accounts for all health and dental claims paid for employees in addition to administrative costs paid to the third party administrator and stop-loss carrier. This fund also accounts for all health claims paid for retirees who choose to continue with the City's health plan. Insurance premium rates will remain the same for employees and retirees for FY 2018-2019.

The Group Health Insurance Fund total estimated revenues for FY 2018-2019 are budgeted at \$4,236,600. This figure is an increase of 21% compared to the FY 2017-2018 amended budget. This increase is due to new positions and the addition of part-time employees electing insurance coverage as per the new health care law.

Total appropriations for FY 2018-2019 are budgeted at \$4,370,775 which is an increase of 9% compared to the FY 2017-2018 amended operating budget. The increase is due to higher claims on prescriptions and higher premiums on stop loss insurance.



### SUMMARY

The preparation of the Fiscal Year 2018-2019 City of Mission Budget could not have been accomplished without the efficient and dedicated service of the City Council, City Administration, and Staff. The City of Mission is a progressive community with a promising economy and continuing residential growth. Nevertheless, the demand for services continues to grow and the cost to provide these services continues to increase each year.

The City Council and City Administration are committed to the citizens of Mission to provide property tax relief in the form of property tax reductions when fiscally possible. For this reason, we will continue to work together to closely monitor all projected revenues and comply with expenditure limits with periodic reports to the City Council.

We anticipate that the FY 2018-2019 Budget will meet the City Council's objectives for services to the citizens of Mission. The staff and I look forward to working with the City Council and the community to meet the challenges of the fiscal year.

Respectfully Submitted,

*Martin Garza, Jr.*

Martin Garza, Jr.  
City Manager

**ORDINANCE NO. 4693**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF MISSION  
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING  
SEPTEMBER 30, 2019; APPROPRIATING MONEY TO A DEBT SERVICE  
FUND TO PAY INTEREST AND PRINCIPAL DUE ON THE CITY'S  
INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF  
MISSION FOR THE 2018 – 2019 FISCAL YEAR

**WHEREAS**, the budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019 was duly filed with the City Secretary and presented to the City Council by the City Manager and a public hearing was caused to be given by the City Council and said notice was published in the *Progress Times* and said public hearing was held according to said notice;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF MISSION, TEXAS THAT:**

**SECTION 1.**

That the appropriations for the fiscal year beginning October 1, 2018 and ending September 30, 2019 for the support of the general government of the City of Mission, Texas, be fixed and determined for said terms in accordance with the expenditures shown in the City's fiscal year 2018–2019 budget;

**SECTION 2.**

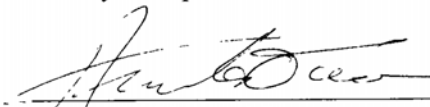
That the submitted budget, is hereby approved in all respects and adopted as the City's budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019.

The General Fund Budget is hereby approved in the amount of \$46,720,175; the Utility Fund Budget is hereby approved in the amount of \$23,655,948; the Golf Course Fund Budget is hereby approved in the amount of \$1,317,107; the Solid Waste Fund is hereby approved in the amount of \$9,075,661; the Group Health Insurance Fund is hereby approved in the amount of \$4,370,775. All other funds are approved in the total appropriations of \$24,614,217.

**SECTION 3.**

That there is hereby appropriated the amount shown in said budget necessary to provide for a Debt Service Fund for the payment of the principal and interest and the retirement of the bonded indebtedness of said City in the amount of \$4,543,235 included within the above stipulated amounts.

**PASSED AND APPROVED** on this reading, this 14th day of September 2018.

  
Armando O'cana, Mayor

ATTEST:

  
Anna Carrillo, City Secretary



## ORDINANCE NO. 4692

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS LEVYING AN AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MISSION FOR THE FISCAL YEAR 2018-2019; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID; AND PROVIDING FOR EXEMPTIONS FOR THE ELDERLY AND FOR THE DISABLED.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS THAT:

### SECTION 1.

That there is hereby levied, and there shall be collected, for the use and support of the municipal government of the City of Mission, Texas, and to provide a Debt Service Fund for the Fiscal Year 2018-2019; upon all property, real, personal and mixed, within the corporate limits of said City subject to taxation, a tax of \$0.4862 on each \$100.00 valuation of property, said tax being so levied and apportioned to the specific purposes as follows:

- (1.) For the maintenance and support of the general government (General Fund), \$0.4066 on each \$100.00 valuation of property; and
- (2.) For the interest and sinking fund, \$0.0796 on each \$100.00 valuation of property.

### SECTION 2.

That taxes levied under this ordinance shall be due and payable October 1, 2018, and if not paid on or before January 31, 2019 shall immediately become delinquent.

### SECTION 3.

All taxes shall become a lien upon the property against which assessed, and the Tax Assessor-Collector of the City of Mission is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and the laws of the State of Texas and ordinances of the City of Mission shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City of Mission. All delinquent taxes shall bear interest and be subject to penalty from the date of delinquency, as prescribed by State law.

### SECTION 4.

This ordinance shall take effect and be in force from and after its passage.

### SECTION 5.

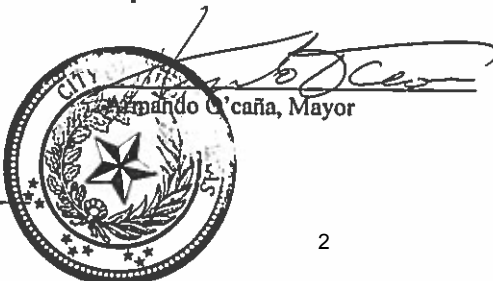
- a. There is hereby granted to an individual who is sixty-five (65) years of age or older an exemption from taxation of \$10,000.00 of the appraised value of his residence homestead, as defined in the Texas Property Tax Code. Joint or community owners may not receive the same exemption provided herein for the same residence homestead in the same year. Said exemption is only approved for the 2017 tax year.
- b. There is hereby granted to an individual who is disabled an exemption from taxation of \$10,000.00 of the appraised value of his residence homestead, as defined in the Texas Property Tax Code. Joint or community owners may not receive the same exemption provided herein for the same residence homestead in the same year. Said exemption is only approved for the 2017 tax year.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Mission, Texas in regular meeting this the 14th of September 2018.

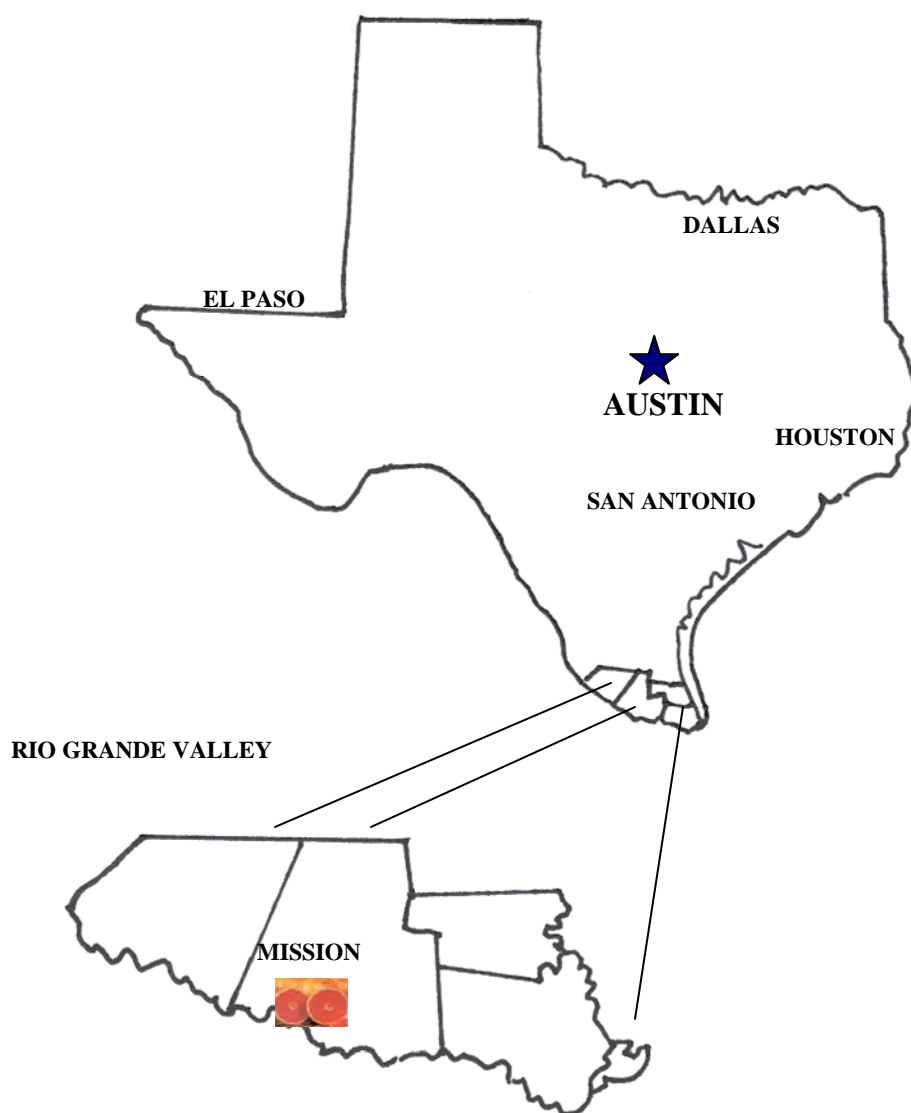
ATTEST:

*Anna Carrillo*

Anna Carrillo, City Secretary



# CITY OF MISSION, TEXAS



Located in the Lower Rio Grande Valley, at the southern tip of Texas, Mission retains all the charm of small town southern hospitality while providing all the amenities of a large city. Mission offers the advantages of city living without the congestion, pollution, and noise.

Mission is easily accessible from all parts of Texas, the US, Canada, and Mexico. Its central location makes Mission a leading trade center for the area, providing packing and processing facilities, banks, stores, and allied supporting businesses.



## **CITY OF MISSION PROFILE, STRUCTURE, AND ECONOMIC CONDITION**

### **PROFILE**

The City of Mission was incorporated on March 19, 1910 and is located along the U.S. - Mexico border in South Texas. The City currently occupies a land area of approximately 35.42 square miles. The City's population has grown since the 2000 Census from 45,408 to 84,827 as per the 2010 Census, an increase of 86%. The City is empowered to levy a property tax on both real and personal properties located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the City Council.

The City of Mission is a political subdivision located in Hidalgo County operating as a home rule city under the City's Home Rule Charter, last amended in May 10, 2008. The City operates under a Council/Manager form of government where the Mayor and four Council members are elected at large to four-year staggered terms. The City Council is responsible, among other things, to enact local legislation, adopt budgets, determine policies and appoint the City Manager and City Attorney. The City Manager is responsible for executing the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City, and for appointing the heads of the City's departments.

### **SERVICES**

The City provides a full range of services, including police and fire protection; the construction and maintenance of streets, and other infrastructure; recreational and cultural events; water, sewer, and sanitation services; and a municipal golf course (27 holes). The City has 149 police officers and 67 firefighters, five fire stations, one central police station and one police substation. The City has a 67 acre community park plus 13 other parks located throughout the city, a hike and bike trail, two swimming pools, a splash pad, 11 tennis courts, and several other recreational activities. The City also operates a Boys and Girls Club Organization and has three locations throughout the City.

### **ECONOMIC CONDITION**

Mission is one of the major cities in McAllen-Edinburg-Mission Metropolitan Statistical Area (MSA). Once an agricultural town, the City of Mission has become one of the fastest growing cities in the Rio Grande Valley with investments in shopping centers, industrial parks, retail developments, residential and commercial developments, and recreational developments. Because of the semi-tropical weather, culture, friendliness, and proximity to Mexico, Mission has become home to "Winter Texans" for four to six months out of the year. Winter Texans are mostly retired citizens from the northern states who visit the Rio Grande Valley to escape the cold winter weather. In addition to the Winter Texan Resident, Mission is also home to many Mexican visitors.

The City of Mission is expecting building permits to continue increasing with the development along the Anzalduas Highway and Bentsen Palm area. The City is currently installing utility infrastructure along the Anzalduas Highway to prepare the area for future development.

The Anzalduas international bridge, which connects City of Mission to Mexico, the Anzalduas highway, the utility infrastructure, and the connection to major Mexican cities are all factors that are expected to have a favorable economic impact not only to the City of Mission, but to the whole region surrounding the City of Mission.

According to the Texas Labor Market Information Tracer Data Link, the City of Mission unemployment rate was 6.2% as of November 2017. The state and national average unemployment rates are 3.7 percent and 3.9 percent respectively.

## **CITY OF MISSION FISCAL POLICY**

The overall goal of the City's fiscal policy is to provide sound guidelines, which will help maintain effective management of the City's financial resources and ensure long-term financial stability. The City's budget provides such guidelines.

### **BUDGET**

The City Manager, designated as the City's Budget Officer, is primarily responsible for the development of the annual budget to be submitted to the City Council for approval and adoption. The City Manager, between sixty (60) and ninety (90) days prior to the beginning of each fiscal year, must submit a proposed budget, which shall provide a complete financial plan for the fiscal year. The annual budget serves as the foundation for the City's financial planning and control. The appropriated budget is prepared by fund, function, and department. The legal level of budgetary control is in the department level within each fund.

#### **Budget Process**

1. The City of Mission Budget is prepared according to the City's Charter requirements and applicable State Laws.
2. The goal each year is to adopt the Budget no later than fifteen (15) days prior to the beginning of the fiscal year, as required by the City's Charter.
3. The budget addresses governmental funds, proprietary funds, and internal service funds. Budgets for the general fund, special revenue funds, and debt service fund are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets for proprietary funds exclude depreciation and reflect capital outlay and debt principal payments as budgeted expenses.
4. Provisions are made in the annual budget and in the appropriation ordinance for a contingent appropriation in the amount **not** more than three (3) percent of the total budget, to be used in case of unforeseen emergencies. The contingency is appropriated only in the General Fund and in the Utility Fund.
5. During the month of May, the City Manager requests from each department head to submit, per object item, estimate amounts for the current fiscal year and expected amounts for the following year. The City Manager, with the help from the Finance Department, compiles this information and prepares a proposed budget for City Council to review.
6. The City Manager then files the propose budget and supporting schedules with the City Secretary and the propose budget becomes a public record.

7. After reviewing the proposed budget, the City Council shall fix the time and place of a public hearing on the proposed budget. The time and place of the public hearing must be published in a newspaper of general circulation within the City at least 10 days before the date of such hearing. The public hearing is normally in the last Council Meeting held in August.
8. After the public meetings, the City Council may insert new items or may increase or decrease items from the budget, except items in proposed expenditures fixed by law. However, an increase in total expenditures must be offset by an increase in the total anticipated revenue at least to equal such proposed expenditures.
9. The budget shall be adopted no later than fifteen (15) days prior to the beginning of the fiscal year. If the City Council fails to adopt the budget, then the existing budget along with its tax levying ordinance and its appropriation ordinance shall be deemed adopted for the ensuing fiscal year.
10. Upon adoption of the final budget by a majority of the City Council, copies must be filed with the City Secretary, County Clerk of Hidalgo County, and the State Comptroller of Public Accounts at Austin. Copies of the budget must also be made available to all departments, outside agencies, and to the public.
11. The budget is implemented on October 1<sup>st</sup>.
12. After October 1<sup>st</sup>, any change to the original budget, which will exceed the appropriated amount at the department level, requires City Council approval. Any change to the original departmental budget between line items will be processed through a budget reclassification form, which will require the City Manager, Department Head, and Finance Director's approval.

Budget adjustments may not be made between different departments nor can they be used to increase or decrease wages and benefits. Such changes will require City Council approval.
13. The legal level of budgetary control is in the department level within each fund.

#### **Balance Budget**

The total estimated expenditures of the general fund and debt service fund shall not exceed the total estimated resources of each fund (prospective income plus cash on hand or beginning fund balance). If a deficit fund balance occurs, the City Manager shall adjust revenues and/or expenditures to eliminate such deficit.

#### **The Basis of Accounting**

The City of Mission budget is developed, implemented, and monitored using the modified accrual basis of accounting in accordance with generally accepted accounting principles (GAAP), with the exceptions previously noted.

### **Guidelines for estimating revenues and expenditures**

The City of Mission estimates revenues and expenditures on an objective and reasonable, yet conservative, basis.

### **Encumbrances and Construction in Progress Projects**

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is utilized as an extension of formal budgetary integration in governmental funds. Encumbrances outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

### **Capital Project Budgets**

Capital projects funded through bond proceeds are not included in the annual appropriated budget; however, capital projects funded from other sources may be included in the annual budget. Budgets for capital projects from bond proceeds are adopted at the beginning of a project and carried over each fiscal year until the project is completed. Budgets for the Capital Projects Funds are adopted over the multiple-year term of the projects.

## **Sinking Funds**

### **Revenue Bond Reserve Accounts**

The City shall be in strict compliance with the requirements of the ordinance that created the Revenue Bond Reserve Accounts. The Revenue Reserve Bond is reviewed annually.

### **Revenue Bond Sinking Accounts**

The City shall be in strict compliance with the requirements of the ordinance that created the Revenue Bond Interest and Sinking (I&S) Accounts. Monthly and sometimes yearly payments are made to these accounts from the Maintenance and Operations Fund. An adequate balance must be maintained to meet semi-annual principal and interest bond payments. At year-end at least 50% of next principal payment must be maintained in the I&S account.

### **General Obligation Bond Sinking Accounts**

The City shall be in strict compliance with the requirements of the ordinance that created the General Obligation Bond Sinking Accounts. The Interest and Sinking Fund accounts for property tax revenue restricted for debt repayment. At year-end, at least 2% of the original bond issuance for all outstanding bonds must be maintained in the Interest and Sinking Fund Balance.

## **Long Term Debt Policy**

### **Capital Improvement Plan**

Major capital improvements or assets will normally be funded through the issuance of long-term debt.

## **Fund Balance Policy**

It is essential that the City of Mission maintain adequate levels of fund balance to mitigate risks, provide a back-up plan for revenue shortfalls, and ensure that appropriate amounts are available for emergencies. To implement Statement No. 54 and provide adequate levels of fund balance, the following categories will be established:

- Non-spendable
- Restricted
- Committed
- Assigned
- Unassigned

### **DEFINITIONS:**

**Non-spendable** – are balances in permanent funds and inventories that are permanently precluded from conversion to cash. This category also applies to:

1. Long-term receivables if the receivable is not restricted, committed or assigned.
2. Inventories are also non-spendable because by their nature, they are not cash or convertible to cash unless sold.
3. Prepaid items
4. Long-term portion of loans receivable
5. Non-financial assets held for resale, such as foreclosure properties
6. The principal of an endowment or the capital of a revolving loan fund.

**Restricted** – the portion of fund balance that is constrained for a specific purpose by enabling legislation, external parties or constitutional provisions. Restrictions are imposed by :

1. Creditors
2. Grantors
3. Contributors
4. Other governments (through laws and regulations)
5. Ordinances increasing revenues for specific purpose
6. City's Charter
7. Proceeds from sale of restricted assets (Federal Sharing and State Sharing Funds)
8. Rainy day funds or contingency funds
9. Retainage funds

**Committed** – are those balances with constraints imposed by the highest level of decision-making authority. The City’s highest level of decision-making authority is the City Council. The constraint can only be removed or changed by City Council by taking the same type of action and must be done within the same reporting period (same fiscal year)

An example of a commitment is when a city council decides in an ordinance to spend a certain amount of funds for construction and the council is the highest decision-making authority. Only another ordinance can overturn the original action. Also, the commitment action should occur by the end of a fiscal year.

**Assigned** – are amounts intended for a specific purpose by a government’s management (department/agency heads and other signatory authorities) and are also appropriations of existing fund balances.

Examples of assigned amounts are the net balances of non-budgeted funds and situations where a manager signs a multi-year contract for a specific purpose.

**Unassigned** – are amounts available for any purpose. They are not precluded by a management decision, law or constitutional provision in the general fund. Negative unassigned amounts could occur in funds other than the General Fund when assigned, committed, or restricted amounts are too high. If a negative unassigned amount occurs, the assigned, committed, and other amounts should be reduced until the negative is cleared.

## **DESIGNATED AUTHORITY TO ASSIGN**

Portions of fund balance, which are classified as “Assigned” must be so designated by the governing body (City Council) or a designee, such as the City Manager, as authorized to “Assign” fund balance. Any funds set aside as Assigned Fund Balance must be reported to City Council on the next regular Council meeting. Council has the authority to change or remove the assignment of the funds with majority vote. Council has assigned the City Manager as the designee.

## **CALCULATION OF UNRESTRICTED FUND BALANCE FOR THE GENERAL FUND**

|       |                                |
|-------|--------------------------------|
|       | Total Fund Balance             |
| Less: | Non-spendable Fund Balance     |
| Less: | <u>Restricted Fund Balance</u> |
|       | Unrestricted Fund Balance      |

## **APPROPRIATE LEVEL OF GENERAL FUND UNRESTRICTED FUND BALANCE**

It is essential that the City of Mission maintain adequate levels of fund balance in the General Fund to mitigate risks, provide a back-up plan for revenue shortfalls, and ensure that appropriate amounts are available for emergencies. The General Fund Unrestricted Fund Balance will be no less than two (2) months of operating expenditures.

Should the Unrestricted Fund Balance decline to less than two (2) months of operating expenditures, all one-time revenues will be applied to replenish the targeted minimum balance. The targeted fund balance must be replenished within two years. Furthermore, the City's Charter has a provision that must be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount no more than three (3) percent of the total budget to be used in case of unforeseen items of expenditure. Unused contingent funds will be used to replenish the targeted minimum unrestricted fund balance.

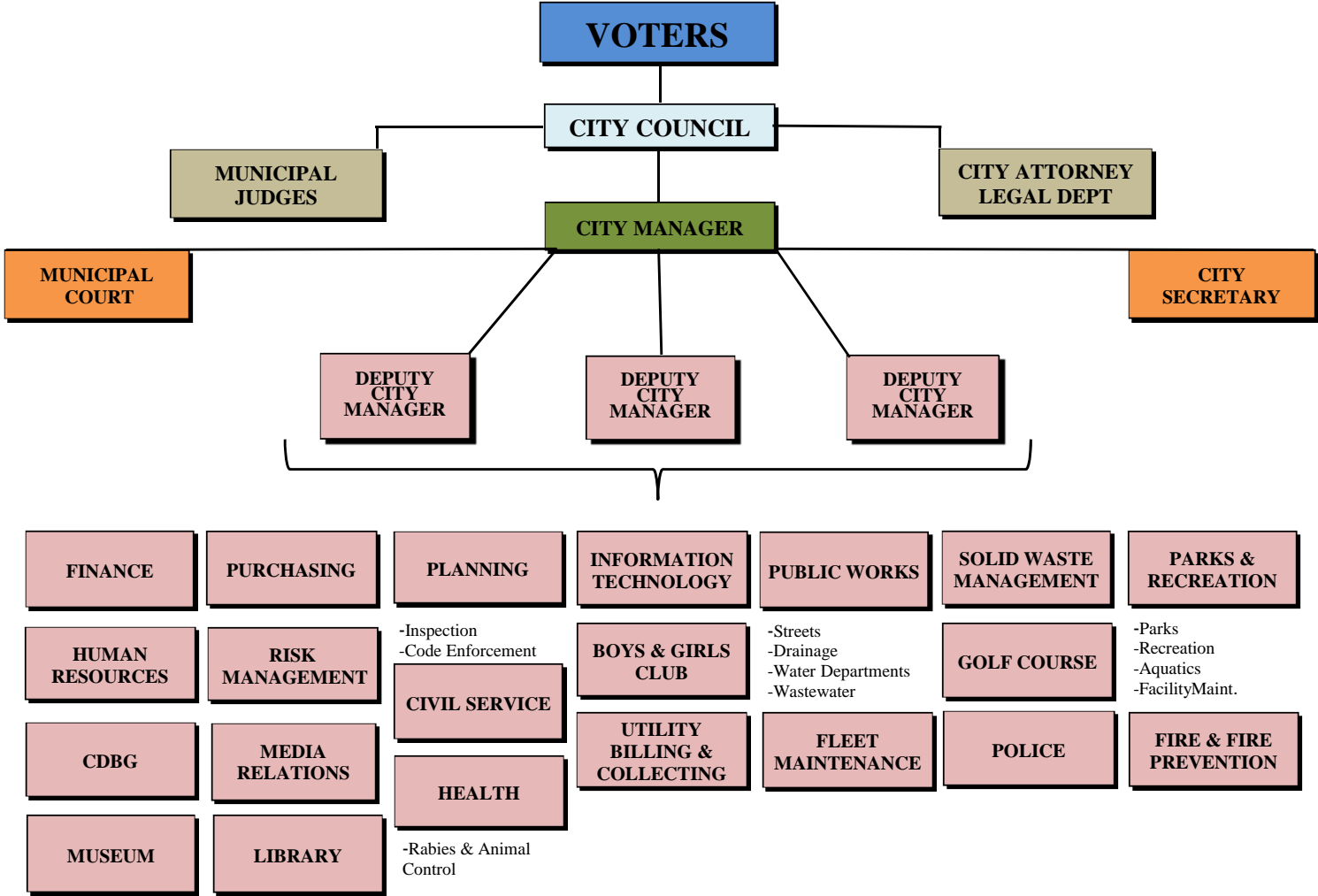
## **ORDER OF EXPENDITURE OF FUNDS**

When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving down to the next category of funds available.

Example: A construction project is being funded by a grant, bond funds, committed funds, and unassigned fund balance the City will start with the most restricted before using unassigned funds.



# CITY OF MISSION, TEXAS ORGANIZATIONAL CHART



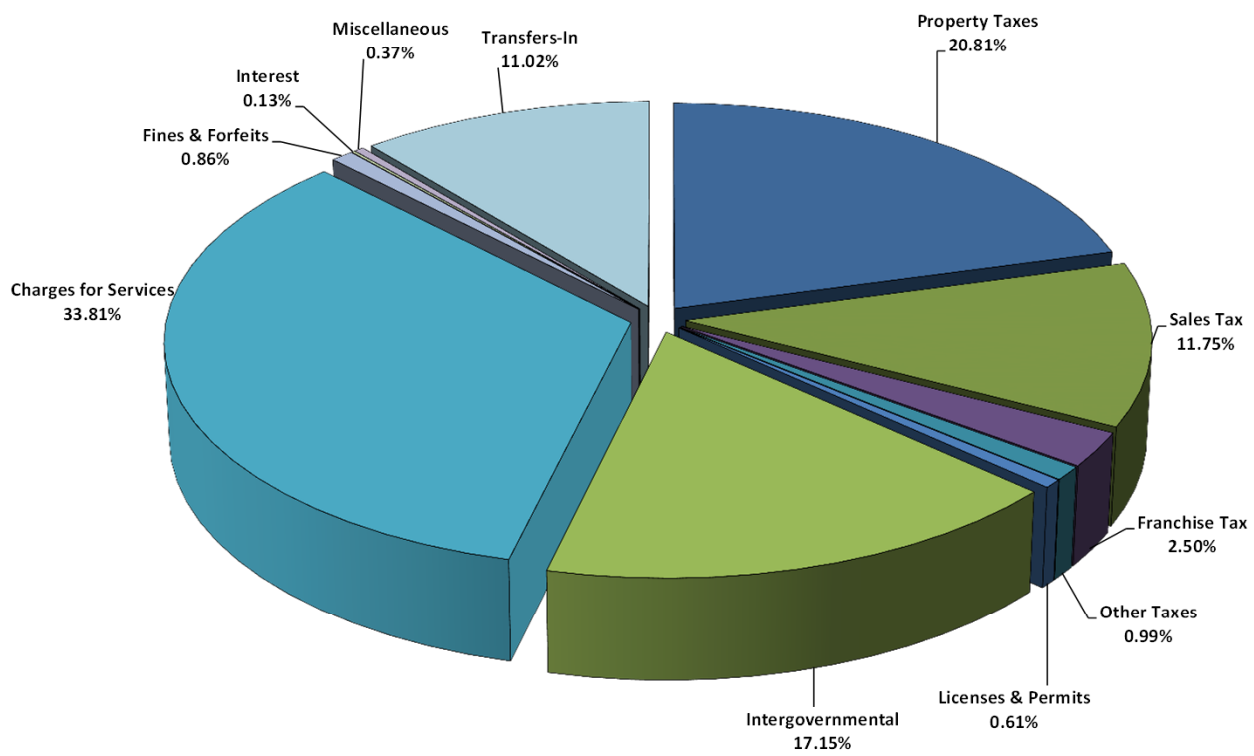
**City of Mission, Texas**  
**2018-2019 Estimated Fund Balance Analysis-All Funds**

|                                    | Estimated Beginning<br>Fund Balance<br>10/1/2018 | Projected<br>Revenues | Transfers<br>In      | Total<br>Estimated<br>Resources | Appropriations       | Transfers<br>Out     | Total<br>Appropriations | Ending<br>Fund Balance<br>9/30/2019 |
|------------------------------------|--|-----------------------|----------------------|---------------------------------|----------------------|----------------------|-------------------------|-------------------------------------|
| <b>General Fund</b>                |  |                       |                      |                                 |                      |                      |                         |                                     |
| General Fund                       | \$ 3,936,491                                     | \$ 35,488,127         | \$ 7,400,000         | \$ 46,824,618                   | \$ 43,117,739        | \$ 3,602,436         | \$ 46,720,175           | \$ 104,443                          |
| <b>Total General Fund</b>          | <u>3,936,491</u>                                 | <u>35,488,127</u>     | <u>7,400,000</u>     | <u>46,824,618</u>               | <u>43,117,739</u>    | <u>3,602,436</u>     | <u>46,720,175</u>       | <u>104,443</u>                      |
| <b>Special Revenue Funds</b>       |  |                       |                      |                                 |                      |                      |                         |                                     |
| CDBG                               | -  | 960,474               | -                    | 960,474                         | 960,474              | -                    | 960,474                 | -                                   |
| Police Dept. State Sharing FD      | 18,713   | -                     | -                    | 18,713                          | -                    | -                    | -                       | 18,713                              |
| Police Dept. Federal Sharing FD    | 478,973  | -                     | -                    | 478,973                         | -                    | -                    | -                       | 478,973                             |
| Municipal Court Technology FD      | 146,046  | 35,550                | -                    | 181,596                         | 64,981               | -                    | 64,981                  | 116,615                             |
| Designated Purpose Fund            | -  | 2,471,087             | 262,436              | 2,733,523                       | 2,733,523            | -                    | 2,733,523               | -                                   |
| Drainage Assessment Fund           | 1,843,924  | 873,800               | -                    | 2,717,724                       | 2,255,412            | -                    | 2,255,412               | 462,312                             |
| Cemetery Fund                      | 14,834   | 9,000                 | -                    | 23,834                          | 16,050               | -                    | 16,050                  | 7,784                               |
| Records Preservation Fund          | 8,432  | 6,000                 | -                    | 14,432                          | 7,100                | -                    | 7,100                   | 7,332                               |
| Speer Memorial Library Fund        | 26,155   | -                     | -                    | 26,155                          | -                    | -                    | -                       | 26,155                              |
| Hotel/Motel Tax Fund               | 710,958  | 750,600               | 260,000              | 1,721,558                       | 1,332,948            | -                    | 1,332,948               | 388,610                             |
| Municipal Court Building Security  | 95,543   | 25,000                | -                    | 120,543                         | 30,100               | -                    | 30,100                  | 90,443                              |
| Park Dedication Fund               | -  | 325,496               | -                    | 325,496                         | 325,496              | -                    | 325,496                 | -                                   |
| Municipal Court Juvenile Case Mrg  | 169,455  | 40,350                | -                    | 209,805                         | 38,492               | -                    | 38,492                  | 171,313                             |
| Capital Assets Replacement Fund    | 66,498   | 100                   | 80,000               | 146,598                         | 145,000              | -                    | 145,000                 | 1,598                               |
| PEG Capital Fee                    | 618,135  | 90,100                | -                    | 708,235                         | 500                  | -                    | 500                     | 707,735                             |
| Boys and Girls Club Fund           | (256,259)  | 312,600               | 300,000              | 356,341                         | 952,768              | -                    | 952,768                 | (596,427)                           |
| Tax Increment Redevelopment FD     | 3,467  | 2,650,000             | 2,630,000            | 5,283,467                       | 5,280,050            | -                    | 5,280,050               | 3,417                               |
| <b>Total Special Funds</b>         | <u>3,944,874</u>                                 | <u>8,550,157</u>      | <u>3,532,436</u>     | <u>16,027,467</u>               | <u>14,142,894</u>    | <u>-</u>             | <u>14,142,894</u>       | <u>1,884,573</u>                    |
| <b>Enterprise Funds</b>            |  |                       |                      |                                 |                      |                      |                         |                                     |
| Utility Fund                       | 1,407,115  | 22,610,100            | -                    | 24,017,215                      | 19,055,948           | 4,600,000            | 23,655,948              | 361,267                             |
| Golf Course Fund                   | -  | 867,000               | -                    | 867,000                         | 1,317,107            | -                    | 1,317,107               | (450,107)                           |
| Capital Golf Course Fund           | 21,251   | 43,000                | -                    | 64,251                          | 49,414               | -                    | 49,414                  | 14,837                              |
| Solid Waste Fund                   | 2,213,623  | 7,022,500             | -                    | 9,236,123                       | 5,875,661            | 3,200,000            | 9,075,661               | 160,462                             |
| Sanitation Depreciation Fund       | 1,168,326  | 2,100                 | 400,000              | 1,570,426                       | 200                  | -                    | 200                     | 1,570,226                           |
| <b>Total Enterprise Funds</b>      | <u>4,810,315</u>                                 | <u>30,544,700</u>     | <u>400,000</u>       | <u>35,755,015</u>               | <u>26,298,330</u>    | <u>7,800,000</u>     | <u>34,098,330</u>       | <u>1,656,685</u>                    |
| <b>Debt Service</b>                |  |                       |                      |                                 |                      |                      |                         |                                     |
| Debt Service Fund                  | 998,062  | 4,932,000             | -                    | 5,930,062                       | 4,113,235            | 430,000              | 4,543,235               | 1,386,827                           |
| <b>Total Debt Service Fund</b>     | <u>998,062</u>                                   | <u>4,932,000</u>      | <u>-</u>             | <u>5,930,062</u>                | <u>4,113,235</u>     | <u>430,000</u>       | <u>4,543,235</u>        | <u>1,386,827</u>                    |
| <b>Capital Projects Fund</b>       |  |                       |                      |                                 |                      |                      |                         |                                     |
| Capital Projects                   | 207,081  | 5,144,393             | 500,000              | 5,851,474                       | 5,851,474            | -                    | 5,851,474               | -                                   |
| <b>Total Capital Projects Fund</b> | <u>207,081</u>                                   | <u>5,144,393</u>      | <u>500,000</u>       | <u>5,851,474</u>                | <u>5,851,474</u>     | <u>-</u>             | <u>5,851,474</u>        | <u>-</u>                            |
| <b>Internal Service Fund</b>       |  |                       |                      |                                 |                      |                      |                         |                                     |
| Group Health Insurance Fund        | 287,656  | 4,236,600             | -                    | 4,524,256                       | 4,370,775            | -                    | 4,370,775               | 153,481                             |
| <b>Total Trust Fund</b>            | <u>287,656</u>                                   | <u>4,236,600</u>      | <u>-</u>             | <u>4,524,256</u>                | <u>4,370,775</u>     | <u>-</u>             | <u>4,370,775</u>        | <u>153,481</u>                      |
| <b>TOTALS</b>                      | <u>\$ 14,184,479</u>                             | <u>\$ 88,895,977</u>  | <u>\$ 11,832,436</u> | <u>\$ 114,912,892</u>           | <u>\$ 97,894,447</u> | <u>\$ 11,832,436</u> | <u>\$ 109,726,883</u>   | <u>\$ 5,186,009</u>                 |

**CITY OF MISSION  
SUMMARY OF MAJOR REVENUES  
ALL FUNDS**

|  | General Fund  | Special Revenue Funds | ENTERPRISE FUNDS |             |                     |              |                         | Debt Service Fund | Capital Projects Fund | Group Health Ins. Fund | Total         |
|--|---------------|-----------------------|------------------|-------------|---------------------|--------------|-------------------------|-------------------|-----------------------|------------------------|---------------|
|  |               |                       | Water            | Golf Course | Capital Golf Course | Solid Waste  | Sanitation Depreciation |                   |                       |                        |               |
| Property Taxes                             | \$ 17,358,000 | \$ -                  | \$ -             | \$ -        | \$ -                | \$ -         | \$ -                    | \$ 3,430,000      | \$ -                  | \$ -                   | \$ 20,788,000 |
| Sales Tax                                  | 11,737,500    | -                     | -                | -           | -                   | -            | -                       | -                 | -                     | -                      | 11,737,500    |
| Franchise Tax                              | 2,500,000     | -                     | -                | -           | -                   | -            | -                       | -                 | -                     | -                      | 2,500,000     |
| Other Taxes                                | 240,000       | 750,000               | -                | -           | -                   | -            | -                       | -                 | -                     | -                      | 990,000       |
| Licenses and Permits                       | 607,000       | -                     | -                | -           | -                   | -            | -                       | -                 | -                     | -                      | 607,000       |
| Intergovernmental                          | 1,106,012     | 6,149,561             | 3,236,100        | -           | -                   | -            | -                       | 1,500,000         | 5,144,393             | -                      | 17,136,066    |
| Charges for Services                       | 821,175       | 1,528,296             | 19,287,000       | 867,000     | 43,000              | 7,012,500    | -                       | -                 | -                     | 4,223,500              | 33,782,471    |
| Fines and Forfeits                         | 855,000       | -                     | -                | -           | -                   | -            | -                       | -                 | -                     | -                      | 855,000       |
| Interest                                   | 45,000        | 2,350                 | 57,000           | -           | -                   | 7,000        | 2,100                   | 2,000             | -                     | 13,000                 | 128,450       |
| Miscellaneous                              | 214,940       | 119,950               | 30,000           | -           | -                   | 3,000        | -                       | -                 | -                     | 100                    | 367,990       |
| Total Operating Revenues                   | 35,484,627    | 8,550,157             | 22,610,100       | 867,000     | 43,000              | 7,022,500    | 2,100                   | 4,932,000         | 5,144,393             | 4,236,600              | 88,892,477    |
| Transfers In                               | 7,400,000     | 3,212,561             | -                | -           | -                   | -            | 400,000                 | -                 | -                     | -                      | 11,012,561    |
| Total Operating Revenues and Transfers Out | \$ 42,884,627 | \$ 11,762,718         | \$ 22,610,100    | \$ 867,000  | \$ 43,000           | \$ 7,022,500 | \$ 402,100              | \$ 4,932,000      | \$ 5,144,393          | \$ 4,236,600           | \$ 99,905,038 |

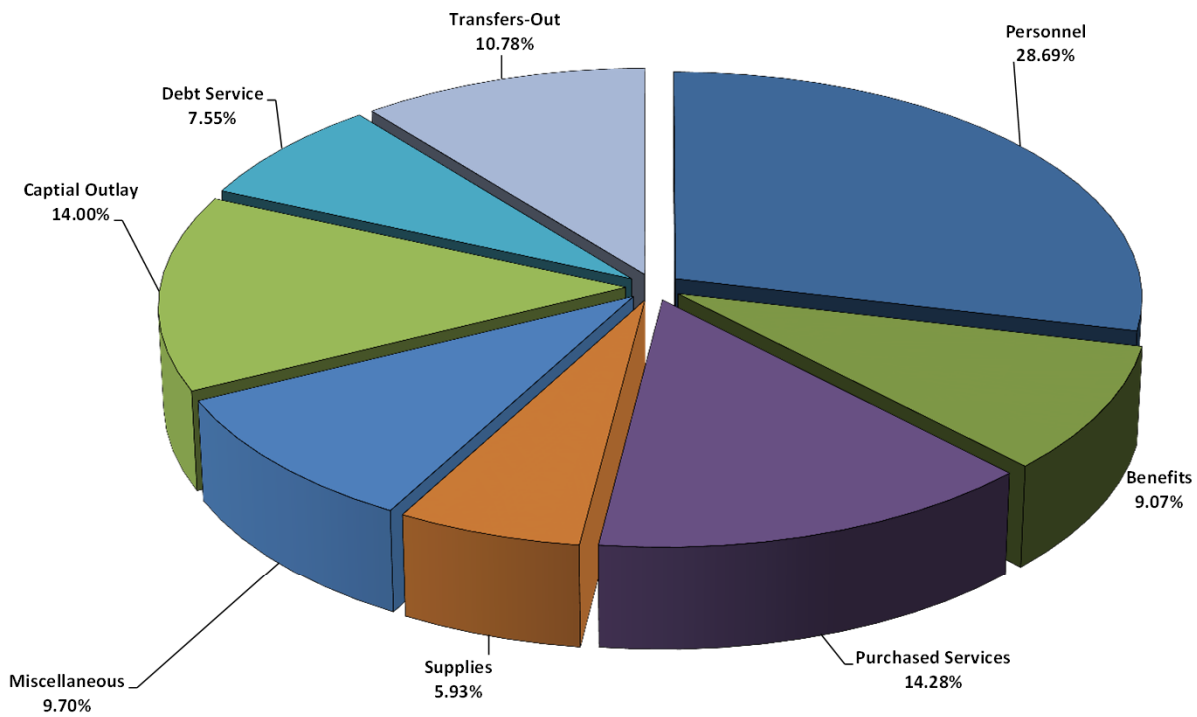
**CITY OF MISSION, TEXAS**  
**SUMMARY OF MAJOR REVENUES-ALL FUNDS**  
**\$99,905,038**



**CITY OF MISSION  
SUMMARY OF MAJOR EXPENDITURES  
ALL FUNDS**

|  | General Fund         | Special Revenue Funds | ENTERPRISE FUNDS     |                     |                     |                     |                         | Debt Service Fund   | Capital Projects Fund | Group Health Ins. Fund | Total                 |
|--|----------------------|-----------------------|----------------------|---------------------|---------------------|---------------------|-------------------------|---------------------|-----------------------|------------------------|-----------------------|
|  |                      |                       | Water                | Golf Course         | Capital Golf Course | Solid Waste         | Sanitation Depreciation |                     |                       |                        |                       |
| Personnel                                    | \$ 23,892,638        | \$ 2,089,712          | \$3,622,468          | \$ 632,360          | \$ -                | \$1,244,805         | \$ -                    | \$ -                | \$ -                  | \$ -                   | \$ 31,481,983         |
| Benefits                                     | 7,381,452            | 636,578               | 1,296,251            | 229,097             | -                   | 407,208             | -                       | -                   | -                     | -                      | 9,950,586             |
| Professional & Tech. Services                | 2,060,500            | 618,400               | 406,000              | 1,500               | -                   | -                   | -                       | -                   | -                     | -                      | 3,086,400             |
| Purchased Property Services                  | 3,145,667            | 304,344               | 2,363,150            | 153,400             | -                   | 325,348             | -                       | -                   | -                     | -                      | 6,291,909             |
| Other Purchased Services                     | 1,291,321            | 173,625               | 417,400              | 20,650              | -                   | 58,500              | -                       | -                   | -                     | 4,332,675              | 6,294,171             |
| Supplies                                     | 2,150,785            | 352,270               | 2,972,550            | 260,100             | -                   | 768,660             | -                       | -                   | -                     | -                      | 6,504,365             |
| Capital Outlay                               | 1,861,195            | 3,328,601             | 4,321,651            | 1,600               | -                   | -                   | -                       | -                   | 5,851,474             | -                      | 15,364,521            |
| Miscellaneous                                | 1,189,779            | 6,659,364             | 497,275              | 18,400              | -                   | 2,247,500           | 200                     | -                   | -                     | 38,100                 | 10,650,618            |
| Debt Service                                 | 144,402              | -                     | 3,159,203            | -                   | 49,414              | 823,640             | -                       | 4,113,235           | -                     | -                      | 8,289,894             |
| Total Expenditures/Expenses                  | 43,117,739           | 14,162,894            | 19,055,948           | 1,317,107           | 49,414              | 5,875,661           | 200                     | 4,113,235           | 5,851,474             | 4,370,775              | 97,914,447            |
| Transfers Out                                | 3,602,436            | -                     | 4,600,000            | -                   | -                   | 3,200,000           | -                       | 430,000             | -                     | -                      | 11,832,436            |
| Total Expenditures/Expense and Transfers Out | <u>\$ 46,720,175</u> | <u>\$ 14,162,894</u>  | <u>\$ 23,655,948</u> | <u>\$ 1,317,107</u> | <u>\$ 49,414</u>    | <u>\$ 9,075,661</u> | <u>\$ 200</u>           | <u>\$ 4,543,235</u> | <u>\$ 5,851,474</u>   | <u>\$ 4,370,775</u>    | <u>\$ 109,746,883</u> |

**CITY OF MISSION, TEXAS**  
**SUMMARY OF MAJOR EXPENDITURES-ALL FUNDS**  
**\$109,746,883**



**CITY OF MISSION, TEXAS**  
**PERSONNEL POSITIONS - ALL FUNDS**

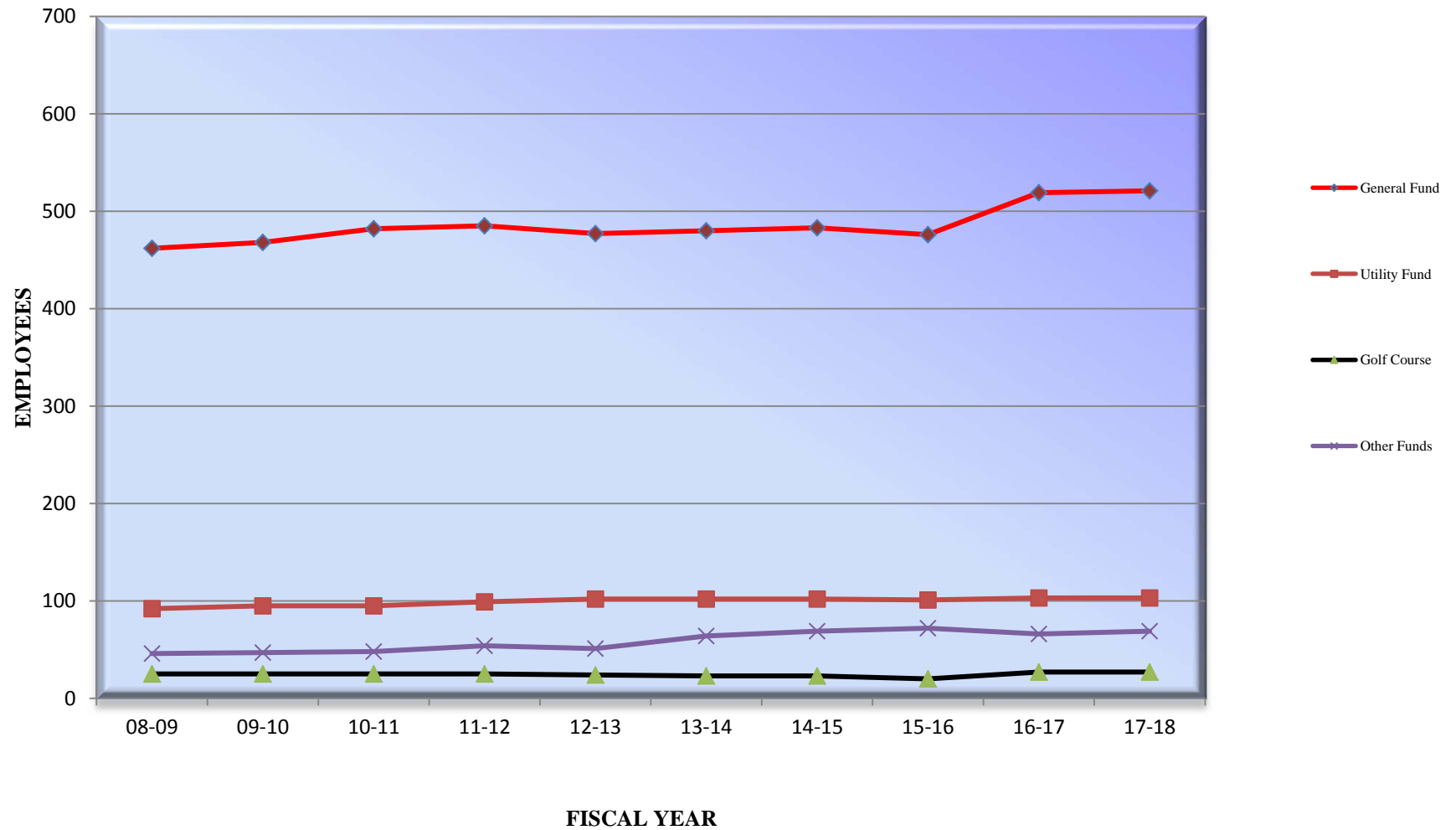
|  | Actual<br>16-17 | Budget<br>17-18 | Actual<br>17-18 | Budget<br>18-19 |
|--|-----------------|-----------------|-----------------|-----------------|
| <b><u>PERSONNEL POSITIONS BY DEPARTMENT:</u></b> |                 |                 |                 |                 |
| <b>GENERAL FUND:</b>                             |                 |                 |                 |                 |
| General Government:                              |                 |                 |                 |                 |
| Executive  | 7               | 7               | 7               | 7               |
| Finance  | 8               | 9               | 9               | 10              |
| Municipal Court                                  | 14              | 14              | 14              | 14              |
| Planning   | 16              | 16              | 16              | 15              |
| Facility Maintenance                             | 13              | 14              | 14              | 14              |
| Fleet  | -               | 1               | 4               | 4               |
| Purchasing                                       | 4               | 4               | 4               | 4               |
| City Secretary                                   | 7               | 7               | 7               | 7               |
| Risk Management                                  | 2               | 2               | 2               | 2               |
| Civil Service                                    | 1               | 1               | 1               | 1               |
| Human Resources                                  | 4               | 4               | 4               | 4               |
| Information Technology                           | 4               | 4               | 4               | 4               |
| Media Relations                                  | 3               | 3               | 3               | 3               |
| Legal  | -               | 3               | 3               | 3               |
| Total General Government                         | 83              | 89              | 92              | 92              |
| Public Safety                                    |                 |                 |                 |                 |
| Police   | 199             | 199             | 207             | 207             |
| Fire   | 69              | 69              | 70              | 79              |
| Fire Prevention                                  | 6               | 6               | 5               | 5               |
| Total Public Safety                              | 274             | 274             | 282             | 291             |
| Highways and Streets                             |                 |                 |                 |                 |
| Streets  | 32              | 37              | 37              | 37              |
| Total Highways and Streets                       | 32              | 37              | 37              | 37              |
| Health and Welfare                               |                 |                 |                 |                 |
| Health   | 8               | 9               | 11              | 11              |
| Total Health and Welfare                         | 8               | 9               | 11              | 11              |
| Culture and Recreation                           |                 |                 |                 |                 |
| Museum   | 6               | 6               | 6               | 6               |
| Parks and Recreation Admin.                      | 4               | 4               | 4               | 4               |
| Parks  | 39              | 39              | 44              | 44              |
| Recreation                                       | 4               | 4               | 4               | 4               |
| Library  | 30              | 30              | 31              | 31              |
| Banworth Pool                                    | 4               | 4               | 6               | 6               |
| Mayberry Pool                                    | 8               | 8               | 8               | 8               |
| Total Culture and Recreation                     | 95              | 95              | 103             | 103             |
| <b>TOTAL GENERAL FUND</b>                        | <b>492</b>      | <b>504</b>      | <b>525</b>      | <b>534</b>      |
| <b>UTILITY FUND</b>                              |                 |                 |                 |                 |
| Administration                                   | 11              | 11              | 11              | 11              |
| Water Distribution                               | 36              | 36              | 36              | 36              |
| Water Treatment Plant                            | 12              | 12              | 12              | 12              |
| Wastewater Treatment Plant                       | 13              | 13              | 13              | 13              |
| Industrial Pre-Treatment Plant                   | 1               | 1               | 1               | 1               |
| Utility Billing                                  | 9               | 9               | 9               | 9               |
| Organizational                                   | -               | -               | -               | -               |
| Meter Readers                                    | 10              | 10              | 10              | 10              |
| Northside Water Treatment Plant                  | 10              | 10              | 11              | 11              |
| <b>TOTAL UTILITY FUND</b>                        | <b>102</b>      | <b>102</b>      | <b>103</b>      | <b>103</b>      |
| <b>GOLF COURSE FUND</b>                          |                 |                 |                 |                 |
| Club House                                       | 13              | 13              | 13              | 13              |
| Grounds  | 11              | 11              | 11              | 11              |
| Restaurant                                       | 3               | 3               | 3               | 3               |
| <b>TOTAL GOLF COURSE FUND</b>                    | <b>27</b>       | <b>27</b>       | <b>27</b>       | <b>27</b>       |

**CITY OF MISSION, TEXAS  
PERSONNEL POSITIONS - ALL FUNDS**

|  | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Actual<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|--|-------------------------|-------------------------|-------------------------|-------------------------|
| <b>COMMUNITY DEVELOPMENT BLK GRANT</b>         | <u>4</u>                | <u>4</u>                | <u>4</u>                | <u>4</u>                |
| <b>DRAINAGE FUND</b>                           | <u>3</u>                | <u>3</u>                | <u>3</u>                | <u>3</u>                |
| <b>JUVENILE CASE MANAGER FUND</b>              | <u>1</u>                | <u>1</u>                | <u>1</u>                | <u>1</u>                |
| <b>BOYS &amp; GIRLS CLUB FUND</b>              | <u>28</u>               | <u>28</u>               | <u>28</u>               | <u>27</u>               |
| <b>ECONOMIC DEVELOPMENT CORPORATION FUND</b>   | <u>8</u>                | <u>11</u>               | <u>11</u>               | <u>12</u>               |
| <b>SOLID WASTE FUND</b>                        | <u>19</u>               | <u>22</u>               | <u>22</u>               | <u>28</u>               |
| <b>TOTAL CITY EMPLOYEES</b>                    | <u>684</u>              | <u>702</u>              | <u>724</u>              | <u>739</u>              |
| <b><u>PERSONNEL POSITIONS BY CATEGORY:</u></b> |                         |                         |                         |                         |
| Full-time non-civil service                    | 400                     | 415                     | 422                     | 429                     |
| Civil service                                  | 216                     | 216                     | 224                     | 224                     |
| Part-time                                      | <u>68</u>               | <u>68</u>               | <u>69</u>               | <u>67</u>               |
| <b>TOTAL CITY EMPLOYEES</b>                    | <u>684</u>              | <u>699</u>              | <u>715</u>              | <u>720</u>              |



# CITY OF MISSION PERSONNEL POSITIONS



# ***GENERAL FUND***

The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

**CITY OF MISSION, TEXAS  
GENERAL FUND  
FISCAL YEAR 2018-2019 FUND BALANCE**

|                                      | <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--------------------------------------|--------------------------------|---|--|--------------------------------|---|
| <b>BEGINNING</b>                     |                                |   |  |                                |   |
| <b>UNASSIGNED FUND BALANCE</b>       | \$ 7,320,862                   | \$ 7,699,703                              | \$ 6,380,532                             | \$ 6,380,532                   | \$ 3,936,491                                      |
| <b><u>RESOURCES</u></b>              |                                |   |  |                                |   |
| <u>Estimated Revenues:</u>           |                                |   |  |                                |   |
| Taxes                                | 31,851,785                     | 31,677,500                                | 31,677,500                               | 31,390,000                     | 31,835,500  |
| Licenses and Permits                 | 555,265                        | 607,000                                   | 607,000                                  | 555,000                        | 607,000   |
| Intergovernmental                    | 3,315,726                      | 4,091,193                                 | 4,166,193                                | 2,282,276                      | 1,106,012   |
| Charges for Services                 | 782,527                        | 826,135                                   | 826,135                                  | 854,744                        | 821,175   |
| Fines and Forfeits                   | 832,596                        | 855,000                                   | 855,000                                  | 695,365                        | 855,000   |
| Interest                             | 62,656                         | 45,000                                    | 45,000                                   | 46,619                         | 45,000  |
| Miscellaneous Revenue                | 1,326,902                      | 1,207,940                                 | 1,207,940                                | 1,454,951                      | 214,940   |
| Total Revenues                       | 38,727,457                     | 39,309,768                                | 39,384,768                               | 37,278,955                     | 35,484,627  |
| <u>Other Financing Resources:</u>    |                                |   |  |                                |   |
| Sale of City Equipment               | 555                            | -   | -  | 149                            | -   |
| Total Other Financing Resources      | 555                            | -   | -  | 149                            | -   |
| Transfers-In                         | 4,860,000                      | 6,400,000                                 | 6,400,000                                | 6,400,000                      | 7,400,000   |
| Total Estimated Rev and Transfers-In | 43,588,012                     | 45,709,768                                | 45,784,768                               | 43,679,104                     | 42,884,627  |
| <b>TOTAL AVAILABLE RESOURCES</b>     | <b>\$ 50,908,874</b>           | <b>\$ 53,409,471</b>                      | <b>\$ 52,165,300</b>                     | <b>\$ 50,059,636</b>           | <b>\$ 46,821,118</b>                              |
| <b><u>APPROPRIATIONS:</u></b>        |                                |   |  |                                |   |
| General Government                   | 8,620,273                      | 10,357,553                                | 10,601,583                               | 10,122,515                     | 9,483,527   |
| Public Safety                        | 20,449,898                     | 22,056,377                                | 22,056,377                               | 20,651,695                     | 22,156,308  |
| Highways and Streets                 | 5,880,314                      | 8,327,322                                 | 8,327,322                                | 5,998,966                      | 4,644,405   |
| Health and Welfare                   | 409,445                        | 558,061                                   | 558,061                                  | 508,438                        | 512,561   |
| Culture and Recreation               | 5,352,603                      | 5,636,640                                 | 5,911,640                                | 5,219,531                      | 6,320,688   |
| Total Operations                     | 40,712,533                     | 46,935,953                                | 47,454,983                               | 42,501,145                     | 43,117,489  |
| Transfers-Out                        | 3,815,809                      | 4,022,000                                 | 4,022,000                                | 3,622,000                      | 3,602,436   |
| <b>TOTAL APPROPRIATIONS</b>          | <b>44,528,342</b>              | <b>50,957,953</b>                         | <b>51,476,983</b>                        | <b>46,123,145</b>              | <b>46,719,925</b>                                 |
| <b>UNASSIGNED FUND BALANCE</b>       | <b>\$ 6,380,532</b>            | <b>\$ 2,451,518</b>                       | <b>\$ 688,317</b>                        | <b>\$ 3,936,491</b>            | <b>\$ 101,193</b>                                 |

**CITY OF MISSION, TEXAS  
GENERAL FUND  
REVENUE BY SOURCE**

| <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--------------------------------|---|--|--------------------------------|---|
|--------------------------------|---|--|--------------------------------|---|

**SOURCE OF INCOME**

**TAXES**

*Ad Valorem Taxes:*

|                      |              |               |               |               |               |               |
|----------------------|--------------|---------------|---------------|---------------|---------------|---------------|
| Current              | 01-300-31000 | \$ 17,209,176 | \$ 16,460,000 | \$ 16,460,000 | \$ 16,460,000 | \$ 16,575,000 |
| Delinquent           | 01-300-31200 | 414,508       | 443,000       | 443,000       | 490,000       | 443,000       |
| Penalty and Interest | 01-300-31300 | 366,520       | 340,000       | 340,000       | 340,000       | 340,000       |

*Sales and Use Taxes:*

|                              |              |           |           |           |           |           |
|------------------------------|--------------|-----------|-----------|-----------|-----------|-----------|
| Sales Tax                    | 01-300-31400 | 7,406,003 | 7,825,000 | 7,825,000 | 7,500,000 | 7,825,000 |
| Sales Tax Abatement          | 01-300-31410 | 3,703,002 | 3,912,500 | 3,912,500 | 3,760,000 | 3,912,500 |
| Franchise Business Tax       | 01-300-31500 | 2,511,580 | 2,450,000 | 2,450,000 | 2,600,000 | 2,500,000 |
| Telecommunication Assess Fee | 01-300-31520 | 219,013   | 217,000   | 217,000   | 220,000   | 220,000   |
| Mixed Drink Tax              | 01-300-31700 | 21,983    | 30,000    | 30,000    | 20,000    | 20,000    |

|                    |  |                   |                   |                   |                   |                   |
|--------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>TOTAL TAXES</b> |  | <b>31,851,785</b> | <b>31,677,500</b> | <b>31,677,500</b> | <b>31,390,000</b> | <b>31,835,500</b> |
|--------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|

**LICENSES AND PERMITS**

*Occupational Licenses and Permits*

|                           |              |         |         |         |         |         |
|---------------------------|--------------|---------|---------|---------|---------|---------|
| Occupational Licenses     | 01-300-32000 | 37,471  | 50,000  | 50,000  | 40,000  | 50,000  |
| Health Permit             | 01-300-32025 | 30,590  | 30,000  | 30,000  | 35,000  | 30,000  |
| Moving & Building Permits | 01-300-32100 | 291,716 | 305,000 | 305,000 | 260,000 | 305,000 |
| Electrical Permits        | 01-300-32200 | 71,548  | 75,000  | 75,000  | 78,000  | 75,000  |
| Mechanical Permits        | 01-300-32250 | 33,521  | 40,000  | 40,000  | 33,000  | 40,000  |
| Plumbing Permits          | 01-300-32300 | 57,310  | 60,000  | 60,000  | 62,000  | 60,000  |
| Misc. Lic. & Permits      | 01-300-32400 | 22,069  | 35,000  | 35,000  | 35,000  | 35,000  |
| Alarm Permits             | 01-300-34750 | 11,040  | 12,000  | 12,000  | 12,000  | 12,000  |

|                                   |  |                |                |                |                |                |
|-----------------------------------|--|----------------|----------------|----------------|----------------|----------------|
| <b>TOTAL LICENSES AND PERMITS</b> |  | <b>555,265</b> | <b>607,000</b> | <b>607,000</b> | <b>555,000</b> | <b>607,000</b> |
|-----------------------------------|--|----------------|----------------|----------------|----------------|----------------|

**INTERGOVERNMENTAL REVENUES**

|                                 |              |         |           |           |         |         |
|---------------------------------|--------------|---------|-----------|-----------|---------|---------|
| MCISD & SISD-Dare Prog.         | 01-300-33090 | 664,623 | 669,360   | 669,360   | 652,000 | 675,512 |
| Reimb. - Hidalgo Co. Taylor Rd  | 01-300-33177 | 621,923 | 963,871   | 963,871   | 288,735 | -       |
| Reimb. - City McAllen Taylor Rd | 01-300-33178 | 650,333 | 1,544,973 | 1,544,973 | 326,800 | -       |
| Reimb. - McAllen Bridge Board   | 01-300-33179 | 30,000  | 30,000    | 30,000    | 30,000  | 30,000  |
| Rural Fire Protection           | 01-300-33250 | 21,175  | 40,000    | 40,000    | 25,000  | 30,000  |
| County Restitution Reimb.       | 01-300-33260 | 232     | 1,500     | 1,500     | 629     | 500     |
| Management Fee -MRA             | 01-300-33281 | 255,307 | 253,506   | 253,506   | 259,481 | 267,000 |
| Reimbursement-TIRZ              | 01-300-33282 | 500,000 | 500,000   | 500,000   | 500,000 | -       |
| FEMA Reimbursement              | 01-300-33500 | 67,155  | -         | -         | 37,327  | 30,000  |
| Task Force Program              | 01-300-33640 | 31,856  | 25,000    | 25,000    | 35,000  | 25,000  |
| Peace Officers-All Fire Pre.    | 01-300-33660 | 1,036   | 1,000     | 1,000     | 1,027   | 1,000   |
| DEA Overtime Task Force         | 01-300-33680 | 34,013  | 32,000    | 32,000    | 36,084  | 32,000  |
| Library-Hidalgo County          | 01-300-35340 | 433,822 | 29,983    | 104,983   | 89,983  | 15,000  |

|   |  |                  |                  |                  |                  |                  |
|---|--|------------------|------------------|------------------|------------------|------------------|
| <b>TOTAL INTERGOVERNMENTAL REVENUES</b> |  | <b>3,315,726</b> | <b>4,091,193</b> | <b>4,166,193</b> | <b>2,282,276</b> | <b>1,106,012</b> |
|---|--|------------------|------------------|------------------|------------------|------------------|

**CITY OF MISSION, TEXAS  
GENERAL FUND  
REVENUE BY SOURCE**

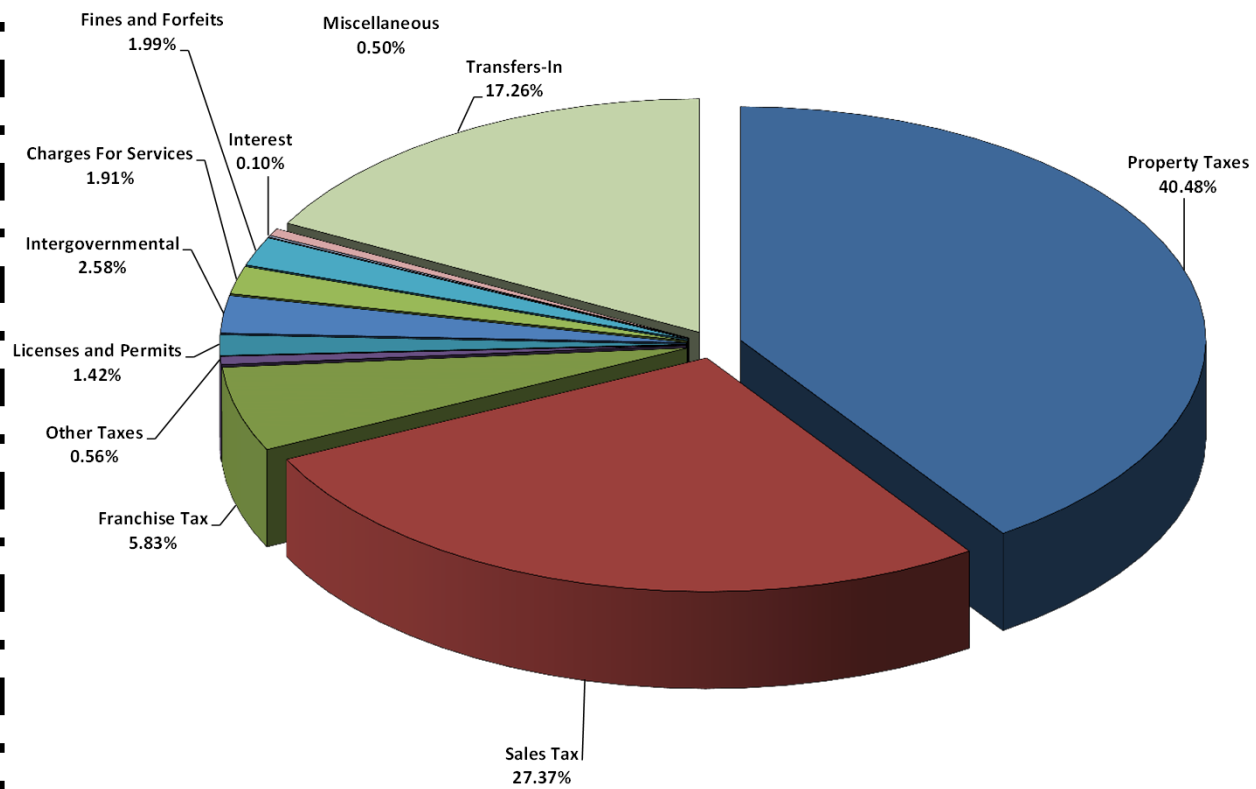
|                                     |              | <b>FY 2016-2017</b> | <b>FY 2017-18</b>          | <b>FY 2017-18</b>         | <b>FY 2017-18</b> | <b>FY 2018-2019</b>              |
|-------------------------------------|--------------|---------------------|----------------------------|---------------------------|-------------------|----------------------------------|
|                                     |              | <b>Actual</b>       | <b>Original<br/>Budget</b> | <b>Amended<br/>Budget</b> | <b>Estimate</b>   | <b>City Council<br/>Approval</b> |
| <b><u>CHARGES FOR SERVICES</u></b>  |              |                     |                            |                           |                   |                                  |
| <i>General Government:</i>          |              |                     |                            |                           |                   |                                  |
| Municipal Court Corp Tax            | 01-300-31600 | 35,803              | 50,000                     | 50,000                    | 40,000            | 50,000                           |
| Inspection Fee                      | 01-300-32320 | 35,768              | 35,000                     | 35,000                    | 60,000            | 40,000                           |
| Construction Material Testing Fee   | 01-300-32330 | 33,398              | 25,000                     | 25,000                    | 30,000            | 25,000                           |
| ROW Annual Tower Fees               | 01-300-32340 | -                   | -                          | -                         | 1,250             | -                                |
| Lease-Serv Center Complex           | 01-300-34300 | 12,000              | 20,400                     | 20,400                    | 20,400            | 20,400                           |
| Rent City Buildings                 | 01-300-34350 | 7,706               | 6,000                      | 6,000                     | 11,000            | 6,000                            |
| Cemetery Charges                    | 01-300-34500 | 86,237              | 80,000                     | 80,000                    | 85,000            | 85,000                           |
| Zoning & Subd. Fees                 | 01-300-34600 | 43,220              | 40,000                     | 40,000                    | 40,000            | 40,000                           |
| 5% Credit Card Fee                  | 01-300-34801 | 13,405              | 11,000                     | 11,000                    | 13,000            | 11,000                           |
| Judicial Fee                        | 01-300-35017 | 4,622               | 5,500                      | 5,500                     | 4,600             | 5,000                            |
| <i>Public Safety:</i>               |              |                     |                            |                           |                   |                                  |
| Truancy Prevention & Diversion      | 01-300-31625 | 6,914               | 5,000                      | 5,000                     | 6,000             | 5,000                            |
| Fire Inspection Fees                | 01-300-33252 | 23,456              | 22,000                     | 22,000                    | 22,000            | 22,000                           |
| Police Dept. Service Charge         | 01-300-34700 | 7,613               | 8,000                      | 8,000                     | 8,000             | 8,000                            |
| Arrest Fees - MPD                   | 01-300-34725 | 39,321              | 46,000                     | 46,000                    | 30,000            | 46,000                           |
| Abandoned Motor Vehicle Fee         | 01-300-34775 | 3,010               | 2,500                      | 2,500                     | 2,500             | 2,500                            |
| Child Safety Fees                   | 01-300-35010 | 7,322               | 10,000                     | 10,000                    | 6,000             | 10,000                           |
| <i>Sanitation:</i>                  |              |                     |                            |                           |                   |                                  |
| Lot Cleaning                        | 01-300-34150 | 38,904              | 50,000                     | 50,000                    | 70,000            | 50,000                           |
| Lot Cleaning-Admin. Fee             | 01-300-34155 | 12,216              | 20,000                     | 20,000                    | 25,000            | 20,000                           |
| <i>Health:</i>                      |              |                     |                            |                           |                   |                                  |
| Birth Certificate Service           | 01-300-31620 | 1,230               | 1,100                      | 1,100                     | 1,100             | 1,100                            |
| Vital Statistics                    | 01-300-34550 | 126,734             | 120,000                    | 120,000                   | 115,000           | 120,000                          |
| Burial Transit Permit               | 01-300-34580 | 1,125               | 1,000                      | 1,000                     | 1,000             | 1,000                            |
| Animal Adoption Fees                | 01-300-34584 | -                   | -                          | -                         | 1,500             | -                                |
| Animal Control and Shelter fee      | 01-300-34585 | 2,492               | 3,000                      | 3,000                     | 4,000             | 3,000                            |
| Contracted Animal Service Fee       | 01-300-34586 | 10,830              | 45,000                     | 45,000                    | 35,000            | 45,000                           |
| Food Manager/Handler ID Fee         | 01-300-34650 | 21,335              | 18,000                     | 18,000                    | 18,000            | 18,000                           |
| <i>Recreation:</i>                  |              |                     |                            |                           |                   |                                  |
| TAAF - Summer Programs              | 01-300-34489 | 23,153              | 20,000                     | 20,000                    | 24,017            | 20,000                           |
| Mayberry Pool Fees and Charges      | 01-300-34490 | 50,382              | 40,000                     | 40,000                    | 45,000            | 40,000                           |
| Basketball Fees and Charges         | 01-300-34491 | 2,026               | 8,500                      | 8,500                     | 2,343             | 2,000                            |
| Softball Fees and Charges           | 01-300-34492 | 1,840               | 11,000                     | 11,000                    | 3,750             | 2,000                            |
| Football Fees and Charges           | 01-300-34493 | 1,650               | 7,500                      | 7,500                     | 1,500             | 2,000                            |
| Kickball Fees and Charges           | 01-300-34494 | 600                 | 2,400                      | 2,400                     | -                 | 2,000                            |
| Volleyball Fees and Charges         | 01-300-34495 | 5,485               | 4,100                      | 4,100                     | 5,034             | 6,000                            |
| Park Facility Rentals               | 01-300-34496 | 18,496              | 20,000                     | 20,000                    | 30,000            | 20,000                           |
| Bannworth Pool Fees and Charges     | 01-300-34497 | 52,898              | 50,000                     | 50,000                    | 50,000            | 50,000                           |
| Year-round swim program             | 01-300-34498 | 7,270               | -                          | -                         | 5,000             | 5,000                            |
| Other Recreational Fees and Charges | 01-300-34499 | 1,540               | 3,000                      | 3,000                     | 2,320             | 3,000                            |
| Library Copies                      | 01-300-35310 | 42,301              | 35,000                     | 35,000                    | 35,000            | 35,000                           |
| Library Reservations Fee            | 01-300-35311 | 125                 | 60                         | 60                        | 250               | 100                              |
| Library Rentals                     | 01-300-35312 | 100                 | 75                         | 75                        | 180               | 75                               |

**CITY OF MISSION, TEXAS  
GENERAL FUND  
REVENUE BY SOURCE**

|   |              | <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|--------------|--------------------------------|---|--|--------------------------------|---|
| <b>TOTAL CHARGES FOR SERVICES</b>           |              | <u>782,527</u>                 | <u>826,135</u>                            | <u>826,135</u>                           | <u>854,744</u>                 | <u>821,175</u>                                    |
| <u><b>FINES AND FORFEITS</b></u>            |              |                                |   |  |                                |   |
| Warrant Execution Fee                       | 01-300-34800 | 147,581                        | 155,000                                   | 155,000                                  | 125,000                        | 155,000   |
| Corporation Court Fines                     | 01-300-35000 | 668,934                        | 690,000                                   | 690,000                                  | 550,000                        | 690,000   |
| Library Fines                               | 01-300-35300 | <u>16,081</u>                  | <u>10,000</u>                             | <u>10,000</u>                            | <u>20,365</u>                  | <u>10,000</u>                                     |
| <b>TOTAL FINES AND FORFEITS</b>             |              | <u>832,596</u>                 | <u>855,000</u>                            | <u>855,000</u>                           | <u>695,365</u>                 | <u>855,000</u>                                    |
| <u><b>INTEREST</b></u>                      |              |                                |   |  |                                |   |
| Interest on Investments                     | 01-300-36050 | 40,923                         | 35,000                                    | 35,000                                   | 41,000                         | 35,000  |
| Interest on Demand Dep.                     | 01-300-36100 | <u>21,733</u>                  | <u>10,000</u>                             | <u>10,000</u>                            | <u>5,619</u>                   | <u>10,000</u>                                     |
| <b>TOTAL INTEREST</b>                       |              | <u>62,656</u>                  | <u>45,000</u>                             | <u>45,000</u>                            | <u>46,619</u>                  | <u>45,000</u>                                     |
| <u><b>MISCELLANEOUS REVENUES</b></u>        |              |                                |   |  |                                |   |
| Universal Service Rebate                    | 01-300-33140 | -                              | 37,240                                    | 37,240                                   | 22,257                         | 37,240  |
| Reimbursement-Other Agencies                | 01-300-33182 | 46,593                         | 50,000                                    | 50,000                                   | -                              | 50,000  |
| Texas Citrus Fiesta                         | 01-300-33215 | 48,021                         | 42,000                                    | 42,000                                   | 50,000                         | 50,000  |
| Library Donation/Memorial                   | 01-300-35320 | 346                            | 200                                       | 200                                      | 545                            | 200   |
| Coke Machine & Misc.                        | 01-300-36000 | 524                            | 2,000                                     | 2,000                                    | 3,235                          | 2,000   |
| Other Misc. Income                          | 01-300-36150 | 157,335                        | 50,000                                    | 50,000                                   | 50,000                         | 50,000  |
| Misc. Insurance-Settlements                 | 01-300-36160 | 64,798                         | 25,000                                    | 25,000                                   | 65,912                         | 25,000  |
| Misc. Court Settlements                     | 01-300-36165 | 9,285                          | -   | -  | -                              | -   |
| Street Sign Reimbursement                   | 01-300-36300 | -                              | 1,000                                     | 1,000                                    | -                              | -   |
| Subdividers Reimb.-Streets                  | 01-300-36330 | -                              | -   | -  | 263,002                        | -   |
| Oil Lease                                   | 01-300-36500 | -                              | -   | -  | -                              | -   |
| Contributions & Donations                   | 01-300-36510 | -                              | 500                                       | 500                                      | -                              | 500   |
| Economic Development                        | 01-300-39020 | <u>1,000,000</u>               | <u>1,000,000</u>                          | <u>1,000,000</u>                         | <u>1,000,000</u>               | <u>-</u>  |
| <b>TOTAL MISCELLANEOUS REVENUES</b>         |              | <u>1,326,902</u>               | <u>1,207,940</u>                          | <u>1,207,940</u>                         | <u>1,454,951</u>               | <u>214,940</u>                                    |
| <b>TOTAL REVENUES</b>                       |              | <u>38,727,457</u>              | <u>39,309,768</u>                         | <u>39,384,768</u>                        | <u>37,278,955</u>              | <u>35,484,627</u>                                 |
| <u><b>OTHER FINANCING RESOURCES</b></u>     |              |                                |   |  |                                |   |
| Sale of City Equipment                      | 01-300-39000 | <u>555</u>                     | <u>-</u>                                  | <u>-</u>                                 | <u>149</u>                     | <u>-</u>  |
| <b>TOTAL OTHER FINANCING RESOURCES</b>      |              | <u>555</u>                     | <u>-</u>                                  | <u>-</u>                                 | <u>149</u>                     | <u>-</u>  |
| <u><b>TRANSFERS IN:</b></u>                 |              |                                |   |  |                                |   |
| Utility Fund                                | 01-300-39900 | 4,400,000                      | 4,400,000                                 | 4,400,000                                | 4,400,000                      | 4,600,000   |
| Solid Waste                                 | 01-300-39905 | <u>460,000</u>                 | <u>2,000,000</u>                          | <u>2,000,000</u>                         | <u>2,000,000</u>               | <u>2,800,000</u>                                  |
| <b>TOTAL TRANSFERS IN</b>                   |              | <u>4,860,000</u>               | <u>6,400,000</u>                          | <u>6,400,000</u>                         | <u>6,400,000</u>               | <u>7,400,000</u>                                  |
| <b>TOTAL ESTIMATED REV. &amp; TRANSFERS</b> |              | <u>\$ 43,588,012</u>           | <u>\$ 45,709,768</u>                      | <u>\$ 45,784,768</u>                     | <u>\$ 43,679,104</u>           | <u>\$ 42,884,627</u>                              |

# City of Mission

## General Fund Estimated Revenues By Source \$42,884,627



**CITY OF MISSION, TEXAS  
GENERAL FUND  
BUDGET SUMMARY**

| <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--------------------------------|---|--|--------------------------------|---|
|--------------------------------|---|--|--------------------------------|---|

**APPROPRIATIONS:**

**GENERAL GOVERNMENT**

|                                 |        |                  |                   |                   |                   |                  |
|---------------------------------|--------|------------------|-------------------|-------------------|-------------------|------------------|
| Legislative                     | 01-410 | \$ 16,919        | \$ 24,260         | \$ 24,260         | \$ 17,650         | \$ 43,364        |
| Executive                       | 01-411 | 530,262          | 698,864           | 698,864           | 550,783           | 570,330          |
| Finance                         | 01-412 | 458,354          | 512,766           | 512,766           | 488,554           | 560,426          |
| Municipal Court                 | 01-413 | 657,899          | 672,274           | 672,274           | 641,272           | 696,785          |
| Planning                        | 01-414 | 810,570          | 893,954           | 893,954           | 818,375           | 892,233          |
| Facilities Maintenance          | 01-415 | 789,985          | 1,056,276         | 1,056,276         | 877,181           | 904,016          |
| Fleet Maintenance               | 01-416 | 1,050,859        | 1,241,124         | 1,241,124         | 1,505,377         | 1,440,048        |
| Organizational Expense          | 01-417 | 2,023,723        | 2,804,377         | 2,978,377         | 2,739,420         | 1,868,273        |
| Purchasing                      | 01-418 | 263,419          | 268,173           | 268,173           | 265,416           | 273,053          |
| City Secretary                  | 01-419 | 318,445          | 330,352           | 330,352           | 324,327           | 348,396          |
| Risk Management                 | 01-422 | 442,070          | 479,058           | 479,058           | 530,545           | 583,930          |
| Elections                       | 01-423 | -                | 33,635            | 78,665            | 78,665            | -                |
| Civil Service                   | 01-424 | 169,095          | 176,922           | 201,922           | 191,567           | 178,753          |
| Human Resources                 | 01-425 | 248,387          | 266,896           | 266,896           | 258,591           | 269,774          |
| Information Technology          | 01-426 | 308,085          | 323,936           | 323,936           | 309,831           | 334,242          |
| Media Relations                 | 01-427 | 161,355          | 165,284           | 165,284           | 159,110           | 167,602          |
| Legal                           | 01-428 | 370,846          | 409,402           | 409,402           | 365,850           | 352,302          |
| <b>Total General Government</b> |        | <b>8,620,273</b> | <b>10,357,553</b> | <b>10,601,583</b> | <b>10,122,515</b> | <b>9,483,527</b> |

**PUBLIC SAFETY**

|                            |        |                   |                   |                   |                   |                   |
|----------------------------|--------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Police                     | 01-430 | 14,036,916        | 15,258,165        | 15,258,165        | 14,221,008        | 15,229,469        |
| Fire                       | 01-431 | 5,886,579         | 6,314,027         | 6,314,027         | 5,980,260         | 6,449,684         |
| Fire Prevention            | 01-432 | 526,403           | 484,185           | 484,185           | 450,427           | 477,155           |
| <b>Total Public Safety</b> |        | <b>20,449,898</b> | <b>22,056,377</b> | <b>22,056,377</b> | <b>20,651,695</b> | <b>22,156,308</b> |

**HIGHWAYS AND STREETS**

|                                   |        |                  |                  |                  |                  |                  |
|-----------------------------------|--------|------------------|------------------|------------------|------------------|------------------|
| Streets                           | 01-440 | 5,880,314        | 8,327,322        | 8,327,322        | 5,998,966        | 4,644,405        |
| <b>Total Highways and Streets</b> |        | <b>5,880,314</b> | <b>8,327,322</b> | <b>8,327,322</b> | <b>5,998,966</b> | <b>4,644,405</b> |

**HEALTH AND WELFARE**

|                                 |        |                |                |                |                |                |
|---------------------------------|--------|----------------|----------------|----------------|----------------|----------------|
| Health                          | 01-443 | 409,445        | 558,061        | 558,061        | 508,438        | 512,561        |
| <b>Total Health and Welfare</b> |        | <b>409,445</b> | <b>558,061</b> | <b>558,061</b> | <b>508,438</b> | <b>512,561</b> |

**CULTURE AND RECREATION**

|                          |        |           |           |           |           |           |
|--------------------------|--------|-----------|-----------|-----------|-----------|-----------|
| Museum                   | 01-451 | 282,243   | 291,148   | 291,148   | 296,701   | 303,817   |
| Parks & Recreation Admn. | 01-460 | 288,610   | 316,557   | 316,557   | 311,927   | 320,096   |
| Parks                    | 01-461 | 2,307,907 | 2,713,436 | 2,913,436 | 2,452,817 | 3,367,215 |
| Recreation               | 01-463 | 298,283   | 359,637   | 359,637   | 335,786   | 371,569   |

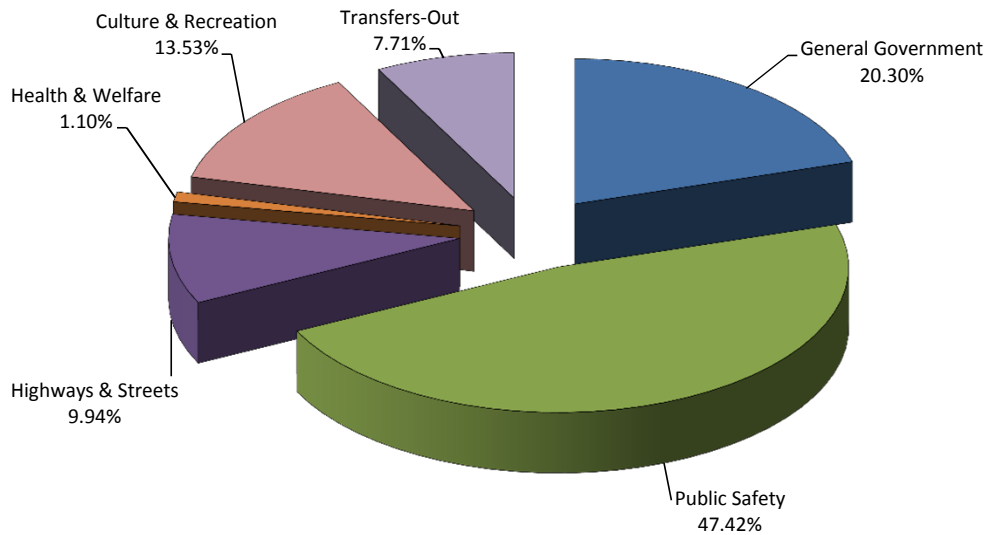


**CITY OF MISSION, TEXAS  
GENERAL FUND  
BUDGET SUMMARY**

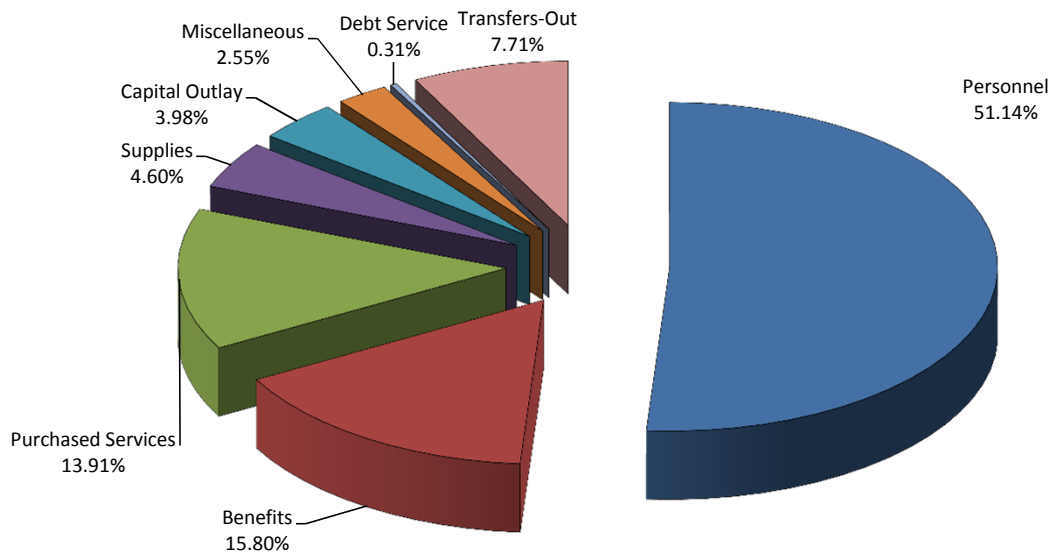
|  |              | <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--|--------------|--------------------------------|---|--|--------------------------------|---|
| Library                                  | 01-464       | 1,704,374                      | 1,358,794                                 | 1,433,794                                | 1,343,151                      | 1,392,813   |
| Banworth Pool                            | 01-465       | 207,885                        | 288,435                                   | 288,435                                  | 277,821                        | 265,800   |
| Mayberry Pool                            | 01-465       | 263,301                        | 308,633                                   | 308,633                                  | 201,328                        | 299,378   |
| <b>Total Culture and Recreation</b>      |              | <b>5,352,603</b>               | <b>5,636,640</b>                          | <b>5,911,640</b>                         | <b>5,219,531</b>               | <b>6,320,688</b>                                  |
| <b>TOTAL OPERATIONS</b>                  |              | <b>40,712,533</b>              | <b>46,935,953</b>                         | <b>47,454,983</b>                        | <b>42,501,145</b>              | <b>43,117,489</b>                                 |
| <b><u>TRANSFERS-OUT</u></b>              |              |                                |   |  |                                |   |
| Solid Waste Fund                         | 01-499-56900 | -                              | -   | -  | -                              | -   |
| Utility Fund                             | 01-499-56902 | -                              | -   | -  | -                              | -   |
| Golf Course Fund                         | 01-499-56903 | -                              | -   | -  | -                              | -   |
| CDBG Fund                                | 01-499-56904 | -                              | -   | -  | -                              | -   |
| Debit Service Fund                       | 01-499-56908 | 875,000                        | 775,000                                   | 775,000                                  | 800,000                        | -   |
| Capital Projects Fund                    | 01-499-56909 | -                              | -   | -  | 275,000                        | 500,000   |
| Aquatics Fund                            | 01-499-56910 | -                              | -   | -  | -                              | -   |
| Recreation Fund                          | 01-499-56912 | -                              | -   | -  | -                              | -   |
| Drainage Assessment Fund                 | 01-499-56913 | -                              | -   | -  | -                              | -   |
| Designated Fund                          | 01-499-56915 | 109,804                        | 500,000                                   | 500,000                                  | -                              | 262,436   |
| Paving Assessment Fund                   | 01-499-56923 | -                              | -   | -  | -                              | -   |
| Hotel/Motel                              | 01-499-56924 | -                              | -   | -  | -                              | 260,000   |
| Future Asset Replacement Fund            | 01-499-56929 | 80,000                         | 80,000                                    | 80,000                                   | 80,000                         | 80,000  |
| Boy's and Girls Club Fund                | 01-499-56932 | 500,000                        | 500,000                                   | 500,000                                  | 300,000                        | 300,000   |
| Other Capital Projects                   | 01-499-56971 | -                              | -   | -  | -                              | -   |
| TIRZ Fund                                | 01-499-56981 | 2,251,005                      | 2,167,000                                 | 2,167,000                                | 2,167,000                      | 2,200,000   |
| <b>Total Transfers Out</b>               |              | <b>3,815,809</b>               | <b>4,022,000</b>                          | <b>4,022,000</b>                         | <b>3,622,000</b>               | <b>3,602,436</b>                                  |
| <b>TOTAL GENERAL FUND APPROPRIATIONS</b> |              | <b>\$ 44,528,342</b>           | <b>\$ 50,957,953</b>                      | <b>\$ 51,476,983</b>                     | <b>\$ 46,123,145</b>           | <b>\$ 46,719,925</b>                              |
| <b><u>BY CATEGORY</u></b>                |              |                                |   |  |                                |   |
| Personnel                                |              | 22,001,956                     | 23,784,299                                | 23,873,219                               | 22,213,641                     | 23,892,638  |
| Employee Benefits                        |              | 6,136,226                      | 6,794,625                                 | 6,827,252                                | 6,486,612                      | 7,381,452   |
| Professional and Tech. Services          |              | 2,006,979                      | 2,252,100                                 | 2,135,929                                | 2,639,149                      | 2,060,500   |
| Purchased Property Services              |              | 2,906,521                      | 3,295,958                                 | 3,350,508                                | 3,126,897                      | 3,145,667   |
| Other Purchased Services                 |              | 1,082,697                      | 1,182,000                                 | 1,189,004                                | 1,186,979                      | 1,291,321   |
| Supplies                                 |              | 1,756,003                      | 2,865,810                                 | 3,090,435                                | 2,358,468                      | 2,150,535   |
| Capital Outlay                           |              | 3,457,227                      | 5,058,865                                 | 4,921,665                                | 2,619,124                      | 1,861,195   |
| Miscellaneous                            |              | 1,305,546                      | 1,557,894                                 | 1,919,169                                | 1,722,583                      | 1,189,779   |
| Debt Services                            |              | 59,378                         | 144,402                                   | 147,802                                  | 147,692                        | 144,402   |
| <b>TOTAL OPERATING APPROPRIATIONS</b>    |              | <b>\$ 40,712,533</b>           | <b>\$ 46,935,953</b>                      | <b>\$ 47,454,983</b>                     | <b>\$ 42,501,145</b>           | <b>\$ 43,117,489</b>                              |

# City of Mission

## General Fund Appropriations by Function \$46,719,925



## General Fund Operating Appropriations by Category \$46,719,925



**CITY OF MISSION, TEXAS  
GENERAL GOVERNMENT  
SUMMARY**

|                        | <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|------------------------|--------------------------------|---|--|--------------------------------|---|
| Legislative            | \$ 16,919                      | \$ 24,260                                 | \$ 24,260                                | \$ 17,650                      | \$ 43,364   |
| Executive              | 530,262                        | 698,864                                   | 698,864                                  | 550,783                        | 570,330   |
| Finance                | 458,354                        | 512,766                                   | 512,766                                  | 488,554                        | 560,426   |
| Municipal Court        | 657,899                        | 672,274                                   | 672,274                                  | 641,272                        | 696,785   |
| Planning               | 810,570                        | 893,954                                   | 893,954                                  | 818,375                        | 892,233   |
| Facilities Maintenance | 789,985                        | 1,056,276                                 | 1,056,276                                | 877,181                        | 904,016   |
| Fleet Maintenance      | 1,050,859                      | 1,241,124                                 | 1,241,124                                | 1,505,377                      | 1,440,048   |
| Organizational Expense | 2,023,723                      | 2,804,377                                 | 2,978,377                                | 2,739,420                      | 1,868,273   |
| Purchasing             | 263,419                        | 268,173                                   | 268,173                                  | 265,416                        | 273,053   |
| City Secretary         | 318,445                        | 330,352                                   | 330,352                                  | 324,327                        | 348,396   |
| Risk Management        | 442,070                        | 479,058                                   | 479,058                                  | 530,545                        | 583,930   |
| Elections              | -                              | 33,635                                    | 78,665                                   | 78,665                         | -   |
| Civil Service          | 169,095                        | 176,922                                   | 201,922                                  | 191,567                        | 178,753   |
| Human Resources        | 248,387                        | 266,896                                   | 266,896                                  | 258,591                        | 269,774   |
| Information Technology | 308,085                        | 323,936                                   | 323,936                                  | 309,831                        | 334,242   |
| Media Relations        | 161,355                        | 165,284                                   | 165,284                                  | 159,110                        | 167,602   |
| Legal                  | 370,846                        | 409,402                                   | 409,402                                  | 365,850                        | 352,302   |
| <b>TOTAL</b>           | <b>\$ 8,620,273</b>            | <b>\$ 10,357,553</b>                      | <b>\$ 10,601,583</b>                     | <b>\$ 10,122,515</b>           | <b>\$ 9,483,527</b>                               |

**BY EXPENSE GROUP**

|                                 |                     |                      |                      |                      |                     |
|---------------------------------|---------------------|----------------------|----------------------|----------------------|---------------------|
| Personnel                       | \$ 3,494,453        | \$ 3,742,445         | \$ 3,831,365         | \$ 3,563,322         | \$ 3,788,574        |
| Employee Benefits               | 1,004,898           | 1,106,814            | 1,139,441            | 1,097,968            | 1,216,074           |
| Professional and Tech. Services | 1,807,459           | 2,047,500            | 1,931,329            | 2,428,711            | 1,855,000           |
| Purchased Property Services     | 313,075             | 355,218              | 357,618              | 296,058              | 347,767             |
| Other Purchased Services        | 609,140             | 639,340              | 647,694              | 673,791              | 769,821             |
| Supplies                        | 282,128             | 370,535              | 646,185              | 337,496              | 466,965             |
| Capital Outlay                  | 375,404             | 701,710              | 364,510              | 204,583              | 15,200              |
| Miscellaneous                   | 674,338             | 1,249,589            | 1,535,639            | 1,372,894            | 879,724             |
| Debt Services                   | 59,378              | 144,402              | 147,802              | 147,692              | 144,402             |
| <b>TOTAL APPROPRIATIONS</b>     | <b>\$ 8,620,273</b> | <b>\$ 10,357,553</b> | <b>\$ 10,601,583</b> | <b>\$ 10,122,515</b> | <b>\$ 9,483,527</b> |

# CITY OF MISSION, TEXAS

**DEPARTMENT: LEGISLATIVE**

**FUND: GENERAL**

**PURPOSE:**

The City Council is the Legislative power of the City of Mission. All powers of the city and the determination of all matters of policy shall be vested in the City Council pursuant to the City of Mission, Texas, as outlined in the City's Charter Home Rule. The City has one Mayor and four Council Members.

**GOALS:**

1. Continue lowering property tax rate.
2. Continue providing for the needs of the residents of the city.
3. Continue with Economic Development.
4. Authorize various projects to improve quality of life to citizens.

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Lowered the property tax rate of \$0.4962 to \$0.4862 on each \$100.00 valuation of property

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 1,800                | \$ 1,800                | \$ 1,800                  | \$ 900                  |
| Employee Benefits             | 1,342                   | 1,365                   | 990                       | 69                      |
| Purchased Services            | 10,838                  | 17,920                  | 13,671                    | 18,820                  |
| Supplies                      | 2,395                   | 2,600                   | 950                       | 11,000                  |
| Other Services and Charges    | 544                     | 575                     | 239                       | 12,575                  |
| <b>Operations Subtotal</b>    | 16,919                  | 24,260                  | 17,650                    | 43,364                  |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 16,919               | \$ 24,260               | \$ 17,650                 | \$ 43,364               |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| COUNCIL MEMBERS               | 5                       | 5                       | 5                         | 5                       |
| Non-Exempt                    | -                       | -                       | -                         | -                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 5                       | 5                       | 5                         | 5                       |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

# CITY OF MISSION, TEXAS

**DEPARTMENT: EXECUTIVE**

**FUND: GENERAL**

**PURPOSE:**

This is an Administrative Department of the City under the direction and supervision of the City Council. The City Manager exercises supervision and control over all departments and sees that each department operates efficiently. The City Manager is also the Budget Officer for the City.

**GOALS:**

1. Improve customer service.
2. Reduce expenditures.
3. Promote employee wellness.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 404,711              | \$ 534,935              | \$ 408,330                | \$ 412,036              |
| Employee Benefits             | 105,364                 | 141,236                 | 119,546                   | 133,013                 |
| Purchased Services            | 16,098                  | 17,393                  | 18,306                    | 17,906                  |
| Supplies                      | 3,288                   | 4,500                   | 3,821                     | 5,900                   |
| Other Services and Charges    | 801                     | 800                     | 780                       | 1,475                   |
| <b>Operations Subtotal</b>    | 530,262                 | 698,864                 | 550,783                   | 570,330                 |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 530,262              | \$ 698,864              | \$ 550,783                | \$ 570,330              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 2                       | 2                       | 2                         | 2                       |
| Non-Exempt                    | 5                       | 5                       | 5                         | 5                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 7                       | 7                       | 7                         | 7                       |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

# CITY OF MISSION, TEXAS

**DEPARTMENT: FINANCE**

**FUND: GENERAL**

**PURPOSE:**

The Finance Department is responsible for all the financial operations for the City. The financial operations include accounts payable, accounts receivable, payroll, fixed assets, computer information department, and general accounting. Bank relations and investments are also directed by the Finance Department. This department is also responsible for compiling the City's annual budget report.

**GOALS:**

1. Improve the CAFR to continue receiving the GFOA Certificate of Achievement Award.
2. Hold training and education classes for new administrative personnel on invoice processing.
3. Continue improving customer service to the various City Departments.
4. Continue staff development and training.
5. Continue applying for available grants.
6. Continue converting internal documents to electronic files.

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Completed electronic storage of journal entries.
2. Received the GFOA Certificate of Achievement Award for Excellence in Financial Reporting for the 17th consecutive year.
3. Automated account receivable process for time efficiency.

## BUDGET

|                                    | <b>Actual</b>     | <b>Budget</b>     | <b>Estimate</b>   | <b>Budget</b>     |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>EXPENDITURES</b>                | <b>16-17</b>      | <b>17-18</b>      | <b>17-18</b>      | <b>18-19</b>      |
| Personnel Services                 |                   |                   |                   |                   |
| Salaries and Wages                 | \$ 344,442        | \$ 383,031        | \$ 369,500        | \$ 423,431        |
| Employee Benefits                  | 94,662            | 105,560           | 102,593           | 114,564           |
| Purchased Services                 | 10,572            | 14,725            | 9,680             | 15,131            |
| Supplies                           | 6,671             | 6,300             | 4,150             | 6,250             |
| Other Services and Charges         | 880               | 1,150             | 881               | 1,050             |
| <b>Operations Subtotal</b>         | <b>457,227</b>    | <b>510,766</b>    | <b>486,804</b>    | <b>560,426</b>    |
| Capital Outlay                     | 1,127             | 2,000             | 1,750             | -                 |
| <b>DEPARTMENTAL TOTAL</b>          | <b>\$ 458,354</b> | <b>\$ 512,766</b> | <b>\$ 488,554</b> | <b>\$ 560,426</b> |
| <b>PERSONNEL</b>                   |                   |                   |                   |                   |
| Exempt                             | 2                 | 3                 | 3                 | 3                 |
| Non-Exempt                         | 6                 | 6                 | 6                 | 7                 |
| Part-Time                          | -                 | -                 | -                 | -                 |
| Civil Service                      | -                 | -                 | -                 | -                 |
| <b>DEPARTMENT TOTAL</b>            | <b>8</b>          | <b>9</b>          | <b>9</b>          | <b>10</b>         |
|                                    | <b>Actual</b>     |                   | <b>Estimate</b>   | <b>Budget</b>     |
| <b>PERFORMANCE INDICATORS</b>      | <b>16-17</b>      |                   | <b>17-18</b>      | <b>18-19</b>      |
| Number of Journal Entries Posted   | 982               |                   | <b>1,000</b>      | 1,050             |
| Number of Vendor Checks Processed  | 8,244             |                   | 10,729            | 5,211             |
| Number of Payroll Checks Processed | 1,866             |                   | 1,750             | 1,800             |
| Number of Direct Deposits          | 16,764            |                   | 17,073            | 17,500            |
| Funds maintained                   | 41                |                   | 39                | 40                |

# CITY OF MISSION, TEXAS

**DEPARTMENT: MUNICIPAL COURT**

**FUND: GENERAL**

**PURPOSE:**

As public servants for the Municipal Court, we process all "Class C" citations, and collect payments on citations not contested. Defendants contesting a citation are sent a court notice at a later date. We prepare and maintain all documents needed for court. Cases heard are traffic, criminal, indigent, code enforcement, property hearings, juvenile, and truancy cases. The Municipal Judge magistrates juveniles, conducts arraignments, reviews arrest and search warrants, bond reductions, motions for dismissal, and court orders. We comply with State Reporting, work closely with various agencies, and help the community by assigning defendants to community service and defensive driving.

**GOALS:**

1. Obtain 10 additional ticket writers and printers.
2. Create a warrant and collection department.
3. Enhance court security.
4. Hire security guard.

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Purchased bill counter with counterfeit detection and coin counter allowing cashiers to provide speedy service.
2. Upgrade to Incode 9.01.
3. Establish court security committee.

## BUDGET

|                               | <b>Actual</b>     | <b>Budget</b>     | <b>Estimate</b>   | <b>Budget</b>     |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>EXPENDITURES</b>           | <b>16-17</b>      | <b>17-18</b>      | <b>17-18</b>      | <b>18-19</b>      |
| Personnel Services            |                   |                   |                   |                   |
| Salaries and Wages            | \$ 499,962        | \$ 503,842        | \$ 478,755        | \$ 519,359        |
| Employee Benefits             | 141,814           | 149,342           | 147,520           | 158,336           |
| Purchased Services            | 4,902             | 4,500             | 4,753             | 4,500             |
| Supplies                      | 5,612             | 8,000             | 5,000             | 8,000             |
| Other Services and Charges    | 5,609             | 6,590             | 5,244             | 6,590             |
| <b>Operations Subtotal</b>    | <b>657,899</b>    | <b>672,274</b>    | <b>641,272</b>    | <b>696,785</b>    |
| Capital Outlay                | -                 | -                 | -                 | -                 |
| <b>DEPARTMENTAL TOTAL</b>     | <b>\$ 657,899</b> | <b>\$ 672,274</b> | <b>\$ 641,272</b> | <b>\$ 696,785</b> |
| <b>PERSONNEL</b>              |                   |                   |                   |                   |
| Exempt                        | 5                 | 5                 | 5                 | 5                 |
| Non-Exempt                    | 8                 | 8                 | 8                 | 8                 |
| Part-Time                     | 1                 | 1                 | 1                 | 1                 |
| Civil Service                 | -                 | -                 | -                 | -                 |
| <b>DEPARTMENT TOTAL</b>       | <b>14</b>         | <b>14</b>         | <b>14</b>         | <b>14</b>         |
|                               | <b>Actual</b>     |                   | <b>Estimate</b>   | <b>Budget</b>     |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>      |                   | <b>17-18</b>      | <b>18-19</b>      |
| Total Violations Filed        | 14,303            |                   | 13,290            | 14,000            |
| Warrants cleared              | 17,169            |                   | 17,288            | 17,500            |
| Truancy cases heard           | 13                |                   | 50                | 100               |

# CITY OF MISSION, TEXAS

**DEPARTMENT: PLANNING**
**FUND: GENERAL**
**PURPOSE:**

The Planning Department oversees the Planning, and Inspection for the City of Mission. Some of the services provided by Planning include subdivision coordination, zoning issues interpreted and resolved, land use liaison in platting and zoning and liaison with Texas Department of Transportation on acquisition projects, and various other planning issues. Inspection reviews building applications, and meet with applicants and others to explain building codes.

**GOALS:**

1. Continue on GIS Program to better serve our citizens, developers, etc. (Land use, Infrastructure inventory).
2. Continue substandard housing abatement and removing illegal dumping sites.
3. Continue Annexation of properties via Council's direction.
4. Update Standard Manuals plus exhibits.
5. Update Future Land Use Map & Zoning Map.
6. Update Comprehensive Plan.
7. Revise current schedule of escrow fees for Streets, Sidewalks and other miscellaneous costs.

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Graphics Staff continues GIS in the City (GASB, etc.)
2. Prepare 200' radius Maps, Notices, Publications for 24 Planning & Zoning Meetings.
3. Prepare Site Plans, Notices, Publications, Agenda Items for 24 City Council Meetings.
4. Prepare 200' radius Maps, Notices for 12 Zoning Board of Adjustments Meetings.
5. Reviewed Site Plans, Subdivision Plats, Single Lot Variances, Homestead Exemption Variances, and new Proposed projects for 52 SRC Meetings.
6. Prepare Notices, Pictures, Exhibits, Databases for 24 Mission Beautification Meetings.
7. Review of Permits and Conduct Inspections of all building, commercial, health and garage sale permits issued. (see below)

## BUDGET

|                                      | Actual     | Budget     | Estimate   | Budget     |
|--------------------------------------|------------|------------|------------|------------|
| EXPENDITURES                         | 16-17      | 17-18      | 17-18      | 18-19      |
| Personnel Services                   |            |            |            |            |
| Salaries and Wages                   | \$ 484,449 | \$ 496,892 | \$ 494,507 | \$ 527,223 |
| Employee Benefits                    | 157,026    | 169,727    | 165,658    | 187,835    |
| Purchased Services                   | 30,761     | 40,475     | 44,327     | 74,175     |
| Supplies                             | 14,089     | 17,600     | 12,630     | 15,000     |
| Other Services and Charges           | 85,535     | 121,950    | 92,250     | 88,000     |
| <b>Operations Subtotal</b>           | 771,860    | 846,644    | 809,372    | 892,233    |
| Capital Outlay                       | 38,710     | 47,310     | 9,003      | -          |
| <b>DEPARTMENTAL TOTAL</b>            | \$ 810,570 | \$ 893,954 | \$ 818,375 | \$ 892,233 |
| <b>PERSONNEL</b>                     |            |            |            |            |
| Exempt                               | 3          | 3          | 3          | 3          |
| Non-Exempt                           | 13         | 13         | 13         | 12         |
| Part-Time                            | -          | -          | -          | -          |
| Civil Service                        | -          | -          | -          | -          |
| <b>DEPARTMENT TOTAL</b>              | 16         | 16         | 16         | 15         |
|                                      | Actual     |            | Estimate   | Budget     |
| PERFORMANCE INDICATORS               | 16-17      |            | 17-18      | 18-19      |
| Business Licenses                    | 299        |            | 372        | 390        |
| Code Enforcement Cases               | 1,134      |            | 2,160      | 2,268      |
| Conditional User Permits             | 85         |            | 72         | 76         |
| Garage Sales                         | 3,409      |            | 2,640      | 2,772      |
| Health Cards                         | 1,166      |            | 1,008      | 1,058      |
| Number of inspections                | 4,283      |            | 3,960      | 4,158      |
| Permits issued                       | 2,885      |            | 2,952      | 3,100      |
| Plats processed/Single-Lot Variances | 19         |            | 22         | 23         |
| Rezoning                             | 51         |            | 48         | 50         |
| Zoning Board of Adjustment Variances | 16         |            | 24         | 25         |



CITY OF MISSION, TEXAS

|   |                      |
|---|----------------------|
| <b>DEPARTMENT: FACILITY MAINTENANCE</b> | <b>FUND: GENERAL</b> |
|---|----------------------|

|   |                      |
|---|----------------------|
| <b>DEPARTMENT: FACILITY MAINTENANCE</b> | <b>FUND: GENERAL</b> |
|---|----------------------|

**PURPOSE:**

The Facility Maintenance Department provides services to the various City Departments. The City has approximately 52 city buildings. The crew performs all plumbing, electrical, air conditioning, and heating repairs.

**GOALS:**

- |   |   |
|---|---|
| 1 | Lighting in the front area of City Hall.  |
| 2 | Install Conway overpass decorative lighting.  |
| 3 | Replace A/C unit at Parks & Rec Gym.  |
| 4 | Paint outside walls of Speer Memorial Library.                                      |
| 5 | Paint interior of City Hall.  |
| 6 | Paint outside walls at U.V.A.L.   |
| 7 | Replace the A/C ducts at Museum.  |
| 8 | Have new variety of Christmas lighting for Mayor's Annual Christmas Lighting Event. |

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

- 1 Replaced the A/C Humidifier at Waste Water Treatment Plant.
- 2 Added additional lighting at the North West Park walking trail.
- 3 Installed new lighting at JC Park baseball field.
- 4 Installed new lighting at Lopez Park Tennis, baseball, and playground areas
- 5 Installed new decorative lighting at the Bryan Rd overpass.
- 6 Replaced A/C package unit at City Hall.
- 7 Painted the exterior of Mission Police Department and Municipal Court.
- 8 Power upgrade at Madero Park.
- 9 Painted the interior of Mission Police Department.
- 10 Painted the interior of Tx. DPS building.
- 11 Installed a drain at the Mayberry Pool.
- 12 Replaced an A/C unit at Parks & Rec. Gym.
- 13 Added walking trail lighting at Oblate Park.
- 14 Added lighting to the parking lot area at Hike & Bike Trail.

| BUDGET |  |
|--------|--|
|--------|--|

|                               | Actual       | Budget       | Estimate     | Budget       |
|-------------------------------|--------------|--------------|--------------|--------------|
| EXPENDITURES                  | 16-17        | 17-18        | 17-18        | 18-19        |
| Personnel Services            |              |              |              |              |
| Salaries and Wages            | \$ 354,009   | \$ 366,932   | \$ 342,828   | \$ 391,610   |
| Employee Benefits             | 126,995      | 134,994      | 133,474      | 152,856      |
| Purchased Services            | 56,133       | 66,700       | 49,000       | 58,300       |
| Supplies                      | 209,401      | 269,650      | 171,520      | 297,250      |
| Other Services and Charges    | 655          | 1,000        | 200          | 1,000        |
| <b>Operations Subtotal</b>    | 747,193      | 839,276      | 697,022      | 901,016      |
| Capital Outlay                | 42,792       | 217,000      | 180,159      | 3,000        |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 789,985   | \$ 1,056,276 | \$ 877,181   | \$ 904,016   |
| <b>PERSONNEL</b>              |              |              |              |              |
| Exempt                        | 1            | 1            | 1            | 1            |
| Non-Exempt                    | 11           | 12           | 12           | 12           |
| Part-Time                     | 1            | 1            | 1            | 1            |
| Civil Service                 | -            | -            | -            | -            |
| <b>DEPARTMENT TOTAL</b>       | 13           | 14           | 14           | 14           |
|                               | Actual       |              | Estimate     | Budget       |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b> |              | <b>17-18</b> | <b>18-19</b> |
|                               |              |              |              |              |

# CITY OF MISSION, TEXAS

**DEPARTMENT: FLEET MAINTENANCE**

**FUND: GENERAL**

**PURPOSE:**

The City contracts an outside fleet maintenance company to provide preventive maintenance to all City vehicles and machinery. This department is also responsible for repair operation, and manages the fleet inventory for the City which, includes all City owned vehicles, heavy machinery and equipment, special equipment, and trailers.

**GOALS:**

- 1.Continue a productive working relationship with department heads
- 2.Educate all our equipment operators about daily maintenance checklist
- 3.Maintain and keep within budgeted amount for fiscal year purchase order
- 4.Limit preventable expenses
- 5.Continue a good working relationship with Superior Oil Express
- 6.Verify all warranty on vehicles and special equipment
- 7.Continue fleet training for all mechanics and staff

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

- 1.Maintain 400 vehicles and special equipment in fleet system
- 2.Maintained preventative maintenance schedule for all vehicles and equipment in a month schedule
- 3.Ensured safe and good quality repairs to all fleet and special equipment
- 4.Maintained a good working relationship with Superior Oil and all subcontractors used
- 5.Ensured Superior Oil received EVT certification
- 6.Keep within budget for supplies from vendors NAPA,Orielys,Autozone
- 7.Keep within budget for Tires for fiscal year Hesselbein Tires Southwest

## BUDGET

|                                | <b>Actual</b> | <b>Budget</b> | <b>Estimate</b> | <b>Budget</b> |
|--------------------------------|---------------|---------------|-----------------|---------------|
| <b>EXPENDITURES</b>            | <b>16-17</b>  | <b>17-18</b>  | <b>17-18</b>    | <b>18-19</b>  |
| Personnel Services             |               |               |                 |               |
| Salaries and Wages             | \$ 63,750     | \$ 65,000     | \$ 121,238      | \$ 165,800    |
| Employee Benefits              | 14,731        | 15,454        | 44,956          | 53,353        |
| Purchased Services             | 841,344       | 1,002,720     | 1,111,463       | 1,004,445     |
| Supplies                       | 498           | 1,950         | 92,413          | 85,950        |
| Other Services and Charges     | 130,536       | 150,000       | 125,000         | 130,500       |
| <b>Operations Subtotal</b>     | 1,050,859     | 1,235,124     | 1,495,070       | 1,440,048     |
| Capital Outlay                 | -             | 6,000         | 10,307          | -             |
| <b>DEPARTMENTAL TOTAL</b>      | \$ 1,050,859  | \$ 1,241,124  | \$ 1,505,377    | \$ 1,440,048  |
| <b>PERSONNEL</b>               |               |               |                 |               |
| Exempt                         | -             | 1             | 1               | 1             |
| Non-Exempt                     | -             | -             | 3               | 3             |
| Part-Time                      | -             | -             | -               | -             |
| Civil Service                  | -             | -             | -               | -             |
| <b>DEPARTMENT TOTAL</b>        | -             | 1             | 4               | 4             |
|                                | <b>Actual</b> |               | <b>Estimate</b> | <b>Budget</b> |
| <b>PERFORMANCE INDICATORS</b>  | <b>16-17</b>  |               | <b>17-18</b>    | <b>18-19</b>  |
| Size of Fleet                  | 400           |               | 425             | 425           |
| Number of Accidents            | 10            |               | 10              | 10            |
| Number of Certified Mechanics  | 7             |               | 3               | 3             |
| Meetings with department heads | 52            |               | 52              | 52            |

CITY OF MISSION, TEXAS

|                                   |                      |
|-----------------------------------|----------------------|
| <b>DEPARTMENT: ORGANIZATIONAL</b> | <b>FUND: GENERAL</b> |
|-----------------------------------|----------------------|

**FUND: GENERAL**

**PURPOSE:**

This department accounts for all expenditures not otherwise classified in other departments. Such expenditures include the contingency appropriation set by the City's charter, aid to other agencies, legal services, accounting services and other professional services that serve the whole City.

| BUDGET |  |
|--------|--|
|--------|--|

|                               | Actual       | Budget       | Estimate     | Budget       |
|-------------------------------|--------------|--------------|--------------|--------------|
| EXPENDITURES                  | 16-17        | 17-18        | 17-18        | 18-19        |
| Personnel Services            |              |              |              |              |
| Salaries and Wages            | \$ -         | \$ -         | \$ -         | \$ -         |
| Employee Benefits             | -            | -            | -            | -            |
| Purchased Services            | 1,230,289    | 1,258,400    | 1,445,287    | 1,091,221    |
| Supplies                      | 6,859        | 27,000       | 5,696        | 6,000        |
| Other Services and Charges    | 438,221      | 968,075      | 1,137,381    | 626,650      |
| <b>Operations Subtotal</b>    | 1,675,369    | 2,253,475    | 2,588,364    | 1,723,871    |
| Capital Outlay                | 288,976      | 406,500      | 3,364        | -            |
| Debt Service                  | 59,378       | 144,402      | 147,692      | 144,402      |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 2,023,723 | \$ 2,804,377 | \$ 2,739,420 | \$ 1,868,273 |
| <b>PERSONNEL</b>              |              |              |              |              |
| Exempt                        | -            | -            | -            | -            |
| Non-Exempt                    | -            | -            | -            | -            |
| Part-Time                     | -            | -            | -            | -            |
| Civil Service                 | -            | -            | -            | -            |
| <b>DEPARTMENT TOTAL</b>       | -            | -            | -            | -            |
|                               | Actual       |              | Estimate     | Budget       |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b> |              | <b>17-18</b> | <b>18-19</b> |
|                               |              |              |              |              |

# CITY OF MISSION, TEXAS

**DEPARTMENT: PURCHASING**

**FUND: GENERAL**

**PURPOSE:**

This department provides centralized purchasing services for the other City Departments, thus insuring that quality products and services are obtained on a timely basis at competitive prices. The Purchasing department also is the travel agent for all City's business trips.

**GOALS:**

1. Adopt IBISWorld Procurement Data Analysis Module to be consistent, credible, current, and cost-effective when conducting price analysis, market research and supplier research and assessment.
2. Consolidate independent outstanding agreements for goods, commodities, and services under one single contract and implement contract management in order to acquire fair and reasonable pricing, performance and responsive/responsible bidders.
3. Acquire an efficient materials management process for cost savings. Minimize "After the Fact" request.
4. Adopt a more user friendly vendor database and expand on it through networking, workshops, conferences, and one-on-one vendor meetings in order to receive sufficient competition on all solicitations.
5. Establish the City of Mission as a leader in the procurement industry, through more participation with public procurement organizations. (\*\*Pending Approval of Budget)
6. Continue to develop a macro system for universal approved specifications or statement of work in order to cut back on the RFB, RFP, or RFQ process.
7. Acquire proper training through webinars, training workshops, higher education and purchasing consortium for current staff in order to effectively entertain questions and/or concerns, assist with spec writing, and conduct cost/price analysis. (\*\*Pending Approval of Budget)
8. Utilize more State Cooperative Contracts for purchases of goods, commodities and services.
9. Offer quarterly purchasing training to city employees.
10. Adopt electronic procurement requisition process.

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Add one staff member to purchasing department in order to properly and efficiently administer current and future contracts and to provide for the timely, impartial resolution of all procurement issues with contracts.
2. Successfully procured for Inspiration Reconstruction Improvement Project through the local letting program with TxDOT.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 182,915              | \$ 185,563              | \$ 185,563                | \$ 187,643              |
| Employee Benefits             | 53,034                  | 55,495                  | 55,457                    | 59,080                  |
| Purchased Services            | 20,050                  | 19,200                  | 17,609                    | 18,980                  |
| Supplies                      | 1,257                   | 1,350                   | 1,150                     | 1,250                   |
| Other Services and Charges    | 5,896                   | 6,565                   | 5,637                     | 6,100                   |
| <b>Operations Subtotal</b>    | 263,152                 | 268,173                 | 265,416                   | 273,053                 |
| Capital Outlay                | 267                     | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 263,419              | \$ 268,173              | \$ 265,416                | \$ 273,053              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 3                       | 3                       | 3                         | 3                       |
| Non-Exempt                    | 1                       | 1                       | 1                         | 1                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 4                       | 4                       | 4                         | 4                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
|                               |                         |                         |                           |                         |

# CITY OF MISSION, TEXAS

**DEPARTMENT: CITY SECRETARY**

**FUND: GENERAL**

**PURPOSE:**

The City Secretary Department serves as a liaison between the public and the City Council. The City Secretary attends all City Council meetings and Mission Economic Development Corporation meetings, tapes the proceedings and transcribes the minutes. Other duties include: Election Administrator; Records Manager of essential City records; Vital Statistics Registrar; and Open Records Officer. The Vital Statistics Division within the City Secretary Department provides birth and death records and keeps an index of all births and deaths occurring in the City. This division also arranges burial services at Laurel Hill, San Jose, Catholic Cemeteries.

**GOALS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Strive to receive the 5 Star Exemplary Award for Vital Statistics by attending conferences.</li> <li>2. Continue with scanning of birth and death records. Currently scanned from 1937 to present.</li> <li>3. Update Code of Ordinance Manual on Semi-annual basis.</li> <li>4. Begin the process of looking into a automated agenda item software.</li> <li>5. Continue with selling of lots at Catholic Cemetery</li> <li>6. Conintue to provide assistance and excellent customer service to all the citizens of Mission</li> <li>7. Begin the process of looking into a Open Records Management System software.</li> </ol> | <ol style="list-style-type: none"> <li>2. Vital Statistics Division received the 2017 Exemplary Award from the State of Texas.</li> <li>3. Burial database created for Laurel Hill Cemetery, Catholic and Cemetery and San Jose Cemetery.</li> <li>4. Vital Statistics Staff attened Acknowledgement of Paternity Training and Certification.</li> <li>5. Code of Ordinance Manual updated to include all ordinances thru June 2018.</li> <li>6. Staff Attended the 2017 Regional Vital Statistics Seminar held in Austin, TX</li> </ol> |
|--|--|
- ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**
1. Updated all City records as per the Texas State Library and Archives Commission retention schedule

## BUDGET

|                                   | Actual<br>16-17 | Budget<br>17-18 | Estimate<br>17-18 | Budget<br>18-19 |
|-----------------------------------|-----------------|-----------------|-------------------|-----------------|
| <b>EXPENDITURES</b>               |                 |                 |                   |                 |
| Personnel Services                |                 |                 |                   |                 |
| Salaries and Wages                | \$ 229,035      | \$ 234,303      | \$ 234,302        | \$ 244,703      |
| Employee Benefits                 | 67,977          | 71,449          | 70,629            | 78,793          |
| Purchased Services                | 19,833          | 22,800          | 18,052            | 23,300          |
| Supplies                          | 726             | 700             | 600               | 700             |
| Other Services and Charges        | 874             | 1,100           | 744               | 900             |
| <b>Operations Subtotal</b>        | 318,445         | 330,352         | 324,327           | 348,396         |
| Capital Outlay                    | -               | -               | -                 | -               |
| <b>DEPARTMENTAL TOTAL</b>         | \$ 318,445      | \$ 330,352      | \$ 324,327        | \$ 348,396      |
| <b>PERSONNEL</b>                  |                 |                 |                   |                 |
| Exempt                            | 2               | 2               | 2                 | 2               |
| Non-Exempt                        | 5               | 5               | 5                 | 5               |
| Part-Time                         | -               | -               | -                 | -               |
| Civil Service                     | -               | -               | -                 | -               |
| <b>DEPARTMENT TOTAL</b>           | 7               | 7               | 7                 | 7               |
|                                   | Actual          |                 | Estimate          | Budget          |
| <b>PERFORMANCE INDICATORS</b>     | 16-17           |                 | 17-18             | 18-19           |
| Number of Birth Records issued    | 6,021           |                 | 5,800             | 6,000           |
| Number of Death Records issued    | 391             |                 | 360               | 380             |
| Number of agenda packets prepared | 31              |                 | 30                | 30              |
| Birth Records Registered          | 2,107           |                 | 2,100             | 2,200           |
| Death Records Registered          | 435             |                 | 480               | 500             |
| Cemetery Spaces Sold              | 95              |                 | 90                | 100             |
| Burial arrangements               | 128             |                 | 120               | 120             |
| Number of elections-ELECTIONS     | -               |                 | 2                 | -               |

# CITY OF MISSION, TEXAS

**DEPARTMENT: RISK MANAGEMENT**

**FUND: GENERAL**

**PURPOSE:**

Risk Management's responsibility is to ensure that City employees work in a safe environment and comply with Texas Workers Compensation Commission rules and regulations. It also maintains information regarding motor vehicle operators, vehicles, mobile equipment, property, contractor/vendor insurance, safety training, liability, group medical and workers' compensation claims, Family Medical Leave Act claims, and property and casualty insurance.

**GOALS:**

1. Conduct random drug testing for all employees in safety sensitive positions in compliance with D.O.T.;
2. Continue Safety Boot initiative.
3. Continue to perform Safety trainings and increase the number hosted.
4. Implement Online training courses for new hires.
6. Form a safety committee comprised of employees from most departments;
7. Streamline claim procedures for citizens.

**ACCOMPLISHMENTS FOR THE CURRENT YEAR:**

1. Finalized risk management procedures manual;
2. Performed City wide Audit on all City vehicles;
3. Maintained Inventory of Safety Supplies;
4. Performed Safety Trainings for City employees.
5. Continued Online training modules for all employees.
6. Created new filing system for all claims.
7. Number of motot vehicle accidents down by 50% this year.

## BUDGET

|  | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|--|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                    |                         |                         |                           |                         |
| Personnel Services                     |                         |                         |                           |                         |
| Salaries and Wages                     | \$ 88,668               | \$ 88,764               | \$ 88,764                 | \$ 88,764               |
| Employee Benefits                      | 29,256                  | 28,944                  | 28,925                    | 30,566                  |
| Purchased Services                     | 315,570                 | 351,750                 | 403,331                   | 456,050                 |
| Supplies                               | 8,426                   | 9,450                   | 9,375                     | 8,400                   |
| Other Services and Charges             | 150                     | 150                     | 150                       | 150                     |
| <b>Operations Subtotal</b>             | 442,070                 | 479,058                 | 530,545                   | 583,930                 |
| Capital Outlay                         | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>              | \$ 442,070              | \$ 479,058              | \$ 530,545                | \$ 583,930              |
| <b>PERSONNEL</b>                       |                         |                         |                           |                         |
| Exempt                                 | 1                       | 1                       | 1                         | 1                       |
| Non-Exempt                             | 1                       | 1                       | 1                         | 1                       |
| Part-Time                              | -                       | -                       | -                         | -                       |
| Civil Service                          | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>                | 2                       | 2                       | 2                         | 2                       |
|  | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>          |                         |                         |                           |                         |
| Safety meetings                        | 4                       |                         | 4                         | 12                      |
| Training sessions/seminars             | 6                       |                         | 4                         | 8                       |
| Fire buildings inspections             | 1                       |                         | 1                         | 2                       |
| Workers' Compensation claims submitted | 143                     |                         | 100                       | 95                      |
| General Liability Claims submitted     | 53                      |                         | 60                        | 50                      |

# CITY OF MISSION, TEXAS

**DEPARTMENT: ELECTIONS**

**FUND: GENERAL**

**PURPOSE:**

The Elections Department accounts for all expenditures incurred during election years. Elections are held every numbered years. Expenditures include advertisements, ballots, and wages for election clerks.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits             | -                       | -                       | -                         | -                       |
| Purchased Services            | -                       | 33,615                  | 78,644                    | -                       |
| Supplies                      | -                       | 20                      | 21                        | -                       |
| Other Services and Charges    | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>    | -                       | 33,635                  | 78,665                    | -                       |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ -                    | \$ 33,635               | \$ 78,665                 | \$ -                    |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | -                       | -                       | -                         | -                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | -                       | -                       | -                         | -                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
| Number of Elections           | -                       |                         | 1                         | -                       |

# CITY OF MISSION, TEXAS

**DEPARTMENT: CIVIL SERVICE**

**FUND: GENERAL**

**PURPOSE:**

Civil Service Department is responsible for administrating the entry-level police examination as well as any promotional examination needed such as Corporal, Sergeant or Lieutenant. Civil Service Department maintains records of all applications. The department is also responsible for executing duties such as submitting agenda packets and arranging meetings before the Civil Service Commission. The department is also responsible for any travel arrangements needed for the Civil Service Commission. The department is responsible for updating the local Civil Service rules as needed to maintain the requirements of the Chapter 143 of the Texas Local Government Code. The Civil Service Commission meets every last Wednesday of each month and on emergency situations.

**GOALS:**

- 1.. Have all eligibility lists prepared for both deparmnet heads.
2. Have all entry level positions filled.
3. Make sure that all resources needed are readily available.
4. Keep Administration, City Council, Commission, and staff up to date with any changes that occur at the end of on going legislative session.

**ACCOMPLISHMENTS:**

1. Conducted 2 entry level exams.
2. Attended all available trainings to keep City in compliance.
3. Conducted 10 promotional exams.
4. Worked closely with both chiefs to assure that all issues with Civil Service were handled accordingly.
5. Made sure that the commission met accordingly and in compliance.
6. Conduct one third party hearing.

## BUDGET

|                                    | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|------------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                |                         |                         |                           |                         |
| Personnel Services                 |                         |                         |                           |                         |
| Salaries and Wages                 | \$ 90,096               | \$ 90,195               | \$ 90,195                 | \$ 90,195               |
| Employee Benefits                  | 25,044                  | 24,527                  | 25,644                    | 26,358                  |
| Purchased Services                 | 40,718                  | 47,200                  | 49,728                    | 47,200                  |
| Supplies                           | 13,233                  | 15,000                  | 26,000                    | 15,000                  |
| Other Services and Charges         | 4                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>         | <b>169,095</b>          | <b>176,922</b>          | <b>191,567</b>            | <b>178,753</b>          |
| Capital Outlay                     | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>          | <b>\$ 169,095</b>       | <b>\$ 176,922</b>       | <b>\$ 191,567</b>         | <b>\$ 178,753</b>       |
| <b>PERSONNEL</b>                   |                         |                         |                           |                         |
| Exempt                             | 1                       | 1                       | 1                         | 1                       |
| Non-Exempt                         | -                       | -                       | -                         | -                       |
| Part-Time                          | -                       | -                       | -                         | -                       |
| Civil Service                      | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>            | <b>1</b>                | <b>1</b>                | <b>1</b>                  | <b>1</b>                |
|                                    | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>      |                         |                         |                           |                         |
| Number of entry level examinations | 2                       |                         | 2                         | 2                       |
| Number of promotional exams        | 3                       |                         | 10                        | 4                       |
| Promotional exam appeals           | -                       |                         | -                         | -                       |
| Third party hearings               | 1                       |                         | 1                         | -                       |



CITY OF MISSION, TEXAS

|                                    |  |                      |
|------------------------------------|--|----------------------|
| <b>DEPARTMENT: HUMAN RESOURCES</b> |  | <b>FUND: GENERAL</b> |
|------------------------------------|--|----------------------|

|                                    |                      |
|------------------------------------|----------------------|
| <b>DEPARTMENT: HUMAN RESOURCES</b> | <b>FUND: GENERAL</b> |
|------------------------------------|----------------------|

**PURPOSE:**  
The Human Resources Department works with and for City Departments by evaluating, monitoring, developing and administering Recruitment and Retention, Compensation, Status Changes (promotions, demotions, transfers, terminations), Personnel Records Administration, Performance Evaluations, Disciplinary Action, Employee Relations, Policy and Procedures, Training and Development, Family and Medical Leave, Employee Benefits, State and Federal Law compliance and other personnel-related questions and concerns. The Human Resources Department also assists the Civil Service Director with Entry-Level and Promotional Testing for the Police and Fire Departments. The Human Resources Department provides and promotes a fair and healthy working environment for all City Employees.

**PURPOSE:**  
The Human Resources Department works with and for City Departments by evaluating, monitoring, developing and administering Recruitment and Retention, Compensation, Status Changes (promotions, demotions, transfers, terminations), Personnel Records Administration, Performance Evaluations, Disciplinary Action, Employee Relations, Policy and Procedures, Training and Development, Family and Medical Leave, Employee Benefits, State and Federal Law compliance and other personnel-related questions and concerns. The Human Resources Department also assists the Civil Service Director with Entry-Level and Promotional Testing for the Police and Fire Departments. The Human Resources Department provides and promotes a fair and healthy working environment for all City Employees.

**GOALS:**

1. Install Healthy Vending Machines.
2. Expand Wellness Center for Employees.
3. Enhance Employee Recognition Program/Birthday Recognition
4. Expand Human Resources training topics for Supervisors.

- GOALS:**
1. Install Healthy Vending Machines.
  2. Expand Wellness Center for Employees.
  3. Enhance Employee Recognition Program/Birthday Recognition
  4. Expand Human Resources training topics for Supervisors.

**ACCOMPLISHMENTS CURRENT FISCAL YEAR**

1. Reviewed Compensation Plan/Comparability Study.
2. Updated Personnel Policy Manual.
3. Implemented Customer Service Tips.
4. Implemented Weight Challenge Programs.

- ACCOMPLISHMENTS CURRENT FISCAL YEAR**
1. Reviewed Compensation Plan/Comparability Study.
  2. Updated Personnel Policy Manual.
  3. Implemented Customer Service Tips.
  4. Implemented Weight Challenge Programs.

| BUDGET |  |  |  |
|--------|--|--|--|
|--------|--|--|--|

|                               | Actual       | Budget     | Estimate     | Budget       |
|-------------------------------|--------------|------------|--------------|--------------|
| EXPENDITURES                  | 16-17        | 17-18      | 17-18        | 18-19        |
| Personnel Services            |              |            |              |              |
| Salaries and Wages            | \$ 180,918   | \$ 191,525 | \$ 182,868   | \$ 191,046   |
| Employee Benefits             | 46,595       | 56,437     | 56,320       | 59,594       |
| Purchased Services            | 18,238       | 16,360     | 16,926       | 16,710       |
| Supplies                      | 1,473        | 1,640      | 1,500        | 1,490        |
| Other Services and Charges    | 1,163        | 934        | 977          | 934          |
| <b>Operations Subtotal</b>    | 248,387      | 266,896    | 258,591      | 269,774      |
| Capital Outlay                | -            | -          | -            | -            |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 248,387   | \$ 266,896 | \$ 258,591   | \$ 269,774   |
| <b>PERSONNEL</b>              |              |            |              |              |
| Exempt                        | 2            | 2          | 2            | 2            |
| Non-Exempt                    | 2            | 2          | 2            | 2            |
| Part-Time                     | -            | -          | -            | -            |
| Civil Service                 | -            | -          | -            | -            |
| <b>DEPARTMENT TOTAL</b>       | 4            | 4          | 4            | 4            |
|                               | Actual       |            | Estimate     | Budget       |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b> |            | <b>17-18</b> | <b>18-19</b> |
|                               |              |            |              |              |

## CITY OF MISSION, TEXAS

**DEPARTMENT: INFORMATION TECHNOLOGY**

**FUND: GENERAL**

**PURPOSE:**

The Information Technology Department provides technical support to all City Departments. The Department oversees all computer hardware and software.

**GOALS:**

1. Would like to upgrade more computers from windows xp to window 10.
2. Replace or add camera system to city hall.
3. Add upgrade to our Imail Server with anti-virus
4. Purchase external drives for our system backup process
5. Work on upgrading internet access to food bank/community building.
6. Continue cross training IT personnel .

**ACCOMPLISHMENTS CURRENT FISCAL YEAR:**

- 1 Fixed, added wifi and network upstairs at Museum.
- 2 Upgraded all computer at library to at least windows 10 and 1 gb network cards.
- 3 Upgraded court server and moved to computer room.
- 4 Helped with Specs and camera setup at Boys and Girls club
- 5 Wired network Wan system for public works lab, setup network and setup time clock.
- 6 Created and installed data bases for 311, health dept, and motor vehicle dept.
- 7 Upgraded the laserfiche to Avanti on a different server

### BUDGET

|  | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|--|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                          |                         |                         |                           |                         |
| Personnel Services                           |                         |                         |                           |                         |
| Salaries and Wages                           | \$ 165,129              | \$ 165,999              | \$ 165,999                | \$ 169,597              |
| Employee Benefits                            | 50,807                  | 52,962                  | 52,930                    | 56,970                  |
| Purchased Services                           | 87,998                  | 99,400                  | 90,451                    | 98,400                  |
| Supplies                                     | 1,078                   | 875                     | 420                       | 1,175                   |
| Other Services and Charges                   | 26                      | 200                     | 31                        | 100                     |
| <b>Operations Subtotal</b>                   | <b>305,038</b>          | <b>319,436</b>          | <b>309,831</b>            | <b>326,242</b>          |
| Capital Outlay                               | 3,047                   | 4,500                   | -                         | 8,000                   |
| <b>DEPARTMENTAL TOTAL</b>                    | <b>\$ 308,085</b>       | <b>\$ 323,936</b>       | <b>\$ 309,831</b>         | <b>\$ 334,242</b>       |
| <b>PERSONNEL</b>                             |                         |                         |                           |                         |
| Exempt                                       | 2                       | 2                       | 2                         | 2                       |
| Non-Exempt                                   | 2                       | 2                       | 2                         | 2                       |
| Part-Time                                    | -                       | -                       | -                         | -                       |
| Civil Service                                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>                      | <b>4</b>                | <b>4</b>                | <b>4</b>                  | <b>4</b>                |
|  | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>                |                         |                         |                           |                         |
| Computers                                    | 700                     |                         | 710                       | 710                     |
| City Hall Servers                            | 13                      |                         | 13                        | 14                      |
| INCODE Applications                          | 14                      |                         | 14                        | 14                      |
| Other devices, incld. printers & time clocks |                         |                         | 110                       | 115                     |

## CITY OF MISSION, TEXAS

**DEPARTMENT: MEDIA RELATIONS**

**FUND: GENERAL**

**PURPOSE:**

The Media Relations Department was created to serve as a liaison to all members of the media. It gathers information to report on news events that impact residents and visitors of the City of Mission. This may be presented in the form of interviews, press releases, website and social media posts.

**GOALS:**

1. Cover City Projects as they are developed
2. Get a bigger office.
3. Take photos of the Parks and Recreation Strike Team
4. Change from recording on P2 cards to DSLR cameras for events
5. Continue to provide information to the citizens through the website and social media
6. Make more promo videos.

**ACCOMPLISHMENTS CURRENT FISCAL YEAR:**

1. We have been working together with IT on editing the City Council Videos
2. We have been taking video and photos with the drone.
3. Started a Pet of the Week on the website.
4. Recording entire ceremonies to post on Youtube and the website.
5. We acquired a new Mac computer to edit more videos with.

### BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 120,752              | \$ 122,084              | \$ 122,084                | \$ 122,687              |
| Employee Benefits             | 31,807                  | 33,650                  | 33,476                    | 36,315                  |
| Purchased Services            | 2,277                   | 2,950                   | 2,300                     | 2,300                   |
| Supplies                      | 6,034                   | 2,400                   | 1,250                     | 2,100                   |
| Other Services and Charges    | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>    | 160,870                 | 161,084                 | 159,110                   | 163,402                 |
| Capital Outlay                | 485                     | 4,200                   | -                         | 4,200                   |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 161,355              | \$ 165,284              | \$ 159,110                | \$ 167,602              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 2                       | 2                       | 2                         | 2                       |
| Non-Exempt                    | 1                       | 1                       | 1                         | 1                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 3                       | 3                       | 3                         | 3                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
|                               |                         |                         |                           |                         |

# CITY OF MISSION, TEXAS

**DEPARTMENT: LEGAL**

**FUND: GENERAL**

**PURPOSE:**

The Legal Department assists all City Departments and all elected City Officials such as the City Council, Mayor, City Manager and Directors of all Departments in evaluating and addressing legal issues. Recommendations are given regarding public records requests, municipal law, code enforcement, employee benefits and civil rights. The Legal Department also reviews and prepares legal documents including ordinances, resolutions, contracts, leases and agreements as well as representing the City in civil litigation hearings and all other legal proceedings involving the City.

**GOALS:**

1. Continue operating with the established budget.
2. Seek opportunities to minimize budget expenses.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Collected outstanding mowing liens in excess of \$16,000.00.
2. Closed out abatement cases, and demolished properties through a judgment/agreement.
3. Operated with the parameters of the 2017-2018 fiscal budget.
4. Processed open records and denials in-house effectively reducing cost.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 283,817              | \$ 311,580              | \$ 276,589                | \$ 253,580              |
| Employee Benefits             | 58,444                  | 65,672                  | 59,849                    | 68,372                  |
| Purchased Services            | 24,053                  | 25,950                  | 25,032                    | 25,150                  |
| Supplies                      | 1,088                   | 1,500                   | 1,000                     | 1,500                   |
| Other Services and Charges    | 3,444                   | 4,700                   | 3,380                     | 3,700                   |
| <b>Operations Subtotal</b>    | 370,846                 | 409,402                 | 365,850                   | 352,302                 |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 370,846              | \$ 409,402              | \$ 365,850                | \$ 352,302              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | 2                       | 2                         | 2                       |
| Non-Exempt                    | -                       | 1                       | 1                         | 1                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | -                       | 3                       | 3                         | 3                       |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

**CITY OF MISSION, TEXAS  
PUBLIC SAFETY  
SUMMARY**

| <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--------------------------------|---|--|--------------------------------|---|
|--------------------------------|---|--|--------------------------------|---|

**BY DEPARTMENT**

|                 |                      |                      |                      |                      |                      |
|-----------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Police          | \$ 14,036,916        | \$ 15,258,165        | \$ 15,258,165        | \$ 14,221,008        | \$ 15,229,469        |
| Fire            | 5,886,579            | 6,314,027            | 6,314,027            | 5,980,260            | 6,449,684            |
| Fire Prevention | 526,403              | 484,185              | 484,185              | 450,427              | 477,155              |
| <b>TOTAL</b>    | <b>\$ 20,449,898</b> | <b>\$ 22,056,377</b> | <b>\$ 22,056,377</b> | <b>\$ 20,651,695</b> | <b>\$ 22,156,308</b> |

**BY EXPENSE GROUP**

|                                 |                      |                      |                      |                      |                      |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Personnel                       | \$ 14,943,056        | \$ 15,973,067        | \$ 15,973,067        | \$ 14,938,015        | \$ 15,822,820        |
| Employee Benefits               | 3,918,853            | 4,290,390            | 4,290,390            | 4,063,873            | 4,591,863            |
| Professional and Tech. Services | 136,351              | 125,000              | 125,000              | 125,000              | 125,000              |
| Purchased Property Services     | 573,915              | 559,750              | 596,600              | 524,265              | 602,400              |
| Other Purchased Services        | 323,417              | 353,360              | 353,360              | 334,279              | 347,500              |
| Supplies                        | 502,646              | 658,450              | 621,375              | 534,907              | 593,450              |
| Capital Outlay                  | 26,248               | 63,735               | 63,735               | 93,918               | 36,900               |
| Miscellaneous                   | 25,412               | 32,625               | 32,850               | 37,438               | 36,375               |
| <b>TOTAL APPROPRIATIONS</b>     | <b>\$ 20,449,898</b> | <b>\$ 22,056,377</b> | <b>\$ 22,056,377</b> | <b>\$ 20,651,695</b> | <b>\$ 22,156,308</b> |

# CITY OF MISSION, TEXAS

**DEPARTMENT: POLICE**

**FUND: GENERAL**

**PURPOSE:**

The purpose of the Mission Police Department is to provide a tranquil community for the residents and visitors to the City of Mission. It is our responsibility to provide a safe community for all to live, work and play. Our sworn officer staff and our civilian staff are dedicated to providing the outmost quality work in our efforts to provide an immediate response to police services and to enforce the ordinances of our City and the state laws we are bound too as peace officers.

**GOALS:**

1. The purchase and deployment of body cameras to each individual police officer.
2. The purchase and deployment of a new Mission Police Skywatch Tower.
- 3 The purchase and deployment of a new prisoner transport van.'
- 4 The purchase of a new Mission Police/Fire Radio System.
- 5 The construction of a New Police Southwest Sub-Station.
- 6 The implementation of the First Offender Program.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

- 1 The tranformation of all Patrol Fleet lap top systems from Data Radio to an Air-Card System
- 2 The implementation of two (2) License Plate Scanning Systems for our Patrol Bureau.
- 3 Purchased and deployed three (3) Stonegarden Patrol Units - Police Patrol Chevrolet Tahoes
- 4 Hired & deployed eight (8) new police officers under the COPS Grant Program
- 5 Added a total of (4) police officers to our Criminal Investigations Bureau
- 6 Purchased a Drone System and trained personnel as Drone Pilot(s)
- 7 Expanded Mission Police Department impound lot.

## BUDGET

|   | <b>Actual</b>        | <b>Budget</b>        | <b>Estimate</b>      | <b>Budget</b>        |
|---|----------------------|----------------------|----------------------|----------------------|
| <b>EXPENDITURES</b>                         | <b>16-17</b>         | <b>17-18</b>         | <b>17-18</b>         | <b>18-19</b>         |
| Personnel Services                          |                      |                      |                      |                      |
| Salaries and Wages                          | \$ 10,185,674        | \$ 11,056,654        | \$ 10,262,669        | \$ 10,849,276        |
| Employee Benefits                           | 2,734,930            | 3,001,076            | 2,858,184            | 3,198,268            |
| Purchased Services                          | 771,338              | 791,960              | 728,129              | 801,850              |
| Supplies                                    | 325,857              | 385,075              | 341,842              | 352,750              |
| Other Services and Charges                  | 19,117               | 23,400               | 19,951               | 27,325               |
| <b>Operations Subtotal</b>                  | <b>14,036,916</b>    | <b>15,258,165</b>    | <b>14,210,775</b>    | <b>15,229,469</b>    |
| Capital Outlay                              | -                    | -                    | 10,233               | -                    |
| <b>DEPARTMENTAL TOTAL</b>                   | <b>\$ 14,036,916</b> | <b>\$ 15,258,165</b> | <b>\$ 14,221,008</b> | <b>\$ 15,229,469</b> |
| <b>PERSONNEL</b>                            |                      |                      |                      |                      |
| Exempt (civilians)                          | 1                    | 1                    | 1                    | 1                    |
| Non-Exempt                                  | 49                   | 49                   | 49                   | 49                   |
| Part-Time                                   | -                    | -                    | -                    | -                    |
| Civil Service                               | 149                  | 149                  | 157                  | 157                  |
| <b>DEPARTMENT TOTAL</b>                     | <b>199</b>           | <b>199</b>           | <b>207</b>           | <b>207</b>           |
|   | <b>Actual</b>        |                      | <b>Estimate</b>      | <b>Budget</b>        |
| <b>PERFORMANCE INDICATORS</b>               | <b>16-17</b>         |                      | <b>17-18</b>         | <b>18-19</b>         |
| Police Calls for Service                    | 38,168               |                      | 14,416               | 37,200               |
| Police Case Submissions to the Court System | 1,559                |                      | 1,298                | 1,750                |
| Police Arrests (Adult and Juveniles)        | 3,135                |                      | 2,339                | 3,750                |
| Traffic Accidents Investigated              | 2,887                |                      | 1,887                | 2,400                |

# CITY OF MISSION, TEXAS

**DEPARTMENT: FIRE**

**FUND: GENERAL**

**PURPOSE:**

The Mission Fire Department is multi-functional organization that provides fire protection, a Dive/Swiftwater Rescue Team and an Emergency 1st Responder Program-which provides emergency medical assistance to the citizens of Mission. This multi-functional organization is well announced through out the state and region. This department continues to strive to be innovators and trend setters in the Fire Service for the Rio Grande Valley. The organization is composed of excellent personnel who take pride in providing emergency services to the citizens of Mission.

**GOALS:**

1. Replace 22 sets of structural bunker gear older than 2011.
2. Replacement of a frontline 2008 Command Unit assigned to Shift Captains.
3. Replacement of Self Contained Breathing Apparatus (SCBA) Air Compressor.
4. Outfit the Hollis Rutledge Sub-Station #3 with a Bunker Gear Washer Extractor & Bunker Gear Dryer.
5. Certify fire personal to EMT-Basic level.
6. Replacement of seven (7) outdated desktop computers at fire substations and fire administration.
7. Purchase five (5) vehicle stabilization strut sets.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

- 1 Purchased 22 sets of structural bunker gear to replace gear older than 2010 with bunker boots.
- 2 Increased EMS training hours by implemnting an utilizing continuing educaton program software.
- 3 Implemented a web-based program for department recordkeeping with multiple modules.
- 4 Implementation of aerial drome to assist in fire operations and fire investigations.
5. 2018 Fire Appratus (Pumper) was placed in-service at the Hollis Rutledge Sub-Station #3.

## BUDGET

|   | <b>Actual</b> | <b>Budget</b> | <b>Estimate</b> | <b>Budget</b> |
|---|---------------|---------------|-----------------|---------------|
| <b>EXPENDITURES</b>                       | <b>16-17</b>  | <b>17-18</b>  | <b>17-18</b>    | <b>18-19</b>  |
| Personnel Services                        |               |               |                 |               |
| Salaries and Wages                        | \$ 4,361,635  | \$ 4,563,573  | \$ 4,345,236    | \$ 4,628,818  |
| Employee Benefits                         | 1,088,509     | 1,199,494     | 1,119,735       | 1,299,016     |
| Purchased Services                        | 247,088       | 264,500       | 240,548         | 254,550       |
| Supplies                                  | 163,145       | 216,200       | 176,375         | 221,700       |
| Other Services and Charges                | 6,214         | 9,100         | 17,256          | 8,700         |
| <b>Operations Subtotal</b>                | 5,866,591     | 6,252,867     | 5,899,150       | 6,412,784     |
| Capital Outlay                            | 19,988        | 61,160        | 81,110          | 36,900        |
| <b>DEPARTMENTAL TOTAL</b>                 | \$ 5,886,579  | \$ 6,314,027  | \$ 5,980,260    | \$ 6,449,684  |
| <b>PERSONNEL</b>                          |               |               |                 |               |
| Exempt                                    | 1             | 1             | 1               | 1             |
| Non-Exempt                                | 5             | 5             | 5               | 5             |
| Part-Time                                 | 1             | 1             | 1               | 1             |
| Civil Service                             | 62            | 62            | 63              | 72            |
| <b>DEPARTMENT TOTAL</b>                   | 69            | 69            | 70              | 79            |
|   | <b>Actual</b> |               | <b>Estimate</b> | <b>Budget</b> |
| <b>PERFORMANCE INDICATORS</b>             | <b>16-17</b>  |               | <b>17-18</b>    | <b>18-19</b>  |
| Emergency Service Calls and Service Calls | 3,786         |               | 2,201           | 3,774         |
| Training Hours                            | 5,805         |               | 5,860           | 10,046        |

# CITY OF MISSION, TEXAS

**DEPARTMENT: FIRE PREVENTION**

**FUND: GENERAL**

**PURPOSE:**

The Fire Prevention Bureau provides numerous services. Utmost is public education to the community-this is accomplished by providing fire education presentations with our education tools: fire safety trailer; fire truck robot; 911 phone simulator; firefighter damnation outfit; material pamphlets; and to be added is a miniature model home simulator and a fire extinguisher simulator. Other presentations provided are fire extinguisher classes with lecture and hands on practice and career presentations. The division conducts annual and occupancy inspections for health care facilities, foster homes, child day cares, and businesses within the city limits. We also conduct fire investigations to determine if the fire was accidental or incendiary in nature. The division reviews plans for business applications, subdivisions, and sprinkler systems.

**GOALS:**

1. Receive grant funding to purchase an inflatable fire safetyhouse with accessories.
2. Replacement of remaining outdated hardware for conducting fire inspections. (tablet & mobile printer)
3. Continue searching for grants or fundingto provide additional training, equipment and etc.
4. Promote the outreach program "Smoke Detector Program" to provide low income residents of Mission with smoke dectectors.
5. Replacement of a 1997 fire prevention vehicle assigned to Fire Prevention personnel.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Replacement of outdated hardware with one (1) tablet with moblie printer for conducting fire inspections.
2. Provided education training for for pervention personnel related to fire inspections, plan reviews, fire investigations, emergency management and leadership skills.
3. Maintained the services provided to the citizens of Mission even though the amount prevention personnel due to retirements.

## BUDGET

|  | Actual     | Budget     | Estimate   | Budget     |
|--|------------|------------|------------|------------|
| EXPENDITURES   | 16-17      | 17-18      | 17-18      | 18-19      |
| Personnel Services   |            |            |            |            |
| Salaries and Wages   | \$ 395,747 | \$ 352,840 | \$ 330,110 | \$ 344,726 |
| Employee Benefits  | 95,414     | 89,820     | 85,954     | 94,579     |
| Purchased Services   | 15,257     | 18,500     | 14,867     | 18,500     |
| Supplies   | 13,644     | 20,100     | 16,690     | 19,000     |
| Other Services and Charges   | 81         | 350        | 231        | 350        |
| <b>Operations Subtotal</b>   | 520,143    | 481,610    | 447,852    | 477,155    |
| Capital Outlay   | 6,260      | 2,575      | 2,575      | -          |
| <b>DEPARTMENTAL TOTAL</b>  | \$ 526,403 | \$ 484,185 | \$ 450,427 | \$ 477,155 |
| <b>PERSONNEL</b>   |            |            |            |            |
| Exempt   | -          | -          | -          | -          |
| Non-Exempt   | 1          | 1          | 1          | 1          |
| Part-Time  | -          | -          | -          | -          |
| Civil Service  | 5          | 5          | 4          | 4          |
| <b>DEPARTMENT TOTAL</b>  | 6          | 6          | 5          | 5          |
|  | Actual     |            | Estimate   | Budget     |
| PERFORMANCE INDICATORS   | 16-17      |            | 17-18      | 18-19      |
| Fire Investigations  | 23         |            | 13         | 22         |
| Inspections (annual and occupancy)                                     | 1,343      |            | 1,154      | 1,978      |
| Plan Reviews (Business, Exhaust Hood Canopy & Hood Suppression System) | 112        |            | 49         | 84         |
| Public Education Presentation  | 100        |            | 66         | 113        |
| Burning Permits  | 16         |            | 19         | 32         |
| Subdivision Reviews  | 159        |            | 35         | 60         |
| Fire Sprinkler System Reviews  | 24         |            | 3          | 10         |
| Fire Alarm System Reviews  | 49         |            | 4          | 11         |
| LP Tank Permits  | 17         |            | 10         | 17         |



**CITY OF MISSION, TEXAS  
HIGHWAYS AND STREETS  
SUMMARY**

| <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--------------------------------|---|--|--------------------------------|---|
|--------------------------------|---|--|--------------------------------|---|

**BY DEPARTMENT**

|              |                     |                     |                     |                     |                     |
|--------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Streets      | \$ 5,880,314        | \$ 8,327,322        | \$ 8,327,322        | \$ 5,998,966        | \$ 4,644,405        |
| <b>TOTAL</b> | <b>\$ 5,880,314</b> | <b>\$ 8,327,322</b> | <b>\$ 8,327,322</b> | <b>\$ 5,998,966</b> | <b>\$ 4,644,405</b> |

**BY EXPENSE GROUP**

|                                 |                     |                     |                     |                     |                     |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel                       | \$ 788,230          | \$ 966,452          | \$ 966,452          | \$ 914,551          | \$ 1,055,979        |
| Employee Benefits               | 324,292             | 394,140             | 394,140             | 381,798             | 454,026             |
| Professional and Tech. Services | 45,449              | 58,000              | 58,000              | 70,000              | 58,000              |
| Purchased Property Services     | 1,244,978           | 1,619,000           | 1,634,000           | 1,625,000           | 1,435,000           |
| Other Purchased Services        | 11,856              | 11,600              | 11,600              | 11,700              | 11,700              |
| Supplies                        | 685,079             | 1,382,400           | 1,367,400           | 1,180,540           | 663,700             |
| Capital Outlay                  | 2,666,324           | 3,777,230           | 3,777,230           | 1,715,076           | 850,000             |
| Miscellaneous                   | 114,106             | 118,500             | 118,500             | 100,301             | 116,000             |
| <b>TOTAL APPROPRIATIONS</b>     | <b>\$ 5,880,314</b> | <b>\$ 8,327,322</b> | <b>\$ 8,327,322</b> | <b>\$ 5,998,966</b> | <b>\$ 4,644,405</b> |

# CITY OF MISSION, TEXAS

**DEPARTMENT: STREETS**

**FUND: GENERAL**

**PURPOSE:**

The Streets departments performs the necessary upkeep for all the paved and unpaved streets and alleys, sidewalks, drainage ditches and other drainage structures within the City. It is also responsible for all asphalt and caliche pothole repair, and small maintenance paving projects. In addition it is responsible for the collection and removable of all debris from paved City streets and drainage ditches, and the installation of all street signs and maintenance. The streets department also assists the code enforcement office with weedy lot maintenance. Site inspections are done daily on new subdivisions under construction.

**GOALS:**

1. Initiate new pothole repair program using asphalt hot box.
2. Replace faded street names on traffic lights.
3. Commence new parking lot at Police Department
4. Paving of Streets, alleys, parking lots and walking trails.
5. Curb & gutter improvements to eliminate standing water.
6. Continue the addition of new sidewalks and repair of existing as needed.
7. Storm drainage improvements at Rene Ave to Inspiration Rd.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Paving of La Lomita Chapel & Nell Tolle parking lots.
2. Completion of North Water Plant Parking Lot
3. Paving of various Streets and Alleys.
4. Addition of new sidewalks & repair of curb & gutters.
5. Street cleaning, scraping, sweeping & round up placement.
6. Assisted Sanitation Dept with unearthing trees, leveling out surface for future site.
7. Cleaned drain ditches with excavator removal of cattails and trees.
8. Addition of tack oil distributor to improve longevity of asphalt.

## BUDGET

|                                      | <b>Actual</b>       | <b>Budget</b>       | <b>Estimate</b>     | <b>Budget</b>       |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENDITURES</b>                  | <b>16-17</b>        | <b>17-18</b>        | <b>17-18</b>        | <b>18-19</b>        |
| Personnel Services                   |                     |                     |                     |                     |
| Salaries and Wages                   | \$ 788,230          | \$ 966,452          | \$ 914,551          | \$ 1,055,979        |
| Employee Benefits                    | 324,292             | 394,140             | 381,798             | 454,026             |
| Purchased Services                   | 1,302,283           | 1,703,600           | 1,706,700           | 1,504,700           |
| Supplies                             | 685,079             | 1,367,400           | 1,180,540           | 663,700             |
| Other Services and Charges           | 114,106             | 118,500             | 100,301             | 116,000             |
| <b>Operations Subtotal</b>           | <b>3,213,990</b>    | <b>4,550,092</b>    | <b>4,283,890</b>    | <b>3,794,405</b>    |
| Capital Outlay                       | 2,666,324           | 3,777,230           | 1,715,076           | 850,000             |
| <b>DEPARTMENTAL TOTAL</b>            | <b>\$ 5,880,314</b> | <b>\$ 8,327,322</b> | <b>\$ 5,998,966</b> | <b>\$ 4,644,405</b> |
| <b>PERSONNEL</b>                     |                     |                     |                     |                     |
| Exempt                               | 3                   | 3                   | 3                   | 3                   |
| Non-Exempt                           | 29                  | 34                  | 34                  | 34                  |
| Part-Time                            | -                   | -                   | -                   | -                   |
| Civil Service                        | -                   | -                   | -                   | -                   |
| <b>DEPARTMENT TOTAL</b>              | <b>32</b>           | <b>37</b>           | <b>37</b>           | <b>37</b>           |
|                                      | <b>Actual</b>       |                     | <b>Estimate</b>     | <b>Budget</b>       |
| <b>PERFORMANCE INDICATORS</b>        | <b>16-17</b>        |                     | <b>17-18</b>        | <b>18-19</b>        |
| Street miles swept                   | 2,600               |                     | 1,600               | 3,000               |
| Pothole repairs                      | 12,350              |                     | 9,500               | 12,000              |
| Service order requests               | 2,277               |                     | 1,150               | 2,500               |
| Weedy lots mowed                     | 100                 |                     | -                   | -                   |
| Street sign installations            | 936                 |                     | 725                 | 1,000               |
| Collected illegally dumped tires     | 1,000               |                     | 2,700               | 2,500               |
| Street light maintenance             | 792                 |                     | 245                 | 400                 |
| Demolition of dilapidated structures | 10                  |                     | 6                   | 10                  |

**CITY OF MISSION, TEXAS  
HEALTH AND WELFARE  
SUMMARY**

| <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|--------------------------------|---|--|--------------------------------|---|
|--------------------------------|---|--|--------------------------------|---|

**BY DEPARTMENT**

|              |                   |                   |                   |                   |                   |
|--------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Health       | \$ 409,445        | \$ 558,061        | \$ 558,061        | \$ 508,438        | \$ 512,561        |
| <b>TOTAL</b> | <u>\$ 409,445</u> | <u>\$ 558,061</u> | <u>\$ 558,061</u> | <u>\$ 508,438</u> | <u>\$ 512,561</u> |

**BY EXPENSE GROUP**

|                                 |                   |                   |                   |                   |                   |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                       | \$ 271,574        | \$ 345,484        | \$ 345,484        | \$ 309,105        | \$ 309,451        |
| Employee Benefits               | 90,357            | 118,577           | 118,577           | 115,599           | 129,220           |
| Professional and Tech. Services | 450               | 600               | 600               | 665               | 1,500             |
| Purchased Property Services     | 1,052             | 5,800             | 5,800             | 4,275             | 4,200             |
| Other Purchased Services        | 6,276             | 8,950             | 8,950             | 7,932             | 8,950             |
| Supplies                        | 28,739            | 45,250            | 45,250            | 38,028            | 54,045            |
| Capital Outlay                  | 8,906             | 31,300            | 31,300            | 31,100            | 3,095             |
| Miscellaneous                   | <u>2,091</u>      | <u>2,100</u>      | <u>2,100</u>      | <u>1,734</u>      | <u>2,100</u>      |
| <b>TOTAL APPROPRIATIONS</b>     | <u>\$ 409,445</u> | <u>\$ 558,061</u> | <u>\$ 558,061</u> | <u>\$ 508,438</u> | <u>\$ 512,561</u> |

# CITY OF MISSION, TEXAS

**DEPARTMENT: HEALTH**

**FUND: GENERAL**

**PURPOSE:**

The Health Department was establish to enforce City and health ordinances and to ensure the health and safety of all citizens of Mission. The department will be conducting inspections of food establishments to ensure compliance with health regulations, conduct food borne illness investigations, enforce City's junked vehicle, illegal dumping, weedy lots, and health and sanitation ordinances. The Health Department also provides food handlers certification and will be implementing an Integrated Mosquito management program and a On Site Sewage facility program.

**GOALS:**

1. Automate the food inspection process
2. Request new location for our Animal Shelter
3. Request new vehicles for Animal Control Officers.
4. Request a Health Clerk to increase services.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Added a new section to the Animal Shelter
2. Added 2 new Animal Control Officers.
3. Started Mission Pawisable a rescue and adoption program.

## BUDGET

|  | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|--|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                        |                         |                         |                           |                         |
| Personnel Services                         |                         |                         |                           |                         |
| Salaries and Wages                         | \$ 271,574              | \$ 345,484              | \$ 309,105                | \$ 309,451              |
| Employee Benefits                          | 90,357                  | 118,577                 | 115,599                   | 129,220                 |
| Purchased Services                         | 7,778                   | 15,350                  | 12,872                    | 14,650                  |
| Supplies                                   | 28,739                  | 45,250                  | 38,028                    | 54,045                  |
| Other Services and Charges                 | 2,091                   | 2,100                   | 1,734                     | 2,100                   |
| <b>Operations Subtotal</b>                 | 400,539                 | 526,761                 | 477,338                   | 509,466                 |
| Capital Outlay                             | 8,906                   | 31,300                  | 31,100                    | 3,095                   |
| <b>DEPARTMENTAL TOTAL</b>                  | \$ 409,445              | \$ 558,061              | \$ 508,438                | \$ 512,561              |
| <b>PERSONNEL</b>                           |                         |                         |                           |                         |
| Exempt                                     | 1                       | 2                       | 2                         | 2                       |
| Non-Exempt                                 | 7                       | 7                       | 9                         | 9                       |
| Part-Time                                  | -                       | -                       | -                         | -                       |
| Civil Service                              | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>                    | 8                       | 9                       | 11                        | 11                      |
|  | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>              |                         |                         |                           |                         |
| Certification of food handlers             | 740                     |                         | 350                       | 840                     |
| Eating and Drinking Inspections            | 960                     |                         | 1,000                     | 2,400                   |
| Conduct Food Handler Classes               | 24                      |                         | 10                        | 24                      |
| Animal Control (animals to humane society) | -                       |                         | -                         | -                       |
| Vector Control (Adulticide)                | 32                      |                         | 15                        | 35                      |
| Animal Shelter care                        | 1,226                   |                         | 1,034                     | 1,800                   |
| Dog Tags                                   |                         |                         |                           |                         |

**CITY OF MISSION, TEXAS  
CULTURE & RECREATION  
SUMMARY**

| <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-18<br/>Original<br/>Budget</b> | <b>FY 2017-18<br/>Amended<br/>Budget</b> | <b>FY 2017-18<br/>Estimate</b> | <b>FY 2018-2019<br/>Operating<br/>Budget</b> | <b>FY 2018-2019<br/>Additional<br/>Dept Request</b> | <b>FY 2018-2019<br/>City Manager<br/>Recomm.</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|---|--|--------------------------------|--|---|--|---|
|---|---|--|--------------------------------|--|---|--|---|

**BY DEPARTMENT**

|                          |                     |                     |                     |                     |                     |                     |                     |                     |
|--------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Museum                   | \$ 282,243          | \$ 291,148          | \$ 291,148          | \$ 296,701          | \$ 311,001          | \$ 33,790           | \$ 303,817          | \$ 303,817          |
| Parks & Recreation Admn. | 288,610             | 316,557             | 316,557             | 311,927             | 319,796             | 66,042              | 320,096             | 320,096             |
| Parks                    | 2,307,907           | 2,713,436           | 2,913,436           | 2,452,817           | 2,916,436           | 2,537,152           | 3,367,215           | 3,367,215           |
| Recreation               | 298,283             | 359,637             | 359,637             | 335,786             | 427,076             | 55,340              | 371,569             | 371,569             |
| Library                  | 1,704,374           | 1,358,794           | 1,433,794           | 1,343,151           | 1,357,893           | 3,390               | 1,392,813           | 1,392,813           |
| Banworth Pool            | 207,885             | 288,435             | 288,435             | 277,821             | 295,143             | 19,481              | 265,800             | 265,800             |
| Mayberry Pool            | 263,301             | 308,633             | 308,633             | 201,328             | 310,407             | 62,172              | 299,628             | 299,628             |
| <b>TOTAL</b>             | <b>\$ 5,352,603</b> | <b>\$ 5,636,640</b> | <b>\$ 5,911,640</b> | <b>\$ 5,219,531</b> | <b>\$ 5,937,752</b> | <b>\$ 2,777,367</b> | <b>\$ 6,320,938</b> | <b>\$ 6,320,938</b> |

**BY EXPENSE GROUP**

|                                 |                     |                     |                     |                     |                     |                     |                     |                     |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel                       | \$ 2,504,643        | \$ 2,756,851        | \$ 2,756,851        | \$ 2,488,648        | \$ 2,733,916        | \$ 65,912           | \$ 2,915,814        | \$ 2,915,814        |
| Employee Benefits               | 797,826             | 884,704             | 884,704             | 827,374             | 1,040,631           | 12,454              | 990,269             | 990,269             |
| Professional and Tech. Services | 17,270              | 21,000              | 21,000              | 14,773              | -                   | 28,700              | 21,000              | 21,000              |
| Purchased Property Services     | 773,501             | 756,190             | 756,490             | 677,299             | 764,000             | 2,890               | 756,300             | 756,300             |
| Other Purchased Services        | 132,008             | 168,750             | 167,400             | 159,277             | 167,400             | 7,725               | 153,350             | 153,350             |
| Supplies                        | 257,411             | 409,175             | 410,225             | 267,497             | 411,075             | 40,990              | 372,625             | 372,625             |
| Capital Outlay                  | 380,345             | 484,890             | 684,890             | 574,447             | 666,150             | 2,618,385           | 956,000             | 956,000             |
| Miscellaneous                   | 489,599             | 155,080             | 230,080             | 210,216             | 154,580             | 310                 | 155,580             | 155,580             |
| <b>TOTAL APPROPRIATIONS</b>     | <b>\$ 5,352,603</b> | <b>\$ 5,636,640</b> | <b>\$ 5,911,640</b> | <b>\$ 5,219,531</b> | <b>\$ 5,937,752</b> | <b>\$ 2,777,367</b> | <b>\$ 6,320,938</b> | <b>\$ 6,320,938</b> |

# CITY OF MISSION, TEXAS

**DEPARTMENT: MUSEUM**

**FUND: GENERAL**

**PURPOSE:**

The Museum provides historical exhibits for educational enjoyment and economical benefits for the Mission area for all citizens and visitors, including youth and senior citizens. The museum promotes local historical attractions and makes available it's gather documentation and materials for anyone who is interested in doing research of our local area.

**GOALS:**

1. Create interpretation plan to update the Military room
2. Continue the organization and documentation of the John Conway Collection.
3. Create a cohesive objective for FolkLife Festivals and public programming
4. Increase our public outreach programs

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Initiate a plan for implenting a new interpretive design
2. Continued Historical Documentation for the original land deeds that are part of the John Conway Collection.
3. Maintained a continous partnership with the surrounding School Districts though exhibits and programming.
4. Complete detailed cataloging and organization for all minor archives acquisitions from 2004 (128 groups of items)

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 175,719              | \$ 184,170              | \$ 198,226                | \$ 192,490              |
| Employee Benefits             | 62,652                  | 63,628                  | 63,103                    | 69,027                  |
| Purchased Services            | 40,468                  | 38,850                  | 31,061                    | 37,550                  |
| Supplies                      | 3,236                   | 4,300                   | 4,150                     | 4,550                   |
| Other Services and Charges    | 168                     | 200                     | 161                       | 200                     |
| <b>Operations Subtotal</b>    | <b>282,243</b>          | <b>291,148</b>          | <b>296,701</b>            | <b>303,817</b>          |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | <b>\$ 282,243</b>       | <b>\$ 291,148</b>       | <b>\$ 296,701</b>         | <b>\$ 303,817</b>       |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 2                       | 2                       | 2                         | 2                       |
| Non-Exempt                    | 2                       | 2                       | 2                         | 2                       |
| Part-Time                     | 2                       | 2                       | 2                         | 2                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | <b>6</b>                | <b>6</b>                | <b>6</b>                  | <b>6</b>                |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
| Special Programs (all types)  | 10,374                  |                         | 8,458                     | 9,000                   |
| Visitors (walk-in)            | 2,348                   |                         | 2,248                     | 2,600                   |
| Total people served           | 12,722                  |                         | 10,706                    | 11,600                  |

# CITY OF MISSION, TEXAS

**DEPARTMENT: PARKS & RECREATION ADMINISTRATION**

**FUND: GENERAL**

**PURPOSE:**

The Parks and Recreation Administration provides administrative services to the Parks Division, Recreation Division, Aquatics, and Facility Maintenance Division. The Administration Department through it's various divisions makes it possible for the citizens of Mission to enjoy beautiful recreational parks and playgrounds.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 194,728              | \$ 216,796              | \$ 216,796                | \$ 216,796              |
| Employee Benefits             | 54,742                  | 60,631                  | 60,593                    | 63,870                  |
| Purchased Services            | 34,702                  | 34,100                  | 30,198                    | 35,600                  |
| Supplies                      | 3,047                   | 3,200                   | 2,500                     | 3,450                   |
| Other Services and Charges    | 351                     | 380                     | 380                       | 380                     |
| <b>Operations Subtotal</b>    | 287,570                 | 315,107                 | 310,467                   | 320,096                 |
| Capital Outlay                | 1,040                   | 1,450                   | 1,460                     | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 288,610              | \$ 316,557              | \$ 311,927                | \$ 320,096              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 2                       | 2                       | 2                         | 2                       |
| Non-Exempt                    | 2                       | 2                       | 2                         | 2                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 4                       | 4                       | 4                         | 4                       |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

# CITY OF MISSION, TEXAS

**DEPARTMENT: PARKS**

**FUND: GENERAL**

**PURPOSE:**

The Parks Division maintains all 24 parks within the City of Mission by using all resources necessary. In addition to the various parks, this department maintains three cemeteries and approximately 61.31 acres of Right of Ways. Crews survey and up-keep the existing properties so that citizens may enjoy full use of these facilities.

**GOALS:**

1. To continue with Parks Upgrades not accomplished this year:
2. Continuation of bring safety standards to playscape material, installation of BBQ pits and trash cans where needed.
3. Completion of sandblasting and painting of picnic structures and picnic tables
4. Reroofing of Concession Stands at Jaycee Park, CWV Park and Nell Tolle if not completed this Fiscal Year
5. Continuation of installation of Park signage and landscape / sprinkler installation
6. Re-structure Parks Lawn Maintenance Team to be more site specific in regards to responsibilities:
7. Creation of a Horticulture Team that would be more knowledgeable of plant types and plant and turf needs.  
This team would be responsible for herbicide / fertilization scheduling and seasonal plant needs. They would also be responsible for assisting all parks crews with herbicide applications as needed along with pesticide applications. for ants and other insect pests on lawns and shrubs. They will also be trained in proper plant preparation and installation.
8. Creation of a specialized baseball / soccer field maintenance crew knowledgeable of field preparations and field dimensions for varied age groups. They will also be knowledgeable of moisture and agronomic needs of ball field turf
9. Creation of a specialized tree trimming crew trained with safety in mind coupled proper trimming standards.
10. Creation of one specific restroom cleaning crew
11. Better routine group meetings and address safety films and educational information.
12. Completion of Dog Park Construction
13. Completion of re-consturction of Bannworth Pier
14. Installation of Mission Tennis Center with structured lessons
15. Agressively search for better Grant Opportunities
16. Begin a long range plan for the implementation of connective trails throughout the City and along the Drainage Corridor
17. Get better connected with Recreational Program and implementaiton of more Health Conscious Programs and activities for all ages.
18. Implementation of more day & night time activities for young and old alike

**ACCOMPLISHMENTS FOR CURRENT FISCAL YEAR:**

1. Great start with Parks Upgrades with the installation of safefall material in several City Parks, BBQ Pits, Trash Cans, painting of all than restroom facilities and more half of picnic shelters and picnic tables, installation of chilled drinking fountains, restroom upgrades with doors cleanliness and partition
2. Made La Lomita Park restroom ADA accessible with the widening of the exterior doors and expansion of restroom stalls and installation of stall doors
3. Great start with baseball field improvements with aeration of outfields and infields, fertilization and some herbicide work.  
The removal of "lips" was an outstanding accomplishment thru the purchase of the Turf Renovator which also assisted in conditioning of the base lines with the addition of red sand and calcified clay
4. Oversaw the 2' overlay at CWV parking lot and walking trail, Jaycee Park parking lot and installation of parking stops and seal coat of trail, 2" overlay of Bannworth Park trail, installation of recycled rubber car stops purchased several years back at Mission Hike and Bike Trail parking lot. Parking lot and trails were in coordination with Public Works
5. Installation of restroom facility for Tatan Park and completed the installation of new playscape
6. Refurbished the playscape at Oblate Park and constructed a concrete border and installed safefall material
7. Constructed and installed 6 new park signs and installed Monarch Friendly Butterfly gardens along with drip irrigation and "butterfly friendly" gardens at the perimeteroutfield at Lions Park with the support of 50 LDS Young Adult Group from Corpus Christi to Laredo and Brownsville. Monies for plant materials, soilamendments and drip system were provided by NABA Grant
8. At Mission Hike and Bike Trail, old concrete benches were recycled and installed at the front of the park along with the creation and installation of signage for rules and regulations
9. Completed the construction fo Phase I a. of Remote Control Race Car Track at Bentsen Palm Park with the installation and painting of drivers stand, installation storage bin along with installaiton of butterfly gardens thru local Girl Scouts and BARC Racing Club.
10. Successfully bid approximately 72 acres of ROW for \$62,000 annually
11. Received \$500,000 Grant for Tennis Center from Valley Baptist Legacy Foundation



# CITY OF MISSION, TEXAS

**DEPARTMENT: PARKS**

**FUND: GENERAL**

## BUDGET

| <b>EXPENDITURES</b>           | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 890,699              | \$ 1,043,569            | \$ 877,394                | \$ 1,142,794            |
| Employee Benefits             | 358,561                 | 400,417                 | 368,283                   | 457,971                 |
| Purchased Services            | 529,348                 | 509,000                 | 458,000                   | 509,000                 |
| Supplies                      | 175,038                 | 285,950                 | 180,298                   | 256,950                 |
| Other Services and Charges    | 1,665                   | 69,000                  | 60,180                    | 69,500                  |
| <b>Operations Subtotal</b>    | <b>1,955,311</b>        | <b>2,307,936</b>        | <b>1,944,155</b>          | <b>2,436,215</b>        |
| Capital Outlay                | 352,596                 | 405,500                 | 508,662                   | 931,000                 |
| <b>DEPARTMENTAL TOTAL</b>     | <b>\$ 2,307,907</b>     | <b>\$ 2,713,436</b>     | <b>\$ 2,452,817</b>       | <b>\$ 3,367,215</b>     |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 3                       | 3                       | 3                         | 3                       |
| Non-Exempt                    | 35                      | 35                      | 40                        | 40                      |
| Part-Time                     | 1                       | 1                       | 1                         | 1                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | <b>39</b>               | <b>39</b>               | <b>44</b>                 | <b>44</b>               |
| <b>PERFORMANCE INDICATORS</b> | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| Parks maintained              | 24                      |                         | 24                        | 24                      |

# CITY OF MISSION, TEXAS

**DEPARTMENT: RECREATION**

**FUND: GENERAL**

**PURPOSE:**

This department is used to account for all expenditures related to the various recreation programs offered by the Parks and Recreation for the City. There are three employees in this department; however, during the year, seasonal help is hired for the recreational programs/activities. The Recreation Department has the responsibility of providing Mission citizens opportunities to participate in leisure activities to improve health, well-being, and quality of life.

**GOALS:**

1. Expand our Softball leagues
2. Expand our Basketball leagues
3. Try and bring back Flag Football leagues
4. Try and bring back Kickball leagues
5. Try to start a second High School Volleyball league
6. Try to run offseason High School Basketball leagues
7. Try and host a Triathlon
8. Increase numbers for the Texas Citrus Fiesta 5K

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Increased Texas Citrus Fiesta 5K by 50 Participants
2. Ran High School Volleyball league with 18 teams
3. Hosted 4 Basketball leagues
4. Hosted 2 Flag Football leagues
5. Helped with the coordination of a Triathlon
6. Able to help Boys and Girls Club in making Leo Pena 5K a success
7. Hosted High School 7ON7 league with 10 teams participating
8. Hosted Pickleball with 243 people signing waivers
9. Helped host a Ping Pong tournament
10. Helped with multiple 5K's throughout the year

## BUDGET

|                               | <b>Actual</b>     | <b>Budget</b>     | <b>Estimate</b>   | <b>Budget</b>     |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>EXPENDITURES</b>           | <b>16-17</b>      | <b>17-18</b>      | <b>17-18</b>      | <b>18-19</b>      |
| Personnel Services            |                   |                   |                   |                   |
| Salaries and Wages            | \$ 204,915        | \$ 228,166        | \$ 210,662        | \$ 234,406        |
| Employee Benefits             | 46,836            | 51,771            | 56,731            | 57,463            |
| Purchased Services            | 26,734            | 53,000            | 44,028            | 53,000            |
| Supplies                      | 19,519            | 26,400            | 24,065            | 26,400            |
| Other Services and Charges    | 279               | 300               | 300               | 300               |
| <b>Operations Subtotal</b>    | <b>298,283</b>    | <b>359,637</b>    | <b>335,786</b>    | <b>371,569</b>    |
| Capital Outlay                | -                 | -                 | -                 | -                 |
| <b>DEPARTMENTAL TOTAL</b>     | <b>\$ 298,283</b> | <b>\$ 359,637</b> | <b>\$ 335,786</b> | <b>\$ 371,569</b> |
| <b>PERSONNEL</b>              |                   |                   |                   |                   |
| Exempt                        | 1                 | 1                 | 1                 | 1                 |
| Non-Exempt                    | 3                 | 3                 | 3                 | 3                 |
| Part-Time                     | -                 | -                 | -                 | -                 |
| Civil Service                 | -                 | -                 | -                 | -                 |
| <b>DEPARTMENT TOTAL</b>       | <b>4</b>          | <b>4</b>          | <b>4</b>          | <b>4</b>          |
|                               | <b>Actual</b>     |                   | <b>Estimate</b>   | <b>Budget</b>     |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>      |                   | <b>17-18</b>      | <b>18-19</b>      |
| Flag Football (teams)         | 18                |                   | 12                | 18                |
| Softball                      | 12                |                   | 12                | 24                |
| Kickball                      | 0                 |                   | 0                 | 12                |
| High School Volleyball        | 16                |                   | 18                | 20                |
| High School 7ON7              | 10                |                   | 10                | 12                |
| Coed Softball                 | 6                 |                   | 0                 | 12                |
| TAAF Track Participants       | 90                |                   | 125               | 175               |
| TAAF Tennis                   | 75                |                   | 85                | 100               |

# CITY OF MISSION, TEXAS

**DEPARTMENT: LIBRARY**
**FUND: GENERAL**
**PURPOSE:**

The Speer Memorial Library provides informational, educational, cultural and recreational resources to the community. The Library has over 250 Internet accessible computers for public use. We have a Computer Labs and Community Room that is used by the general public and various organizations. Some of the services provided by the Library include: GED and ESL classes, income tax preparation assistance, a Dial-In Internet Access System, Dial-a Story; an Internet accessible card catalog; summer reading program, public photocopier, and literacy programs. The Library has over 100,000 books and audiovisual materials, a genealogy collection, a bilingual collection, a new book display and much more to offer the Citizens of Mission.

**GOALS:**

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Maintain our 48,760 square foot library to meet the needs of our patrons.</li> <li>2. Review and revise our offerings in order to meet the changing needs and expectations of our public.</li> <li>3. Continue to increase the number of material cataloged and made available to public.</li> <li>4. Continue to maintain our inventory of equipment and furniture as needed.</li> </ol> | <ol style="list-style-type: none"> <li>5. Continue to apply for Grants/Rebate programs that can be effectively used.</li> <li>6. Increase number of programming for adults</li> <li>7. Increase number of electronic material available to our public.</li> </ol> |
|---|---|

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Awarded Texas Impact Grant and purchased Peek a Book system along with books.
2. Upgraded bandwidth from 100 MBPS to 200 MBPS.
3. Started services with Instant Flix and OnePlay through Recorded Books for our public.
4. Increased amount of Verizon hotspots available for checkout to our citizens from 20-100.
5. Upgraded network cards on computers to handle added bandwidth.
6. Purchased new laptops, book trucks, and flat cart to replace worn out equipment.
7. Installing of Envisionware on public computers to better monitor and manage computer use.

## BUDGET

|   | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|---|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                         |                         |                         |                           |                         |
| Personnel Services                          |                         |                         |                           |                         |
| Salaries and Wages                          | \$ 762,193              | \$ 783,417              | \$ 732,094                | \$ 817,009              |
| Employee Benefits                           | 217,571                 | 237,497                 | 223,896                   | 264,754                 |
| Purchased Services                          | 193,551                 | 191,140                 | 181,801                   | 192,650                 |
| Supplies                                    | 36,919                  | 33,550                  | 30,070                    | 33,950                  |
| Other Services and Charges                  | 486,886                 | 84,450                  | 148,550                   | 84,450                  |
| <b>Operations Subtotal</b>                  | 1,697,120               | 1,330,054               | 1,316,411                 | 1,392,813               |
| Capital Outlay                              | 7,254                   | 28,740                  | 26,740                    | -                       |
| <b>DEPARTMENTAL TOTAL</b>                   | \$ 1,704,374            | \$ 1,358,794            | \$ 1,343,151              | \$ 1,392,813            |
| <b>PERSONNEL</b>                            |                         |                         |                           |                         |
| Exempt                                      | 9                       | 9                       | 8                         | 8                       |
| Non-Exempt                                  | 10                      | 10                      | 11                        | 11                      |
| Part-Time                                   | 11                      | 11                      | 12                        | 12                      |
| Civil Service                               | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>                     | 30                      | 30                      | 31                        | 31                      |
|   | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>               |                         |                         |                           |                         |
| Patrons using electronic resources per week | 4,388                   |                         | 3,812                     | 4,000                   |
| Library Materials (books, audio & video)    | 130,224                 |                         | 130,828                   | 131,000                 |
| Circulation Transactions                    | 205,465                 |                         | 223,962                   | 230,000                 |
| Juvenile Program Attendance                 | 12,856                  |                         | 11,233                    | 13,000                  |
| Number of Library Visits                    | 333,680                 |                         | 297,842                   | 310,000                 |

# CITY OF MISSION, TEXAS

**DEPARTMENT: BANNWORTH POOL**

**FUND: GENERAL**

**PURPOSE:**

This department accounts for all expenditures related to the Bannworth Swimming Pool. This pool will have one full-time employee and three part-time employees. However, during the summer months the City will hire additional part-time employees to be able to meet the public's needs. This pool is a public pool and will be made available to the public whenever it is not being used for instructional or competition purposes.

**GOALS:**

1. Host the first annual Triathlon
2. Host the first annual kids Splash and Dash
3. Add an Intro Triathlon for kids in the summer
4. Increase pay for current part time lifeguard from \$8.50 to \$9.01
5. Install automatic sprinkler system at mayberry pool
6. Host T.A.A.F Regional Swimming meet in summer

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Hired a full time head swimming coach for AAU/USA Swim Team
2. Increased the numbers of kids for the T.A.A.F TEAM
3. Increased the numbers of kids for AAU Team
4. Added a Splash Pad at Tatan Park
5. Installed Scoreboard at Bannworth Pool
6. Purchased a timing system for swim meets
7. Purchased & Installed competition diving board

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 109,186              | \$ 128,869              | \$ 147,040                | \$ 133,195              |
| Employee Benefits             | 24,684                  | 32,616                  | 28,952                    | 35,355                  |
| Purchased Services            | 50,025                  | 60,900                  | 55,691                    | 51,750                  |
| Supplies                      | 8,731                   | 19,600                  | 9,514                     | 20,050                  |
| Other Services and Charges    | 250                     | 450                     | 370                       | 450                     |
| <b>Operations Subtotal</b>    | 192,876                 | 242,435                 | 241,567                   | 240,800                 |
| Capital Outlay                | 15,009                  | 46,000                  | 36,254                    | 25,000                  |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 207,885              | \$ 288,435              | \$ 277,821                | \$ 265,800              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | 1                       | 1                       | 1                         | 1                       |
| Part-Time                     | 3                       | 3                       | 5                         | 5                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 4                       | 4                       | 6                         | 6                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
| Pools                         | 1                       |                         | 1                         | 1                       |

# CITY OF MISSION, TEXAS

**DEPARTMENT: MAYBERRY POOL**

**FUND: GENERAL**

**PURPOSE:**

This department accounts for all expenditures related to the Mayberry Swimming Pool. This pool will have two full-time employee and six part-time employees. However, during the summer months the City will hire additional part-time employees to be able to meet the public's needs. This pool is a public pool and will be made available to the public whenever it is not being used for instructional or competition purposes.

**GOALS:**

1. Host the first annual Triathlon
2. Host the first annual kids Splash and Dash
3. Add an Intro Triathlon for kids in the summer
4. Increase pay for current part time lifeguard from \$8.50 to \$9.01
5. Installed automatic sprinkler system at mayberry pool
6. Host T.A.A.F Regional Swimming meet in summer

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Increased the numbers of kids for the T.A.A.F TEAM
2. Added a Splash Pad at Tatan Park
3. Installed Competition Diving Board
4. Installed Handicap chair
5. Installed new dividers in male and female restroom facilities

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 167,203              | \$ 171,864              | \$ 106,436                | \$ 179,124              |
| Employee Benefits             | 32,780                  | 38,144                  | 25,816                    | 41,829                  |
| Purchased Services            | 47,951                  | 58,600                  | 50,570                    | 51,100                  |
| Supplies                      | 10,921                  | 36,525                  | 16,900                    | 27,275                  |
| Other Services and Charges    | -                       | 300                     | 275                       | 300                     |
| <b>Operations Subtotal</b>    | 258,855                 | 305,433                 | 199,997                   | 299,628                 |
| Capital Outlay                | 4,446                   | 3,200                   | 1,331                     | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 263,301              | \$ 308,633              | \$ 201,328                | \$ 299,628              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 1                       | 1                       | 1                         | 1                       |
| Non-Exempt                    | 1                       | 1                       | 1                         | 1                       |
| Part-Time                     | 6                       | 6                       | 6                         | 6                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 8                       | 8                       | 8                         | 8                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
| Pools                         | 1                       |                         | 1                         | 1                       |

# ***COMMUNITY DEVELOPMENT BLOCK GRANT***

The Community Development Block Grant Fund was established to account for federal funds granted to the City for the sole purpose of improving the health and welfare of the community.

**CITY OF MISSION, TEXAS  
C.D.B.G. FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              |    | <b>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|--------------|----|--------------------------------|---|--|----------------------------------|---|
| <b><u>ESTIMATED REVENUES:</u></b>               |              |    |                                |   |  |                                  |   |
| Drawdown's -B-15                                | 04-300-33606 | \$ | 328,842                        | \$ -  | \$ -                                       | \$ -                             | \$ -  |
| Drawdown's -B-16                                | 04-300-33607 |    | 723,597                        | -   | 180,643                                    | 180,643                          | -   |
| Drawdown's -B-17                                | 04-300-33608 |    | -                              | 872,197                                     | 872,197                                    | 872,197                          | -   |
| Drawdown's -B-18                                | 04-300-33609 |    | -                              | -   | -  | -                                | 960,474   |
| Project Income                                  | 04-300-36000 |    | -                              | -   | -  | -                                | -   |
| <b>Total Estimated Revenues</b>                 |              |    | <u>1,052,439</u>               | <u>872,197</u>                              | <u>1,052,840</u>                           | <u>1,052,840</u>                 | <u>960,474</u>                                    |
| <b><u>TRANSFERS IN</u></b>                      |              |    |                                |   |  |                                  |   |
| General Fund                                    | 04-300-39901 |    | -                              | -   | -  | -                                | -   |
| <b>Total Estimated Revenues &amp; Transfers</b> |              | \$ | <u>1,052,439</u>               | <u>872,197</u>                              | <u>1,052,840</u>                           | <u>1,052,840</u>                 | <u>960,474</u>                                    |
| <b><u>APPROPRIATIONS:</u></b>                   |              |    |                                |   |  |                                  |   |
| Operating Expenses:                             |              |    |                                |   |  |                                  |   |
| Housing Administrative                          | 04-472       | \$ | 73,078                         | \$ 80,000                                   | \$ 80,000                                  | \$ 80,000                        | \$ 83,000   |
| CDBG Administrative                             | 04-482       |    | 132,270                        | 141,240                                     | 141,240                                    | 141,240                          | 148,474   |
| Projects  | 04-462       |    | 847,090                        | 650,957                                     | 831,600                                    | 831,600                          | 729,000   |
| <b>Total Appropriations</b>                     |              | \$ | <u>1,052,438</u>               | <u>872,197</u>                              | <u>1,052,840</u>                           | <u>1,052,840</u>                 | <u>960,474</u>                                    |
| <b><u>EXPENDITURE CATEGORY</u></b>              |              |    |                                |   |  |                                  |   |
| Personnel                                       |              | \$ | 147,755                        | \$ 151,885                                  | \$ 151,885                                 | \$ 149,503                       | \$ 153,143  |
| Benefits  |              |    | 37,032                         | 39,340                                      | 39,340                                     | 39,244                           | 51,414  |
| Profess & Tech Services                         |              |    | 1,560                          | 4,500                                       | 4,500                                      | 2,000                            | 4,500   |
| Purchased Property Services                     |              |    | 2,148                          | 2,080                                       | 2,080                                      | 2,140                            | 2,306   |
| Other Purchased Services                        |              |    | 61,163                         | 65,900                                      | 65,900                                     | 65,830                           | 66,625  |
| Supplies  |              |    | 991                            | 2,100                                       | 2,100                                      | 1,582                            | 1,900   |
| Capital Outlay                                  |              |    | 300                            | -   | -  | -                                | -   |
| Miscellaneous                                   |              |    | 801,489                        | 606,392                                     | 787,035                                    | 792,541                          | 680,586   |
| Debt Services                                   |              |    | -                              | -   | -  | -                                | -   |
|   |              | \$ | <u>1,052,438</u>               | <u>872,197</u>                              | <u>1,052,840</u>                           | <u>1,052,840</u>                 | <u>960,474</u>                                    |

# CITY OF MISSION, TEXAS

**DEPARTMENT: HOUSING ADMINISTRATION**

**FUND: CDBG**

**PURPOSE:**

The Housing Administration division consists of three full time employees and one part time. Two Community Development employees dedicate 50% of their time to administer the Housing Assistance program for the residents of Mission. The program consists of two types of assistance, which are Rehabilitation assistance and Reconstruction assistance. Rehabilitation assistance provides general repairs to the home to meet local and state codes. Reconstruction assistance provides new homes to homeowner's who's homes are dilapidated and beyond repair. Homes are also modified to be ADA compliant. This year, the City received funding to provide rental assistance.

**GOALS:**

1. Reconstruct 10 homes.
1. Rehabilitate 3 homes to include reprogrammed funds.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Six homes were awarded, underway and should be completed during this fiscal year
2. One home were underway at the end of the prior year and completed this fiscal year
3. Currently working with seven applicants to be assisted prior to the end of this fiscal year

## BUDGET

|                                | <b>Actual</b><br><b>16-17</b> | <b>Budget</b><br><b>17-18</b> | <b>Estimate</b><br><b>17-18</b> | <b>Budget</b><br><b>18-19</b> |
|--------------------------------|-------------------------------|-------------------------------|---------------------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                               |                               |                                 |                               |
| Personnel Services             |                               |                               |                                 |                               |
| Salaries and Wages             | \$ 52,167                     | \$ 52,199                     | \$ 52,224                       | \$ 53,784                     |
| Employee Benefits              | 12,947                        | 13,545                        | 13,656                          | 18,742                        |
| Purchased Services             | 5,143                         | 6,690                         | 5,200                           | 7,078                         |
| Supplies                       | 472                           | 950                           | 800                             | 1,000                         |
| Other Services and Charges     | 2,349                         | 6,616                         | 8,120                           | 2,396                         |
| <b>Operations Subtotal</b>     | 73,078                        | 80,000                        | 80,000                          | 83,000                        |
| Capital Outlay                 | -                             | -                             | -                               | -                             |
| <b>DEPARTMENTAL TOTAL</b>      | \$ 73,078                     | \$ 80,000                     | \$ 80,000                       | \$ 83,000                     |
| <b>PERSONNEL</b>               |                               |                               |                                 |                               |
| Exempt                         | -                             | -                             | -                               | -                             |
| Non-Exempt                     | 1                             | 1                             | 1                               | 1                             |
| Part-Time                      | 1                             | 1                             | 1                               | 1                             |
| Civil Service                  | -                             | -                             | -                               | -                             |
| <b>DEPARTMENT TOTAL</b>        | 2                             | 2                             | 2                               | 2                             |
|                                | <b>Actual</b>                 |                               | <b>Estimate</b>                 | <b>Budget</b>                 |
| <b>PERFORMANCE INDICATORS</b>  | <b>15-16</b>                  |                               | <b>16-17</b>                    | <b>17-18</b>                  |
| Rehabilitation Assistance CDBG | 2                             |                               | 2                               | 3                             |
| Reconstruction Assistance CDBG | 12                            |                               | 12                              | 10                            |



# CITY OF MISSION, TEXAS

**DEPARTMENT: COMMUNITY DEVELOPMENT ADMINISTRATION**

**FUND: CDBG**

**PURPOSE:**

The Community Development Department is funded by the US Department of Housing & Urban Development annually through the Community Development Block Grant Program. All funds are utilized to benefit low income residents of Mission for projects such as housing reconstruction, fire protection equipment, park improvements, public services and program administration.

**GOALS:**

1. Provide funding to various agencies.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Amigos Del Valle \$4000 provided senior activities for 72 seniors
2. Amigos Del Valle \$22000 provided home delivered meals to 26 seniors
3. Area Agency on Aging \$7000 provided assistance to 22 seniors
4. CASA of Hidalgo County \$2000 provided assistance to 8 abused/neglected children
5. Children's Advocacy Center \$7000 provided counseling services to 44 abused and neglected children
6. Easter Seal Society \$4000 provided rehabilitation services for 3 individuals
7. Boys & Girls Club will provide assistance for partial waivers of Summer program fees (Amended 5/18)
8. Silver Ribbon \$4000 provided rent and/or utility assistance for 18 elderly/disabled
9. The Salvation Army \$2000 to date they have not provided any rental assistance

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 95,588               | \$ 99,686               | \$ 97,279                 | \$ 99,359               |
| Employee Benefits             | 24,085                  | 25,795                  | 25,588                    | 32,672                  |
| Purchased Services            | 9,728                   | 11,790                  | 10,770                    | 12,353                  |
| Supplies                      | 519                     | 1,150                   | 782                       | 900                     |
| Other Services and Charges    | 2,050                   | 2,819                   | 6,821                     | 3,190                   |
| <b>Operations Subtotal</b>    | 131,970                 | 141,240                 | 141,240                   | 148,474                 |
| Capital Outlay                | 300                     | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 132,270              | \$ 141,240              | \$ 141,240                | \$ 148,474              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 1                       | 1                       | 1                         | 1                       |
| Non-Exempt                    | 1                       | 1                       | 1                         | 1                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 2                       | 2                       | 2                         | 2                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
| Departments                   | 1                       |                         | 1                         | 1                       |
| Public Services               | 6                       |                         | 8                         | 6                       |

# CITY OF MISSION, TEXAS

**DEPARTMENT: NON-DEPARTMENTAL**

**FUND: CDBG**

**PURPOSE:**

To account for funds allocated to various sub-recipients of CDBG Funds and account for funds used for housing rehabilitation and reconstruction. The City makes it a goal to reconstruct between 10-15 homes per year as funds are available.

**Some of the Agencies that will receive and/or have recieved CDBG Funds include:**

Area Agency on Aging  
Amigos Del Valle  
Dentists Who Care

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits             | -                       | -                       | -                         | -                       |
| Purchased Services            | 50,000                  | 54,000                  | 54,000                    | 54,000                  |
| Supplies                      | -                       | -                       | -                         | -                       |
| Miscellaneous                 | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>    | 50,000                  | 54,000                  | 54,000                    | 54,000                  |
| Capital Outlay                | 797,090                 | 596,957                 | 777,600                   | 675,000                 |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 847,090              | \$ 650,957              | \$ 831,600                | \$ 729,000              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | -                       | -                       | -                         | -                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | -                       | -                       | -                         | -                       |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

# ***POLICE DEPT. STATE SHARING FUND***

The Police Department State Sharing Fund accounts for all revenues received from the Texas Department of Justice for the City's share of state and local forfeited property. All expenditures incurred by the City for participating in the Justice Forfeiture Program are also accounted for in this fund.

**CITY OF MISSION, TEXAS  
POLICE DEPARTMENT STATE SHARING FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>RESTRICTED FUND BALANCE</b>                |              | \$ 204,020                                  | \$ 46,206                                   | \$ 69,978                                  | \$ 69,978                        | \$ 18,713   |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| State Seizures                                | 10-300-33500 | 29,138                                      | -   | -  | 3,725                            | -   |
| Interest-Investments                          | 10-300-36050 | 2,251                                       | -   | -  | 2,944                            | -   |
| Interest-Demand Dep.                          | 10-300-36100 | 25  | -   | -  | -                                | -   |
| Misc. Income                                  | 10-300-36150 | 273   | -   | -  | -                                | -   |
| Sale of City Equipment                        | 10-300-39000 | 12,505                                      | -   | -  | 13,962                           | -   |
| Total Revenues                                |              | 44,192                                      | -   | -  | 20,632                           | -   |
| Operating Transfers In                        |              | -   | -   | -  | -                                | -   |
| <b>Total Estimated Revenues and Transfers</b> |              | 44,192                                      | -   | -  | 20,632                           | -   |
| <b>TOTAL RESOURCES AVAILABLE</b>              |              | <u>\$ 248,212</u>                           | <u>\$ 46,206</u>                            | <u>\$ 69,978</u>                           | <u>\$ 90,610</u>                 | <u>\$ 18,713</u>                                  |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Police Dept. Special Fund                     | 10-410       | \$ 172,037                                  | \$ -  | \$ 71,947                                  | \$ 71,897                        | \$ -  |
| Total Operations                              |              | 172,037                                     | -   | 71,947                                     | 71,897                           | -   |
| Transfers Out                                 |              | 6,197                                       | -   | -  | -                                | -   |
| Total Appropriations                          |              | 178,234                                     | -   | 71,947                                     | 71,897                           | -   |
| <b>RESTRICTED FUND BALANCE</b>                |              | <u>\$ 69,978</u>                            | <u>\$ 46,206</u>                            | <u>\$ (1,969)</u>                          | <u>\$ 18,713</u>                 | <u>\$ 18,713</u>                                  |

# CITY OF MISSION, TEXAS

**DEPARTMENT:POLICE**

**FUND: PD STATE SHARING FUND**

**PURPOSE:**

The Police Department State Sharing Fund accounts for all state forfeitures allocated to the Mission Police Department for its participation in various seizures.

## BUDGET

|                               | Actual<br>16-17 | Budget<br>17-18 | Estimate<br>17-18 | Budget<br>18-19 |
|-------------------------------|-----------------|-----------------|-------------------|-----------------|
| <b>EXPENDITURES</b>           |                 |                 |                   |                 |
| Personnel Services            |                 |                 |                   |                 |
| Salaries and Wages            | \$ -            | \$ -            | \$ -              | \$ -            |
| Employee Benefits             | -               | -               | -                 | -               |
| Purchased Services            | 105,080         | -               | 53,020            | -               |
| Supplies                      | 17,331          | -               | 9,980             | -               |
| Other Services and Charges    | 1,079           | -               | 1,950             | -               |
| <b>Operations Subtotal</b>    | 123,490         | -               | 64,950            | -               |
| Capital Outlay                | 48,547          | -               | 6,947             | -               |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 172,037      | \$ -            | \$ 71,897         | \$ -            |
| <b>PERSONNEL</b>              |                 |                 |                   |                 |
| Exempt                        | -               | -               | -                 | -               |
| Non-Exempt                    | -               | -               | -                 | -               |
| Part-Time                     | -               | -               | -                 | -               |
| Civil Service                 | -               | -               | -                 | -               |
| <b>DEPARTMENT TOTAL</b>       | -               | -               | -                 | -               |
|                               | Actual          |                 | Estimate          | Budget          |
| <b>PERFORMANCE INDICATORS</b> | 16-17           |                 | 17-18             | 18-19           |
|                               |                 |                 |                   |                 |

# ***POLICE DEPT. FEDERAL SHARING FUND***

The Police Department Federal Sharing Fund accounts for all revenues received from the Department of Justice for the City's share of federally forfeited property. All expenditures incurred by the City for participating in the Justice Forfeiture Program are also accounted for in this fund.

**CITY OF MISSION, TEXAS  
POLICE DEPARTMENT FEDERAL SHARING-US FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>RESTRICTED FUND BALANCE</b>                |              | \$ 743,065                                  | \$ 234,047                                  | \$ 607,306                                 | \$ 607,306                       | \$ 478,973  |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| Federal Sharing U.S. Treasury                 | 11-300-35300 | 60,197                                      | -   | -  | 70,096                           | -   |
| Federal Sharing ICE                           | 11-300-35301 | 13,948                                      | -   | -  | 10,765                           | -   |
| Interest-Investments                          | 11-300-36050 | 1,608                                       | -   | -  | 1,153                            | -   |
| Interest-Demand Dep.                          | 11-300-36100 | 1,601                                       | -   | -  | 309                              | -   |
| Miscellaneous                                 | 11-300-37000 | -   | -   | -  | -                                | -   |
| Sale of City Equipment                        | 11-300-39000 | -   | -   | -  | -                                | -   |
| Total Revenues                                |              | 77,354                                      | -   | -  | 82,323                           | -   |
| Transfers In                                  |              | -   | -   | -  | -                                | -   |
| <b>Total Estimated Revenues and Transfers</b> |              | 77,354                                      | -   | -  | 82,323                           | -   |
| <b>TOTAL RESOURCES AVAILABLE</b>              |              | <u>\$ 820,419</u>                           | <u>\$ 234,047</u>                           | <u>\$ 607,306</u>                          | <u>\$ 689,629</u>                | <u>\$ 478,973</u>                                 |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Police Dept. Federal Sharing                  | 11-410       | \$ 198,916                                  | \$ -  | \$ 483,446                                 | \$ 210,655                       | \$ -  |
| Police Dept. Ice                              | 11-411       | -   | -   | -  | -                                | -   |
| Total Operations                              |              | 198,916                                     | -   | 483,446                                    | 210,655                          | -   |
| Transfers Out                                 |              | 14,197                                      | -   | 14,197                                     | -                                | -   |
| Total Appropriations                          |              | 213,113                                     | -   | 497,643                                    | 210,655                          | -   |
| <b>RESTRICTED FUND BALANCE</b>                |              | <u>\$ 607,306</u>                           | <u>\$ 234,047</u>                           | <u>\$ 109,663</u>                          | <u>\$ 478,973</u>                | <u>\$ 478,973</u>                                 |

CITY OF MISSION, TEXAS

|                                     |                                      |
|-------------------------------------|--------------------------------------|
| <b>DEPARTMENT:POLICE DEPARTMENT</b> | <b>FUND: PD FEDERAL SHARING FUND</b> |
|-------------------------------------|--------------------------------------|

**FUND: PD FEDERAL SHARING FUND**

**PURPOSE:**

The Police Department Federal Sharing Fund accounts for all state forfeitures allocated to the Mission Police Department for its participation in various seizures.

| BUDGET |  |
|--------|--|
|--------|--|

|                            | Actual     | Budget | Estimate   | Budget |
|----------------------------|------------|--------|------------|--------|
| EXPENDITURES               | 16-17      | 17-18  | 17-18      | 18-19  |
| Personnel Services         |            |        |            |        |
| Salaries and Wages         | \$ -       | \$ -   | \$ -       | \$ -   |
| Employee Benefits          | -          | -      | -          | -      |
| Purchased Services         | 60,951     | -      | 13,603     | -      |
| Supplies                   | 40,523     | -      | 10,375     | -      |
| Other Services and Charges | 2,133      | -      | 1,880      | -      |
| <b>Operations Subtotal</b> | 103,607    | -      | 25,858     | -      |
| Capital Outlay             | 95,309     | -      | 184,797    | -      |
| <b>DEPARTMENTAL TOTAL</b>  | \$ 198,916 | \$ -   | \$ 210,655 | \$ -   |
| <b>PERSONNEL</b>           |            |        |            |        |
| Exempt                     | -          | -      | -          | -      |
| Non-Exempt                 | -          | -      | -          | -      |
| Part-Time                  | -          | -      | -          | -      |
| Civil Service              | -          | -      | -          | -      |
| <b>DEPARTMENT TOTAL</b>    | -          | -      | -          | -      |
|                            | Actual     |        | Estimate   | Budget |
| PERFORMANCE INDICATORS     | 16-17      |        | 17-18      | 18-19  |
|                            |            |        |            |        |



# ***MUNICIPAL COURT TECHNOLOGY FUND***

**The Municipal Court Technology Fund was created in FY 2000 and is used to account for court technology fees used to finance hardware and software for the Municipal Court.**

CITY OF MISSION

**CITY OF MISSION, TEXAS  
MUNICIPAL COURT TECHNOLOGY FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              |  | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|----------------------------------|--------------|--|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |  |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              |  | \$ 196,420                                  | \$ 164,676                                  | \$ 175,330                                 | \$ 175,330                       | \$ 146,046  |
| <u>Estimated Revenues</u>        |              |  |   |   |  |                                  |   |
| Court Technology Fee             | 14-300-34110 |  | 32,231                                      | 35,000                                      | 35,000                                     | 35,000                           | 35,000  |
| Interest on Investments          | 14-300-36050 |  | 300   | 400   | 400  | 400                              | 400   |
| Interest on Demand               | 14-300-36100 |  | 502   | 150   | 150  | 150                              | 150   |
|                                  |              |  |   |   |  |                                  |   |
| Total Estimated Revenues         |              |  | 33,033                                      | 35,550                                      | 35,550                                     | 35,550                           | 35,550  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              |  | <u>\$ 229,453</u>                           | <u>\$ 200,226</u>                           | <u>\$ 210,880</u>                          | <u>\$ 210,880</u>                | <u>\$ 181,596</u>                                 |
| <b>APPROPRIATIONS:</b>           |              |  |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |  |   |   |  |                                  |   |
| Municipal Court Technology       | 14-413       |  | \$ 54,123                                   | \$ 78,400                                   | \$ 78,400                                  | \$ 64,834                        | \$ 64,981   |
|                                  |              |  |   |   |  |                                  |   |
| Total Operations                 |              |  | 54,123                                      | 78,400                                      | 78,400                                     | 64,834                           | 64,981  |
|                                  |              |  |   |   |  |                                  |   |
| Transfers Out                    | 14-499-56901 |  | -   | -   | -  | -                                | -   |
|                                  |              |  |   |   |  |                                  |   |
| <b>TOTAL APPROPRIATIONS</b>      |              |  | <u>54,123</u>                               | <u>78,400</u>                               | <u>78,400</u>                              | <u>64,834</u>                    | <u>64,981</u>                                     |
| <b>RESTRICTED FUND BALANCE</b>   |              |  | <u>\$ 175,330</u>                           | <u>\$ 121,826</u>                           | <u>\$ 132,480</u>                          | <u>\$ 146,046</u>                | <u>\$ 116,615</u>                                 |

# ***DESIGNATED FUND***

The Designated Fund is a Special Revenue Fund, established for accounting of proceeds and expenditures associated with the various Grants (other than CDBG) granted to the City.

**CITY OF MISSION, TEXAS  
DESIGNATED GRANT FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |        | Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate | FY 2018-2019<br>City Council<br>Approval |
|---|--------|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|
| <b>UNRESERVED, UNDESIGNATED</b>               |        |                                    |                                    |                                   |                          |  |
| <b>FUND BALANCE</b>                           |        | \$ -                               | \$ -                               | \$ -                              | \$ -                     | \$ -                                     |
| <b><u>ESTIMATED REVENUES:</u></b>             |        |                                    |                                    |                                   |                          |  |
| Various Grants                                | 15-300 | 902,215                            | 2,945,366                          | 3,136,905                         | 992,944                  | 2,471,087                                |
| TIRZ Reimbursements                           | 15-300 | -                                  | -                                  | -                                 | -                        | -  |
| Total Revenues                                |        | 902,215                            | 2,945,366                          | 3,136,905                         | 992,944                  | 2,471,087                                |
| Transfers In                                  |        | 150,261                            | 596,623                            | 611,016                           | 611,016                  | 262,436                                  |
| <b>Total Estimated Revenues and Transfers</b> |        | 1,052,476                          | 3,541,989                          | 3,747,921                         | 1,603,960                | 2,733,523                                |
| <b>TOTAL AVAILABLE RESOURCES</b>              |        | <u>\$ 1,052,476</u>                | <u>\$ 3,541,989</u>                | <u>\$ 3,747,921</u>               | <u>\$ 1,603,960</u>      | <u>\$ 2,733,523</u>                      |
| <b><u>APPROPRIATIONS:</u></b>                 |        |                                    |                                    |                                   |                          |  |
| Operating Expenses:                           |        |                                    |                                    |                                   |                          |  |
| Public Safety                                 |        | \$ 941,533                         | \$ 1,266,077                       | \$ 1,472,009                      | \$ 583,940               | \$ 1,713,503                             |
| Health & Welfare                              |        | -                                  | -                                  | -                                 | -                        | -  |
| Community Development                         |        | -                                  | -                                  | -                                 | -                        | -  |
| Streets                                       |        | -                                  | -                                  | -                                 | -                        | -  |
| Culture and Recreation                        |        | 110,943                            | 2,275,912                          | 2,275,912                         | 1,020,020                | 1,020,020                                |
| Total Operations                              |        | 1,052,476                          | 3,541,989                          | 3,747,921                         | 1,603,960                | 2,733,523                                |
| Transfers Out - General Fund                  |        | -                                  | -                                  | -                                 | -                        | -  |
| Total Appropriations                          |        | 1,052,476                          | 3,541,989                          | 3,747,921                         | 1,603,960                | 2,733,523                                |
| <b>UNRESERVED, UNDESIGNATED</b>               |        |                                    |                                    |                                   |                          |  |
| <b>FUND BALANCE</b>                           |        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                       | <u>\$ -</u>              | <u>\$ -</u>                              |

# ***DRAINAGE ASSESSMENT FUND***

The Drainage Assessment Fund is used to account for major drainage project expenditures. User charge fees are used to finance this Fund.

**CITY OF MISSION, TEXAS  
DRAINAGE ASSESSMENT FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|-----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESTRICTED FUND BALANCE</b>    |              | \$ 1,583,040                                | \$ 1,460,631                                | \$ 1,685,664                               | \$ 1,685,664                     | \$ 1,843,924                                      |
| <b><u>ESTIMATED REVENUES:</u></b> |              |   |   |  |                                  |   |
| Drainage-Granjeno                 | 16-300-31025 | 2,875                                       | 2,800                                       | 2,800                                      | 2,800                            | 2,800   |
| Drainage Assessment Fee           | 16-300-36000 | 932,902                                     | 870,000                                     | 870,000                                    | 881,000                          | 870,000   |
| Drainage Reimb.-Subdividers       | 16-300-36020 | -   | -   | -  | 3,305                            | -   |
| Interest - Investments            | 16-300-36050 | 6,395                                       | 600   | 600  | 10,838                           | 1,000   |
| Miscellaneous Income              | 16-300-36150 | 179   | -   | -  | 162                              | -   |
| Interest - Demand Dep.            | 16-300-36300 | 3,416                                       | 1,100                                       | 1,100                                      | 871                              | -   |
| Total Estimated Revenues          |              | <u>945,767</u>                              | <u>874,500</u>                              | <u>874,500</u>                             | <u>898,976</u>                   | <u>873,800</u>                                    |
| <b>TOTAL AVAILABLE RESOURCES</b>  |              | <u>\$ 2,528,807</u>                         | <u>\$ 2,335,131</u>                         | <u>\$ 2,560,164</u>                        | <u>\$ 2,584,640</u>              | <u>\$ 2,717,724</u>                               |
| <b><u>APPROPRIATIONS:</u></b>     |              |   |   |  |                                  |   |
| Operating Expenses:               |              |   |   |  |                                  |   |
| Drainage Assessment Fund          | 16-410       | <u>\$ 843,143</u>                           | <u>\$ 1,507,268</u>                         | <u>\$ 1,714,268</u>                        | <u>\$ 740,716</u>                | <u>\$ 2,255,412</u>                               |
| Total Operations                  |              | <u>843,143</u>                              | <u>1,507,268</u>                            | <u>1,714,268</u>                           | <u>740,716</u>                   | <u>2,255,412</u>                                  |
| Transfers Out                     | 16-499-56901 | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>-</u>  |
| Total Appropriations              |              | <u>843,143</u>                              | <u>1,507,268</u>                            | <u>1,714,268</u>                           | <u>740,716</u>                   | <u>2,255,412</u>                                  |
| <b>RESTRICTED FUND BALANCE</b>    |              | <u>\$ 1,685,664</u>                         | <u>\$ 827,863</u>                           | <u>\$ 845,896</u>                          | <u>\$ 1,843,924</u>              | <u>\$ 462,312</u>                                 |

# ***CEMETERY FUND***

The Cemetery Fund is a Special Revenue Fund, established for accounting of perpetual care fees charged to the cemetery plot buyers at the time of sell. All cemetery plots have been sold and this fee is no longer charged. The funds will now be used for the sole purpose of maintaining the Laurel Hills Cemetery.

**CITY OF MISSION, TEXAS  
CEMETERY FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$35,335                                    | \$35,360                                    | \$ 36,374                                  | \$ 36,374                        | \$ 14,834   |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| Interest on Investments          | 17-300-36050 | -   | -   | -  | -                                | -   |
| Interest on Demand Account       | 17-300-36100 | 111   | -   | -  | 42                               | -   |
| Perpetual Care                   | 17-300-36110 | 9,600                                       | 9,000                                       | 9,000                                      | 9,000                            | 9,000   |
| Total Estimated Revenues         |              | 9,711                                       | 9,000                                       | 9,000                                      | 9,042                            | 9,000   |
| <b>OTHER FINANCING RESOURCES</b> |              |   |   |  |                                  |   |
| Capital Leases                   | 17-300-39050 | -   | -   | -  | -                                | -   |
| Total Other Financing Resources  |              | -   | -   | -  | -                                | -   |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 45,046</u>                            | <u>\$ 44,360</u>                            | <u>\$ 45,374</u>                           | <u>\$ 45,416</u>                 | <u>\$ 23,834</u>                                  |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Cemetery                         | 17-410       | \$ 8,672                                    | \$ 25,000                                   | \$ 25,000                                  | \$ 30,582                        | \$ 16,050   |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>8,672</u>                                | <u>25,000</u>                               | <u>25,000</u>                              | <u>30,582</u>                    | <u>16,050</u>                                     |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 36,374</u>                            | <u>\$ 19,360</u>                            | <u>\$ 20,374</u>                           | <u>\$ 14,834</u>                 | <u>\$ 7,784</u>                                   |



# ***RECORDS PRESERVATION FUND***

The Records Preservation Fund is a Special Revenue Fund, established for accounting of fees charged by the Vital Statistics Department when issuing birth certificates. This fee is to be used for the sole purpose of preserving permanent records.

CITY OF MISSION

**CITY OF MISSION, TEXAS  
RECORDS PRESERVATION FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                   |              | Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate | FY 2018-2019<br>City Council<br>Approval |
|-----------------------------------|--------------|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|
| <b>RESOURCES</b>                  |              |                                    |                                    |                                   |                          |  |
| <b>RESTRICTED FUND BALANCE</b>    |              | \$ 6,851                           | \$ 6,373                           | \$ 9,157                          | \$ 9,157                 | \$ 8,432                                 |
| <u>Estimated Revenues</u>         |              |                                    |                                    |                                   |                          |  |
| Vital Statistics Preservation Fee | 20-300-34575 | 6,838                              | 6,000                              | 6,000                             | 6,000                    | 6,000                                    |
| Interest on Investments           | 20-300-36050 | -                                  | -                                  | -                                 | -                        | -  |
| Interest on Demand                | 20-300-36100 | 22                                 | -                                  | -                                 | 7                        | -  |
|                                   |              | <u>6,860</u>                       | <u>6,000</u>                       | <u>6,000</u>                      | <u>6,007</u>             | <u>6,000</u>                             |
| <b>TOTAL AVAILABLE RESOURCES</b>  |              | <u>\$ 13,711</u>                   | <u>\$ 12,373</u>                   | <u>\$ 15,157</u>                  | <u>\$ 15,164</u>         | <u>\$ 14,432</u>                         |
| <b>APPROPRIATIONS:</b>            |              |                                    |                                    |                                   |                          |  |
| <u>Operating Expenses:</u>        |              |                                    |                                    |                                   |                          |  |
| Records Preservation              | 20-419       | \$ 4,554                           | \$ 7,100                           | \$ 7,100                          | \$ 6,732                 | \$ 7,100                                 |
| <b>TOTAL APPROPRIATIONS</b>       |              | <u>4,554</u>                       | <u>7,100</u>                       | <u>7,100</u>                      | <u>6,732</u>             | <u>7,100</u>                             |
| <b>RESTRICTED FUND BALANCE</b>    |              | <u>\$ 9,157</u>                    | <u>\$ 5,273</u>                    | <u>\$ 8,057</u>                   | <u>\$ 8,432</u>          | <u>\$ 7,332</u>                          |

# ***SPEER MEMORIAL LIBRARY FUND***

The Speer Memorial Library Fund is a Special Revenue Fund, which is used to account for contributions from private sources restricted to the provision of scholarships and library books.

CITY OF MISSION

**CITY OF MISSION, TEXAS  
SPEER MEMORIAL LIBRARY FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate | FY 2018-2019<br>City Council<br>Approval |
|----------------------------------|--------------|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|
| <b>RESOURCES</b>                 |              |                                    |                                    |                                   |                          |  |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$25,826                           | \$25,936                           | \$ 26,026                         | \$ 26,026                | \$ 26,155                                |
| <u>Estimated Revenues</u>        |              |                                    |                                    |                                   |                          |  |
| Interest on Investments          | 22-300-36050 | 200                                | 200                                | 200                               | 129                      | -  |
| Interest on Demand Deposits      | 22-300-36100 | -                                  | -                                  | -                                 | -                        | -  |
| Total Estimated Revenues         |              | 200                                | 200                                | 200                               | 129                      | -  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 26,026</u>                   | <u>\$ 26,136</u>                   | <u>\$ 26,226</u>                  | <u>\$ 26,155</u>         | <u>\$ 26,155</u>                         |
| <b>APPROPRIATIONS:</b>           |              |                                    |                                    |                                   |                          |  |
| <u>Operating Expenses:</u>       |              |                                    |                                    |                                   |                          |  |
| Speer Memorial Department        | 22-410       | \$ -                               | \$ -                               | \$ -                              | \$ -                     | \$ -                                     |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>-</u>                           | <u>-</u>                           | <u>-</u>                          | <u>-</u>                 | <u>-</u>                                 |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 26,026</u>                   | <u>\$ 26,136</u>                   | <u>\$ 26,226</u>                  | <u>\$ 26,155</u>         | <u>\$ 26,155</u>                         |

# ***HOTEL/MOTEL TAX FUND***

**The Hotel/Motel Tax Fund was established to account for revenues generated from Hotel/Motel tax. These funds will be distributed to various organizations to promote tourism for the City of Mission.**

CITY OF MISSION

**CITY OF MISSION, TEXAS  
HOTEL/MOTEL TAX FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$ 1,068,442                                | \$ 1,235,943                                | \$ 1,164,879                               | \$ 1,164,879                     | \$ 710,958  |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| Hotel/Motel Occupancy Tax        | 24-300-31800 | 526,505                                     | 650,000                                     | 650,000                                    | 364,000                          | 500,000   |
| Penalty & Interest-Hotel Tax     | 24-300-31810 | 2,457                                       | -   | -  | 3,484                            | -   |
| Rent - Event Center              | 24-300-34350 | -   | -   | -  | 100,000                          | 200,000   |
| Interest on Investments          | 24-300-36050 | 2,331                                       | 100   | 100  | 3,600                            | 100   |
| Interest on Demand               | 24-300-36100 | 2,334                                       | 500   | 500  | 611                              | 500   |
| Miscellaneous Income             | 24-300-36150 | 1,171                                       | -   | -  | -                                | -   |
| Beverage Sales                   | 24-300-39000 | -   | -   | -  | 20,000                           | 50,000  |
|                                  |              | <u>534,798</u>                              | <u>650,600</u>                              | <u>650,600</u>                             | <u>491,695</u>                   | <u>750,600</u>                                    |
| Total Estimated Revenues         |              |   |   |  |                                  |   |
| <u>Transfers In</u>              |              |   |   |  |                                  |   |
| General Fund                     | 24-399-39901 | -   | -   | -  | -                                | 260,000   |
|                                  |              | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>260,000</u>                                    |
| Total Transfers-In               |              |   |   |  |                                  |   |
|                                  |              | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>260,000</u>                                    |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 1,603,240</u>                         | <u>\$ 1,886,543</u>                         | <u>\$ 1,815,479</u>                        | <u>\$ 1,656,574</u>              | <u>\$ 1,721,558</u>                               |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Tourist Promo & Advertising      | 24-450       | \$ 438,361                                  | \$ 484,800                                  | \$ 484,800                                 | \$ 444,254                       | \$ 466,500  |
| Historical Org & Sites           | 24-451       | -   | -   | -  | -                                | -   |
| Event Center                     | 24-452       | -   | 480,287                                     | 1,191,486                                  | 501,362                          | 866,448   |
|                                  |              | <u>438,361</u>                              | <u>965,087</u>                              | <u>1,676,286</u>                           | <u>945,616</u>                   | <u>1,332,948</u>                                  |
| Total Operations                 |              |   |   |  |                                  |   |
|                                  |              | <u>438,361</u>                              | <u>965,087</u>                              | <u>1,676,286</u>                           | <u>945,616</u>                   | <u>1,332,948</u>                                  |
| Total Transfers-out              |              | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>-</u>  |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>438,361</u>                              | <u>965,087</u>                              | <u>1,676,286</u>                           | <u>945,616</u>                   | <u>1,332,948</u>                                  |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 1,164,879</u>                         | <u>\$ 921,456</u>                           | <u>\$ 139,193</u>                          | <u>\$ 710,958</u>                | <u>\$ 388,610</u>                                 |

# ***MUNICIPAL COURT BUILDING SECURITY FUND***

The Municipal Court Building Security Fund was established to account for revenues generated to provide security to the Municipal Court Building.

CITY OF MISSION

**CITY OF MISSION, TEXAS  
MUNICIPAL COURT BUILDING SECURITY FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$ 69,319                                   | \$ 74,819                                   | \$ 81,047                                  | \$ 81,047                        | \$ 95,543   |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| Security Fee                     | 25-300-34110 | 24,042                                      | 25,000                                      | 25,000                                     | 24,000                           | 25,000  |
| Interest on Investments          | 25-300-36050 | -   | 100   | 100  | -                                | -   |
| Interest on Demand               | 25-300-36100 | 219   | 100   | 100  | 61                               | -   |
| Total Estimated Revenues         |              | 24,261                                      | 25,200                                      | 25,200                                     | 24,061                           | 25,000  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 93,580</u>                            | <u>\$ 100,019</u>                           | <u>\$ 106,247</u>                          | <u>\$ 105,108</u>                | <u>\$ 120,543</u>                                 |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Building Security                | 25-413       | 12,533                                      | 30,460                                      | 30,460                                     | 9,565                            | 30,100  |
| Total Operations                 |              | 12,533                                      | 30,460                                      | 30,460                                     | 9,565                            | 30,100  |
| Transfers Out                    |              | -   | -   | -  | -                                | -   |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>\$ 12,533</u>                            | <u>\$ 30,460</u>                            | <u>\$ 30,460</u>                           | <u>\$ 9,565</u>                  | <u>\$ 30,100</u>                                  |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 81,047</u>                            | <u>\$ 69,559</u>                            | <u>\$ 75,787</u>                           | <u>\$ 95,543</u>                 | <u>\$ 90,443</u>                                  |



# ***PARK DEDICATION FUND***

**The Park Dedication Fund is a Special Revenue Fund, established to account for fees assessed on new development for the sole purpose of providing recreational areas in the various city zones. The City is divided into five zones.**

**CITY OF MISSION, TEXAS  
PARK DEDICATION FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>RESTRICTED FUND BALANCE</b>                |              | \$ -  | \$ -  | \$ -                                       | \$ -                             | \$ -  |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| Zone 1-NW                                     | 27-300-33282 | -   | -   | -  | -                                | -   |
| Zone 1-NW                                     | 27-300-36351 | -   | 232,138                                     | 232,138                                    | -                                | 244,438   |
| Zone 2-NE                                     | 27-300-36352 | -   | 7,240                                       | 7,240                                      | -                                | 7,240   |
| Zone 3-SW                                     | 27-300-36353 | -   | 4,333                                       | 4,333                                      | -                                | 5,532   |
| Zone 4-SE                                     | 27-300-36354 | 43,392                                      | 47,487                                      | 47,487                                     | -                                | 68,286  |
| Total Revenues                                |              | 43,392                                      | 291,198                                     | 291,198                                    | -                                | 325,496   |
| Transfers In                                  |              | -   | -   | -  | -                                | -   |
| <b>Total Estimated Revenues and Transfers</b> |              | 43,392                                      | 291,198                                     | 291,198                                    | -                                | 325,496   |
| <b>TOTAL RESOURCES AVAILABLE</b>              |              | <u>\$ 43,392</u>                            | <u>\$ 291,198</u>                           | <u>\$ 291,198</u>                          | <u>\$ -</u>                      | <u>\$ 325,496</u>                                 |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Zone 1-NW                                     | 27-451       | \$ -  | \$ 232,138                                  | \$ 232,138                                 | \$ -                             | \$ 244,438  |
| Zone 2-NE                                     | 27-452       | -   | 7,240                                       | 7,240                                      | -                                | 7,240   |
| Zone 3-SW                                     | 27-453       | -   | 4,333                                       | 4,333                                      | -                                | 5,532   |
| Zone 4-SE                                     | 27-454       | 43,392                                      | 47,487                                      | 47,487                                     | -                                | 68,286  |
| Total Operations                              |              | 43,392                                      | 291,198                                     | 291,198                                    | -                                | 325,496   |
| Transfers Out                                 |              | -   | -   | -  | -                                | -   |
| Total Appropriations                          |              | 43,392                                      | 291,198                                     | 291,198                                    | -                                | 325,496   |
| <b>RESTRICTED FUND BALANCE</b>                |              | <u>\$ -</u>                                 | <u>\$ -</u>                                 | <u>\$ -</u>                                | <u>\$ -</u>                      | <u>\$ -</u>                                       |

# ***MUNICIPAL COURT JUVENILE CASE MANAGER FUND***

The Municipal Court Juvenile Case Manager Fund is a Special Revenue Fund, established for accounting of fees charged by the Municipal Court Department when a defendant is convicted of a fine-only misdemeanor offense. This fee can't exceed \$5.00 and must be used only to finance the salary and benefits of a juvenile case manager.

**CITY OF MISSION, TEXAS  
MUNICIPAL COURT JUVENILE CASE MANAGER FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$ 149,785                                  | \$ 158,137                                  | \$ 160,392                                 | \$ 160,392                       | \$ 169,455  |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| Juvenile Case Manager Fee        | 28-300-35015 | 38,116                                      | 40,000                                      | 40,000                                     | 40,000                           | 40,000  |
| Interest on Investments          | 28-300-36050 | 600   | 150   | 150  | 366                              | 150   |
| Interest on Demand               | 28-300-36100 | 309   | 200   | 200  | 200                              | 200   |
| Total Estimated Revenues         |              | 39,025                                      | 40,350                                      | 40,350                                     | 40,566                           | 40,350  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 188,810</u>                           | <u>\$ 198,487</u>                           | <u>\$ 200,742</u>                          | <u>\$ 200,958</u>                | <u>\$ 209,805</u>                                 |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Juvenile Case Manager Dept.      | 28-413       | \$ 28,418                                   | \$ 34,970                                   | \$ 34,970                                  | \$ 31,503                        | \$ 38,492   |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>28,418</u>                               | <u>34,970</u>                               | <u>34,970</u>                              | <u>31,503</u>                    | <u>38,492</u>                                     |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 160,392</u>                           | <u>\$ 163,517</u>                           | <u>\$ 165,772</u>                          | <u>\$ 169,455</u>                | <u>\$ 171,313</u>                                 |

# ***CAPITAL ASSET REPLACEMENT FUND***

The Capital Asset Replacement Fund is a Special Revenue Fund, established for accounting of funds that will be used for future replacement of capital assets for the Governmental Funds. The General Fund will transfer on an annual basis  $\frac{1}{2}$  of the annual vehicle depreciation cost to this fund.

**CITY OF MISSION, TEXAS  
CAPITAL ASSET REPLACEMENT FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>ASSIGNED FUND BALANCE</b>     |              | \$ 86,249                                   | \$ 67,740                                   | \$ 68,330                                  | \$ 68,330                        | \$ 66,498   |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| Interest on Investments          | 29-300-36050 | 600   | -   | -  | 100                              | 100   |
| Interest on Demand               | 29-300-36100 | 72  | -   | -  | 12                               | -   |
| Miscellaneous                    | 29-300-36160 | -   | -   | -  | 23,544                           | -   |
| Total Estimated Revenues         |              | 672   | -   | -  | 23,656                           | 100   |
| <u>Transfers In</u>              |              |   |   |  |                                  |   |
| General Fund                     | 29-399-39901 | 80,000                                      | 80,000                                      | 80,000                                     | 80,000                           | 80,000  |
| Total Transfers In               |              | 80,000                                      | 80,000                                      | 80,000                                     | 80,000                           | 80,000  |
| Total Revenues and Transfers In  |              | 80,672                                      | 80,000                                      | 80,000                                     | 103,656                          | 80,100  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 166,921</u>                           | <u>\$ 147,740</u>                           | <u>\$ 148,330</u>                          | <u>\$ 171,986</u>                | <u>\$ 146,598</u>                                 |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Capital Asset Replacement        | 29-410       | \$ 98,591                                   | \$ 61,135                                   | \$ 116,135                                 | \$ 105,488                       | 145,000   |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>98,591</u>                               | <u>61,135</u>                               | <u>116,135</u>                             | <u>105,488</u>                   | <u>145,000</u>                                    |
| <b>ASSIGNED FUND BALANCE</b>     |              | <u>\$ 68,330</u>                            | <u>\$ 86,605</u>                            | <u>\$ 32,195</u>                           | <u>\$ 66,498</u>                 | <u>\$ 1,598</u>                                   |

# ***PEG CAPITAL FUND***

**The PEG Capital Fund is a Special Revenue Fund, which is used to account for revenues generated from PEG Capital Fees. These funds, by federal legislation, can only be used for capital costs incurred for PEG access facilities.**

**CITY OF MISSION, TEXAS  
PEG CAPITAL FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$ 419,766                                  | \$ 508,976                                  | \$ 515,635                                 | \$ 515,635                       | \$ 618,135  |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| PEG Capital Fee                  | 30-300-31505 | 93,233                                      | 88,000                                      | 88,000                                     | 100,000                          | 90,000  |
| Interest on Investments          | 30-300-36050 | 2,516                                       | -   | -  | 2,500                            | 100   |
| Interest on Demand Deposits      | 30-300-36100 | 604   | -   | -  | 500                              | -   |
| Total Estimated Revenues         |              | 96,353                                      | 88,000                                      | 88,000                                     | 103,000                          | 90,100  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 516,119</u>                           | <u>\$ 596,976</u>                           | <u>\$ 603,635</u>                          | <u>\$ 618,635</u>                | <u>\$ 708,235</u>                                 |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| PEG Capital                      | 30-410       | \$ 484                                      | \$ 500                                      | \$ 500                                     | \$ 500                           | \$ 500  |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>484</u>                                  | <u>500</u>                                  | <u>500</u>                                 | <u>500</u>                       | <u>500</u>  |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 515,635</u>                           | <u>\$ 596,476</u>                           | <u>\$ 603,135</u>                          | <u>\$ 618,135</u>                | <u>\$ 707,735</u>                                 |



# ***BOYS AND GIRLS CLUB FUND***

**Boys and Girls Club Fund is a Special Revenue fund established to account for all program revenues and expenditures related to activities being offered to boys and girls with ages ranging from 5 to 12 years old. The City of Mission has undertaken the Boys and Girls Club of Mission and has converted it to a department of the City.**

CITY OF MISSION

**CITY OF MISSION, TEXAS  
BOYS & GIRLS CLUB FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|--|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES:</b>                            |              |   |   |  |                                  |   |
| <b>UNASSIGNED FUND BALANCE</b>               |              | \$ (49,272)                                 | \$ (95,306)                                 | \$ (64,535)                                | \$ (64,535)                      | \$ (256,259)                                      |
| <b><u>CHARGES FOR SERVICES</u></b>           |              |   |   |  |                                  |   |
| Recreation:                                  |              |   |   |  |                                  |   |
| Basketball Fees                              | 32-300-32001 | 9,732                                       | 13,000                                      | 13,000                                     | 12,835                           | 13,000  |
| Baseball Fees                                | 32-300-32002 | 16,490                                      | 26,600                                      | 26,600                                     | 44,049                           | 30,000  |
| Soccer Fees                                  | 32-300-32003 | 4,656                                       | 6,000                                       | 6,000                                      | 8,840                            | 6,000   |
| Flag Football                                | 32-300-32004 | 9,280                                       | 7,000                                       | 7,000                                      | 8,000                            | 7,000   |
| Volleyball                                   | 32-300-32005 | 7,306                                       | 5,300                                       | 5,300                                      | 11,000                           | 7,000   |
| Cheerleading                                 | 32-300-32006 | 30  | -   | -  | -                                | -   |
| Summer Program                               | 32-300-32008 | 31,489                                      | 32,000                                      | 32,000                                     | 43,445                           | 35,000  |
| Contact Football                             | 32-300-32009 | -   | -   | -  | 60                               | -   |
| Dance Program                                | 32-300-32010 | -   | -   | -  | 120                              | -   |
| Membership Fees                              | 32-300-32011 | 10,310                                      | 15,000                                      | 15,000                                     | 10,850                           | 12,000  |
| After School Program                         | 32-300-32012 | 17,275                                      | 13,000                                      | 13,000                                     | 18,855                           | 15,000  |
| Camps  | 32-300-32013 | -   | -   | -  | 300                              | -   |
| <b>TOTAL CHARGES FOR SERVICES</b>            |              | <b>106,568</b>                              | <b>117,900</b>                              | <b>117,900</b>                             | <b>158,354</b>                   | <b>125,000</b>                                    |
| <b><u>INTERGOVERNMENTAL</u></b>              |              |   |   |  |                                  |   |
| United Way                                   | 32-300-33001 | 63,428                                      | 68,000                                      | 68,000                                     | 66,487                           | 68,000  |
| <b>TOTAL INTERGOVERNMENTAL</b>               |              | <b>63,428</b>                               | <b>68,000</b>                               | <b>68,000</b>                              | <b>66,487</b>                    | <b>68,000</b>                                     |
| <b><u>CONTRIBUTIONS AND DONATIONS</u></b>    |              |   |   |  |                                  |   |
| Corporate                                    | 32-300-34003 | -   | 400   | 400  | 2,500                            | 500   |
| Other Contributions                          | 32-300-34004 | 40,746                                      | 40,000                                      | 40,000                                     | 55,547                           | 40,000  |
| <b>TOTAL CONTRIBUTIONS &amp; DONATIONS</b>   |              | <b>40,746</b>                               | <b>40,400</b>                               | <b>40,400</b>                              | <b>58,047</b>                    | <b>40,500</b>                                     |
| <b><u>FUNDRAISING &amp; SPONSORSHIPS</u></b> |              |   |   |  |                                  |   |
| Gala   | 32-300-34100 | -   | -   | -  | -                                | 40,000  |
| Other Fundraising                            | 32-300-34150 | 1,225                                       | 20,000                                      | 20,000                                     | -                                | 15,500  |
| Sponsorships:                                |              |   |   |  |                                  |   |
| Basketball                                   | 32-300-34201 | -   | 500   | 500  | 385                              | 500   |
| Baseball                                     | 32-300-34202 | -   | 500   | 500  | 2,910                            | 500   |
| Soccer                                       | 32-300-34203 | -   | 500   | 500  | -                                | 500   |
| Flag Football                                | 32-300-34204 | 650   | 500   | 500  | -                                | 500   |
| Volleyball                                   | 32-300-34205 | -   | 500   | 500  | 300                              | 500   |
| Contact Football                             | 32-300-34209 | -   | 1,000                                       | 1,000                                      | -                                | -   |
| <b>TOTAL FUNDRAISING &amp; SPONSORSHIPS</b>  |              | <b>1,875</b>                                | <b>23,500</b>                               | <b>23,500</b>                              | <b>3,595</b>                     | <b>58,000</b>                                     |
| <b><u>INTEREST</u></b>                       |              |   |   |  |                                  |   |
| Interest-Investments                         | 32-300-36050 | 61  | 75  | 75   | -                                | -   |
| Interest-Demand                              | 32-300-36100 | -   | 250   | 250  | 6                                | -   |
| <b>TOTAL INTEREST</b>                        |              | <b>61</b>                                   | <b>325</b>                                  | <b>325</b>                                 | <b>6</b>                         | <b>-</b>  |

**CITY OF MISSION, TEXAS  
BOYS & GIRLS CLUB FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b><u>MISCELLANEOUS</u></b>                   |              |   |   |  |                                  |   |
| 5% Credit Card Fee                            | 32-300-34801 | 172   | 100   | 100  | 1,800                            | 100   |
| Miscellaneous                                 | 32-300-36150 | 2,353                                       | 1,000                                       | 1,000                                      | 2,279                            | 1,000   |
| Miscellaneous-Ins. Settle                     | 32-300-36160 | -   | 1,000                                       | 1,000                                      | -                                | -   |
| Concessions                                   | 32-300-36200 | 647   | 500   | 500  | 18,018                           | -   |
| Tournaments                                   | 32-300-36250 | -   | 20,000                                      | 20,000                                     | 4,071                            | 20,000  |
| <b>TOTAL MISCELLANEOUS</b>                    |              | <b>3,172</b>                                | <b>22,600</b>                               | <b>22,600</b>                              | <b>26,168</b>                    | <b>21,100</b>                                     |
|   |              |   |   |  |                                  |   |
| Total Revenues                                |              | 215,850                                     | 272,725                                     | 272,725                                    | 312,657                          | 312,600   |
|   |              |   |   |  |                                  |   |
| Transfers In-General                          | 32-300-39901 | 500,000                                     | 500,000                                     | 500,000                                    | 300,000                          | 300,000   |
|   |              |   |   |  |                                  |   |
| <b>Total Estimated Revenues and Transfers</b> |              | <b>715,850</b>                              | <b>772,725</b>                              | <b>772,725</b>                             | <b>612,657</b>                   | <b>612,600</b>                                    |
|   |              |   |   |  |                                  |   |
| <b>TOTAL RESOURCES AVAILABLE</b>              |              | <b>\$ 666,578</b>                           | <b>\$ 677,419</b>                           | <b>\$ 708,190</b>                          | <b>\$ 548,122</b>                | <b>\$ 356,341</b>                                 |
|   |              |   |   |  |                                  |   |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Administration                                | 32-470       | \$ 626,867                                  | \$ 714,630                                  | \$ 714,630                                 | \$ 662,803                       | \$ 843,568  |
| Baseball                                      | 32-471       | 49,175                                      | 53,100                                      | 53,100                                     | 75,844                           | 45,100  |
| Basketball                                    | 32-472       | 17,752                                      | 19,000                                      | 19,000                                     | 14,493                           | 19,000  |
| Football                                      | 32-473       | 15,523                                      | 19,600                                      | 19,600                                     | 14,931                           | 15,300  |
| Soccer  | 32-474       | 7,490                                       | 9,000                                       | 9,000                                      | 10,053                           | 6,500   |
| Other   | 32-475       | 14,306                                      | 21,800                                      | 21,800                                     | 26,257                           | 23,300  |
|   |              |   |   |  |                                  |   |
| Total Operations                              |              | 731,113                                     | 837,130                                     | 837,130                                    | 804,381                          | 952,768   |
|   |              |   |   |  |                                  |   |
| Total Appropriations                          |              | \$ 731,113                                  | \$ 837,130                                  | \$ 837,130                                 | \$ 804,381                       | \$ 952,768  |
|   |              |   |   |  |                                  |   |
| <b>UNASSIGNED FUND BALANCE</b>                |              | <b>\$ (64,535)</b>                          | <b>\$ (159,711)</b>                         | <b>\$ (128,940)</b>                        | <b>\$ (256,259)</b>              | <b>\$ (596,427)</b>                               |

**CITY OF MISSION, TEXAS  
BOYS & GIRLS CLUB FUND  
EXPENDITURE SUMMARY**

|   | Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate | FY 2018-2019<br>City Council<br>Approved |
|---|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|
| <b><u>Operating Appropriations By Category:</u></b> |                                    |                                    |                                   |                          |  |
| Personnel   | 327,345                            | 397,762                            | 397,762                           | 377,518                  | 439,412                                  |
| Employee Benefits                                   | 93,014                             | 115,718                            | 115,718                           | 106,684                  | 142,056                                  |
| Prof & Technical Services                           | 29,559                             | 36,400                             | 36,400                            | 41,734                   | 43,900                                   |
| Purchase Property Service                           | 115,473                            | 109,100                            | 109,100                           | 91,300                   | 108,100                                  |
| Other Purchase Property                             | 22,303                             | 24,000                             | 24,000                            | 19,729                   | 27,000                                   |
| Supplies  | 121,277                            | 113,500                            | 113,500                           | 151,804                  | 117,300                                  |
| Capital Outlay                                      | 4,354                              | 6,100                              | 6,100                             | 4,311                    | 5,600                                    |
| Miscellaneous                                       | 17,788                             | 34,550                             | 34,550                            | 11,301                   | 69,400                                   |
| Debt  | -                                  | -                                  | -                                 | -                        | -  |
|   | <u>\$ 731,113</u>                  | <u>\$ 837,130</u>                  | <u>\$ 837,130</u>                 | <u>\$ 804,381</u>        | <u>\$ 952,768</u>                        |

# CITY OF MISSION, TEXAS

**DEPARTMENT: ADMINISTRATION**

**FUND: BOYS AND GIRLS CLUB**

**PURPOSE:**

The Boys & Girls Club retains their 501C-3 Non-Profit Organization status; however, the City has brought in the Club's balance sheet (assets and liabilities) in the City's books. The Club's employees are City of Mission employees and are entitled to all benefits provided by the City. The 501C-3 Organization will account for grants received by the Club. City staff will provide accounting services to the Organization. The Boy's and Girls Club provides a safe and caring environment for children living in Mission and surrounding vicinities. Along with the City's Park and Recreation Department, the Club provides diversified activities designed to promote the development of boys and girls sense of competence, usefulness, belonging and enjoyment of their childhood. Members range from ages 5 to 13 years old. Besides the athletic programs, the Organization offers five instructional programs:

1) Power Hour, which provides tutoring and homework help; 2) Health Habits, which teaches about the benefits of health habits such as eating right and being physically active; 3) Arts & Crafts, which encourages artistic expression among Club members; 4) Smart Moves, which teaches the young people about resisting drug, alcohol, and tobacco use; 5) Sports and Recreation, which develops fitness, positive use of leisure time, appreciation for the environment, social skills.

**GOALS:**

- |   |   |
|---|---|
| 1. Increase overall membership by 15%.<br>2. Continue support and participation with the Blind Tennis tournament in America.<br>3. Combine departmental efforts and participation with Fire Dept. for program logistics, fire & safety training for all employees at the Boys & Girls Club. | 4. Host pony baseball all-star tournaments.<br>5. Have two season tournaments for baseball & basketball.<br>6. Increase revenueues.<br>7. Have two seaons of basketball, baseball & volleyball. |
|---|---|

**ACCOMPLISHMENTS IN CURRENT YEAR:**

1. Held training classes for over 20 officials.

## BUDGET

|                               | Actual<br>16-17 | Budget<br>17-18 | Estimate<br>17-18 | Budget<br>18-19 |
|-------------------------------|-----------------|-----------------|-------------------|-----------------|
| <b>EXPENDITURES</b>           |                 |                 |                   |                 |
| Personnel Services            |                 |                 |                   |                 |
| Salaries and Wages            | \$ 327,345      | \$ 397,762      | \$ 377,518        | \$ 439,412      |
| Employee Benefits             | 93,014          | 115,718         | 106,684           | 142,056         |
| Purchased Services            | 136,283         | 128,500         | 108,440           | 130,700         |
| Supplies                      | 53,877          | 48,700          | 66,500            | 67,600          |
| Other Services and Charges    | 11,994          | 22,350          | 3,661             | 62,200          |
| Debt Service                  | -               | -               | -                 | -               |
| <b>Operations Subtotal</b>    | 622,513         | 713,030         | 662,803           | 841,968         |
| Capital Outlay                | 4,354           | 1,600           | -                 | 1,600           |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 626,867      | \$ 714,630      | \$ 662,803        | \$ 843,568      |
| <b>PERSONNEL</b>              |                 |                 |                   |                 |
| Exempt                        | 3               | 3               | 4                 | 4               |
| Non-Exempt                    | 1               | 1               | 1                 | 2               |
| Part-Time                     | 24              | 24              | 23                | 21              |
| Civil Service                 | -               | -               | -                 | -               |
| <b>DEPARTMENT TOTAL</b>       | 28              | 28              | 28                | 27              |
|                               | Actual<br>14-15 |                 | Estimate<br>15-16 | Budget<br>16-17 |
| <b>PERFORMANCE INDICATORS</b> |                 |                 |                   |                 |
| Number of members             | 1,860           |                 | 2,385             | 3,000           |

# CITY OF MISSION, TEXAS

**DEPARTMENT: BASEBALL**

**FUND: BOYS AND GIRLS CLUB**

**MISSION:**

To promote, develop, supervise, and voluntarily assist in all lawful ways, the interest of those who will participate in the Baseball and Softball Program. Through proper guidance and exemplary leadership, the Baseball Program assists youth in developing the qualities of citizenship, discipline, teamwork and physical well-being. By exposing the virtues of character, courage, and loyalty, the Baseball and Softball Program is designed to develop superior citizens rather than superior athletes.

**GOALS:**

- |  |                                     |
|--|-------------------------------------|
| 1. Increase number of participation to 60 teams.                 | 4. Implement a summer league.       |
| 2. Continue hosting clinics for coaches, umpires & scorekeepers. | 5. Implement a 3 & 4 year division. |
| 3. Increase sponsorships.  |                                     |

**ACCOMPLISHMENTS IN CURRENT YEAR:**

1. Eight teams participated in all-star tournaments.
2. Twelve teams participated in the 2017 South Texas All-Staff conference.
3. The 14 and under softball team made it to the World Series.

## BUDGET

|                                 | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|---------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>             |                         |                         |                           |                         |
| Personnel Services              |                         |                         |                           |                         |
| Salaries and Wages              | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits               | -                       | -                       | -                         | -                       |
| Purchased Services              | 10,403                  | 14,300                  | 16,355                    | 16,900                  |
| Supplies                        | 32,978                  | 26,600                  | 51,849                    | 21,000                  |
| Other Services and Charges      | 5,794                   | 12,200                  | 7,640                     | 7,200                   |
| <b>Operations Subtotal</b>      | 49,175                  | 53,100                  | 75,844                    | 45,100                  |
| Capital Outlay                  | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>       | \$ 49,175               | \$ 53,100               | \$ 75,844                 | \$ 45,100               |
| <b>PERSONNEL</b>                |                         |                         |                           |                         |
| Exempt                          | -                       | -                       | -                         | -                       |
| Non-Exempt                      | -                       | -                       | -                         | -                       |
| Part-Time                       | -                       | -                       | -                         | -                       |
| Civil Service                   | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>         | -                       | -                       | -                         | -                       |
|                                 | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>   |                         |                         |                           |                         |
| Number of teams                 | 35                      |                         | 50                        | 60                      |
| Number of members participating | 525                     |                         | 750                       | 900                     |

# CITY OF MISSION, TEXAS

**DEPARTMENT: BASKETBALL**

**FUND: BOYS AND GIRLS CLUB**

**PURPOSE:**

The Basketball Program enables children to participate in team sports and activities in a safe and structured environment. This Program teaches fundamental values, skills, and knowledge that will be used throughout the child's life. A weekly grade check teaches young athletes the importance of education by introducing UIL rules of "No Pass No Play Rule,". Our objective is to: 1)encourage and increase youth participation in basketball; 2) ensure a safe and positive playing environment for all participants; 3)instill life-long values of teamwork, dedication and a superior work ethic in the classroom and on the playing field; 4)keep our program inexpensive as compared to other programs in surrounding cities.

**GOALS:**

1. Increase number of participation to 50 teams.

**ACCOMPLISHMENTS IN CURRENT YEAR:**

1. Increased basketball team participation.

## BUDGET

|                                 | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|---------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>             |                         |                         |                           |                         |
| Personnel Services              |                         |                         |                           |                         |
| Salaries and Wages              | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits               | -                       | -                       | -                         | -                       |
| Purchased Services              | 8,757                   | 10,000                  | 8,249                     | 10,000                  |
| Supplies                        | 8,995                   | 9,000                   | 6,244                     | 9,000                   |
| Other Services and Charges      | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>      | <b>17,752</b>           | <b>19,000</b>           | <b>14,493</b>             | <b>19,000</b>           |
| Capital Outlay                  | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 17,752</b>        | <b>\$ 19,000</b>        | <b>\$ 14,493</b>          | <b>\$ 19,000</b>        |
| <b>PERSONNEL</b>                |                         |                         |                           |                         |
| Exempt                          | -                       | -                       | -                         | -                       |
| Non-Exempt                      | -                       | -                       | -                         | -                       |
| Part-Time                       | -                       | -                       | -                         | -                       |
| Civil Service                   | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>         | <b>-</b>                | <b>-</b>                | <b>-</b>                  | <b>-</b>                |
|                                 | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b>   | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
| Number of teams                 | 45                      |                         | 50                        | 50                      |
| Number of members participating | 540                     |                         | 600                       | 600                     |

# CITY OF MISSION, TEXAS

**DEPARTMENT: FOOTBALL**

**FUND: BOYS AND GIRLS CLUB**

**PURPOSE:**

The Football Program enables children to participate in team sports and activities in a safe and structured environment. This Program teaches fundamental values, skills, and knowledge that will be used throughout the child's life. A weekly grade check teaches young athletes the importance of education by introducing UIL rules of "No Pass No Play Rule,". Our objective is to: 1)encourage and increase youth participation in football; 2) ensure a safe and positive playing environment for all participants; 3)instill life-long values of teamwork, dedication and a superior work ethic in the classroom and on the playing field; 4)keep our program inexpensive as compared to other programs in surrounding cities.

**GOALS:**

1. Increase number of participation to 50 teams.
2. Increase sponsorships.
3. Increase sport divisions for better participation and safety.
4. Implement play 60.

**ACCOMPLISHMENTS IN CURRENT YEAR:**

## BUDGET

|                                 | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|---------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>             |                         |                         |                           |                         |
| Personnel Services              |                         |                         |                           |                         |
| Salaries and Wages              | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits               | -                       | -                       | -                         | -                       |
| Purchased Services              | 5,201                   | 7,400                   | 7,681                     | 8,600                   |
| Supplies                        | 10,322                  | 12,200                  | 7,250                     | 6,700                   |
| Other Services and Charges      | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>      | <b>15,523</b>           | <b>19,600</b>           | <b>14,931</b>             | <b>15,300</b>           |
| Capital Outlay                  | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 15,523</b>        | <b>\$ 19,600</b>        | <b>\$ 14,931</b>          | <b>\$ 15,300</b>        |
| <b>PERSONNEL</b>                |                         |                         |                           |                         |
| Exempt                          | -                       | -                       | -                         | -                       |
| Non-Exempt                      | -                       | -                       | -                         | -                       |
| Part-Time                       | -                       | -                       | -                         | -                       |
| Civil Service                   | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>         | <b>-</b>                | <b>-</b>                | <b>-</b>                  | <b>-</b>                |
|                                 | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b>   | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
| Number of teams                 | 30                      |                         | 45                        | 50                      |
| Number of members participating | 660                     |                         | 990                       | 1,100                   |



# CITY OF MISSION, TEXAS

**DEPARTMENT: SOCCER**

**FUND: BOYS AND GIRLS CLUB**

**PURPOSE:**

The Soccer Program enables children to participate in team sports and activities in a safe and structured environment. This Program teaches fundamental values, skills, and knowledge that will be used throughout the child's life. A weekly grade check teaches young athletes the importance of education by introducing UIL rules of "No Pass No Play Rule,". Our objective is to: 1)encourage and increase youth participation in soccer; 2) ensure a safe and positive playing environment for all participants; 3)instill life-long values of teamwork, dedication and a superior work ethic in the classroom and on the playing field; 4)keep our program inexpensive as compared to other programs in surrounding cities.

**GOALS:**

1. Increase number of participation to 35 teams.

**ACCOMPLISHMENTS IN CURRENT YEAR:**

## BUDGET

|                                 | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|---------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>             |                         |                         |                           |                         |
| Personnel Services              |                         |                         |                           |                         |
| Salaries and Wages              | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits               | -                       | -                       | -                         | -                       |
| Purchased Services              | 1,576                   | 2,500                   | 1,852                     | 2,500                   |
| Supplies                        | 5,914                   | 6,500                   | 8,201                     | 4,000                   |
| Other Services and Charges      | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>      | <b>7,490</b>            | <b>9,000</b>            | <b>10,053</b>             | <b>6,500</b>            |
| Capital Outlay                  | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 7,490</b>         | <b>\$ 9,000</b>         | <b>\$ 10,053</b>          | <b>\$ 6,500</b>         |
| <b>PERSONNEL</b>                |                         |                         |                           |                         |
| Exempt                          | -                       | -                       | -                         | -                       |
| Non-Exempt                      | -                       | -                       | -                         | -                       |
| Part-Time                       | -                       | -                       | -                         | -                       |
| Civil Service                   | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>         | <b>-</b>                | <b>-</b>                | <b>-</b>                  | <b>-</b>                |
|                                 | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>   |                         |                         |                           |                         |
| Number of teams                 | 28                      |                         | 20                        | 35                      |
| Number of members participating | 280                     |                         | 200                       | 350                     |

# CITY OF MISSION, TEXAS

**DEPARTMENT: OTHER PROGRAMS**

**FUND: BOYS AND GIRLS CLUB**

**PURPOSE:** Other programs include Volleyball, Cheerleading, Dance, Arts and Crafts, Field Trips, and Health & Life Skills. These Programs enable children to participate in team sports and activities in a safe and structured environment. These Programs teach fundamental values, skills, and knowledge that will be used throughout the child's life. A weekly grade check teaches young athletes the importance of education by introducing UIL rules of "No Pass No Play Rule". Our objective is to: 1) encourage and increase youth participation in the programs; 2) ensure a safe and positive playing environment for all participants; 3) instill life-long values of teamwork, dedication and a superior work ethic in the classroom and on the playing field; 4) keep our program inexpensive as compared to other programs in surrounding cities.

**GOALS:**

1. Improve and increase the education programs offered such as Sylvan Learning, STEM & Palmer Drug Abuse Intervention.
2. Continue with individual sport skills camp (summer camps) and educational programs.
3. Increase team participation in volleyball to 40 teams.
4. Increase the number of Teens attending during the year and launch The Club Teens Center Career.
5. Implement robotics program with Mission CISD robotics.
6. Implement Money Matter for teens during the school year & summer.
7. Implement Music Makers during the school year & summer.

## BUDGET

|                                 | <b>Actual</b>    | <b>Budget</b>    | <b>Estimate</b>  | <b>Budget</b>    |
|---------------------------------|------------------|------------------|------------------|------------------|
| <b>EXPENDITURES</b>             | <b>16-17</b>     | <b>17-18</b>     | <b>17-18</b>     | <b>18-19</b>     |
| Personnel Services              |                  |                  |                  |                  |
| Salaries and Wages              | \$ -             | \$ -             | \$ -             | \$ -             |
| Employee Benefits               | -                | -                | -                | -                |
| Purchased Services              | 5,115            | 6,800            | 10,186           | 10,300           |
| Supplies                        | 9,191            | 10,500           | 11,760           | 9,000            |
| Other Services and Charges      | -                | -                | -                | -                |
| <b>Operations Subtotal</b>      | <b>14,306</b>    | <b>17,300</b>    | <b>21,946</b>    | <b>19,300</b>    |
| Capital Outlay                  | -                | 4,500            | 4,311            | 4,000            |
| <b>DEPARTMENTAL TOTAL</b>       | <b>\$ 14,306</b> | <b>\$ 21,800</b> | <b>\$ 26,257</b> | <b>\$ 23,300</b> |
| <b>PERSONNEL</b>                |                  |                  |                  |                  |
| Exempt                          | -                | -                | -                | -                |
| Non-Exempt                      | -                | -                | -                | -                |
| Part-Time                       | -                | -                | -                | -                |
| Civil Service                   | -                | -                | -                | -                |
| <b>DEPARTMENT TOTAL</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
|                                 | <b>Actual</b>    |                  | <b>Estimate</b>  | <b>Budget</b>    |
| <b>PERFORMANCE INDICATORS</b>   | <b>16-17</b>     |                  | <b>17-18</b>     | <b>18-19</b>     |
| Number of volleyball teams      | 30               |                  | 25               | 40               |
| Number of members participating | 240              |                  | 200              | 320              |

# ***TAX INCREMENT REINVESTMENT ZONE ONE***

The Tax Increment Reinvestment Zone One (TIRZ) is a Special Revenue Fund, which is used to account for a portion of property taxes levied by the City and Hidalgo County to facilitate the provision of public works or improvements.

CITY OF MISSION

**CITY OF MISSION, TEXAS  
TAX INCREMENT FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>   |              | \$ 3,554                                    | \$ 3,543                                    | \$ 3,562                                   | \$ 3,562                         | \$ 3,467  |
| <u>Estimated Revenues</u>        |              |   |   |  |                                  |   |
| Current Ad Valerom               | 81-300-31000 | -   | -   | -  | -                                | -   |
| Hidalgo County                   | 81-300-33901 | 2,568,815                                   | 2,500,000                                   | 2,500,000                                  | 2,670,000                        | 2,650,000   |
| Interest on Investments          | 81-300-36050 | -   | -   | -  | -                                | -   |
| Interest on Demand               | 81-300-36100 | 42  | -   | -  | -                                | -   |
|                                  |              | <u>2,568,857</u>                            | <u>2,500,000</u>                            | <u>2,500,000</u>                           | <u>2,670,000</u>                 | <u>2,650,000</u>                                  |
| Total Estimated Revenues         |              |   |   |  |                                  |   |
| <u>Transfers In</u>              |              |   |   |  |                                  |   |
| General Fund                     | 81-399-33801 | 2,251,005                                   | 2,145,125                                   | 2,145,125                                  | 2,168,783                        | 2,200,000   |
| I&S Fund                         | 81-399-33808 | 286,328                                     | 425,000                                     | 425,000                                    | 428,971                          | 430,000   |
|                                  |              | <u>2,537,333</u>                            | <u>2,570,125</u>                            | <u>2,570,125</u>                           | <u>2,597,754</u>                 | <u>2,630,000</u>                                  |
| Total Transfers-In               |              |   |   |  |                                  |   |
| Total Revenues and Transfers In  |              | <u>5,106,190</u>                            | <u>5,070,125</u>                            | <u>5,070,125</u>                           | <u>5,267,754</u>                 | <u>5,280,000</u>                                  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 5,109,744</u>                         | <u>\$ 5,073,668</u>                         | <u>\$ 5,073,687</u>                        | <u>\$ 5,271,316</u>              | <u>\$ 5,283,467</u>                               |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| TIRZ                             | 81-465       | <u>5,106,182</u>                            | <u>5,070,175</u>                            | <u>5,070,175</u>                           | <u>5,267,849</u>                 | <u>5,280,050</u>                                  |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>5,106,182</u>                            | <u>5,070,175</u>                            | <u>5,070,175</u>                           | <u>5,267,849</u>                 | <u>5,280,050</u>                                  |
| <b>RESTRICTED FUND BALANCE</b>   |              | <u>\$ 3,562</u>                             | <u>\$ 3,493</u>                             | <u>\$ 3,512</u>                            | <u>\$ 3,467</u>                  | <u>\$ 3,417</u>                                   |

# ***UTILITY FUND***

**The Utility Fund is used to account for the provision of water and sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund.**

CITY OF MISSION

**CITY OF MISSION, TEXAS  
UTILITY FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

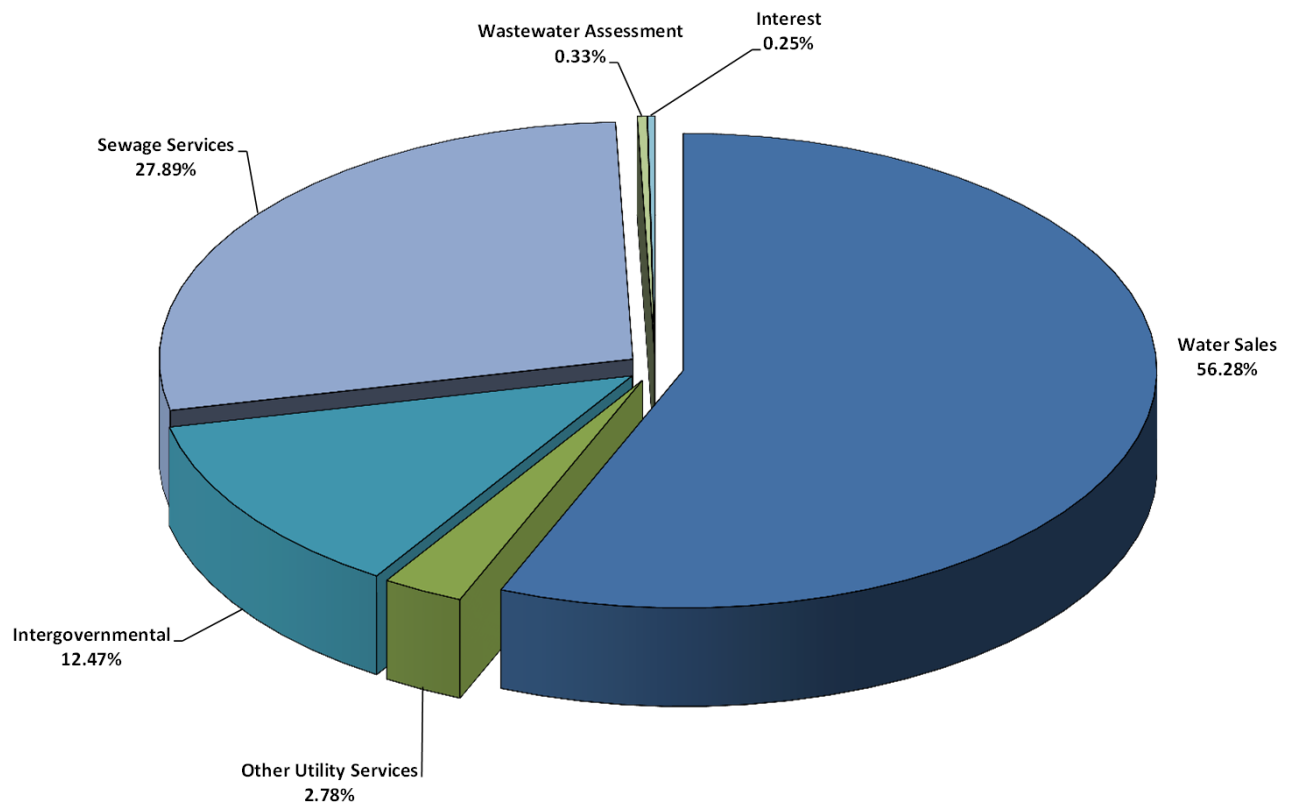
|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>BEGINNING WORKING CAPITAL</b> |              | \$ 5,204,998                                | \$ 6,337,084                                | \$ 2,689,409                               | \$ 2,689,409                     | \$ 1,407,115                                      |
| <u>Estimated Revenues:</u>       |              |   |   |  |                                  |   |
| Water Sales                      | 02-300-31000 | 11,562,668                                  | 11,700,000                                  | 11,700,000                                 | 11,600,000                       | 12,700,000  |
| Water Sales - Granjeno           | 02-300-31025 | 27,470                                      | 25,000                                      | 25,000                                     | 25,000                           | 25,000  |
| Connection Fees                  | 02-300-31100 | 118,341                                     | 120,000                                     | 120,000                                    | 120,000                          | 120,000   |
| Reconnect Fees                   | 02-300-31200 | 113,325                                     | 100,000                                     | 100,000                                    | 100,000                          | 100,000   |
| Sewage Service                   | 02-300-31300 | 5,632,776                                   | 6,100,000                                   | 6,100,000                                  | 5,850,000                        | 6,290,000   |
| Sewage Service - Granjeno        | 02-300-31325 | 15,432                                      | 13,000                                      | 13,000                                     | 15,000                           | 15,000  |
| Industrial Sewer Surcharge       | 02-300-31350 | 25,592                                      | 37,000                                      | 37,000                                     | 30,000                           | 37,000  |
| W/W Syst. Cap. Recovery Fee      | 02-300-31380 | 54,017                                      | -   | -  | 17,600                           | -   |
| Wastewater Assessment            | 02-300-31400 | 69,938                                      | 75,000                                      | 75,000                                     | 70,000                           | 75,000  |
| Service Charge                   | 02-300-31500 | 59,580                                      | 60,000                                      | 60,000                                     | 60,000                           | 60,000  |
| Miscellaneous Income             | 02-300-33000 | 27,098                                      | 30,000                                      | 30,000                                     | 15,000                           | 30,000  |
| Waterline & Sewer Reimb.         | 02-300-33050 | -   | 1,100                                       | 1,100                                      | 24,436                           | 1,100   |
| RMA Reimbursement                | 02-300-33280 | -   | 400,000                                     | 400,000                                    | 91,334                           | 370,000   |
| TIRZ Reimbursement               | 02-300-33282 | 1,327,279                                   | 1,939,564                                   | 6,893,901                                  | 4,820,000                        | 2,450,000   |
| 5% Credit Card Fee               | 02-300-34801 | 30,239                                      | 20,000                                      | 20,000                                     | 31,000                           | 30,000  |
| Interest on Investments          | 02-300-36050 | 73,630                                      | 45,000                                      | 45,000                                     | 78,000                           | 45,000  |
| Interest on Demand Dep.          | 02-300-36100 | 40,994                                      | 12,000                                      | 12,000                                     | 11,197                           | 12,000  |
| Sale of City Equipment           | 02-300-39000 | -   | -   | -  | 25                               | -   |
| Capital Asset Contribution       | 02-300-39701 | 893,581                                     | -   | -  | 175,000                          | 250,000   |
| Total Estimated Revenues         |              | 20,071,960                                  | 20,677,664                                  | 25,632,001                                 | 23,133,592                       | 22,610,100  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u>\$ 25,276,958</u>                        | <u>\$ 27,014,748</u>                        | <u>\$ 28,321,410</u>                       | <u>\$ 25,823,001</u>             | <u>\$ 24,017,215</u>                              |
| <b>APPROPRIATIONS:</b>           |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Water Administration             | 02-410       | \$ 951,749                                  | \$ 1,048,064                                | \$ 1,048,064                               | \$ 970,484                       | \$ 828,933  |
| Water Distrib/Sewer Collections  | 02-412       | 4,284,469                                   | 5,795,486                                   | 10,749,823                                 | 7,741,732                        | 6,772,038   |
| South Water Treatment Plant      | 02-413       | 2,541,314                                   | 2,263,794                                   | 2,263,794                                  | 2,129,489                        | 2,056,708   |
| Wastewater Treatment             | 02-414       | 2,723,898                                   | 2,515,242                                   | 2,515,242                                  | 2,251,012                        | 1,821,290   |
| Industrial Pre-Treatment         | 02-415       | 283,050                                     | 378,660                                     | 378,660                                    | 297,280                          | 351,843   |
| Utility Billing & Collecting     | 02-416       | 542,450                                     | 546,819                                     | 546,819                                    | 503,793                          | 541,527   |
| Organizational Expenses          | 02-417       | 3,858,064                                   | 3,959,553                                   | 3,959,553                                  | 3,630,984                        | 3,956,403   |
| Meter Readers                    | 02-418       | 461,343                                     | 465,906                                     | 465,906                                    | 414,800                          | 500,285   |
| Northside Water Treatment Plant  | 02-430       | 2,241,212                                   | 2,129,475                                   | 2,129,475                                  | 2,076,312                        | 2,226,921   |
| Total Operations                 |              | 17,887,549                                  | 19,102,999                                  | 24,057,336                                 | 20,015,886                       | 19,055,948  |
| <u>Transfers-Out</u>             |              |   |   |  |                                  |   |
| General Fund                     | 02-499-56900 | 4,400,000                                   | 4,400,000                                   | 4,400,000                                  | 4,400,000                        | 4,600,000   |
| Golf Course Fund                 | 02-499-56904 | 300,000                                     | 300,000                                     | 300,000                                    | -                                | -   |
| Total Transfers-Out              |              | 4,700,000                                   | 4,700,000                                   | 4,700,000                                  | 4,400,000                        | 4,600,000   |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>22,587,549</u>                           | <u>23,802,999</u>                           | <u>28,757,336</u>                          | <u>24,415,886</u>                | <u>23,655,948</u>                                 |
| <b>ENDING WORKING CAPITAL</b>    |              | <u>\$ 2,689,409</u>                         | <u>\$ 3,211,749</u>                         | <u>\$ (435,926)</u>                        | <u>\$ 1,407,115</u>              | <u>\$ 361,267</u>                                 |

# City of Mission

## Utility Fund Revenues

### By Source

\$22,610,100



**CITY OF MISSION, TEXAS  
UTILITY FUND  
EXPENSE SUMMARY**

| Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate | FY 2018-2019<br>City Council<br>Approval |
|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|
|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|

**APPROPRIATIONS:**

**Operating Expenses:**

|                                 |     |                             |                             |                             |                             |                             |
|---------------------------------|-----|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Water Administration            | 410 | \$ 951,749                  | \$ 1,048,064                | \$ 1,048,064                | \$ 970,484                  | \$ 828,933                  |
| Water Distrib/Sewer Collections | 412 | 4,284,469                   | 5,795,486                   | 10,749,823                  | 7,741,732                   | 6,772,038                   |
| South Water Treatment Plant     | 413 | 2,541,314                   | 2,263,794                   | 2,263,794                   | 2,129,489                   | 2,056,708                   |
| Wastewater Treatment            | 414 | 2,723,898                   | 2,515,242                   | 2,515,242                   | 2,251,012                   | 1,821,290                   |
| Industrial Pre-Treatment        | 415 | 283,050                     | 378,660                     | 378,660                     | 297,280                     | 351,843                     |
| Utility Billing & Collecting    | 416 | 542,450                     | 546,819                     | 546,819                     | 503,793                     | 541,527                     |
| Organizational Expenses         | 417 | 3,858,064                   | 3,959,553                   | 3,959,553                   | 3,630,984                   | 3,956,403                   |
| Meter Readers                   | 418 | 461,343                     | 465,906                     | 465,906                     | 414,800                     | 500,285                     |
| Northside Water Treatment Plant | 430 | 2,241,212                   | 2,129,475                   | 2,129,475                   | 2,076,312                   | 2,226,921                   |
| Total Operations                |     | <u>17,887,549</u>           | <u>19,102,999</u>           | <u>24,057,336</u>           | <u>20,015,886</u>           | <u>19,055,948</u>           |
| Transfers-Out                   |     | <u>4,700,000</u>            | <u>4,700,000</u>            | <u>4,700,000</u>            | <u>4,400,000</u>            | <u>4,600,000</u>            |
| <b>TOTAL APPROPRIATIONS</b>     |     | <u><u>\$ 22,587,549</u></u> | <u><u>\$ 23,802,999</u></u> | <u><u>\$ 28,757,336</u></u> | <u><u>\$ 24,415,886</u></u> | <u><u>\$ 23,655,948</u></u> |

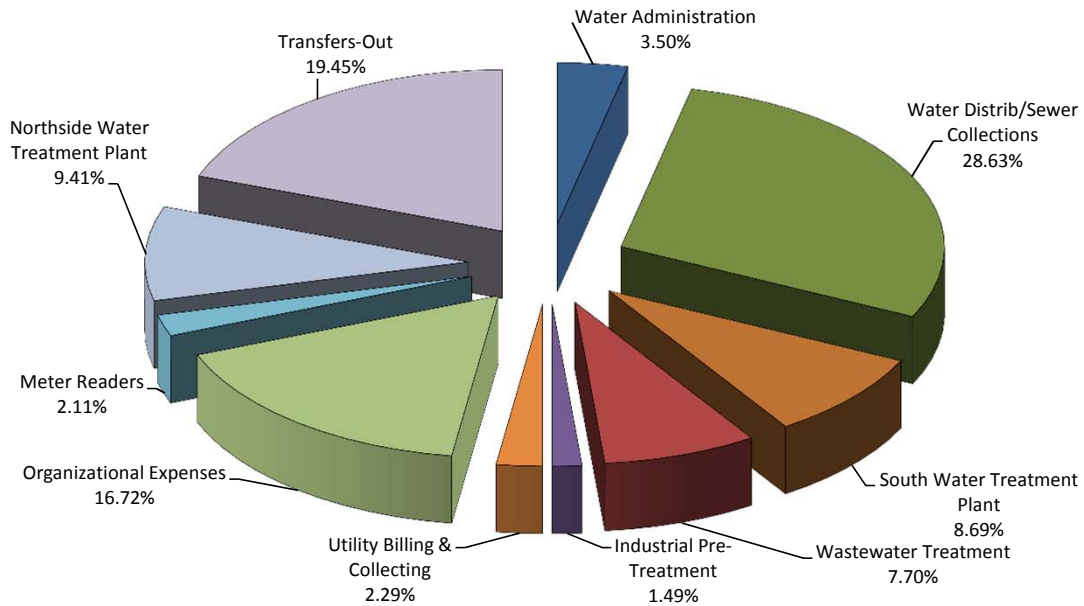
**Operating Appropriation By Category:**

|                             |                             |                             |                             |                             |                             |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Personnel                   | \$ 3,447,999                | \$ 3,629,406                | \$ 3,629,406                | \$ 3,417,675                | \$ 3,622,468                |
| Benefits                    | 1,221,487                   | 1,181,225                   | 1,181,225                   | 1,134,880                   | 1,296,251                   |
| Profess & Tech Services     | 178,275                     | 345,000                     | 642,500                     | 416,000                     | 406,000                     |
| Purchased Property Services | 2,312,623                   | 2,292,450                   | 2,292,450                   | 2,202,150                   | 2,363,150                   |
| Other Purchased Services    | 317,005                     | 346,800                     | 343,175                     | 320,570                     | 417,400                     |
| Supplies                    | 3,107,012                   | 3,070,500                   | 3,061,800                   | 2,705,813                   | 2,972,550                   |
| Capital Outlay              | 3,354,935                   | 4,145,571                   | 9,099,908                   | 6,170,403                   | 4,321,651                   |
| Miscellaneous               | 505,557                     | 929,094                     | 643,919                     | 592,730                     | 497,275                     |
| Debt Service                | 3,442,656                   | 3,162,953                   | 3,162,953                   | 3,055,665                   | 3,159,203                   |
|                             | <u><u>\$ 17,887,549</u></u> | <u><u>\$ 19,102,999</u></u> | <u><u>\$ 24,057,336</u></u> | <u><u>\$ 20,015,886</u></u> | <u><u>\$ 19,055,948</u></u> |

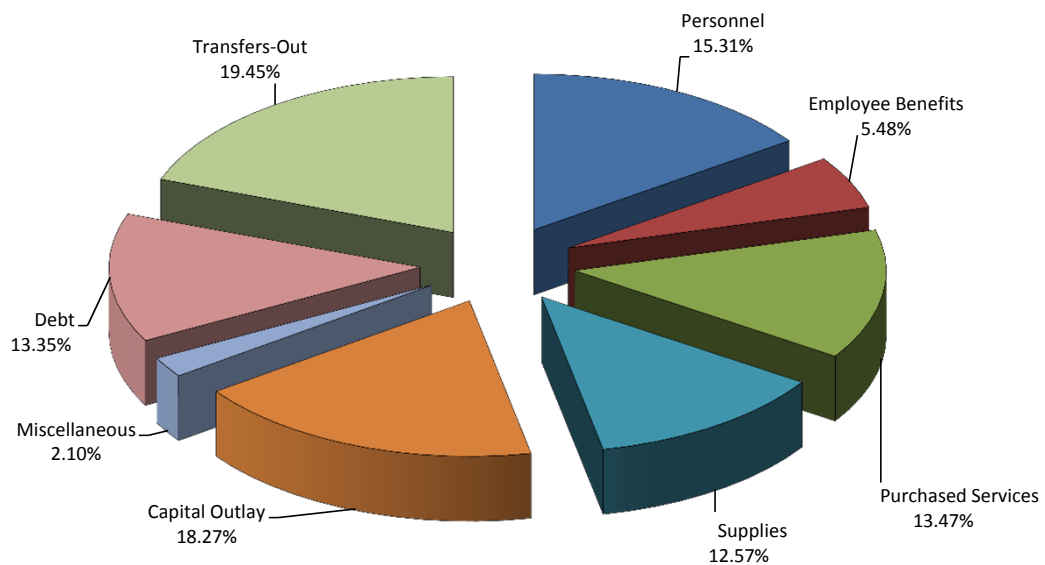


# City of Mission

## Utility Fund Appropriations by Department \$23,655,948



## Utility Fund Appropriations by Category \$23,655,948



| CITY OF MISSION, TEXAS   |                 |                 |                   |                 |
|--|-----------------|-----------------|-------------------|-----------------|
| DEPARTMENT: ADMINISTRATION   |                 |                 | FUND: UTILITY     |                 |
| <b>PURPOSE:</b><br>The Administration provides direct management to the Water Plants, Wastewater Treatment Plants, and Industrial Treatment Plant. Our office is represented in the Community through various outreach programs such as, Citrus Fiesta, Health Fairs and specialty water conservation and awareness programs at local schools. |                 |                 |                   |                 |
| BUDGET   |                 |                 |                   |                 |
| EXPENDITURES   | Actual<br>16-17 | Budget<br>17-18 | Estimate<br>17-18 | Budget<br>18-19 |
| Personnel Services   |                 |                 |                   |                 |
| Salaries and Wages   | \$ 696,277      | \$ 798,477      | \$ 737,052        | \$ 614,902      |
| Employee Benefits  | 213,018         | 207,327         | 193,372           | 169,831         |
| Purchased Services   | 36,197          | 35,260          | 33,610            | 37,300          |
| Supplies   | 5,856           | 6,500           | 6,000             | 6,400           |
| Other Services and Charges   | 401             | 500             | 450               | 500             |
| <b>Operations Subtotal</b>   | 951,749         | 1,048,064       | 970,484           | 828,933         |
| Capital Outlay   | -               | -               | -                 | -               |
| <b>DEPARTMENTAL TOTAL</b>  | \$ 951,749      | \$ 1,048,064    | \$ 970,484        | \$ 828,933      |
| <b>PERSONNEL</b>   |                 |                 |                   |                 |
| Exempt   | 8               | 8               | 8                 | 8               |
| Non-Exempt   | 3               | 3               | 3                 | 3               |
| Part-Time  | -               | -               | -                 | -               |
| Civil Service  | -               | -               | -                 | -               |
| <b>DEPARTMENT TOTAL</b>  | 11              | 11              | 11                | 11              |
| PERFORMANCE INDICATORS   | Actual<br>16-17 | Budget<br>17-18 | Estimate<br>17-18 | Budget<br>18-19 |
|  |                 |                 |                   |                 |

# CITY OF MISSION, TEXAS

**DEPARTMENT: WATER DISTRIBUTION/SEWER COLLECTION**

**FUND: UTILITY**

**PURPOSE:**

This department accounts for all expenses related to the distribution of water to the City's residents, businesses, and industries. With a current staff 37 employees, the Water Distribution Department has been able to provide the most reliable, safe, and efficient services to each of its customers. The water distribution and wastewater collections duties include the daily operations and maintenance of 38 liftstations, over 250 miles of waterlines, 325 miles of sewerlines and over 2,500 hydrants.

**GOALS:**

1. Begin utility adjustments for Taylor Road Project.
2. Begin utility adjustments for County SH 364 Loop Project.
3. Extend fire protection line from Frontage road to Moorefield along Ir
4. Continue with the manhole rehabilitation program.
5. Maintain and deodorize all 40 Lift Stations daily.
6. Continue improvements on water loss prevention program.
7. Rehab lift station 35 located at Glasscock and Expressway.
8. Disconnect the 16-inch transfer water line from north water Plant to the South Plant and reconnect to Interstate 2 and Dunlap.
9. Upgrade waterline and add fire protection on Basham Rd., Cheril Rd. and Thompson Rd. East of Inspiration Rd.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Responded to over 108 water breaks.
2. Installed over 2,719 linear feet of water line.
3. Replaced and repaired 14 fire hydrants.
4. Installed over 3,894 linear feet of sewer line.
5. Installed over 410 new meter service connections.
6. Responded to 4,044 line locate requests.
7. Installed a fire protection loop system for the incinerator located at 906 South Conway.
8. Completed the 750,000 gallon elevated water tower project located at Victoria and Shary Road.

## BUDGET

|                                  | Actual       | Budget       | Estimate     | Budget       |
|----------------------------------|--------------|--------------|--------------|--------------|
| EXPENDITURES                     | 16-17        | 17-18        | 17-18        | 18-19        |
| Personnel Services               |              |              |              |              |
| Salaries and Wages               | \$ 1,032,760 | \$ 1,068,878 | \$ 1,006,250 | \$ 1,183,793 |
| Employee Benefits                | 396,819      | 384,558      | 371,052      | 455,695      |
| Purchased Services               | 487,537      | 512,700      | 544,510      | 498,500      |
| Supplies                         | 597,323      | 711,750      | 487,200      | 630,750      |
| Other Services and Charges       | 15,493       | 13,300       | 11,722       | 13,300       |
| <b>Operations Subtotal</b>       | 2,529,932    | 2,691,186    | 2,420,734    | 2,782,038    |
| Capital Outlay                   | 1,754,537    | 3,104,300    | 5,320,998    | 3,990,000    |
| <b>DEPARTMENTAL TOTAL</b>        | \$ 4,284,469 | \$ 5,795,486 | \$ 7,741,732 | \$ 6,772,038 |
| <b>PERSONNEL</b>                 |              |              |              |              |
| Exempt                           | 3            | 3            | 3            | 3            |
| Non-Exempt                       | 33           | 33           | 33           | 33           |
| Part-Time                        | -            | -            | -            | -            |
| Civil Service                    | -            | -            | -            | -            |
| <b>DEPARTMENT TOTAL</b>          | 36           | 36           | 36           | 36           |
|                                  | Actual       |              | Estimate     | Budget       |
| PERFORMANCE INDICATORS           | 16-17        |              | 17-18        | 18-19        |
| Installed new water lines (L.F.) | 2,275        |              | 2,719        | 2,991        |
| Installed new sewer mains (L.F.) | 3,695        |              | 3,894        | 4,283        |
| New water meter taps             | 373          |              | 410          | 451          |
| Fire Hydrants maintained (E.A.)  | 27           |              | 14           | 15           |
| Completed service orders         | 1,016        |              | 5,642        | 6,206        |
| Water breaks repaired (E.A.)     | 17           |              | 144          | 158          |
| Line locating of water and sewer | 5,021        |              | 4,044        | 4,448        |

# CITY OF MISSION, TEXAS

**DEPARTMENT: SOUTH WATER TREATMENT PLANT**

**FUND: UTILITY**

**PURPOSE:**

This department accounts for the expenses related to the south water plant. The plant is responsible for the water treatment and purification of surface water. The City of Mission is one of the few systems that have the designation of "Superior" water ratings.

**GOALS:**

1. Comply with State and Federal drinking water regulations.
2. Implement long range water treatment plan.
3. Comply with all laboratory analysis under state and federal rules and regulations.
4. Maintain pumps, motors and related appurtenances in working order.
5. Continue to produce and deliver the best quality of drinking water.
6. Continue to respond to all water quality customer inquiries.
7. Complete long term surface water monitoring.
8. Conduct at least two water filter evaluations.
9. Evaluate sludge drain lines Plant Nos. 1-2
10. Refurbish one high service pump.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Completed TX Water Development Board survey and reported an 11% water loss.
2. Operated water treatment plant in general compliance with all State and Federal guidelines.
3. Completed lead and copper sampling per TCEQ guidelines.
4. Conducted a public meeting allowing customers to inquire about drinking water.
5. Maintained elevated water tower SCADA communications system.
6. Increased awareness of water conservation through water quality web based report.
7. Installed equipment to include shear drain valves, backwash and sludge flow meters.

## BUDGET

|                                     | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                 |                         |                         |                           |                         |
| Personnel Services                  |                         |                         |                           |                         |
| Salaries and Wages                  | \$ 408,492              | \$ 427,119              | \$ 395,697                | \$ 433,775              |
| Employee Benefits                   | 144,421                 | 140,703                 | 134,819                   | 157,783                 |
| Purchased Services                  | 430,257                 | 407,520                 | 426,197                   | 456,750                 |
| Supplies                            | 986,618                 | 861,900                 | 766,951                   | 904,000                 |
| Other Services and Charges          | 1,792                   | 51,800                  | 51,600                    | 31,700                  |
| <b>Operations Subtotal</b>          | <b>1,971,580</b>        | <b>1,889,042</b>        | <b>1,775,264</b>          | <b>1,984,008</b>        |
| Capital Outlay                      | 569,734                 | 374,752                 | 354,225                   | 72,700                  |
| <b>DEPARTMENTAL TOTAL</b>           | <b>\$ 2,541,314</b>     | <b>\$ 2,263,794</b>     | <b>\$ 2,129,489</b>       | <b>\$ 2,056,708</b>     |
| <b>PERSONNEL</b>                    |                         |                         |                           |                         |
| Exempt                              | 1                       | 1                       | 2                         | 2                       |
| Non-Exempt                          | 11                      | 11                      | 10                        | 10                      |
| Part-Time                           | -                       | -                       | -                         | -                       |
| Civil Service                       | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>             | <b>12</b>               | <b>12</b>               | <b>12</b>                 | <b>12</b>               |
|                                     | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>       |                         |                         |                           |                         |
| Treated Water (South Plant) Gallons | 1,833,290,000           |                         | 1,840,000,000             | 1,928,477,250           |
| Monthly Average                     | 152,774,167             |                         | 153,300,000               | 160,706,438             |
| Daily Average (MGD)                 | 5.02                    |                         | 5.04                      | 5.28                    |
| High Peak (MGD)                     | 7.74                    |                         | 7.75                      | 8.13                    |

# CITY OF MISSION, TEXAS

**DEPARTMENT: WASTEWATER TREATMENT PLANT**

**FUND: UTILITY**

**PURPOSE:**

The Wastewater Treatment Plant is responsible for the treatment of the City's wastewater. Daily operations consist of laboratory analysis, sludge management and operations and maintenance. All these activities must meet rigorous standards established by the various regulatory agencies. The wastewater plant is staffed 24/7 and employs 10-operators, 1-laborer,

1 Clerk and 1-Supervisor.

**GOALS:**

1. Operate in compliance with all state and federal regulations.
2. Place expansion of wastewater treatment plant into service.
3. Reduce electricity consumption within the new plant through new and efficient equipment
4. Secure training for effluent reuse and application of post disinfection.
5. Secure operators trainees for new expansion.
6. Continue to work on public relations to include plant tours and classroom presentations.
7. Upgrade 2nd UV channel to provide redundancy disinfection.
9. Continue maintaining wastewater treatment plant in compliance with TCEQ

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Kept wastewater treatment plant in compliance.
2. Participated in all monthly meeting with TWDB and contractors to follow facility expansion progress.
3. Installed new bar screen.
4. Installed new 10 inch pumps main lift pumps.
5. Procured new backhoe.
6. Maintained pumps, motors, and equipment operational.
7. Continued with laboratory quality control and assurance at optimal levels
8. Refurbished one UV system chamber.

## BUDGET

|  | <b>Actual</b> | <b>Budget</b> | <b>Estimate</b> | <b>Budget</b> |
|--|---------------|---------------|-----------------|---------------|
| <b>EXPENDITURES</b>                      | <b>16-17</b>  | <b>17-18</b>  | <b>17-18</b>    | <b>18-19</b>  |
| Personnel Services                       |               |               |                 |               |
| Salaries and Wages                       | \$ 438,739    | \$ 440,900    | \$ 424,706      | \$ 455,918    |
| Employee Benefits                        | 152,688       | 141,078       | 137,363         | 158,372       |
| Purchased Services                       | 909,681       | 995,300       | 868,010         | 992,400       |
| Supplies                                 | 116,784       | 204,800       | 208,609         | 151,100       |
| Other Services and Charges               | 197,586       | 223,600       | 202,200         | 3,500         |
| <b>Operations Subtotal</b>               | 1,815,478     | 2,005,678     | 1,840,888       | 1,761,290     |
| Capital Outlay                           | 908,420       | 509,564       | 410,124         | 60,000        |
| <b>DEPARTMENTAL TOTAL</b>                | \$ 2,723,898  | \$ 2,515,242  | \$ 2,251,012    | \$ 1,821,290  |
| <b>PERSONNEL</b>                         |               |               |                 |               |
| Exempt                                   | 1             | 1             | 1               | 1             |
| Non-Exempt                               | 12            | 12            | 12              | 12            |
| Part-Time                                | -             | -             | -               | -             |
| Civil Service                            | -             | -             | -               | -             |
| <b>DEPARTMENT TOTAL</b>                  | 13            | 13            | 13              | 13            |
|  | <b>Actual</b> |               | <b>Estimate</b> | <b>Budget</b> |
| <b>PERFORMANCE INDICATORS</b>            | <b>16-17</b>  |               | <b>17-18</b>    | <b>18-19</b>  |
| Wastewater Treated (gallons)             | 2,605,719,000 |               | 2,736,500,000   | 2,872,000,000 |
| Sludge Disposed (cubic yards)            | 7,300         |               | 9,125           | 11,406        |
| Sludge Disposed in Liquid Haul (gallons) | -             |               | -               | -             |

# CITY OF MISSION, TEXAS

**DEPARTMENT: INDUSTRIAL PRE-TREATMENT**

**FUND: UTILITY**

**PURPOSE:**

This department treats industrial waste for various industrial plants located within the City. Industrial waste is usually high in Bio-chemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) along with other issues which can greatly influence the performance on the domestic plant. Current flows vary depending on the time of year. This plant is similar to a domestic plant both in the treatment and testing requirements.

**GOALS:**

1. Install aerator units at pretreatment pond.
2. Install new 6 inch west side return pump of pretreatment clarifier.
3. Continue using one pretreatment pond to reduce electricity.
4. Lowered cost associated with chemicals such as fertilizer by maintaining needed nutrients constantly
5. Operate pretreatment within compliance of state parameters.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Kept pretreatment plant in compliance
2. Lowered cost of electricity by utilizing only pond.
3. Kept east pond active with two industrial discharges (TCX and MPI).
4. Kept all equipment operating efficiently.
5. Installed new 6 inch pump at pretreatment clarifier
6. Installed new complete aerator unit.
7. Upgrade intruder resistant perimeter fencing around the south section of the pretreatment ponds.
8. Installed new meter and piping for industrial ponds truck unloading.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 51,286               | \$ 49,408               | \$ 49,408                 | \$ 49,408               |
| Employee Benefits             | 15,957                  | 14,702                  | 14,720                    | 16,285                  |
| Purchased Services            | 181,165                 | 165,600                 | 135,000                   | 165,600                 |
| Supplies                      | 14,932                  | 13,450                  | 6,250                     | 10,450                  |
| Other Services and Charges    | 9,000                   | 70,000                  | 50,000                    | 70,000                  |
| <b>Operations Subtotal</b>    | 272,340                 | 313,160                 | 255,378                   | 311,743                 |
| Capital Outlay                | 10,710                  | 65,500                  | 41,902                    | 40,100                  |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 283,050              | \$ 378,660              | \$ 297,280                | \$ 351,843              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | 1                       | 1                       | 1                         | 1                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 1                       | 1                       | 1                         | 1                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
| Pretreatment Waste (gallons)  | 66,743,900              |                         | 121,571,300               | 127,649,550             |
| Sludge (cubic yards)          | 3,500                   |                         | 4,000                     | 4,100                   |

# CITY OF MISSION, TEXAS

**DEPARTMENT: UTILITY BILLING**

**FUND: UTILITY**

**PURPOSE:**

This department accounts for all expenses related to the billing of water, sewer, sanitation and state taxes. This department processes statements to customers, collects on billings, disconnects on delinquent accounts and makes necessary adjustments on wrong readings. The Utility Billing Department also processes cash collections from other City Departments, who do not have a cash collection system. The department has daily contact with the public.

**GOALS:**

1. Reduce return mail to a .3% of bills, by verifying addresses with applications first and post office.
2. Improve customer service, by conducting meetings with all cashiers to keep them aware of our most asked questions to be fluent and to answer and provide the best customer service to all Mission Residents.
3. Improve customer service, by doing work orders on customers concerns and sending service man out to check situation and close work orders within 24 hours.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Reduce return mail, by certifying mail in carrier routes. We will continue to change addresses in our system.
2. All employees are being cross trained for more efficient customer service and to create a better communication with our Mission Residents.

## BUDGET

|   | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|---|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>                           |                         |                         |                           |                         |
| Personnel Services                            |                         |                         |                           |                         |
| Salaries and Wages                            | \$ 255,263              | \$ 261,694              | \$ 233,117                | \$ 256,944              |
| Employee Benefits                             | 88,591                  | 85,331                  | 79,839                    | 91,908                  |
| Purchased Services                            | 170,961                 | 176,225                 | 169,800                   | 171,300                 |
| Supplies                                      | 15,234                  | 19,500                  | 18,453                    | 16,500                  |
| Other Services and Charges                    | 1,870                   | 2,569                   | 2,584                     | 4,875                   |
| <b>Operations Subtotal</b>                    | 531,919                 | 545,319                 | 503,793                   | 541,527                 |
| Capital Outlay                                | 10,531                  | 1,500                   | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>                     | \$ 542,450              | \$ 546,819              | \$ 503,793                | \$ 541,527              |
| <b>PERSONNEL</b>                              |                         |                         |                           |                         |
| Exempt  | 3                       | 3                       | 3                         | 3                       |
| Non-Exempt                                    | 6                       | 6                       | 6                         | 6                       |
| Part-Time                                     | -                       | -                       | -                         | -                       |
| Civil Service                                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>                       | 9                       | 9                       | 9                         | 9                       |
|   | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b>                 |                         |                         |                           |                         |
| Water bills mailed out -Annually              | 320,000                 |                         | 324,000                   | 329,000                 |
| Past Due bills mailed out -Annually           | 90,000                  |                         | 91,000                    | 85,000                  |
| Return mail per month                         | 110                     |                         | 105                       | 110                     |
| Customer calls per month                      | 1,800                   |                         | 1,750                     | 1,800                   |
| Customer calls per month regarding Sanitation | 350                     |                         | 300                       | 275                     |
| Total collections per month                   | \$ 1,500,000            |                         | \$ 1,450,000              | \$ 1,480,000            |

# CITY OF MISSION, TEXAS

**DEPARTMENT: ORGANIZATIONAL**

**FUND: UTILITY**

**PURPOSE:**

This department is used to account for all expenses not otherwise classified in other departments. For example, bond principal and interest expenses are recorded in this department as well as general liability insurance and overhead expense.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits             | -                       | -                       | -                         | -                       |
| Purchased Services            | 118,204                 | 524,000                 | 302,167                   | 405,000                 |
| Supplies                      | -                       | -                       | -                         | -                       |
| Other Services and Charges    | 278,607                 | 272,600                 | 273,152                   | 372,200                 |
| <b>Operations Subtotal</b>    | 396,811                 | 796,600                 | 575,319                   | 777,200                 |
| Capital Outlay                | 18,597                  | -                       | -                         | 20,000                  |
| Debt Service                  | 3,442,656               | 3,162,953               | 3,055,665                 | 3,159,203               |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 3,858,064            | \$ 3,959,553            | \$ 3,630,984              | \$ 3,956,403            |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | -                       | -                       | -                         | -                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | -                       | -                       | -                         | -                       |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
|                               |                         |                         |                           |                         |



# CITY OF MISSION, TEXAS

**DEPARTMENT: METER READERS**

**FUND: UTILITY**

**PURPOSE:**

Department is responsible for the reading of the City's 27,000 water meters over three monthly cycles. Employees of this department make repairs to meters, change out stopped meters, and handle customer inquiries regarding meter reads. Working with the Utility Billing Department, this department provides the necessary data for the calculation of monthly water bills.

**GOALS:**

1. Continue swaping old/bad/damaged water meters, not to lose any water consumption
- 2.- Continue replacing damaged/broken meter boxes as work orders are been done
- 3.- Continue reading all cycles on time, 5 days per cycle
- 4.- Continue with safety and regular meetings with safety coordinator.
5. To provide customer service training to all staff in meter reader dept.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Swap damaged/faulty water meters.
2. Provide good customer service to Mission residents
3. Replace damaged broken lids.
4. Replace damaged and old meter boxes.

## BUDGET

|                                       | <b>Actual</b> | <b>Budget</b> | <b>Estimate</b> | <b>Budget</b> |
|---------------------------------------|---------------|---------------|-----------------|---------------|
| <b>EXPENDITURES</b>                   | <b>16-17</b>  | <b>17-18</b>  | <b>17-18</b>    | <b>18-19</b>  |
| Personnel Services                    |               |               |                 |               |
| Salaries and Wages                    | \$ 248,018    | \$ 247,212    | \$ 244,168      | \$ 265,141    |
| Employee Benefits                     | 98,226        | 96,424        | 94,956          | 112,144       |
| Purchased Services                    | 16,586        | 18,120        | 16,226          | 17,700        |
| Supplies                              | 72,423        | 77,650        | 58,950          | 75,100        |
| Other Services and Charges            | 390           | 700           | 500             | 700           |
| <b>Operations Subtotal</b>            | 435,643       | 440,106       | 414,800         | 470,785       |
| Capital Outlay                        | 25,486        | 25,800        | -               | 29,500        |
| <b>DEPARTMENTAL TOTAL</b>             | \$ 461,129    | \$ 465,906    | \$ 414,800      | \$ 500,285    |
| <b>PERSONNEL</b>                      |               |               |                 |               |
| Exempt                                | 1             | 1             | 1               | 1             |
| Non-Exempt                            | 9             | 9             | 9               | 9             |
| Part-Time                             | -             | -             | -               | -             |
| Civil Service                         | -             | -             | -               | -             |
| <b>DEPARTMENT TOTAL</b>               | 10            | 10            | 10              | 10            |
|                                       | <b>Actual</b> |               | <b>Estimate</b> | <b>Budget</b> |
| <b>PERFORMANCE INDICATORS</b>         | <b>16-17</b>  |               | <b>17-18</b>    | <b>18-19</b>  |
| Days needed to complete reading cycle | 5             |               | 5               | 5             |
| Accounts read per cycle               | 9,000         |               | 10,000          | 10,500        |
| Re-reads per month                    | 30            |               | 25              | 25            |
| Meters changed out                    | 700           |               | 700             | 700           |

# CITY OF MISSION, TEXAS

**DEPARTMENT: NORTHSIDE WATER TREATMENT PLANT**

**FUND: UTILITY**

**PURPOSE:**

This department accounts for the expenses related to the north water plant. The plant is responsible for the water treatment and purification of surface water. It must provide safe potable water for public consumption approved by the Texas Commission on Environmental Control (TCEQ) and Environmental Protection Agency (EPA).

**GOALS:**

1. Comply with state and federal drinking water regulations.
2. Assist with updating drought contingency and water conservation plan.
3. Comply with all laboratory analysis under state and federal rules and regulations.
4. Maintain pumps, motors and related appurtenances in working order.
5. Continue to produce and deliver the best quality of drinking water.
6. Continue to respond to all water quality customer inquiries.
7. Add SCADA communication system for new elevated tank southeast Shary Rd..
8. Continue filter evaluations.

**ACCOMPLISHMENTS FOR CURRENT YEAR:**

1. Complied with risk management plan registration under EPA regulations.
2. Complied with all state and federal guidelines.
3. Operated water treatment plant in general compliance with state regulation per TCEQ inspection.
4. Participated at three public school career day events to promote the city's drinking water.
5. Maintained all meters and equipment calibrated.
6. Increased awareness of water quality report via new web based reporting.
7. Installed security monitoring system for laboratory building and water plant.

## BUDGET

|                                     | <b>Actual</b> | <b>Budget</b> | <b>Estimate</b> | <b>Budget</b> |
|-------------------------------------|---------------|---------------|-----------------|---------------|
| <b>EXPENDITURES</b>                 | <b>16-17</b>  | <b>17-18</b>  | <b>17-18</b>    | <b>18-19</b>  |
| Personnel Services                  |               |               |                 |               |
| Salaries and Wages                  | \$ 317,164    | \$ 335,718    | \$ 327,277      | \$ 362,587    |
| Employee Benefits                   | 111,767       | 111,102       | 108,759         | 134,233       |
| Purchased Services                  | 457,101       | 430,900       | 443,200         | 442,000       |
| Supplies                            | 1,297,842     | 1,178,750     | 1,153,400       | 1,178,250     |
| Other Services and Charges          | 418           | 8,850         | 522             | 500           |
| <b>Operations Subtotal</b>          | 2,184,292     | 2,065,320     | 2,033,158       | 2,117,570     |
| Capital Outlay                      | 56,920        | 64,155        | 43,154          | 109,351       |
| <b>DEPARTMENTAL TOTAL</b>           | \$ 2,241,212  | \$ 2,129,475  | \$ 2,076,312    | \$ 2,226,921  |
| <b>PERSONNEL</b>                    |               |               |                 |               |
| Exempt                              | -             | -             | -               | -             |
| Non-Exempt                          | 9             | 9             | 10              | 10            |
| Part-Time                           | 1             | 1             | 1               | 1             |
| Civil Service                       | -             | -             | -               | -             |
| <b>DEPARTMENT TOTAL</b>             | 10            | 10            | 11              | 11            |
|                                     | <b>Actual</b> |               | <b>Estimate</b> | <b>Budget</b> |
| <b>PERFORMANCE INDICATORS</b>       | <b>16-17</b>  |               | <b>17-18</b>    | <b>18-19</b>  |
| Treated Water (North Plant) Gallons | 3,372,555,000 |               | 3,400,000,000   | 3,555,591,375 |
| Monthly Average                     | 281,046,250   |               | 283,333,000     | 296,299,281   |
| Daily Average (MGD)                 | 9.24          |               | 9.32            | 9.73          |
| High Peak (MGD)                     | 12,996.00     |               | 13.10           | 13.70         |

# ***SHARY GOLF COURSE***

**The Shary Golf Course Fund is used to account for the revenues and expenses of operating a complete 27-hole municipal golf course. User fees and charges finance this fund.**

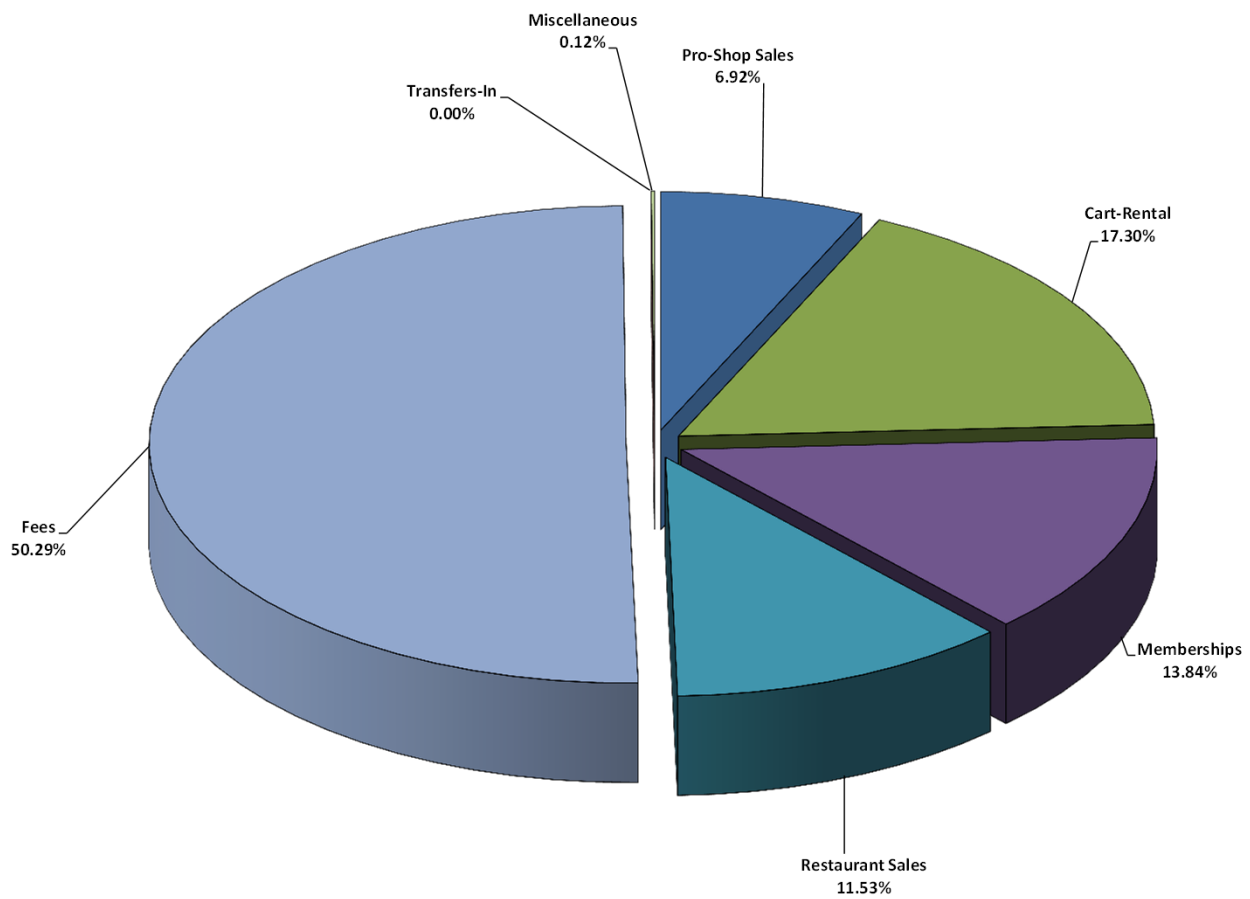
CITY OF MISSION

**CITY OF MISSION, TEXAS  
GOLF COURSE FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>BEGINNING WORKING CAPITAL</b>              |              | \$ -  | \$ -  | \$ -                                       | \$ -                             | \$ -  |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| Pro-Shop Sales                                | 03-300-31000 | 62,812                                      | 90,000                                      | 90,000                                     | 60,000                           | 60,000  |
| Cart Rental                                   | 03-300-31100 | 153,881                                     | 185,000                                     | 185,000                                    | 155,000                          | 150,000   |
| Food and Beverage Sales                       | 03-300-31200 | 95,225                                      | 115,000                                     | 115,000                                    | 95,000                           | 100,000   |
| Daily Green Fees                              | 03-300-31300 | 318,534                                     | 375,000                                     | 375,000                                    | 317,000                          | 320,000   |
| Driving Range                                 | 03-300-31320 | 33,126                                      | 42,000                                      | 42,000                                     | 35,000                           | 40,000  |
| Prepaid Members                               | 03-300-31400 | 119,316                                     | 200,000                                     | 200,000                                    | 115,000                          | 120,000   |
| Pull Carts & Club Rentals                     | 03-300-31500 | 784   | 2,600                                       | 2,600                                      | 1,000                            | 1,000   |
| JR's Fees                                     | 03-300-31520 | 32,508                                      | 28,000                                      | 28,000                                     | 40,000                           | 30,000  |
| Trail Fees                                    | 03-300-31600 | 41,205                                      | 62,000                                      | 62,000                                     | 40,000                           | 45,000  |
| Miscellaneous Income                          | 03-300-31700 | 2,501                                       | 1,000                                       | 1,000                                      | 2,500                            | 1,000   |
| Interest on Demand Dep                        | 03-300-36100 | 147   | -   | -  | 31                               | -   |
| Capital Contributions                         | 03-300-39701 | 500   | -   | -  | -                                | -   |
| Total Revenues                                |              | <u>860,538</u>                              | <u>1,100,600</u>                            | <u>1,100,600</u>                           | <u>860,531</u>                   | <u>867,000</u>                                    |
| Transfers In                                  |              | <u>-</u>                                    | <u>300,000</u>                              | <u>300,000</u>                             | <u>-</u>                         | <u>-</u>  |
| <b>Total Estimated Revenues and Transfers</b> |              | <u>860,538</u>                              | <u>1,400,600</u>                            | <u>1,400,600</u>                           | <u>860,531</u>                   | <u>867,000</u>                                    |
| <b>TOTAL AVAILABLE RESOURCES</b>              |              | <u>\$ 860,538</u>                           | <u>\$ 1,400,600</u>                         | <u>\$ 1,400,600</u>                        | <u>\$ 860,531</u>                | <u>\$ 867,000</u>                                 |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Club House                                    | 03-410       | \$ 432,352                                  | \$ 564,692                                  | \$ 564,692                                 | \$ 510,007                       | \$ 588,651  |
| Grounds                                       | 03-411       | 482,314                                     | 560,146                                     | 560,146                                    | 477,472                          | 598,361   |
| Restaurant                                    | 03-412       | 77,588                                      | 95,529                                      | 95,529                                     | 91,950                           | 99,095  |
| Organizational Expenses                       | 03-417       | <u>30,249</u>                               | <u>26,650</u>                               | <u>26,650</u>                              | <u>27,086</u>                    | <u>31,000</u>                                     |
| Total Operations                              |              | <u>1,022,503</u>                            | <u>1,247,017</u>                            | <u>1,247,017</u>                           | <u>1,106,515</u>                 | <u>1,317,107</u>                                  |
| Total Appropriations                          |              | <u>1,022,503</u>                            | <u>1,247,017</u>                            | <u>1,247,017</u>                           | <u>1,106,515</u>                 | <u>1,317,107</u>                                  |
| <b>ENDING WORKING CAPITAL</b>                 |              | <u>\$ (161,965)</u>                         | <u>\$ 153,583</u>                           | <u>\$ 153,583</u>                          | <u>\$ (245,984)</u>              | <u>\$ (450,107)</u>                               |

# CITY OF MISSION

## Golf Course Fund Revenues By Source \$867,000



**CITY OF MISSION, TEXAS  
GOLF COURSE FUND  
EXPENSE SUMMARY**

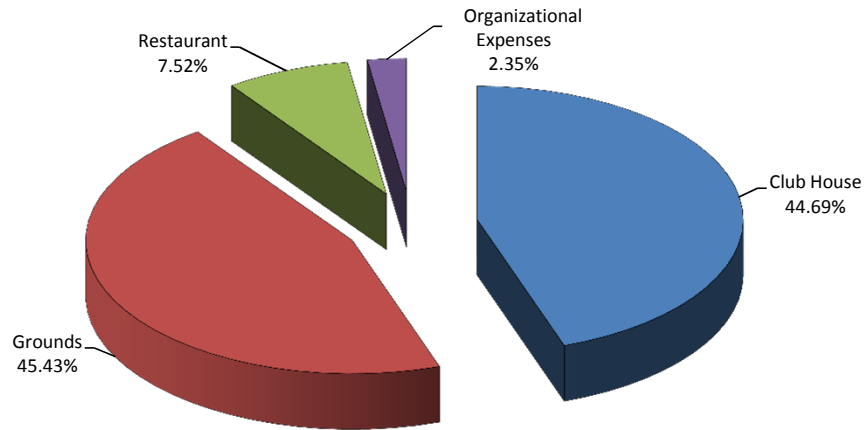
|                               |        | Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate | FY 2018-2019<br>City Council<br>Approved |
|-------------------------------|--------|------------------------------------|------------------------------------|-----------------------------------|--------------------------|--|
| <b><u>APPROPRIATIONS:</u></b> |        |                                    |                                    |                                   |                          |  |
| Operating Expenses:           |        |                                    |                                    |                                   |                          |  |
| Club House                    | 03-410 | \$ 432,352                         | \$ 564,692                         | \$ 564,692                        | \$ 510,007               | \$ 588,651                               |
| Grounds                       | 03-411 | 482,314                            | 560,146                            | 560,146                           | 477,472                  | 598,361                                  |
| Restaurant                    | 03-412 | 77,588                             | 95,529                             | 95,529                            | 91,950                   | 99,095                                   |
| Organizational Expenses       | 03-417 | 30,249                             | 26,650                             | 26,650                            | 27,086                   | 31,000                                   |
| Total Operations              |        | 1,022,503                          | 1,247,017                          | 1,247,017                         | 1,106,515                | 1,317,107                                |
| Transfers Out - General Fund  |        | -                                  | -                                  | -                                 | -                        | -  |
| <b>Total Appropriations</b>   |        | <b>\$ 1,022,503</b>                | <b>\$ 1,247,017</b>                | <b>\$ 1,247,017</b>               | <b>\$ 1,106,515</b>      | <b>\$ 1,317,107</b>                      |

**Operating Appropriations by Category:**

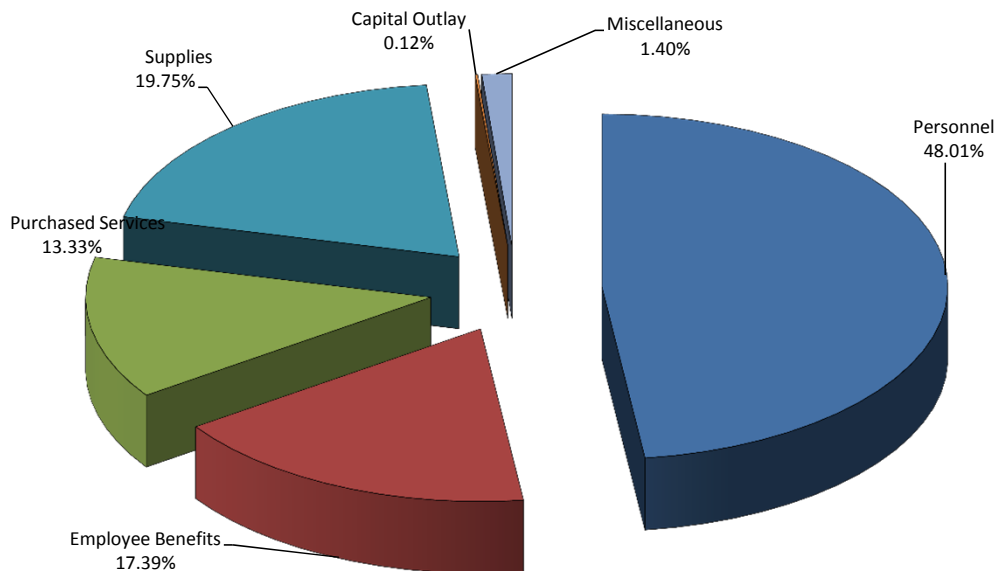
|                                       |                     |                     |                     |                     |                     |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel                             | 538,390             | 591,432             | 591,432             | 541,576             | 632,360             |
| Employee Benefits                     | 179,691             | 194,985             | 194,985             | 183,714             | 229,097             |
| Prof & Technical Services             | -                   | 1,500               | 9,000               | 15,681              | 1,500               |
| Purchase Property Service             | 98,376              | 152,600             | 152,600             | 145,251             | 153,400             |
| Other Purchase Property               | 15,992              | 15,950              | 15,950              | 17,763              | 20,650              |
| Supplies                              | 165,786             | 270,200             | 262,700             | 182,878             | 260,100             |
| Capital Outlay                        | 1,461               | 1,600               | 1,600               | 260                 | 1,600               |
| Miscellaneous                         | 17,512              | 18,750              | 18,750              | 19,392              | 18,400              |
| Debt                                  | 5,295               | -                   | -                   | -                   | -                   |
| <b>Total Operating Appropriations</b> | <b>\$ 1,022,503</b> | <b>\$ 1,247,017</b> | <b>\$ 1,247,017</b> | <b>\$ 1,106,515</b> | <b>\$ 1,317,107</b> |

# CITY OF MISSION

## Golf Course Fund Appropriations by Department \$1,317,107



## Golf Course Fund Appropriations by Category \$1,317,107



# CITY OF MISSION, TEXAS

**DEPARTMENT: CLUB HOUSE**

**FUND: GOLF COURSE**

**PURPOSE:**

The Club House Department provides administrative services to the other Golf Course departments. This department also accounts for all expenses for the pro-shop. The Club House coordinates various golf tournaments, provides golf lessons, and sells merchandise. The department also puts together a marketing and advertising plan for the year. Throughout the year, the department surveys the customers in order to develop a needs assessment for the club house, as well as the other sections of the Golf Course. In addition to reporting to the City Council, the Golf Course responds to the Shary Municipal Golf Board.

**GOALS:**

1. Add more RV Park play during winter texan season
2. Start renovation of the fairways on the golf course
3. Start 3 day city championship

**ACCOMPLISHMENTS IN CURRENT YEAR:**

1. Added more RV Park play during winter texan season
2. Increased rentals of meeting room and dining areas
3. Shary Senoir League was added to summer golf leagues

## BUDGET

|                               | <b>Actual</b>     | <b>Budget</b>     | <b>Estimate</b>   | <b>Budget</b>     |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>EXPENDITURES</b>           | <b>16-17</b>      | <b>17-18</b>      | <b>17-18</b>      | <b>18-19</b>      |
| Personnel Services            |                   |                   |                   |                   |
| Salaries and Wages            | \$ 229,067        | \$ 263,778        | \$ 242,226        | \$ 280,074        |
| Employee Benefits             | 66,817            | 78,464            | 73,295            | 94,427            |
| Purchased Services            | 82,814            | 144,550           | 133,961           | 139,550           |
| Supplies                      | 52,780            | 77,500            | 60,366            | 74,400            |
| Other Services and Charges    | 163               | 400               | 159               | 200               |
| <b>Operations Subtotal</b>    | <b>431,641</b>    | <b>564,692</b>    | <b>510,007</b>    | <b>588,651</b>    |
| Capital Outlay                | 711               | -                 | -                 | -                 |
| <b>DEPARTMENTAL TOTAL</b>     | <b>\$ 432,352</b> | <b>\$ 564,692</b> | <b>\$ 510,007</b> | <b>\$ 588,651</b> |
| <b>PERSONNEL</b>              |                   |                   |                   |                   |
| Exempt                        | 3                 | 3                 | 2                 | 2                 |
| Non-Exempt                    | 7                 | 7                 | 7                 | 7                 |
| Part-Time                     | 3                 | 3                 | 4                 | 4                 |
| Civil Service                 | -                 | -                 | -                 | -                 |
| <b>DEPARTMENT TOTAL</b>       | <b>13</b>         | <b>13</b>         | <b>13</b>         | <b>13</b>         |
|                               | <b>Actual</b>     |                   | <b>Estimate</b>   | <b>Budget</b>     |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>      |                   | <b>17-18</b>      | <b>18-19</b>      |
| 9 Hole Rounds                 | 16,709            |                   | 12,067            | 12,067            |
| 18 Hole Rounds                | 27,365            |                   | 21,948            | 21,948            |



# CITY OF MISSION, TEXAS

**DEPARTMENT: GROUNDS**

**FUND: GOLF COURSE**

**PURPOSE:**

The Grounds Department maintains and improves all grounds that are considered to be part of the Golf Course. Within the grounds scope are fairways, greens, roughs, and hazards that are maintained, irrigated and groomed for our customers. Throughout the year, we implement an irrigation, fertilization, over seeding program that helps maintain and improve our turf.

**GOALS:**

1. Improve the tee boxes on all 27 holes.
2. Continue adding landscaping to golf course and clubhouse areas.

**ACCOMPLISHMENTS IN CURRENT YEAR:**

1. Added landscaping to the clubhouse areas.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 291,789              | \$ 292,351              | \$ 265,876                | \$ 314,440              |
| Employee Benefits             | 102,463                 | 108,695                 | 103,155                   | 125,821                 |
| Purchased Services            | 23,825                  | 17,000                  | 35,681                    | 23,000                  |
| Supplies                      | 63,487                  | 140,500                 | 72,500                    | 133,500                 |
| Other Services and Charges    | -                       | -                       | -                         | -                       |
| <b>Operations Subtotal</b>    | 481,564                 | 558,546                 | 477,212                   | 596,761                 |
| Capital Outlay                | 750                     | 1,600                   | 260                       | 1,600                   |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 482,314              | \$ 560,146              | \$ 477,472                | \$ 598,361              |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | 1                       | 1                       | 1                         | 1                       |
| Non-Exempt                    | 10                      | 10                      | 10                        | 10                      |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | 11                      | 11                      | 11                        | 11                      |
|                               | <b>Actual<br/>16-17</b> |                         | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
| <b>PERFORMANCE INDICATORS</b> |                         |                         |                           |                         |
| Maintain TIF Dwarf Greens     | 21                      |                         | 21                        | 21                      |
| Maintain 328 Greens           | 10                      |                         | 10                        | 10                      |

# CITY OF MISSION, TEXAS

**DEPARTMENT: RESTAURANT**

**FUND: GOLF COURSE**

**PURPOSE:**

The Restaurant Department provides our customers with delicious food and beverages while they are in our premises. In addition to the restaurant, this department provides a beverage cart that carries snacks and beverage throughout the course daily for the convenience of our customers. The department also promotes services with tournaments, golf leagues, other organizations, such as the Ladies Golf League and Border Golf Association.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ 17,534               | \$ 35,303               | \$ 33,474                 | \$ 37,846               |
| Employee Benefits             | 10,411                  | 7,826                   | 7,264                     | 8,849                   |
| Purchased Services            | -                       | -                       | -                         | -                       |
| Supplies                      | 49,519                  | 52,200                  | 50,012                    | 52,200                  |
| Other Services and Charges    | 124                     | 200                     | 1,200                     | 200                     |
| <b>Operations Subtotal</b>    | <b>77,588</b>           | <b>95,529</b>           | <b>91,950</b>             | <b>99,095</b>           |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | <b>\$ 77,588</b>        | <b>\$ 95,529</b>        | <b>\$ 91,950</b>          | <b>\$ 99,095</b>        |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | -                       | -                       | -                         | -                       |
| Part-Time                     | 3                       | 3                       | 3                         | 3                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | <b>3</b>                | <b>3</b>                | <b>3</b>                  | <b>3</b>                |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

# CITY OF MISSION, TEXAS

**DEPARTMENT: ORGANIZATION**

**FUND: GOLF COURSE**

**PURPOSE:**

The Organization Department accounts for all expenses not otherwise classified in the other departments. Such expenses include, debt principal and interest payments, general liability insurance, credit card service fees, overhead expense, and bank depository fees.

## BUDGET

|                               | <b>Actual<br/>16-17</b> | <b>Budget<br/>17-18</b> | <b>Estimate<br/>17-18</b> | <b>Budget<br/>18-19</b> |
|-------------------------------|-------------------------|-------------------------|---------------------------|-------------------------|
| <b>EXPENDITURES</b>           |                         |                         |                           |                         |
| Personnel Services            |                         |                         |                           |                         |
| Salaries and Wages            | \$ -                    | \$ -                    | \$ -                      | \$ -                    |
| Employee Benefits             | -                       | -                       | -                         | -                       |
| Purchased Services            | 7,729                   | 8,500                   | 9,053                     | 13,000                  |
| Supplies                      | -                       | -                       | -                         | -                       |
| Other Services and Charges    | 17,225                  | 18,150                  | 18,033                    | 18,000                  |
| <b>Operations Subtotal</b>    | 24,954                  | 26,650                  | 27,086                    | 31,000                  |
| Capital Outlay                | -                       | -                       | -                         | -                       |
| Debt Service                  | 5,295                   | -                       | -                         | -                       |
| <b>DEPARTMENTAL TOTAL</b>     | \$ 30,249               | \$ 26,650               | \$ 27,086                 | \$ 31,000               |
| <b>PERSONNEL</b>              |                         |                         |                           |                         |
| Exempt                        | -                       | -                       | -                         | -                       |
| Non-Exempt                    | -                       | -                       | -                         | -                       |
| Part-Time                     | -                       | -                       | -                         | -                       |
| Civil Service                 | -                       | -                       | -                         | -                       |
| <b>DEPARTMENT TOTAL</b>       | -                       | -                       | -                         | -                       |
|                               | <b>Actual</b>           |                         | <b>Estimate</b>           | <b>Budget</b>           |
| <b>PERFORMANCE INDICATORS</b> | <b>16-17</b>            |                         | <b>17-18</b>              | <b>18-19</b>            |
|                               |                         |                         |                           |                         |

# ***CAPITAL GOLF COURSE FUND***

The Capital Golf Course Fund is used to account for specific revenues that will be used for the enhancement of Shary Municipal Golf Course, and from which capital purchases and improvements shall be expensed for such enhancements.

**CITY OF MISSION, TEXAS  
CAPITAL GOLF COURSE FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>BEGINNING WORKING CAPITAL</b>              |              | \$ 55,995                                   | \$ 22,486                                   | \$ 32,815                                  | \$ 32,815                        | \$ 21,251   |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| Daily Green Fees                              | 53-300-31300 | 33,816                                      | 33,000                                      | 33,000                                     | 33,000                           | 33,000  |
| Prepaid Members                               | 53-300-31400 | 8,445                                       | 10,000                                      | 10,000                                     | 8,000                            | 10,000  |
| Total Revenues                                |              | 42,261                                      | 43,000                                      | 43,000                                     | 41,000                           | 43,000  |
| Operating Transfers In                        |              | -   | -   | -  | -                                | -   |
| <b>Total Estimated Revenues and Transfers</b> |              | 42,261                                      | 43,000                                      | 43,000                                     | 41,000                           | 43,000  |
| <b>TOTAL AVAILABLE RESOURCES</b>              |              | <u>\$ 98,256</u>                            | <u>\$ 65,486</u>                            | <u>\$ 75,815</u>                           | <u>\$ 73,815</u>                 | <u>\$ 64,251</u>                                  |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Club House                                    | 53-410       | 65,441                                      | 64,118                                      | 64,118                                     | 52,564                           | 49,414  |
| Total Operations                              |              | 65,441                                      | 64,118                                      | 64,118                                     | 52,564                           | 49,414  |
| Transfers Out - Golf Course Fund              |              | -   | -   | -  | -                                | -   |
| Total Appropriations                          |              | 65,441                                      | 64,118                                      | 64,118                                     | 52,564                           | 49,414  |
| <b>ENDING WORKING CAPITAL</b>                 |              | <u>\$ 32,815</u>                            | <u>\$ 1,368</u>                             | <u>\$ 11,697</u>                           | <u>\$ 21,251</u>                 | <u>\$ 14,837</u>                                  |

# ***SOLID WASTE FUND***

The Solid Waste Fund is used to account for revenues and expenses associated with the collection of residential and industrial solid waste. The fund is financed by user charges.

**CITY OF MISSION, TEXAS  
SOLID WASTE FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>BEGINNING WORKING CAPITAL</b>              |              | \$ 4,394,448                                | \$ 3,913,955                                | \$ 3,696,265                               | \$ 4,516,034                     | \$ 2,213,623                                      |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| Garbage Fees                                  | 05-300-30000 | 3,824,164                                   | 3,775,000                                   | 3,775,000                                  | 3,800,000                        | 4,270,000   |
| Commercial Fees                               | 05-300-30010 | 2,000,064                                   | 1,920,000                                   | 1,920,000                                  | 2,050,000                        | 2,000,000   |
| Brush Fees                                    | 05-300-30020 | 669,381                                     | 640,000                                     | 640,000                                    | 660,000                          | 660,000   |
| Roll-off Fees                                 | 05-300-30040 | 11,503                                      | 5,000                                       | 5,000                                      | 12,000                           | 5,000   |
| Garbage Fees-Granjeno                         | 05-300-31025 | 16,518                                      | 13,000                                      | 13,000                                     | 16,000                           | 15,000  |
| Brush Fees-Granjeno                           | 05-300-31125 | 3,298                                       | 2,500                                       | 2,500                                      | 3,500                            | 2,500   |
| Franchise Fee                                 | 05-300-31500 | 135,431                                     | 115,000                                     | 115,000                                    | 130,000                          | 60,000  |
| Miscellaneous Income                          | 05-300-33000 | 3,642                                       | 3,000                                       | 3,000                                      | 3,000                            | 3,000   |
| Interest-Investments                          | 05-300-36050 | 18,913                                      | 5,000                                       | 5,000                                      | 15,500                           | 5,000   |
| Interest-Demand Dep.                          | 05-300-36100 | 8,629                                       | 2,000                                       | 2,000                                      | 2,500                            | 2,000   |
| Total Revenues                                |              | <u>6,691,543</u>                            | <u>6,480,500</u>                            | <u>6,480,500</u>                           | <u>6,692,500</u>                 | <u>7,022,500</u>                                  |
| Transfers In                                  |              | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>-</u>  |
| <b>Total Estimated Revenues and Transfers</b> |              | <u>6,691,543</u>                            | <u>6,480,500</u>                            | <u>6,480,500</u>                           | <u>6,692,500</u>                 | <u>7,022,500</u>                                  |
| <b>TOTAL AVAILABLE RESOURCES</b>              |              | <u>\$ 11,085,991</u>                        | <u>\$ 10,394,455</u>                        | <u>\$ 10,176,765</u>                       | <u>\$ 11,208,534</u>             | <u>\$ 9,236,123</u>                               |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Solid Waste                                   | 05-410       | \$ 2,991,068                                | \$ 3,582,096                                | \$ 3,740,096                               | \$ 3,850,941                     | \$ 4,092,021                                      |
| Organizational                                | 05-417       | <u>2,718,889</u>                            | <u>2,743,180</u>                            | <u>2,743,180</u>                           | <u>2,743,970</u>                 | <u>1,783,640</u>                                  |
| Total Operations                              |              | <u>5,709,957</u>                            | <u>6,325,276</u>                            | <u>6,483,276</u>                           | <u>6,594,911</u>                 | <u>5,875,661</u>                                  |
| Other Financing Use                           |              |   |   |  |                                  |   |
| Transfers out-General Fund                    |              | 460,000                                     | 2,000,000                                   | 2,000,000                                  | 2,000,000                        | 2,800,000   |
| Transfers out-Depreciation Fund               |              | <u>400,000</u>                              | <u>400,000</u>                              | <u>400,000</u>                             | <u>400,000</u>                   | <u>400,000</u>                                    |
| Transfers Out                                 |              | <u>860,000</u>                              | <u>2,400,000</u>                            | <u>2,400,000</u>                           | <u>2,400,000</u>                 | <u>3,200,000</u>                                  |
| Total Appropriations                          |              | <u>6,569,957</u>                            | <u>8,725,276</u>                            | <u>8,883,276</u>                           | <u>8,994,911</u>                 | <u>9,075,661</u>                                  |
| <b>ENDING WORKING CAPITAL</b>                 |              | <u>\$ 4,516,034</u>                         | <u>\$ 1,669,179</u>                         | <u>\$ 1,293,489</u>                        | <u>\$ 2,213,623</u>              | <u>\$ 160,462</u>                                 |

**CITY OF MISSION, TEXAS  
SOLID WASTE FUND  
BUDGET SUMMARY BY DEPARTMENT**

|                                       | Adjusted<br>FY 2016-2017<br>Actual | FY 2017-2018<br>Original<br>Budget | FY 2017-2018<br>Amended<br>Budget | FY 2017-2018<br>Estimate   | FY 2018-2019<br>City Council<br>Approved |
|---------------------------------------|------------------------------------|------------------------------------|-----------------------------------|----------------------------|--|
| <b><u>BY CATEGORY:</u></b>            |                                    |                                    |                                   |                            |  |
| Personnel                             | \$ 847,216                         | \$ 955,042                         | \$ 955,042                        | \$ 940,449                 | \$ 1,244,805                             |
| Employee Benefits                     | 261,304                            | 280,054                            | 280,054                           | 271,873                    | 407,208                                  |
| Professional and Tech. Services       | -                                  | -                                  | -                                 | -                          | -  |
| Purchased Property Services           | 209,589                            | 182,500                            | 237,500                           | 402,080                    | 325,348                                  |
| Other Purchased Services              | 44,079                             | 49,900                             | 49,900                            | 51,432                     | 58,500                                   |
| Supplies                              | 445,206                            | 605,100                            | 554,100                           | 531,107                    | 768,660                                  |
| Capital Outlay                        | 181,339                            | 521,000                            | 671,000                           | 630,000                    | -  |
| Miscellaneous                         | 2,896,343                          | 2,908,500                          | 2,912,500                         | 2,953,000                  | 2,247,500                                |
| Debt Service                          | 824,881                            | 823,180                            | 823,180                           | 814,970                    | 823,640                                  |
| <b>TOTAL OPERATING APPROPRIATIONS</b> | <b><u>\$ 5,709,957</u></b>         | <b><u>\$ 6,325,276</u></b>         | <b><u>\$ 6,483,276</u></b>        | <b><u>\$ 6,594,911</u></b> | <b><u>\$ 5,875,661</u></b>               |



# ***SANITATION DEPRECIATION FUND***

The Sanitation Depreciation Fund is used to account for invested funds that will be used for the future replacement of capital in the Solid Waste Fund.

**CITY OF MISSION, TEXAS  
SANITATION DEPRECIATION FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>BEGINNING WORKING CAPITAL</b>              |              | \$ 361,346                                  | \$ 763,646                                  | \$ 765,203                                 | \$ 765,203                       | \$ 1,168,326                                      |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| Interest-Investments                          | 55-300-36050 | 3,815                                       | 2,000                                       | 2,000                                      | 2,845                            | 2,000   |
| Interest-Demand Dep.                          | 55-300-36100 | <u>306</u>                                  | <u>100</u>                                  | <u>100</u>                                 | <u>478</u>                       | <u>100</u>  |
| Total Revenues                                |              | <u>4,121</u>                                | <u>2,100</u>                                | <u>2,100</u>                               | <u>3,323</u>                     | <u>2,100</u>                                      |
| Transfers In                                  |              | <u>400,000</u>                              | <u>400,000</u>                              | <u>400,000</u>                             | <u>400,000</u>                   | <u>400,000</u>                                    |
| <b>Total Estimated Revenues and Transfers</b> |              | <u>404,121</u>                              | <u>402,100</u>                              | <u>402,100</u>                             | <u>403,323</u>                   | <u>402,100</u>                                    |
| <b>TOTAL AVAILABLE RESOURCES</b>              |              | <u>\$ 765,467</u>                           | <u>\$ 1,165,746</u>                         | <u>\$ 1,167,303</u>                        | <u>\$ 1,168,526</u>              | <u>\$ 1,570,426</u>                               |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Organizational                                | 55-410       | <u>264</u>                                  | <u>200</u>                                  | <u>200</u>                                 | <u>200</u>                       | <u>200</u>  |
| Total Operations                              |              | <u>264</u>                                  | <u>200</u>                                  | <u>200</u>                                 | <u>200</u>                       | <u>200</u>  |
| Other Financing Use                           |              |   |   |  |                                  |   |
| Transfers out-Solid Waste Fund                |              | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>-</u>  |
| Transfers Out                                 |              | <u>-</u>                                    | <u>-</u>                                    | <u>-</u>                                   | <u>-</u>                         | <u>-</u>  |
| Total Appropriations                          |              | <u>264</u>                                  | <u>200</u>                                  | <u>200</u>                                 | <u>200</u>                       | <u>200</u>  |
| <b>ENDING WORKING CAPITAL</b>                 |              | <u>\$ 765,203</u>                           | <u>\$ 1,165,546</u>                         | <u>\$ 1,167,103</u>                        | <u>\$ 1,168,326</u>              | <u>\$ 1,570,226</u>                               |

# ***DEBT SERVICE***

**The Debt Service Fund is used to account for the accumulation of resources and payment of general obligations bond principal and interest from governmental resources.**

CITY OF MISSION

**CITY OF MISSION, TEXAS  
DEBT SERVICE FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                              |              |   |   |  |                                  |   |
| <b>RESTRICTED FUND BALANCE</b>                |              | \$ 2,819,500                                | \$ 1,319,169                                | \$ 1,297,950                               | \$ 1,297,950                     | \$ 998,062  |
| <u>Estimated Revenues</u>                     |              |   |   |  |                                  |   |
| Current Property Taxes                        | 08-300-31000 | 2,180,454                                   | 3,260,000                                   | 3,260,000                                  | 3,260,000                        | 3,245,000   |
| Delinquent Property Taxes                     | 08-300-31200 | 105,012                                     | 110,000                                     | 110,000                                    | 105,000                          | 110,000   |
| Penalty and Interest                          | 08-300-31300 | 72,665                                      | 75,000                                      | 75,000                                     | 70,000                           | 75,000  |
| Reimbursement - MEDC                          | 08-300-33281 | -   | -   | -  | -                                | 1,000,000   |
| Reimbursement - MRA                           | 08-300-33282 | -   | -   | -  | -                                | 500,000   |
| Interest - Investments                        | 08-300-36050 | 8,160                                       | 4,000                                       | 4,000                                      | 3,500                            | 2,000   |
| Interest - Demand Dep.                        | 08-300-36100 | 5,256                                       | 3,000                                       | 3,000                                      | 1,000                            | -   |
| Total Revenues                                |              | <u>2,371,547</u>                            | <u>3,452,000</u>                            | <u>3,452,000</u>                           | <u>3,439,500</u>                 | <u>4,932,000</u>                                  |
| Total Transfers In                            |              | <u>875,000</u>                              | <u>775,000</u>                              | <u>775,000</u>                             | <u>800,000</u>                   | <u>-</u>  |
| <b>Total Estimated Revenues and Transfers</b> |              | <u>3,246,547</u>                            | <u>4,227,000</u>                            | <u>4,227,000</u>                           | <u>4,239,500</u>                 | <u>4,932,000</u>                                  |
| <b>TOTAL AVAILABLE RESOURCES</b>              |              | <u>\$ 6,066,047</u>                         | <u>\$ 5,546,169</u>                         | <u>\$ 5,524,950</u>                        | <u>\$ 5,537,450</u>              | <u>\$ 5,930,062</u>                               |
| <b>APPROPRIATIONS:</b>                        |              |   |   |  |                                  |   |
| <u>Operating Expenditures</u>                 |              |   |   |  |                                  |   |
| Principal                                     |              | 2,935,000                                   | 2,635,000                                   | 2,635,000                                  | 2,635,000                        | 2,720,000   |
| Interest                                      |              | 1,536,845                                   | 1,466,507                                   | 1,466,507                                  | 1,466,507                        | 1,382,535   |
| Fiscal Fees                                   |              | 5,800                                       | 8,200                                       | 8,200                                      | 8,200                            | 8,200   |
| Depository Charges                            |              | <u>4,124</u>                                | <u>5,000</u>                                | <u>5,000</u>                               | <u>681</u>                       | <u>2,500</u>                                      |
| Total Expenditures                            |              | <u>4,481,769</u>                            | <u>4,114,707</u>                            | <u>4,114,707</u>                           | <u>4,110,388</u>                 | <u>4,113,235</u>                                  |
| Transfers Out                                 |              |   |   |  |                                  |   |
| TIRZ  | 08-499-56981 | <u>286,328</u>                              | <u>429,000</u>                              | <u>429,000</u>                             | <u>429,000</u>                   | <u>430,000</u>                                    |
| Total Appropriations                          |              | <u>4,768,097</u>                            | <u>4,543,707</u>                            | <u>4,543,707</u>                           | <u>4,539,388</u>                 | <u>4,543,235</u>                                  |
| <b>RESTRICTED FUND BALANCE</b>                |              | <u>\$ 1,297,950</u>                         | <u>\$ 1,002,462</u>                         | <u>\$ 981,243</u>                          | <u>\$ 998,062</u>                | <u>\$ 1,386,827</u>                               |

# ***CAPITAL PROJECTS FUND***

The Capital Projects Fund is used to account for new and ongoing capital projects being funded from other sources.

CITY OF MISSION

**CITY OF MISSION, TEXAS  
CAPITAL PROJECTS FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|   |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approved</b> |
|---|--------------|---|---|--|----------------------------------|---|
| <b>BEGINNING NET ASSETS</b>                   |              | \$ 371,718                                  | \$ 490,657                                  | \$ (644,191)                               | \$ (644,191)                     | \$ 207,081  |
| <b><u>ESTIMATED REVENUES:</u></b>             |              |   |   |  |                                  |   |
| TXDOT Reimbursement                           |              |   |   |  |                                  |   |
| Mile 2  | 09-300-33146 | 1,164,847                                   | 674,116                                     | 674,116                                    | 327,455                          | -   |
| North Inspiration                             | 09-300-33146 | 6,762,851                                   | 3,939,617                                   | 3,939,617                                  | 3,711,968                        | -   |
| Hidalgo County Taylor Rd                      | 09-300-33177 | -   | -   | -  | -                                | 409,402   |
| City McAllen Taylor Rd                        | 09-300-33178 | -   | -   | -  | -                                | 707,080   |
| MRA Reimbursement                             |              |   |   |  |                                  |   |
| North Inspiration                             | 09-300-33282 | 36,596                                      | -   | -  | -                                | -   |
| Other Projects - Hoerner St.                  | 09-300-33282 | -   | 325,000                                     | 325,000                                    | -                                | 327,911   |
| Fire/PD Substation                            | 09-300-33282 | -   | 3,700,000                                   | 3,700,000                                  | -                                | 3,700,000   |
| Military & So. Inspiration                    | 09-300-33282 | 876,156                                     | 728,318                                     | 728,318                                    | 682,419                          | -   |
| MEDC Reimbursement                            | 09-300-33290 | -   | -   | -  | -                                | -   |
| Total Revenues                                |              | 8,840,450                                   | 9,367,051                                   | 9,367,051                                  | 4,721,842                        | 5,144,393   |
| Transfers In- General Fund                    | 09-399-39901 | -   | -   | -  | 275,000                          | 500,000   |
| <b>Total Estimated Revenues and Transfers</b> |              | 8,840,450                                   | 9,367,051                                   | 9,367,051                                  | 4,996,842                        | 5,644,393   |
| <b>TOTAL AVAILABLE RESOURCES</b>              |              | <u>\$ 9,212,168</u>                         | <u>\$ 9,857,708</u>                         | <u>\$ 8,722,860</u>                        | <u>\$ 4,352,651</u>              | <u>\$ 5,851,474</u>                               |
| <b><u>APPROPRIATIONS:</u></b>                 |              |   |   |  |                                  |   |
| Operating Expenses:                           |              |   |   |  |                                  |   |
| Mile 2 Project                                | 09-410       | \$ 2,672,482                                | \$ 680,925                                  | \$ 680,925                                 | \$ 43,807                        | \$ -  |
| North Inspiration Road                        | 09-411       | 6,556,825                                   | 4,199,010                                   | 4,199,010                                  | 3,419,344                        | -   |
| Taylor Road Project                           | 09-413       | -   | -   | -  | -                                | 1,823,563   |
| Military & So. Inspiration                    | 09-414       | 611,463                                     | 728,318                                     | 728,318                                    | 682,419                          | -   |
| Other Projects                                | 09-417       | 15,589                                      | 4,027,911                                   | 4,027,911                                  | -                                | 4,027,911   |
| Total Operations                              |              | 9,856,359                                   | 9,636,164                                   | 9,636,164                                  | 4,145,570                        | 5,851,474   |
| Transfers Out                                 |              | -   | -   | -  | -                                | -   |
| Total Appropriations                          |              | 9,856,359                                   | 9,636,164                                   | 9,636,164                                  | 4,145,570                        | 5,851,474   |
| <b>ENDING WORKING CAPITAL</b>                 |              | <u>\$ (644,191)</u>                         | <u>\$ 221,544</u>                           | <u>\$ (913,304)</u>                        | <u>\$ 207,081</u>                | <u>\$ -</u>                                       |

# ***GROUP HEALTH INSURANCE FUND***

The Group Health Insurance Fund is an Internal Service Fund, which is used to account health insurance premiums collected from employees and various City Departments. All medical, dental claims plus administrative fees are also accounted in this fund.

**CITY OF MISSION, TEXAS  
GROUP HEALTH INSURANCE FUND  
FISCAL YEAR 2018-2019 BUDGET SUMMARY**

|                                  |              | <b>Adjusted<br/>FY 2016-2017<br/>Actual</b> | <b>FY 2017-2018<br/>Original<br/>Budget</b> | <b>FY 2017-2018<br/>Amended<br/>Budget</b> | <b>FY 2017-2018<br/>Estimate</b> | <b>FY 2018-2019<br/>City Council<br/>Approval</b> |
|----------------------------------|--------------|---|---|--|----------------------------------|---|
| <b>RESOURCES</b>                 |              |   |   |  |                                  |   |
| <b>NET ASSETS</b>                |              | \$ 2,560,768                                | \$ 2,310,442                                | \$ 1,524,991                               | \$ 1,524,991                     | \$ 287,656  |
| <u>Estimated Revenues:</u>       |              |   |   |  |                                  |   |
| Insurance Premiums               | 19-300-31200 | 2,841,154                                   | 2,836,076                                   | 2,836,076                                  | 2,836,076                        | 3,537,500   |
| Employee Direct Payment          | 19-300-31250 | 639,891                                     | 575,000                                     | 575,000                                    | 644,316                          | 575,000   |
| COBRA Insurance Premium          | 19-300-31300 | 5,839                                       | -   | -  | 15,665                           | -   |
| Retiree Insurance Premium        | 19-300-31350 | 31,197                                      | 36,000                                      | 36,000                                     | 54,843                           | 36,000  |
| Reimb-Stop Loss Insurance        | 19-300-31400 | 384,276                                     | 10,000                                      | 10,000                                     | 55,000                           | 25,000  |
| Insurance Rebates                | 19-300-31410 | 62,838                                      | 32,000                                      | 32,000                                     | 84,000                           | 50,000  |
| Interest on Investments          | 19-300-36050 | 21,614                                      | 13,000                                      | 13,000                                     | 10,000                           | 13,000  |
| Interest on Demand               | 19-300-36100 | 625   | 900   | 900  | 525                              | -   |
| Miscellaneous                    | 19-300-36150 | 126   | 100   | 100  | -                                | 100   |
| Total Estimated Revenues         |              | <u>3,987,560</u>                            | <u>3,503,076</u>                            | <u>3,503,076</u>                           | <u>3,700,425</u>                 | <u>4,236,600</u>                                  |
| Total Estimated Revenues         |              | <u>3,987,560</u>                            | <u>3,503,076</u>                            | <u>3,503,076</u>                           | <u>3,700,425</u>                 | <u>4,236,600</u>                                  |
| <b>TOTAL AVAILABLE RESOURCES</b> |              | <u><u>\$ 6,548,328</u></u>                  | <u><u>\$ 5,813,518</u></u>                  | <u><u>\$ 5,028,067</u></u>                 | <u><u>\$ 5,225,416</u></u>       | <u><u>\$ 4,524,256</u></u>                        |
| <b>APPROPRIATIONS</b>            |              |   |   |  |                                  |   |
| <u>Operating Expenses:</u>       |              |   |   |  |                                  |   |
| Group Health                     | 19-410       | <u>\$ 5,023,337</u>                         | <u>\$ 4,015,715</u>                         | <u>\$ 4,015,715</u>                        | <u>\$ 4,937,760</u>              | <u>\$ 4,370,775</u>                               |
| Total Operating Expenses         |              | <u>5,023,337</u>                            | <u>4,015,715</u>                            | <u>4,015,715</u>                           | <u>4,937,760</u>                 | <u>4,370,775</u>                                  |
| <b>TOTAL APPROPRIATIONS</b>      |              | <u>5,023,337</u>                            | <u>4,015,715</u>                            | <u>4,015,715</u>                           | <u>4,937,760</u>                 | <u>4,370,775</u>                                  |
| <b>NET ASSETS</b>                |              | <u><u>\$ 1,524,991</u></u>                  | <u><u>\$ 1,797,803</u></u>                  | <u><u>\$ 1,012,352</u></u>                 | <u><u>\$ 287,656</u></u>         | <u><u>\$ 153,481</u></u>                          |



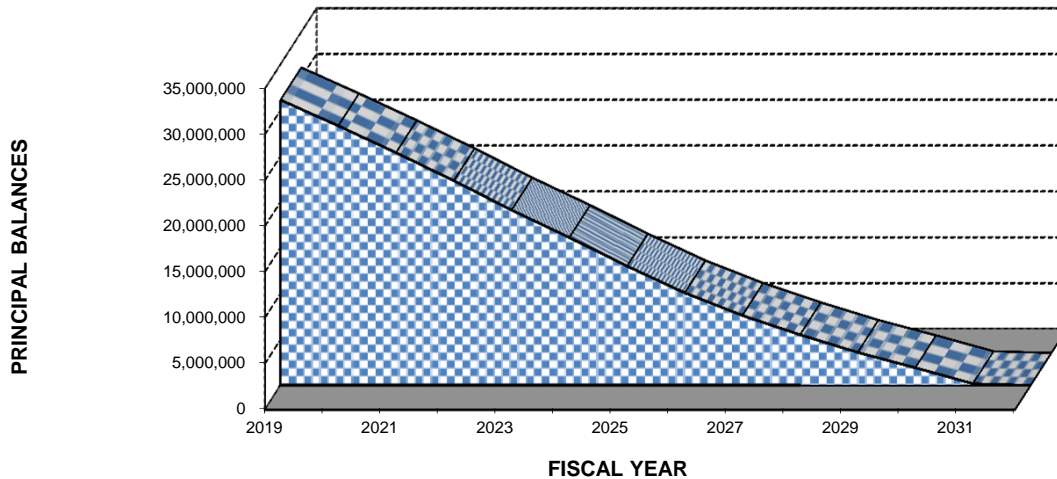
# ***GENERAL OBLIGATION BONDS***

CITY OF MISSION

**CITY OF MISSION, TEXAS  
GENERAL OBLIGATION BONDS & CERTIFICATE OF OBLIGATIONS  
ANNUAL DEBT SERVICE REQUIREMENTS  
ALL ISSUES**

| YEAR | PRINCIPAL               | INTEREST               | ESTIMATED<br>FEES   | TOTAL                   | PRINCIPAL<br>BALANCE |
|------|-------------------------|------------------------|---------------------|-------------------------|----------------------|
|      |                         |                        |                     |                         | 33,835,000.00        |
| 2019 | 2,720,000.00            | 1,382,535.00           | 8,200.00            | 4,110,735.00            | 31,115,000.00        |
| 2020 | 2,820,000.00            | 1,281,157.00           | 8,200.00            | 4,109,357.00            | 28,295,000.00        |
| 2021 | 2,930,000.00            | 1,175,468.00           | 8,200.00            | 4,113,668.00            | 25,365,000.00        |
| 2022 | 3,055,000.00            | 1,057,338.00           | 8,200.00            | 4,120,538.00            | 22,310,000.00        |
| 2023 | 3,200,000.00            | 919,768.00             | 8,200.00            | 4,127,968.00            | 19,110,000.00        |
| 2024 | 2,995,000.00            | 777,410.00             | 8,200.00            | 3,780,610.00            | 16,115,000.00        |
| 2025 | 3,120,000.00            | 636,277.00             | 8,200.00            | 3,764,477.00            | 12,995,000.00        |
| 2026 | 2,920,000.00            | 493,883.00             | 6,600.00            | 3,420,483.00            | 10,075,000.00        |
| 2027 | 2,455,000.00            | 368,188.00             | 5,500.00            | 2,828,688.00            | 7,620,000.00         |
| 2028 | 2,110,000.00            | 263,657.00             | 5,500.00            | 2,379,157.00            | 5,510,000.00         |
| 2029 | 1,925,000.00            | 178,950.50             | 4,400.00            | 2,108,350.50            | 3,585,000.00         |
| 2030 | 1,670,000.00            | 110,000.00             | 2,200.00            | 1,782,200.00            | 1,915,000.00         |
| 2031 | 1,740,000.00            | 41,800.00              | 2,200.00            | 1,784,000.00            | 175,000.00           |
| 2032 | 175,000.00              | 3,500.00               | 1,100.00            | 179,600.00              | -                    |
|      | <u>\$ 33,835,000.00</u> | <u>\$ 8,689,931.50</u> | <u>\$ 84,900.00</u> | <u>\$ 42,609,831.50</u> |                      |

**OUTSTANDING G.O. BONDS  
As of 10/01/18 to Year 2032**



**CITY OF MISSION, TEXAS**  
**GENERAL OBLIGATION BONDS & CERTIFICATE OF OBLIGATIONS**  
**CURRENT DEBT SERVICE REQUIREMENTS**  
**ALL ISSUES**

| ISSUE                 | OUTSTANDING<br>10/01/18 | PRINCIPAL              | INTEREST               | ESTIMATED<br>FEES  | TOTAL                  |
|-----------------------|-------------------------|------------------------|------------------------|--------------------|------------------------|
| CO-SERIES 2009        | 1,765,000.00            | 260,000.00             | 73,492.00              | 1,100.00           | 334,592.00             |
| REFUNDING SERIES 2009 | 2,380,000.00            | 480,000.00             | 89,502.00              | 1,100.00           | 570,602.00             |
| CO-SERIES 2010        | 620,000.00              | 80,000.00              | 21,150.00              | 1,100.00           | 102,250.00             |
| CO-SERIES 2012        | 1,920,000.00            | 110,000.00             | 65,576.00              | 1,100.00           | 176,676.00             |
| REFUNDING SERIES 2012 | 2,325,000.00            | 205,000.00             | 69,962.00              | 1,100.00           | 276,062.00             |
| REFUNDING SERIES 2014 | 1,520,000.00            | 190,000.00             | 37,478.00              | 500.00             | 227,978.00             |
| REFUNDING SERIES 2016 | 7,455,000.00            | 480,000.00             | 332,400.00             | 1,100.00           | 813,500.00             |
| CO-SERIES 2016        | 15,850,000.00           | 915,000.00             | 692,975.00             | 1,100.00           | 1,609,075.00           |
|                       | <u>\$ 33,835,000.00</u> | <u>\$ 2,720,000.00</u> | <u>\$ 1,382,535.00</u> | <u>\$ 8,200.00</u> | <u>\$ 4,110,735.00</u> |

**CITY OF MISSION, TEXAS  
COMBINATION TAX & LIMITED PLEDGE  
REVENUE CO'S SERIES 2009  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>      | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|----------------------|---------------------------|------------------------|
| 2/15/2019       | 260,000.00             | 39,346.00            | 1,100.00                  | 300,446.00             |
| 8/15/2019       |                        | 34,146.00            |                           | 34,146.00              |
| 2/15/2020       | 270,000.00             | 34,146.00            | 1,100.00                  | 305,246.00             |
| 8/15/2020       |                        | 28,746.00            |                           | 28,746.00              |
| 2/15/2021       | 280,000.00             | 28,746.00            | 1,100.00                  | 309,846.00             |
| 8/15/2021       |                        | 23,146.00            |                           | 23,146.00              |
| 2/15/2022       | 290,000.00             | 23,146.00            | 1,100.00                  | 314,246.00             |
| 8/15/2022       |                        | 17,056.00            |                           | 17,056.00              |
| 2/15/2023       | 80,000.00              | 17,056.00            | 1,100.00                  | 98,156.00              |
| 8/15/2023       |                        | 15,356.00            |                           | 15,356.00              |
| 2/15/2024       | 85,000.00              | 15,356.00            | 1,100.00                  | 101,456.00             |
| 8/15/2024       |                        | 13,125.00            |                           | 13,125.00              |
| 2/15/2025       | 90,000.00              | 13,125.00            | 1,100.00                  | 104,225.00             |
| 8/15/2025       |                        | 10,763.00            |                           | 10,763.00              |
| 2/15/2026       | 95,000.00              | 10,763.00            | 1,100.00                  | 106,863.00             |
| 8/15/2026       |                        | 8,269.00             |                           | 8,269.00               |
| 2/15/2027       | 100,000.00             | 8,269.00             | 1,100.00                  | 109,369.00             |
| 8/15/2027       |                        | 5,644.00             |                           | 5,644.00               |
| 2/15/2028       | 105,000.00             | 5,644.00             | 1,100.00                  | 111,744.00             |
| 8/15/2028       |                        | 2,888.00             |                           | 2,888.00               |
| 2/15/2029       | 110,000.00             | 2,888.00             | 1,100.00                  | 113,988.00             |
| 8/15/2029       |                        | -                    |                           | -                      |
|                 | <u>\$ 1,765,000.00</u> | <u>\$ 357,624.00</u> | <u>\$ 12,100.00</u>       | <u>\$ 2,134,724.00</u> |

PAYEE: The Bank of New York  
DATE OF ISSUE: July 15, 2009  
PRINCIPAL AMOUNT OF ISSUE: \$5,495,000

Average Coupon.....4.70978023%

**CITY OF MISSION, TEXAS  
REFUNDING OBLIGATION 2009 SERIES  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>      | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|----------------------|---------------------------|------------------------|
| 2/15/2019       | 480,000.00             | 49,551.00            | 1,100.00                  | 530,651.00             |
| 8/15/2019       |                        | 39,951.00            |                           | 39,951.00              |
| 2/15/2020       | 495,000.00             | 39,951.00            | 1,100.00                  | 536,051.00             |
| 8/15/2020       |                        | 30,051.00            |                           | 30,051.00              |
| 2/15/2021       | 515,000.00             | 30,051.00            | 1,100.00                  | 546,151.00             |
| 8/15/2021       |                        | 19,751.00            |                           | 19,751.00              |
| 2/15/2022       | 545,000.00             | 19,751.00            | 1,100.00                  | 565,851.00             |
| 8/15/2022       |                        | 8,306.00             |                           | 8,306.00               |
| 2/15/2023       | 150,000.00             | 8,306.00             | 1,100.00                  | 159,406.00             |
| 8/15/2023       |                        | 5,119.00             |                           | 5,119.00               |
| 2/15/2024       | 60,000.00              | 5,119.00             | 1,100.00                  | 66,219.00              |
| 8/15/2024       |                        | 3,544.00             |                           | 3,544.00               |
| 2/15/2025       | 65,000.00              | 3,544.00             | 1,100.00                  | 69,644.00              |
| 8/15/2025       |                        | 1,838.00             |                           | 1,838.00               |
| 2/15/2026       | 70,000.00              | 1,838.00             | 1,100.00                  | 72,938.00              |
| 8/15/2026       |                        | -                    |                           | -                      |
|                 | <u>\$ 2,380,000.00</u> | <u>\$ 266,671.00</u> | <u>\$ 8,800.00</u>        | <u>\$ 2,655,471.00</u> |

PAYEE: The Bank of New York  
DATE OF ISSUE: July 15, 2009  
PRINCIPAL AMOUNT OF ISSUE: \$7,565,000

Average Coupon.....4.09105556%

**CITY OF MISSION, TEXAS  
COMBINATION TAX & LIMITED PLEDGE  
REVENUE CO'S SERIES 2010  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>     | <b>INTEREST</b>     | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>         |
|-----------------|----------------------|---------------------|---------------------------|----------------------|
| 2/15/2019       | 80,000.00            | 11,175.00           | 1,100.00                  | 92,275.00            |
| 8/15/2019       |                      | 9,975.00            |                           | 9,975.00             |
| 2/15/2020       | 80,000.00            | 9,975.00            | 1,100.00                  | 91,075.00            |
| 8/15/2020       |                      | 8,775.00            |                           | 8,775.00             |
| 2/15/2021       | 85,000.00            | 8,775.00            | 1,100.00                  | 94,875.00            |
| 8/15/2021       |                      | 7,500.00            |                           | 7,500.00             |
| 2/15/2022       | 90,000.00            | 7,500.00            | 1,100.00                  | 98,600.00            |
| 8/15/2022       |                      | 5,700.00            |                           | 5,700.00             |
| 2/15/2023       | 90,000.00            | 5,700.00            | 1,100.00                  | 96,800.00            |
| 8/15/2023       |                      | 3,900.00            |                           | 3,900.00             |
| 2/15/2024       | 95,000.00            | 3,900.00            | 1,100.00                  | 100,000.00           |
| 8/15/2024       |                      | 2,000.00            |                           | 2,000.00             |
| 2/15/2025       | 100,000.00           | 2,000.00            | 1,100.00                  | 103,100.00           |
|                 | <u>\$ 620,000.00</u> | <u>\$ 86,875.00</u> | <u>\$ 7,700.00</u>        | <u>\$ 714,575.00</u> |

PAYEE: The Bank of New York Mellon, N.A.  
DATED: 09/01/2010  
PRINCIPAL AMOUNT OF ISSUE: \$2,930,000

Average Coupon.....3,14665948%

**CITY OF MISSION, TEXAS  
COMBINATION TAX & REVENUE CO'S SERIES 2012  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>      | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|----------------------|---------------------------|------------------------|
| 2/15/2019       | 110,000.00             | 33,338.00            | 1,100.00                  | 144,438.00             |
| 8/15/2019       |                        | 32,238.00            |                           | 32,238.00              |
| 2/15/2020       | 115,000.00             | 32,238.00            | 1,100.00                  | 148,338.00             |
| 8/15/2020       |                        | 30,944.00            |                           | 30,944.00              |
| 2/15/2021       | 115,000.00             | 30,944.00            | 1,100.00                  | 147,044.00             |
| 8/15/2021       |                        | 29,650.00            |                           | 29,650.00              |
| 2/15/2022       | 120,000.00             | 29,650.00            | 1,100.00                  | 150,750.00             |
| 8/15/2022       |                        | 27,550.00            |                           | 27,550.00              |
| 2/15/2023       | 125,000.00             | 27,550.00            | 1,100.00                  | 153,650.00             |
| 8/15/2023       |                        | 25,363.00            |                           | 25,363.00              |
| 2/15/2024       | 130,000.00             | 25,363.00            | 1,100.00                  | 156,463.00             |
| 8/15/2024       |                        | 23,088.00            |                           | 23,088.00              |
| 2/15/2025       | 130,000.00             | 23,088.00            | 1,100.00                  | 154,188.00             |
| 8/15/2025       |                        | 20,813.00            |                           | 20,813.00              |
| 2/15/2026       | 135,000.00             | 20,813.00            | 1,100.00                  | 156,913.00             |
| 8/15/2026       |                        | 18,450.00            |                           | 18,450.00              |
| 2/15/2027       | 140,000.00             | 18,450.00            | 1,100.00                  | 159,550.00             |
| 8/15/2027       |                        | 16,000.00            |                           | 16,000.00              |
| 2/15/2028       | 145,000.00             | 16,000.00            | 1,100.00                  | 162,100.00             |
| 8/15/2028       |                        | 13,100.00            |                           | 13,100.00              |
| 2/15/2029       | 155,000.00             | 13,100.00            | 1,100.00                  | 169,200.00             |
| 8/15/2029       |                        | 10,000.00            |                           | 10,000.00              |
| 2/15/2030       | 160,000.00             | 10,000.00            | 1,100.00                  | 171,100.00             |
| 8/15/2030       |                        | 6,800.00             |                           | 6,800.00               |
| 2/15/2031       | 165,000.00             | 6,800.00             | 1,100.00                  | 172,900.00             |
| 8/15/2031       |                        | 3,500.00             |                           | 3,500.00               |
| 2/15/2032       | 175,000.00             | 3,500.00             | 1,100.00                  | 179,600.00             |
|                 | <u>\$ 1,920,000.00</u> | <u>\$ 548,330.00</u> | <u>\$ 15,400.00</u>       | <u>\$ 2,483,730.00</u> |

PAYEE: The Bank of New York Mellon, N.A.

DATED: 05/22/2012

PRINCIPAL AMOUNT OF ISSUE: \$2,635,000

Average Coupon.....3.511390%

**CITY OF MISSION, TEXAS  
REFUNDING OBLIGATION 2012 SERIES  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>      | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|----------------------|---------------------------|------------------------|
| 2/15/2019       | 205,000.00             | 36,006.00            | 1,100.00                  | 242,106.00             |
| 8/15/2019       |                        | 33,956.00            |                           | 33,956.00              |
| 2/15/2020       | 205,000.00             | 33,956.00            | 1,100.00                  | 240,056.00             |
| 8/15/2020       |                        | 31,650.00            |                           | 31,650.00              |
| 2/15/2021       | 210,000.00             | 31,650.00            | 1,100.00                  | 242,750.00             |
| 8/15/2021       |                        | 29,288.00            |                           | 29,288.00              |
| 2/15/2022       | 220,000.00             | 29,288.00            | 1,100.00                  | 250,388.00             |
| 8/15/2022       |                        | 25,988.00            |                           | 25,988.00              |
| 2/15/2023       | 230,000.00             | 25,988.00            | 1,100.00                  | 257,088.00             |
| 8/15/2023       |                        | 21,963.00            |                           | 21,963.00              |
| 2/15/2024       | 235,000.00             | 21,963.00            | 1,100.00                  | 258,063.00             |
| 8/15/2024       |                        | 17,850.00            |                           | 17,850.00              |
| 2/15/2025       | 240,000.00             | 17,850.00            | 1,100.00                  | 258,950.00             |
| 8/15/2025       |                        | 13,650.00            |                           | 13,650.00              |
| 2/15/2026       | 250,000.00             | 13,650.00            | 1,100.00                  | 264,750.00             |
| 8/15/2026       |                        | 9,275.00             |                           | 9,275.00               |
| 2/15/2027       | 260,000.00             | 9,275.00             | 1,100.00                  | 270,375.00             |
| 8/15/2027       |                        | 4,725.00             |                           | 4,725.00               |
| 2/15/2028       | 270,000.00             | 4,725.00             | 1,100.00                  | 275,825.00             |
|                 | <u>\$ 2,325,000.00</u> | <u>\$ 412,696.00</u> | <u>\$ 11,000.00</u>       | <u>\$ 2,748,696.00</u> |

PAYEE: The Bank of New York Mellon, N.A.  
DATE OF ISSUE: 05/22/2012  
PRINCIPAL AMOUNT OF ISSUE: \$3,165,000

Average Coupon.....3.288951%



**CITY OF MISSION, TEXAS  
REFUNDING OBLIGATION 2014 SERIES  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>      | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|----------------------|---------------------------|------------------------|
| 2/15/2019       | 190,000.00             | 19,988.00            | 500.00                    | 210,488.00             |
| 8/15/2019       |                        | 17,490.00            |                           | 17,490.00              |
| 2/15/2020       | 200,000.00             | 17,490.00            | 500.00                    | 217,990.00             |
| 8/15/2020       |                        | 14,860.00            |                           | 14,860.00              |
| 2/15/2021       | 215,000.00             | 14,860.00            | 500.00                    | 230,360.00             |
| 8/15/2021       |                        | 12,032.00            |                           | 12,032.00              |
| 2/15/2022       | 210,000.00             | 12,032.00            | 500.00                    | 222,532.00             |
| 8/15/2022       |                        | 9,271.00             |                           | 9,271.00               |
| 2/15/2023       | 230,000.00             | 9,271.00             | 500.00                    | 239,771.00             |
| 8/15/2023       |                        | 6,246.00             |                           | 6,246.00               |
| 2/15/2024       | 235,000.00             | 6,246.00             | 500.00                    | 241,746.00             |
| 8/15/2024       |                        | 3,156.00             |                           | 3,156.00               |
| 2/15/2025       | 240,000.00             | 3,156.00             | 500.00                    | 243,656.00             |
|                 | <u>\$ 1,520,000.00</u> | <u>\$ 146,098.00</u> | <u>\$ 3,500.00</u>        | <u>\$ 1,669,598.00</u> |

PAYEE: Bank of Texas

DATE OF ISSUE: March 20, 2014

PRINCIPAL AMOUNT OF ISSUE: \$2,285,000

INTEREST RATE: 2.63%

**CITY OF MISSION, TEXAS  
REFUNDING OBLIGATION 2016 SERIES  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>        | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|------------------------|---------------------------|------------------------|
| 2/15/2019       | 480,000.00             | 166,200.00             | 1,100.00                  | 647,300.00             |
| 8/15/2019       |                        | 166,200.00             |                           | 166,200.00             |
| 2/15/2020       | 505,000.00             | 156,350.00             | 1,100.00                  | 662,450.00             |
| 8/15/2020       |                        | 156,350.00             |                           | 156,350.00             |
| 2/15/2021       | 520,000.00             | 146,100.00             | 1,100.00                  | 667,200.00             |
| 8/15/2021       |                        | 146,100.00             |                           | 146,100.00             |
| 2/15/2022       | 545,000.00             | 135,450.00             | 1,100.00                  | 681,550.00             |
| 8/15/2022       |                        | 135,450.00             |                           | 135,450.00             |
| 2/15/2023       | 1,210,000.00           | 114,875.00             | 1,100.00                  | 1,325,975.00           |
| 8/15/2023       |                        | 114,875.00             |                           | 114,875.00             |
| 2/15/2024       | 1,010,000.00           | 87,125.00              | 1,100.00                  | 1,098,225.00           |
| 8/15/2024       |                        | 87,125.00              |                           | 87,125.00              |
| 2/15/2025       | 1,055,000.00           | 61,312.50              | 1,100.00                  | 1,117,412.50           |
| 8/15/2025       |                        | 61,312.50              |                           | 61,312.50              |
| 2/15/2026       | 1,105,000.00           | 34,312.50              | 1,100.00                  | 1,140,412.50           |
| 8/15/2026       |                        | 34,312.50              |                           | 34,312.50              |
| 2/15/2027       | 625,000.00             | 14,250.00              | 1,100.00                  | 640,350.00             |
| 8/15/2027       |                        | 14,250.00              |                           | 14,250.00              |
| 2/15/2028       | 195,000.00             | 6,050.00               | 1,100.00                  | 202,150.00             |
| 8/15/2028       |                        | 6,050.00               |                           | 6,050.00               |
| 2/15/2029       | 205,000.00             | 4,100.00               | 1,100.00                  | 210,200.00             |
|                 | <u>\$ 7,455,000.00</u> | <u>\$ 1,848,150.00</u> | <u>\$ 12,100.00</u>       | <u>\$ 9,315,250.00</u> |

PAYEE: The Bank of New York Mellon, N.A.  
DATED: 08/16/2016  
PRINCIPAL AMOUNT OF ISSUE: \$8,085,000

Average Coupon.....4.602%

**CITY OF MISSION, TEXAS  
COMBINATION TAX & REVENUE CO'S SERIES 2016  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>        | <b>INTEREST</b>        | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>            |
|-----------------|-------------------------|------------------------|---------------------------|-------------------------|
| 2/15/2019       | 915,000.00              | 355,637.50             | 1,100.00                  | 1,271,737.50            |
| 8/15/2019       |                         | 337,337.50             |                           | 337,337.50              |
| 2/15/2020       | 950,000.00              | 337,337.50             | 1,100.00                  | 1,288,437.50            |
| 8/15/2020       |                         | 318,337.50             |                           | 318,337.50              |
| 2/15/2021       | 990,000.00              | 318,337.50             | 1,100.00                  | 1,309,437.50            |
| 8/15/2021       |                         | 298,537.50             |                           | 298,537.50              |
| 2/15/2022       | 1,035,000.00            | 298,537.50             | 1,100.00                  | 1,334,637.50            |
| 8/15/2022       |                         | 272,662.50             |                           | 272,662.50              |
| 2/15/2023       | 1,085,000.00            | 272,662.50             | 1,100.00                  | 1,358,762.50            |
| 8/15/2023       |                         | 245,537.50             |                           | 245,537.50              |
| 2/15/2024       | 1,145,000.00            | 245,537.50             | 1,100.00                  | 1,391,637.50            |
| 8/15/2024       |                         | 216,912.50             |                           | 216,912.50              |
| 2/15/2025       | 1,200,000.00            | 216,912.50             | 1,100.00                  | 1,418,012.50            |
| 8/15/2025       |                         | 186,912.50             |                           | 186,912.50              |
| 2/15/2026       | 1,265,000.00            | 186,912.50             | 1,100.00                  | 1,453,012.50            |
| 8/15/2026       |                         | 155,287.50             |                           | 155,287.50              |
| 2/15/2027       | 1,330,000.00            | 155,287.50             | 1,100.00                  | 1,486,387.50            |
| 8/15/2027       |                         | 122,037.50             |                           | 122,037.50              |
| 2/15/2028       | 1,395,000.00            | 122,037.50             | 1,100.00                  | 1,518,137.50            |
| 8/15/2028       |                         | 87,162.50              |                           | 87,162.50               |
| 2/15/2029       | 1,455,000.00            | 87,162.50              | 1,100.00                  | 1,543,262.50            |
| 8/15/2029       |                         | 61,700.00              |                           | 61,700.00               |
| 2/15/2030       | 1,510,000.00            | 61,700.00              | 1,100.00                  | 1,572,800.00            |
| 8/15/2030       |                         | 31,500.00              |                           | 31,500.00               |
| 2/15/2031       | 1,575,000.00            | 31,500.00              | 1,100.00                  | 1,607,600.00            |
|                 | <u>\$ 15,850,000.00</u> | <u>\$ 5,023,487.50</u> | <u>\$ 14,300.00</u>       | <u>\$ 20,887,787.50</u> |

PAYEE: The Bank of New York Mellon, N.A.  
DATED: 08/18/2016  
PRINCIPAL AMOUNT OF ISSUE: \$17,610,000

Average Coupon.....4.415%

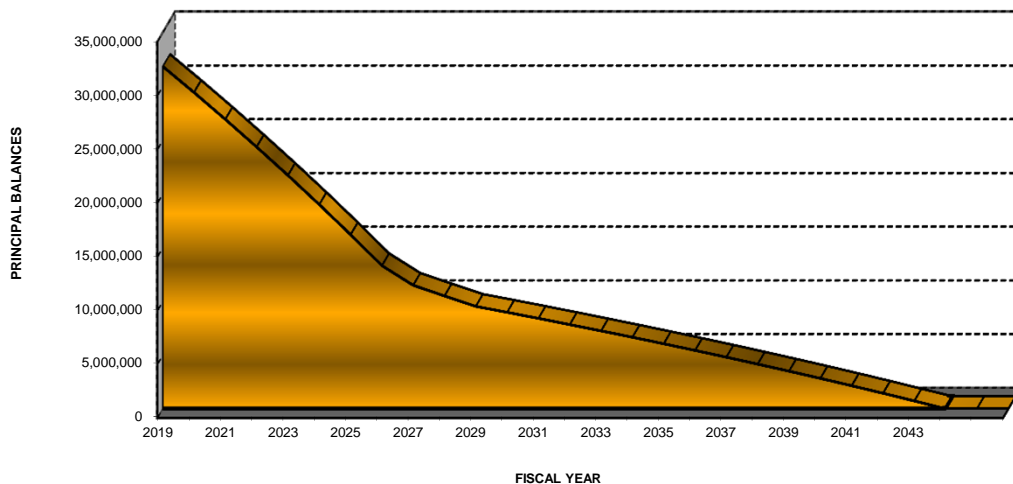
# ***UTILITY REVENUE BONDS***

CITY OF MISSION

**CITY OF MISSION, TEXAS**  
**UTILITY REVENUE BONDS & CERTIFICATE OF OBLIGATIONS**  
**ANNUAL DEBT SERVICE REQUIREMENTS**  
**ALL ISSUES**

| YEAR | PRINCIPAL               | INTEREST               | ESTIMATED FEES      | TOTAL                   | PRINCIPAL BALANCE |
|------|-------------------------|------------------------|---------------------|-------------------------|-------------------|
|      |                         |                        |                     |                         | 34,245,000.00     |
| 2019 | 2,370,000.00            | 784,803.00             | 4,400.00            | 3,159,203.00            | 31,875,000.00     |
| 2020 | 2,430,000.00            | 724,467.50             | 4,400.00            | 3,158,867.50            | 29,445,000.00     |
| 2021 | 2,505,000.00            | 661,034.50             | 4,400.00            | 3,170,434.50            | 26,940,000.00     |
| 2022 | 2,570,000.00            | 595,112.00             | 4,400.00            | 3,169,512.00            | 24,370,000.00     |
| 2023 | 2,640,000.00            | 523,712.00             | 4,400.00            | 3,168,112.00            | 21,730,000.00     |
| 2024 | 2,720,000.00            | 449,470.75             | 4,400.00            | 3,173,870.75            | 19,010,000.00     |
| 2025 | 2,800,000.00            | 367,158.50             | 4,400.00            | 3,171,558.50            | 16,210,000.00     |
| 2026 | 2,885,000.00            | 283,226.50             | 4,400.00            | 3,172,626.50            | 13,325,000.00     |
| 2027 | 1,830,000.00            | 223,724.50             | 3,300.00            | 2,057,024.50            | 11,495,000.00     |
| 2028 | 995,000.00              | 199,069.25             | 1,100.00            | 1,195,169.25            | 10,500,000.00     |
| 2029 | 970,000.00              | 190,724.50             | 1,100.00            | 1,161,824.50            | 9,530,000.00      |
| 2030 | 555,000.00              | 181,840.25             | 1,100.00            | 737,940.25              | 8,975,000.00      |
| 2031 | 565,000.00              | 172,430.75             | 1,100.00            | 738,530.75              | 8,410,000.00      |
| 2032 | 575,000.00              | 162,511.25             | 1,100.00            | 738,611.25              | 7,835,000.00      |
| 2033 | 585,000.00              | 152,069.75             | 1,100.00            | 738,169.75              | 7,250,000.00      |
| 2034 | 595,000.00              | 141,153.75             | 1,100.00            | 737,253.75              | 6,655,000.00      |
| 2035 | 605,000.00              | 129,782.50             | 1,100.00            | 735,882.50              | 6,050,000.00      |
| 2036 | 620,000.00              | 117,867.50             | 1,100.00            | 738,967.50              | 5,430,000.00      |
| 2037 | 630,000.00              | 105,492.00             | 1,100.00            | 736,592.00              | 4,800,000.00      |
| 2038 | 645,000.00              | 92,741.25              | 1,100.00            | 738,841.25              | 4,155,000.00      |
| 2039 | 655,000.00              | 79,610.75              | 1,100.00            | 735,710.75              | 3,500,000.00      |
| 2040 | 670,000.00              | 66,095.00              | 1,100.00            | 737,195.00              | 2,830,000.00      |
| 2041 | 685,000.00              | 52,137.75              | 1,100.00            | 738,237.75              | 2,145,000.00      |
| 2042 | 700,000.00              | 37,733.00              | 1,100.00            | 738,833.00              | 1,445,000.00      |
| 2043 | 715,000.00              | 22,910.50              | 1,100.00            | 739,010.50              | 730,000.00        |
| 2044 | 730,000.00              | 7,701.50               | 1,100.00            | 738,801.50              | -                 |
|      | <u>\$ 34,245,000.00</u> | <u>\$ 6,524,580.50</u> | <u>\$ 57,200.00</u> | <u>\$ 40,826,780.50</u> |                   |

**OUTSTANDING REVENUE BONDS**  
**As of 10/01/17 to Year 2044**



**CITY OF MISSION, TEXAS  
UTILITY FUND  
CURRENT DEBT SERVICE REQUIREMENTS  
ALL ISSUES**

| <b>ISSUE</b>                     | <b>OUTSTANDING<br/>10/01/18</b> | <b>PRINCIPAL</b>              | <b>INTEREST</b>             | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>                  |
|----------------------------------|---------------------------------|-------------------------------|-----------------------------|---------------------------|-------------------------------|
| WW&SS Junior Lien Rev Bonds 2009 | 5,025,000.00                    | 460,000.00                    | -                           | 1,100.00                  | 461,100.00                    |
| WW&SS Junior Lien Refunding 2014 | 7,490,000.00                    | 790,000.00                    | 312,987.50                  | 1,100.00                  | 1,104,087.50                  |
| WW&SS Junior Lien Rev Bond 2015  | 15,160,000.00                   | 490,000.00                    | 244,915.50                  | 1,100.00                  | 736,015.50                    |
| WW & SS 2016 Refunding Series    | <u>6,570,000.00</u>             | <u>630,000.00</u>             | <u>226,900.00</u>           | <u>1,100.00</u>           | <u>858,000.00</u>             |
|                                  | <u><u>\$ 34,245,000.00</u></u>  | <u><u>\$ 2,370,000.00</u></u> | <u><u>\$ 784,803.00</u></u> | <u><u>\$ 4,400.00</u></u> | <u><u>\$ 3,159,203.00</u></u> |

**CITY OF MISSION, TEXAS  
JR. LIEN REVENUE BOND - SERIES 2009  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b> | <b>INTEREST</b> | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>    |
|-----------------|------------------|-----------------|---------------------------|-----------------|
| 2/15/2019       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2020       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2021       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2022       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2023       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2024       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2025       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2026       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2027       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2028       | 460,000.00       | -               | 1,100.00                  | 461,100.00      |
| 2/15/2029       | 425,000.00       | -               | 1,100.00                  | 426,100.00      |
|                 | <hr/>            | <hr/>           | <hr/>                     | <hr/>           |
|                 | \$ 5,025,000.00  | \$ -            | \$ 12,100.00              | \$ 5,037,100.00 |
|                 | <hr/>            | <hr/>           | <hr/>                     | <hr/>           |

PAYEE: The Bank of New York  
DATE OF ISSUE: December 30, 2009  
PRINCIPAL AMOUNT OF ISSUE: \$8,285,000

INTEREST RATES: 0%

**CITY OF MISSION, TEXAS  
WATERWORKS AND SEWER SYSTEM  
JUNIOR LIEN REFUNDING BOND 2014  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>        | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|------------------------|---------------------------|------------------------|
| 02/15/19        | 790,000.00             | 164,393.75             | 1,100.00                  | 955,493.75             |
| 08/15/19        |                        | 148,593.75             |                           | 148,593.75             |
| 02/15/20        | 825,000.00             | 148,593.75             | 1,100.00                  | 974,693.75             |
| 08/15/20        |                        | 130,468.75             |                           | 130,468.75             |
| 02/15/21        | 865,000.00             | 130,468.75             | 1,100.00                  | 996,568.75             |
| 08/15/21        |                        | 114,156.25             |                           | 114,156.25             |
| 02/15/22        | 905,000.00             | 114,156.25             | 1,100.00                  | 1,020,256.25           |
| 08/15/22        |                        | 91,531.25              |                           | 91,531.25              |
| 02/15/23        | 955,000.00             | 91,531.25              | 1,100.00                  | 1,047,631.25           |
| 08/15/23        |                        | 67,656.25              |                           | 67,656.25              |
| 02/15/24        | 1,000,000.00           | 67,656.25              | 1,100.00                  | 1,068,756.25           |
| 08/15/24        |                        | 45,500.00              |                           | 45,500.00              |
| 02/15/25        | 1,050,000.00           | 45,500.00              | 1,100.00                  | 1,096,600.00           |
| 08/15/25        |                        | 19,250.00              |                           | 19,250.00              |
| 02/15/26        | 1,100,000.00           | 19,250.00              | 1,100.00                  | 1,120,350.00           |
|                 | <u>\$ 7,490,000.00</u> | <u>\$ 1,398,706.25</u> | <u>\$ 8,800.00</u>        | <u>\$ 8,897,506.25</u> |

PAYEE: The Bank of New York, Dallas, Texas  
DATE OF ISSUE: July 22, 2014  
PRINCIPAL AMOUNT OF ISSUE: \$10,370,000

Average Coupon.....4.27519%



**CITY OF MISSION, TEXAS  
WATERWORKS AND SEWER SYSTEM  
CWSRF 2015 JUNIOR LIEN REVENUE BOND  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>        | <b>INTEREST</b>        | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>            |
|-----------------|-------------------------|------------------------|---------------------------|-------------------------|
| 02/15/19        | 490,000.00              | 122,457.75             | 1,100.00                  | 613,557.75              |
| 08/15/19        |                         | 122,457.75             |                           | 122,457.75              |
| 02/15/20        | 490,000.00              | 122,457.75             | 1,100.00                  | 613,557.75              |
| 08/15/20        |                         | 121,747.25             |                           | 121,747.25              |
| 02/15/21        | 495,000.00              | 121,747.25             | 1,100.00                  | 617,847.25              |
| 08/15/21        |                         | 120,262.25             |                           | 120,262.25              |
| 02/15/22        | 500,000.00              | 120,262.25             | 1,100.00                  | 621,362.25              |
| 08/15/22        |                         | 118,012.25             |                           | 118,012.25              |
| 02/15/23        | 500,000.00              | 118,012.25             | 1,100.00                  | 619,112.25              |
| 08/15/23        |                         | 115,262.25             |                           | 115,262.25              |
| 02/15/24        | 510,000.00              | 115,262.25             | 1,100.00                  | 626,362.25              |
| 08/15/24        |                         | 112,202.25             |                           | 112,202.25              |
| 02/15/25        | 515,000.00              | 112,202.25             | 1,100.00                  | 628,302.25              |
| 08/15/25        |                         | 108,906.25             |                           | 108,906.25              |
| 02/15/26        | 520,000.00              | 108,906.25             | 1,100.00                  | 630,006.25              |
| 08/15/26        |                         | 105,370.25             |                           | 105,370.25              |
| 02/15/27        | 530,000.00              | 105,370.25             | 1,100.00                  | 636,470.25              |
| 08/15/27        |                         | 101,554.25             |                           | 101,554.25              |
| 02/15/28        | 535,000.00              | 101,554.25             | 1,100.00                  | 637,654.25              |
| 08/15/28        |                         | 97,515.00              |                           | 97,515.00               |
| 02/15/29        | 545,000.00              | 97,515.00              | 1,100.00                  | 643,615.00              |
| 08/15/29        |                         | 93,209.50              |                           | 93,209.50               |
| 02/15/30        | 555,000.00              | 93,209.50              | 1,100.00                  | 649,309.50              |
| 08/15/30        |                         | 88,630.75              |                           | 88,630.75               |
| 02/15/31        | 565,000.00              | 88,630.75              | 1,100.00                  | 654,730.75              |
| 08/15/31        |                         | 83,800.00              |                           | 83,800.00               |
| 02/15/32        | 575,000.00              | 83,800.00              | 1,100.00                  | 659,900.00              |
| 08/15/32        |                         | 78,711.25              |                           | 78,711.25               |
| 02/15/33        | 585,000.00              | 78,711.25              | 1,100.00                  | 658,800.00              |
| 08/15/33        |                         | 73,358.50              |                           | 73,358.50               |
| 02/15/34        | 595,000.00              | 73,358.50              | 1,100.00                  | 663,711.25              |
| 08/15/34        |                         | 67,795.25              |                           | 67,795.25               |
| 02/15/35        | 605,000.00              | 67,795.25              | 1,100.00                  | 668,358.50              |
| 08/15/35        |                         | 61,987.25              |                           | 61,987.25               |
| 02/15/36        | 620,000.00              | 61,987.25              | 1,100.00                  | 672,795.25              |
| 08/15/36        |                         | 55,880.25              |                           | 55,880.25               |
| 02/15/37        | 630,000.00              | 55,880.25              | 1,100.00                  | 681,987.25              |
| 08/15/37        |                         | 49,611.75              |                           | 49,611.75               |
| 02/15/38        | 645,000.00              | 49,611.75              | 1,100.00                  | 685,880.25              |
| 08/15/38        |                         | 43,129.50              |                           | 43,129.50               |
| 02/15/39        | 655,000.00              | 43,129.50              | 1,100.00                  | 694,611.75              |
| 08/15/39        |                         | 36,481.25              |                           | 36,481.25               |
| 02/15/40        | 670,000.00              | 36,481.25              | 1,100.00                  | 698,129.50              |
| 08/15/40        |                         | 29,613.75              |                           | 29,613.75               |
| 02/15/41        | 685,000.00              | 29,613.75              | 1,100.00                  | 706,481.25              |
| 08/15/41        |                         | 22,524.00              |                           | 22,524.00               |
| 02/15/42        | 700,000.00              | 22,524.00              | 1,100.00                  | 714,613.75              |
| 08/15/42        |                         | 15,209.00              |                           | 15,209.00               |
| 02/15/43        | 715,000.00              | 15,209.00              | 1,100.00                  | 722,524.00              |
| 08/15/43        |                         | 7,701.50               |                           | 7,701.50                |
| 02/15/44        | 730,000.00              | 7,701.50               | 1,100.00                  | 730,209.00              |
|                 | <u>\$ 15,160,000.00</u> | <u>\$ 3,984,324.25</u> | <u>\$ 28,600.00</u>       | <u>\$ 19,172,924.25</u> |

PAYEE: The Bank of New York, Dallas, Texas  
DATE OF ISSUE: December 28, 2015  
PRINCIPAL AMOUNT OF ISSUE: \$16,140,000

Average Coupon.....1.827184%

**CITY OF MISSION, TEXAS  
WATERWORKS & SEWER SYSTEM REFUNDING BONDS  
SERIES 2016  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>        | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|------------------------|---------------------------|------------------------|
| 2/15/2019       | 630,000.00             | 119,750.00             | 1,100.00                  | 750,850.00             |
| 8/15/2019       |                        | 107,150.00             |                           | 107,150.00             |
| 2/15/2020       | 655,000.00             | 107,150.00             | 1,100.00                  | 763,250.00             |
| 8/15/2020       |                        | 94,050.00              |                           | 94,050.00              |
| 2/15/2021       | 685,000.00             | 94,050.00              | 1,100.00                  | 780,150.00             |
| 8/15/2021       |                        | 80,350.00              |                           | 80,350.00              |
| 2/15/2022       | 705,000.00             | 80,350.00              | 1,100.00                  | 786,450.00             |
| 8/15/2022       |                        | 70,800.00              |                           | 70,800.00              |
| 2/15/2023       | 725,000.00             | 70,800.00              | 1,100.00                  | 796,900.00             |
| 8/15/2023       |                        | 60,450.00              |                           | 60,450.00              |
| 2/15/2024       | 750,000.00             | 60,450.00              | 1,100.00                  | 811,550.00             |
| 8/15/2024       |                        | 48,400.00              |                           | 48,400.00              |
| 2/15/2025       | 775,000.00             | 48,400.00              | 1,100.00                  | 824,500.00             |
| 8/15/2025       |                        | 32,900.00              |                           | 32,900.00              |
| 2/15/2026       | 805,000.00             | 32,900.00              | 1,100.00                  | 839,000.00             |
| 8/15/2026       |                        | 16,800.00              |                           | 16,800.00              |
| 2/15/2027       | 840,000.00             | 16,800.00              | 1,100.00                  | 857,900.00             |
|                 | <u>\$ 6,570,000.00</u> | <u>\$ 1,141,550.00</u> | <u>\$ 9,900.00</u>        | <u>\$ 7,721,450.00</u> |

PAYEE: The Bank of New York, Mellon  
DATE OF ISSUE: August 23, 2016  
PRINCIPAL AMOUNT OF ISSUE: \$8,260,000

Average Coupon.....3.612759%

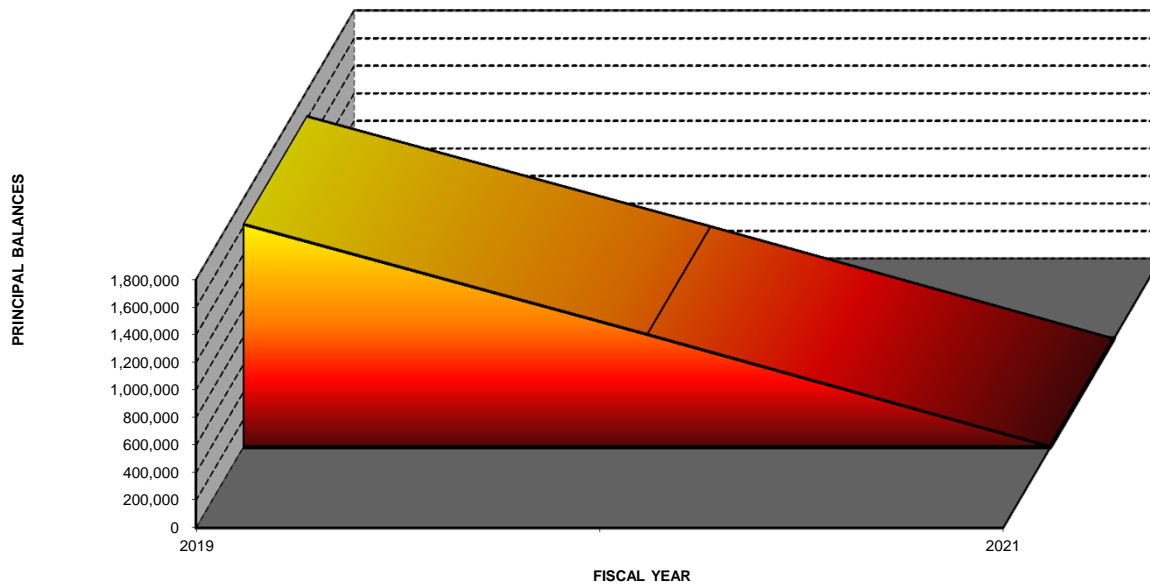
# ***SOLID WASTE REVENUE BONDS***

CITY OF MISSION

**CITY OF MISSION, TEXAS  
SOLID WASTE BONDS & CERTIFICATE OF OBLIGATIONS  
ANNUAL DEBT SERVICE REQUIREMENTS  
ALL ISSUES**

| YEAR | PRINCIPAL              | INTEREST            | ESTIMATED<br>FEES  | TOTAL                  | PRINCIPAL<br>BALANCE |
|------|------------------------|---------------------|--------------------|------------------------|----------------------|
|      |                        |                     |                    |                        | 2,400,000.00         |
| 2019 | 785,000.00             | 37,540.00           | 1,100.00           | 823,640.00             | 1,615,000.00         |
| 2020 | 800,000.00             | 22,720.00           | 1,100.00           | 823,820.00             | 815,000.00           |
| 2021 | 815,000.00             | 7,620.00            | 1,100.00           | 823,720.00             | -                    |
|      | <u>\$ 2,400,000.00</u> | <u>\$ 67,880.00</u> | <u>\$ 3,300.00</u> | <u>\$ 2,471,180.00</u> |                      |

**OUTSTANDING REVENUE BONDS  
As of 10/01/17 to Year 2021**



**CITY OF MISSION, TEXAS  
SOLID WASTE FUND  
CURRENT DEBT SERVICE REQUIREMENTS  
ALL ISSUES**

| ISSUE      | OUTSTANDING<br>10/01/14 | PRINCIPAL            | INTEREST            | ESTIMATED<br>FEES  | TOTAL                |
|------------|-------------------------|----------------------|---------------------|--------------------|----------------------|
| 2014 PPFCO | <u>2,400,000.00</u>     | <u>785,000.00</u>    | <u>37,540.00</u>    | <u>1,100.00</u>    | <u>823,640.00</u>    |
|            | <u>\$ 2,400,000.00</u>  | <u>\$ 785,000.00</u> | <u>\$ 37,540.00</u> | <u>\$ 1,100.00</u> | <u>\$ 823,640.00</u> |

**CITY OF MISSION, TEXAS  
SOLID WASTE TAX NOTE  
2014 PPFCO  
SCHEDULE OF REQUIREMENTS**

| <b>MATURITY</b> | <b>PRINCIPAL</b>       | <b>INTEREST</b>     | <b>ESTIMATED<br/>FEES</b> | <b>TOTAL</b>           |
|-----------------|------------------------|---------------------|---------------------------|------------------------|
| 2/15/2019       | 785,000.00             | 22,440.00           | 1,100.00                  | 808,540.00             |
| 8/15/2019       |                        | 15,100.00           |                           | 15,100.00              |
| 2/15/2020       | 800,000.00             | 15,100.00           | 1,100.00                  | 816,200.00             |
| 8/15/2020       |                        | 7,620.00            |                           | 7,620.00               |
| 2/15/2021       | 815,000.00             | 7,620.00            | 1,100.00                  | 823,720.00             |
|                 | <u>\$ 2,400,000.00</u> | <u>\$ 67,880.00</u> | <u>\$ 3,300.00</u>        | <u>\$ 2,471,180.00</u> |

PAYEE: Bank of Texas Corporate Trust      DATE OF ISSUE: March 20, 2014

PRINCIPAL AMOUNT OF ISSUE: \$4,880,000

INTEREST RATE: 1.87%

# ***STATISTICAL INFORMATION***

CITY OF MISSION

**City of Mission**  
**Assessed Value and Estimated Actual Value of Taxable Property**  
**Last Ten Fiscal Years**

| Fiscal<br>Year<br>Ended<br>September 30, | Real Property           |                        | Non-Real Property    | Less:                       | Total Taxable     | Total                           | Estimated                               | Assessed                                    |
|--|-------------------------|------------------------|----------------------|-----------------------------|-------------------|---------------------------------|---|---|
|  | Residential<br>Property | Commercial<br>Property | Personal<br>Property | Tax Exempt<br>Real Property | Assessed<br>Value | Direct<br>Tax Rate <sup>1</sup> | Actual<br>Taxable<br>Value <sup>2</sup> | Value as a<br>Percentage of<br>Actual Value |
| 2008                                     | 1,201,607,606           | 1,738,634,339          | 318,353,327          | 529,477,247                 | 2,729,118,025     | 0.5566                          | 3,258,595,272                           | 0.84%                                       |
| 2009                                     | 1,308,104,315           | 1,737,671,626          | 287,384,742          | 420,102,009                 | 2,913,058,674     | 0.5666                          | 3,333,160,683                           | 0.87%                                       |
| 2010                                     | 1,401,660,290           | 1,937,539,558          | 274,072,218          | 486,901,384                 | 3,126,370,682     | 0.5566                          | 3,613,272,066                           | 0.87%                                       |
| 2011                                     | 1,463,644,082           | 2,032,661,499          | 268,558,129          | 532,302,145                 | 3,232,561,565     | 0.5566                          | 3,764,863,710                           | 0.86%                                       |
| 2012                                     | 1,468,867,159           | 2,043,740,424          | 366,527,219          | 558,744,227                 | 3,320,390,575     | 0.5388                          | 3,879,134,802                           | 0.86%                                       |
| 2013                                     | 1,500,235,907           | 2,085,403,055          | 376,726,890          | 555,879,190                 | 3,406,486,662     | 0.5288                          | 3,962,365,852                           | 0.86%                                       |
| 2014                                     | 1,503,272,817           | 2,208,552,001          | 384,505,956          | 575,539,632                 | 3,520,791,142     | 0.5288                          | 4,096,330,774                           | 0.86%                                       |
| 2015                                     | 1,509,471,690           | 2,242,310,656          | 371,410,887          | 582,674,815                 | 3,540,518,418     | 0.5188                          | 4,123,193,233                           | 0.86%                                       |
| 2016                                     | 1,652,176,687           | 2,408,822,295          | 411,528,454          | 628,526,679                 | 3,844,000,757     | 0.4988                          | 4,472,527,436                           | 0.86%                                       |
| 2017                                     | 1,731,082,709           | 2,592,628,665          | 385,814,945          | 630,109,869                 | 4,079,416,450     | 0.4962                          | 4,709,526,319                           | 0.87%                                       |

1. Tax rate per every \$100 valuation of property.

2. The estimated property value is derived directly from the Levy Roll Tax Totals provided by the Hidalgo County Tax Assessor.



**City of Mission  
Property Tax Rates  
Direct and Overlapping Governments  
Last Ten Fiscal Years**

| Fiscal<br>Year | City of Mission       |                             |                           | Overlapping Rates <sup>1</sup> |                            |                              |                            |                                |                                     |                                    | Total<br>Direct &<br>Overlapping<br>Rates <sup>2</sup> |
|----------------|-----------------------|-----------------------------|---------------------------|--------------------------------|----------------------------|------------------------------|----------------------------|--------------------------------|-------------------------------------|------------------------------------|--|
|                | Operating<br>Tax Rate | Debt<br>Service<br>Tax Rate | Total<br>City<br>Tax Rate | Hidalgo<br>County<br>Tax Rate  | School District            |                              |                            |                                | Drainage<br>Dist. No. 1<br>Tax Rate | South Texas<br>College<br>Tax Rate |  |
|                |                       |                             |                           |                                | Mission<br>ISD<br>Tax Rate | Sharyland<br>ISD<br>Tax Rate | La Joya<br>ISD<br>Tax Rate | South Texas<br>ISD<br>Tax Rate |                                     |                                    |  |
| 2007-08        | 0.4455                | 0.1111                      | 0.5566                    | 0.5900                         | 1.1800                     | 1.1850                       | 1.2520                     | 0.0492                         | 0.0492                              | 0.1540                             | 5.02   |
| 2008-09        | 0.4609                | 0.1057                      | 0.5666                    | 0.5900                         | 1.1240                     | 1.1850                       | 1.3216                     | 0.0492                         | 0.0700                              | 0.1498                             | 5.06   |
| 2009-10        | 0.4413                | 0.1153                      | 0.5566                    | 0.5900                         | 1.2800                     | 1.2000                       | 1.3110                     | 0.0492                         | 0.0725                              | 0.1491                             | 5.21   |
| 2010-11        | 0.4498                | 0.1068                      | 0.5566                    | 0.5900                         | 1.3000                     | 1.2000                       | 1.3110                     | 0.0492                         | 0.0725                              | 0.1497                             | 5.23   |
| 2011-12        | 0.4221                | 0.1167                      | 0.5388                    | 0.5900                         | 1.3000                     | 1.2000                       | 1.3110                     | 0.0492                         | 0.0733                              | 0.1507                             | 5.21   |
| 2012-13        | 0.4086                | 0.1202                      | 0.5288                    | 0.5900                         | 1.3000                     | 1.2855                       | 1.3110                     | 0.0492                         | 0.0750                              | 0.1507                             | 5.29   |
| 2013-14        | 0.4212                | 0.1076                      | 0.5288                    | 0.5900                         | 1.3000                     | 1.2855                       | 1.3110                     | 0.0492                         | 0.0957                              | 0.1500                             | 5.31   |
| 2014-15        | 0.4140                | 0.1048                      | 0.5188                    | 0.5900                         | 1.3300                     | 1.3355                       | 1.3110                     | 0.0492                         | 0.0957                              | 0.1850                             | 5.42   |
| 2015-16        | 0.4000                | 0.0988                      | 0.4988                    | 0.5900                         | 1.3672                     | 1.3355                       | 1.3110                     | 0.0492                         | 0.0951                              | 0.1850                             | 5.43   |
| 2016-17        | 0.4404                | 0.0558                      | 0.4962                    | 0.5900                         | 1.3582                     | 1.3755                       | 1.3110                     | 0.0492                         | 0.0951                              | 0.1850                             | 5.46   |

Source: Hidalgo County Tax Office and La Joya Tax Office.

1. Overlapping rates are those of the City, County, and school districts that apply to property owners within the City of Mission. Not all overlapping rates apply to all City of Mission property owners (for example the rates for La Joya School District apply only to the proportion of the City's property owners whose property is located within the geographic boundaries of the La Joya School District).
2. (Total Tax Rate)-The allocation of operation and debt service is not available at this time for the County, School Districts, Special Districts and the Community College.

**City of Mission**  
**Principal Property Tax Payers**  
**Current Year and Nine Years Ago**

| Taxpayer                         | Tax Year 2017         |      |                                   | Tax Year 2008         |      |                                   |
|----------------------------------|-----------------------|------|-----------------------------------|-----------------------|------|-----------------------------------|
|                                  | Taxable Value         | Rank | Percentage of Total Taxable Value | Taxable Value         | Rank | Percentage of Total Taxable Value |
| Frontera Generation LTD          | \$ 61,378,270         | 1    | 1.50%                             | -                     | -    | -                                 |
| Sharyland Retail LTD             | 29,984,041            | 2    | 0.74%                             | 33,385,206            | 2    | 1.15%                             |
| Sharyland Utilities LP           | 27,446,020            | 3    | 0.67%                             | 36,477,330            | 1    | 0.01                              |
| AEP Texas Central Co             | 22,914,270            | 4    | 0.56%                             | 13,197,100            | 5    | 0.45%                             |
| Bert Ogden Chevrolet             | 20,332,855            | 5    | 0.50%                             | 22,672,428            | 3    | 0.78%                             |
| Wal-Mart Real Estate Business    | 16,463,968            | 6    | 0.40%                             | 10,798,424            | 7    | 0.37%                             |
| Juniper Sharyland LTD            | 15,782,556            | 7    | 0.39%                             | -                     | -    | 0.00%                             |
| Royal Technologies Corporation   | 15,032,318            | 8    | 0.37%                             | -                     | -    | 0.00%                             |
| Royal Technologies Corp.         | 14,484,073            | 9    | 0.36%                             | -                     | -    | 0.00%                             |
| Shary Retail LTD                 | 13,660,188            | 10   | 0.33%                             | -                     | -    | 0.00%                             |
| Halliburton Energy Serv (HS)     | -                     | -    | -                                 | 13,613,760            | 4    | 0.47%                             |
| BBCW/Moran Sharyland LP          | -                     | -    | -                                 | 13,148,825            | 6    | 0.45%                             |
| Cook, Vannie Trusts              | -                     | -    | -                                 | 10,185,086            | 8    | 0.35%                             |
| Colorado Mission Partnership LTD | -                     | -    | -                                 | 10,166,955            | 9    | 0.35%                             |
| Southwestern Bell Telephone      | -                     | -    | -                                 | 10,047,460            | 10   | 0.34%                             |
| Total                            | <u>\$ 237,478,559</u> |      | <u>5.82%</u>                      | <u>\$ 173,692,574</u> |      | <u>5.96%</u>                      |

Source: Hidalgo County Tax Assessor.

**City of Mission**  
**Property Tax Levies and Collections**  
**Last Ten Fiscal Years**

| <b>Fiscal Year<br/>Ended<br/>September 30</b> | <b>Total Tax<br/>Levy for<br/>Fiscal Year</b> | <b>Collection within the<br/>Fiscal Year of the Levy</b> |                               | <b>Collections in<br/>Subsequent Years</b> | <b>Total Collection to Date</b> |                               |
|---|---|--|-------------------------------|--|---------------------------------|-------------------------------|
|   |   | <b>Amount</b>  | <b>Percentage<br/>of Levy</b> |  | <b>Amount</b>                   | <b>Percentage<br/>of Levy</b> |
| 2009  | 17,305,109                                    | 16,251,424   | 93.9%                         | 987,897                                    | 17,239,321                      | 99.6%                         |
| 2010  | 17,361,554                                    | 16,529,835   | 95.2%                         | 758,028                                    | 17,287,863                      | 99.6%                         |
| 2011  | 17,803,116                                    | 16,989,023   | 95.4%                         | 732,109                                    | 17,721,132                      | 99.5%                         |
| 2012  | 17,798,270                                    | 17,102,655   | 96.1%                         | 607,521                                    | 17,710,176                      | 99.5%                         |
| 2013  | 17,835,988                                    | 17,194,844   | 96.4%                         | 538,283                                    | 17,733,127                      | 99.4%                         |
| 2014  | 18,585,075                                    | 17,937,794   | 96.5%                         | 526,750                                    | 18,464,544                      | 99.4%                         |
| 2015  | 18,689,445                                    | 18,034,797   | 96.5%                         | 473,828                                    | 18,508,625                      | 99.0%                         |
| 2016  | 19,097,947                                    | 18,465,405   | 96.7%                         | 388,481                                    | 18,853,886                      | 98.7%                         |
| 2017  | 20,104,913                                    | 19,358,866   | 96.3%                         | 342,884                                    | 19,701,750                      | 98.0%                         |
| 2018  | 19,976,560                                    | 19,370,557   | 97.0%                         | -  | 19,370,557                      | 97.0%                         |

**City of Mission**  
**Demographic and Economic Statistics**  
**Last Ten Fiscal Years**

| <b>Fiscal Year</b> | <b>Population <sup>(1)</sup></b> | <b>MSA<sup>(2)</sup><br/>Personal Income</b> | <b>MSA<sup>(2)</sup><br/>Capita<br/>Personal Income</b> | <b>Median<br/>Age <sup>(1)</sup></b> | <b>Percentage<br/>High School<br/>Graduates <sup>(3)</sup></b> | <b>School<br/>Enrollment <sup>(3)</sup></b> | <b>Unemployment<br/>Rate <sup>(4)</sup></b> |
|--------------------|----------------------------------|--|---|--------------------------------------|--|---|---|
| 2008               | 65,309                           | 14,055,483,000                               | 19,651  | 32.7                                 | 80.0   | 15,451                                      | 7.30%                                       |
| 2009               | 68,574                           | 15,409,425,000                               | 20,917  | 32.2                                 | 79.6   | 15,439                                      | 9.30%                                       |
| 2010               | 72,003                           | 16,036,052,000                               | 21,171  | 30.9                                 | 82.4   | 15,341                                      | 9.90%                                       |
| 2011               | 77,058                           | 16,965,278,000                               | 21,771  | 30.9                                 | 82.9   | 15,517                                      | 10.20%                                      |
| 2012               | 79,368                           | 17,789,208,000                               | 22,390  | 29.8                                 | 89.0   | 25,845                                      | 8.10%                                       |
| 2013               | 80,452                           | 18,341,843,000                               | 22,757  | 27.2                                 | 88.9   | 25,766                                      | 7.90%                                       |
| 2014               | 81,050                           | 18,827,748,000                               | 23,073  | 29.3                                 | 90.7   | 25,645                                      | 6.90%                                       |
| 2015               | 82,431                           | 19,740,566,000                               | 23,753  | 30.3                                 | 94.6   | 25,676                                      | 6.10%                                       |
| 2016               | 83,298                           | 20,702,880,000                               | 24,579  | 30.5                                 | 89.7   | 25,819                                      | 6.20%                                       |
| 2017               | 84,963                           | 21,080,611,000                               | 24,805  | 30.5                                 | 94.1   | 25,819                                      | 6.20%                                       |

(1) Estimated (except for the FY 2011-information was received from the 2010 US Census) & Texas Demographics.

(2) MSA-Metropolitan Statistical Area for Mission-McAllen-Edinburg- Source: Tracer-Texas Labor Market.

(3) Source: Texas Education Agency, Local School Directory.com, Mission CISD & added Sharyland ISD 2012

(4) Source: Labor Market & Career Information, Texas Workforce Commission, Tracer (Data Link - Data Types)

**City of Mission  
Principal Employers  
Current Year and Nine Year Ago**

| <b>Employer</b>                 | <b>2017<sup>(1)</sup></b> |             |  | <b>2008<sup>(1)</sup></b> |             |  |
|---------------------------------|---------------------------|-------------|--|---------------------------|-------------|--|
|                                 | <b>Employees</b>          | <b>Rank</b> | <b>Percentage<br/>of Total City<br/>Employment</b> | <b>Employees</b>          | <b>Rank</b> | <b>Percentage<br/>of Total City<br/>Employment</b> |
| Mission CISD                    | 2,400                     | 1           | 3.36%  | 2,412                     | 1           | 4.23%  |
| Sharyland ISD                   | 1,400                     | 2           | 1.96%  | 1,168                     | 2           | 2.05%  |
| Mission Regional Medical Center | 1,000                     | 3           | 1.40%  | 950                       | 3           | 1.67%  |
| T-Mobile                        | 916                       | 4           | 1.28%  | 904                       | 4           | 1.59%  |
| City of Mission                 | 715                       | 5           | 1.00%  | 570                       | 6           | 1.20%  |
| H.E.B.                          | 647                       | 6           | 0.90%  | 684                       | 5           | 1.00%  |
| Wal-Mart Super Center           | 357                       | 7           | 0.50%  | 383                       | 7           | 0.67%  |
| Home Depot                      | 175                       | 8           | 0.24%  |                           |             |  |
| Target                          | 170                       | 9           | 0.24%  | 165                       | 9           | 0.29%  |
| Royal Technologies              | 143                       | 10          | 0.20%  |                           |             |  |
| Halliburton Energy Services     |                           |             |  | 200                       | 8           | 0.35%  |
| The Club at Cimarron            |                           |             |  | 150                       | 10          | 0.26%  |
| Total                           | <u>7,923</u>              |             | <u>11.08%</u>                                      | <u>7,586</u>              |             | <u>13.31%</u>                                      |

(1) Source: Mission Economic Development Corporation and City of Mission's budget office.

**City of Mission**  
**Operating Indicators by Function**  
**Last Ten Fiscal Years**

| Function   | 2008   | 2009   | 2010   | 2011   | 2012   | 2013   | 2014   | 2015   | 2016   | 2017   |
|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Police   |        |        |        |        |        |        |        |        |        |        |
| Physical arrests                                   | 4,081  | 4,002  | 4,373  | 3,000  | 4,305  | 4,079  | 3,632  | 3,050  | 3,135  | 3,998  |
| Parking Violation                                  | 64     | 67     | 41     | 35     | 75     | 55     | 29     | 75     | 45     | 23     |
| Traffic Violations                                 | 22,473 | 20,757 | 10,957 | 12,970 | 13,685 | 8,093  | 12,071 | 19,882 | 12,112 | 10,601 |
| Fire   |        |        |        |        |        |        |        |        |        |        |
| Number of calls answered                           | 2,270  | 1,967  | 2,450  | 2,738  | 3,239  | 2,818  | 3,715  | 3,888  | 3,636  | 3,557  |
| Inspections  | 2,479  | 3,015  | 2,392  | 2,154  | 1,803  | 2,599  | 1,773  | 2,116  | 2,474  | 1,343  |
| Highways and Streets                               |        |        |        |        |        |        |        |        |        |        |
| Streets resurfacing (miles)                        | 6.088  | 3.750  | 5.596  | 4.240  | 5.530  | 5.130  | 6.070  | 10.110 | 4.860  | 7.100  |
| Potholes repaired                                  | 10,217 | 6,438  | 12,449 | 6,710  | 15,783 | 21,122 | 30,911 | 23,898 | 21,031 | 14,939 |
| Sanitation   |        |        |        |        |        |        |        |        |        |        |
| Refuse collected (tons/day) <sup>(1)</sup>         | 146    | 150    | 173    | 176    | 218    | 225    | 377    | 443    | 451    | 521    |
| Recyclables collected (tons/day)                   | 0.08   | 0.21   | 0.16   | 0.26   | 0.26   | 0.24   | 0.27   | 0.34   | 0.44   | 0.38   |
| Culture and recreation                             |        |        |        |        |        |        |        |        |        |        |
| Golf Course  |        |        |        |        |        |        |        |        |        |        |
| Rounds   | 68,173 | 65,942 | 52,491 | 59,162 | 54,056 | 60,306 | 46,388 | 36,971 | 46,477 | 46,709 |
| Recreation   |        |        |        |        |        |        |        |        |        |        |
| Programs   | 32     | 32     | 32     | 32     | 32     | 37     | 31     | 22     | 14     | 17     |
| Parks Maintained                                   | 24     | 25     | 25     | 25     | 25     | 25     | 28     | 28     | 28     | 24     |
| Water  |        |        |        |        |        |        |        |        |        |        |
| New connections (year)                             | 650    | 1,748  | 463    | 512    | 370    | 353    | 297    | 486    | 398    | 393    |
| Water mains breaks (year)                          | 603    | 557    | 649    | 452    | 507    | 395    | 463    | 344    | 258    | 198    |
| Average daily consumption<br>(millions of gallons) | 12.44  | 13.23  | 11.00  | 13.63  | 12.63  | 13.02  | 12.56  | 10.62  | 12.42  | 14.25  |
| Wastewater   |        |        |        |        |        |        |        |        |        |        |
| Average daily sewage treatment                     | 6.06   | 5.97   | 6.57   | 6.32   | 6.68   | 7.09   | 7.19   | 7.42   | 7.39   | 7.14   |

Sources: Various City departments.

Note: Indicators are not available for the general government function.

(1) Information for 2007 estimated.

**City of Mission**  
**Capital Asset Statistics by Function**  
**Last Ten Fiscal Years**

| Function  | 2008     | 2009     | 2010     | 2011     | 2012     | 2013     | 2014     | 2015     | 2016     | 2017     |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Public Safety                                     |          |          |          |          |          |          |          |          |          |          |
| Police Protection                                 |          |          |          |          |          |          |          |          |          |          |
| Stations  | 1        | 1        | 1        | 2        | 2        | 2        | 2        | 2        | 2        | 2        |
| Patrol Units                                      | 94       | 96       | 87       | 100      | 111      | 111      | 111      | 111      | 111      | 112      |
| Fire Protection                                   |          |          |          |          |          |          |          |          |          |          |
| Fire Stations                                     | 4        | 4        | 4        | 5        | 5        | 5        | 5        | 5        | 5        | 5        |
| Highways and Streets                              |          |          |          |          |          |          |          |          |          |          |
| Streets (miles)                                   | 543.46   | 548.67   | 549.02   | 554.20   | 555.66   | 560.79   | 387.14   | 387.45   | 389.06   | 396.44   |
| Number of Streetlights                            | 2,679    | 2,726    | 4,856    | 4,945    | 4,473    | 4,158    | 4,261    | 4,281    | 4,332    | 4,367    |
| Culture and recreation                            |          |          |          |          |          |          |          |          |          |          |
| Parks acreage                                     | 419      | 419      | 419      | 419      | 419      | 419      | 419      | 419      | 419      | 236      |
| Parks   | 24       | 25       | 25       | 25       | 25       | 25       | 28       | 28       | 28       | 24       |
| Swimming pools                                    | 2        | 2        | 2        | 2        | 3        | 3        | 3        | 3        | 2        | 2        |
| Tennis Courts                                     | 3        | 4        | 4        | 4        | 4        | 9        | 9        | 9        | 9        | 9        |
| Community Centers                                 | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        |
| Water   |          |          |          |          |          |          |          |          |          |          |
| Water Plants                                      | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        | 2        |
| Water mains (miles)                               | 422.56   | 425.36   | 429.07   | 436.35   | 442.21   | 457.45   | 460.79   | 459.23   | 461.33   | 454.35   |
| Fire hydrants                                     | 2,444    | 2,457    | 2,481    | 2,496    | 2,784    | 2,803    | 2,813    | 2,820    | 2,835    | 2,849    |
| Number of Service connections                     | 23,308   | 23,785   | 24,248   | 24,734   | 25,157   | 25,510   | 25,807   | 26,293   | 26,713   | 27,072   |
| Number of Gallons Sold (in millions)              | 3,906.65 | 4,228.78 | 3,613.76 | 4,513.88 | 4,678.99 | 4,844.63 | 4,305.08 | 3,609.67 | 3,973.49 | 4,675.53 |
| Daily Average Consumption (mgals) <sup>(1)</sup>  | 12.44    | 11.59    | 9.90     | 12.37    | 12.81    | 13.27    | 11.80    | 9.89     | 10.88    | 12.80    |
| Sewer   |          |          |          |          |          |          |          |          |          |          |
| Number of Treatment plants                        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        | 1        |
| Sanitary sewers (miles)                           | 323.16   | 325.11   | 325.93   | 328.70   | 328.707  | 356.75   | 357.77   | 358.14   | 359.99   | 362.30   |
| Number of Service connections                     | 20,510   | 21,285   | 21,694   | 22,110   | 22,439   | 22,815   | 23,028   | 23,437   | 23,871   | 24,222   |
| Storm sewers (miles)                              | 114.95   | 115.91   | 116.83   | 118.99   | 121.16   | 145.03   | 145.92   | 146.02   | 146.79   | 148.07   |
| Daily average treatment in gallons <sup>(1)</sup> | 6.06     | 5.97     | 6.57     | 6.60     | 6.70     | 7.10     | 7.20     | 7.40     | 7.40     | 7.10     |
| Maximum daily treatment capacity <sup>(1)</sup>   | 8.12     | 6.70     | 12.92    | 7.87     | 8.60     | 9.18     | 12.00    | 9.98     | 11.90    | 9.28     |

Source: City departments.

(1) Amount is in millions.

Note: No capital asset indicators are available for the general government function.

# ***BUDGET GLOSSARY***



# BUDGET GLOSSARY

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**Ad Valorem Tax** – Refers to the tax assessed against real (land and buildings) and personnel (equipment and furniture) property.

**Appraised Value** – To make an estimate of value for the purpose of taxation. (The Hidalgo County Appraisal District establishes Property values).

**Appropriation** – An authorization made, by the City Council, which permits the City to incur obligations and to make expenditures of resources.

**Appropriation Ordinance** – The official enactment, by the City Council to legally authorize City Staff to obligate and expend resources.

**Bond** – A written promise to pay a sum of money on a specific date(s) at a specific interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance.

**Budget** – A financial plan, for a specified period, of operations that matches all planned revenue and expenditures with the services provided to the residents of the City.

**Budget Document** – The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

**Capital Outlay** – Expenditures which result in the acquisition of or addition to the fixed assets.

**City Council** – The Mayor and four Council Members collectively acting as the legislative and policy making body of the City.

**Culture and Recreation** – A major function of the City which accounts for all activities maintained for the benefit of residents and visitors.

**Current Taxes** – Taxes levied and due within one year.

**Debt Service Fund** – A fund established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

**Delinquent Taxes** – Taxes that remain unpaid after the date on which a penalty for non-payment is attached.

**Department** – A major administrative organizational unit of the City, which indicates overall management responsibility for one or more divisions.

# BUDGET GLOSSARY

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**Estimate Revenue** – The amount of projected revenues to be collected during the fiscal year.

**Expenditures** – A decrease in net financial resources of the City due to the acquisition of goods and services.

**Expenses** – Decrease in net total assets. Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

**Final Amended Budget** – The original budget adjusted by all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes applicable to the fiscal year, whenever signed into law or otherwise legally authorized.

**Fiscal Period** – Any period at the end of which a government determines its financial position and the results of its operations.

**Fiscal Year** – A 12-month period to which the Annual Budget applies. The City of Mission has specified October 1 to September 30 as its fiscal year.

**Franchise Tax** – A fee paid by public service utilities for use of public property in providing their services to the citizens of the community.

**Function** – Are group-related activities aimed at accomplishing a major service or regulatory responsibility.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government function in accordance with special regulations, restrictions, or limitations.

**Fund Balance** – The difference between fund assets and fund liabilities or net position of a governmental fund.

**Fund Balance (Unassigned)** – The difference between the total fund balance of a governmental fund and its nonspendable, restricted, committed, and assigned components.

# BUDGET GLOSSARY

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**General Government** – A function where all expenditures for the legislative, executive, financial, judicial and other auxiliary departments are accounted for.

**General Obligation Bonds** – Bonds that finance a variety of public projects which pledge the full faith and credit of the City.

**Highways and Streets** – A major function of the City, where all expenditures related to roads, sidewalks, and alleys are accounted for.

**Intergovernmental Revenues** – Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

**Miscellaneous** – Amounts paid for goods and services not otherwise classified.

**MEDC** – Mission Economic Development Corporation – a component unit of the City of Mission.

**MRA** – Mission Redevelopment Authority

**Ordinance** – A Formal Legislative enactment by the governing board of a municipality. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**Other Purchased Services** – Amounts paid for services rendered by organizations or personnel not on the payroll of the government (separate from professional and technical services or property services).

**Original Budget** – The first complete appropriated budget with all adjustments made before the beginning of the fiscal year and including appropriation amounts automatically carried over from prior years by law.

**Personnel (salaries and wages)** – Amounts paid to both permanent and temporary government employees, including personnel substituting for those in permanent positions. This category includes gross salary for personal services rendered while on the payroll of the City.

**Personnel (employee benefits)** – Amounts paid by the government on behalf of employees; these amounts are not included in the gross salary but are in addition to the that amount.

# BUDGET GLOSSARY

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**Public Safety** – A function of the City whose sole purpose is the protection of persons and property.

**Purchased Professional and Technical Services** – Services that by their nature can be performed only by persons or firms with specialized skills and knowledge.

**Purchased Property Services** – Services purchased to operate, repair, maintain and rent property owned or used by the City.

**Revenue** – Funds that the government receives as income.

**Revenue Bonds** – Bonds, whose principal and interest are payable exclusively from earnings of an enterprise fund.

**Supplies** – Amounts paid for items that are consumed or deteriorated through use or that lose their identity through fabrication or incorporation into different or more complex units or substances.

**Tax Levy Ordinance** – An ordinance through which taxes are levied.

**TIRZ** – Tax Increment Redevelopment Zone

**Transfers** – Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

**Working Capital** – The excess of current assets over liabilities.