



2017

ADOPTED BUDGET
OPERATING FUNDS — VOLUME I



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Adopted Annual Budget
July 1, 2016 – June 30, 2017

This budget will raise more revenue from property taxes than last year’s budget by an amount of \$726,039, which is a 2.5 percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year cannot be calculated because the City has not received the detailed property values at this date.

CITY COUNCIL RECORD VOTE

The members of the governing body voted on the adoption of the budget as follows:
 FOR: Mayor Allen Owen, Mayor Pro Tem Don Smith, Councilmembers Jerry Wyatt, Chris Preston, Yolanda Ford, Floyd Emery, and Anthony Maroulis
 AGAINST:
 PRESENT but abstained from voting: None
 ABSENT:

PROPERTY TAX RATES

Per \$100 Valuation	FY 2015-2016	FY 2016-2017
Property Tax Rate	\$0.544680	\$0.514640
Effective Tax Rate	\$0.504534	Unknown at this time
Effective Maintenance and Operations Tax Rate	\$0.345634	Unknown at this time
Rollback Tax Rate	\$0.544680	Unknown at this time
Debt Tax Rate	\$0.171396	\$0.138442

DEBT OBLIGATIONS

The total amount of municipal debt obligations: \$93,939,909.



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CITY OF MISSOURI CITY, TEXAS

Fiscal Year 2017 Adopted Budget

*Volume I
General Operating Funds*



Left to Right: **Allen Owen** – Mayor, **Chris Preston**, Council at Large, Position 2, **Anthony Maroulis** – Council District C, **Yolanda Ford** – Council District A, **Jerry Wyatt** – Council at Large, Position 1, **Floyd Emery** – Mayor Pro Tem-Council District D, **Don Smith** – Council District B

CITY OF MISSOURI CITY, TEXAS

Appointed Officials

Anthony Snipes	City Manager
Maria Jackson	City Secretary
E. Joyce Iyamu	City Attorney

Executive Managers

Bill Atkinson	Assistant City Manager
Scott Elmer	Assistant City Manager
Edena Atmore	Director of Financial Services
Mike Berezin	Police Chief
Curtis Campbell	Interim Fire Chief
Jason Magnum	Director of Parks & Recreation
Otis Spriggs	Director of Development Services
Edward Williams	Director of Human Resources/ Organizational Development
Stacie Walker	Director of Communications
Sedrick Cole	Director of Innovation & Technology
Norma West	Interim Director of Courts

CITY OF MISSOURI CITY, TEXAS
Fiscal Year 2017 Adopted Budget

Volume I
General Operating Funds

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READER'S GUIDE

INTRODUCTION

In order to present the City Council and public with a clear picture of services and their costs, this year's budget includes actual revenues and expenditures for the 2015 fiscal year, the FY 2016 original and revised budget, the FY 2016 year-end estimate, and the FY 2017 adopted budget.

BUDGET MESSAGE

The budget message provides summarized budget information and highlights citywide goals and objectives for the 2017 fiscal year and long-term. The message also takes into account the Missouri City 2029 Strategic Plan and sets forth the direction and focus on issues that are important to improving Missouri City.

EXECUTIVE SUMMARY

The Executive Summary provides information pertaining to various sections located in the budget, including various financial policies, basis of accounting, fund descriptions, and the financial condition of the City.

BUDGET SUMMARIES

This section summarizes all funds of the City into one section, much like the financial statements of the City. It also summarizes all authorized full-time and part-time positions in the 2017 adopted budget, as well as full and part-time positions in the 2015 and 2016 fiscal year budgets.

ASSESSMENT AND LEVIES

This section provides an estimate of the assessed valuation for the next year. The City's budget is approved by mid – June, with preliminary estimates from the Fort Bend Appraisal District (CAD), and the budget is revised in the August-September period, after the CAD certifies the actual taxable values. The tax rate is approved after the effective tax rate is calculated and published in the newspaper, and all other legal notices are published.

This section also includes property tax, levies, and collections from 1970, when the property taxes were first imposed, through present and estimated for the upcoming budget year.

This section also explains the municipal utility districts (MUDs) in the city and various other tax and debt rates and ratios.

LONG TERM PLANS

This section is intended to show in some detail the Comprehensive Plan and yearly strategic meetings of the City.

Missouri City is one of the few cities in the Greater Houston Area that adopted planning and zoning ordinances early in its formation. The Land Use Plan and Thoroughfare Plan were developed in 1976, and the City zoning ordinance was approved in 1981. The Comprehensive Plan was adopted in 1990; and various elements of the plan, including the Land Use Plan, were adopted and revised throughout the years.

In FY 2015-16, the City provided funding for the update to the Comprehensive Plan that helps guide the City in obtaining the most desirable development of the land left for greenfield development.

OPERATING BUDGETS

The operating budget sections contain the goals, accomplishments, objectives, revenue assumptions, and resource allocations, with line item details. These sections include the General Fund, Special Revenue Funds, Debt Service Funds, Utility Fund, Other Enterprise Funds, and Internal Service Funds.

The General Fund and Internal Service Funds show activities and functions of each department/division. They also include mission statements for each department, and description of operations, goals, accomplishments, objectives and personnel schedule, performance indicators, activity measures, and organizational charts by division.

Although, by Charter, the department directors control their overall departmental appropriations and may transfer among line items, line items presently are shown in the budget at the request of the department heads, to be used as a management tool. They are used daily by City staff for coding purposes for requisitions and other purchases.

CAPITAL IMPROVEMENT BUDGET

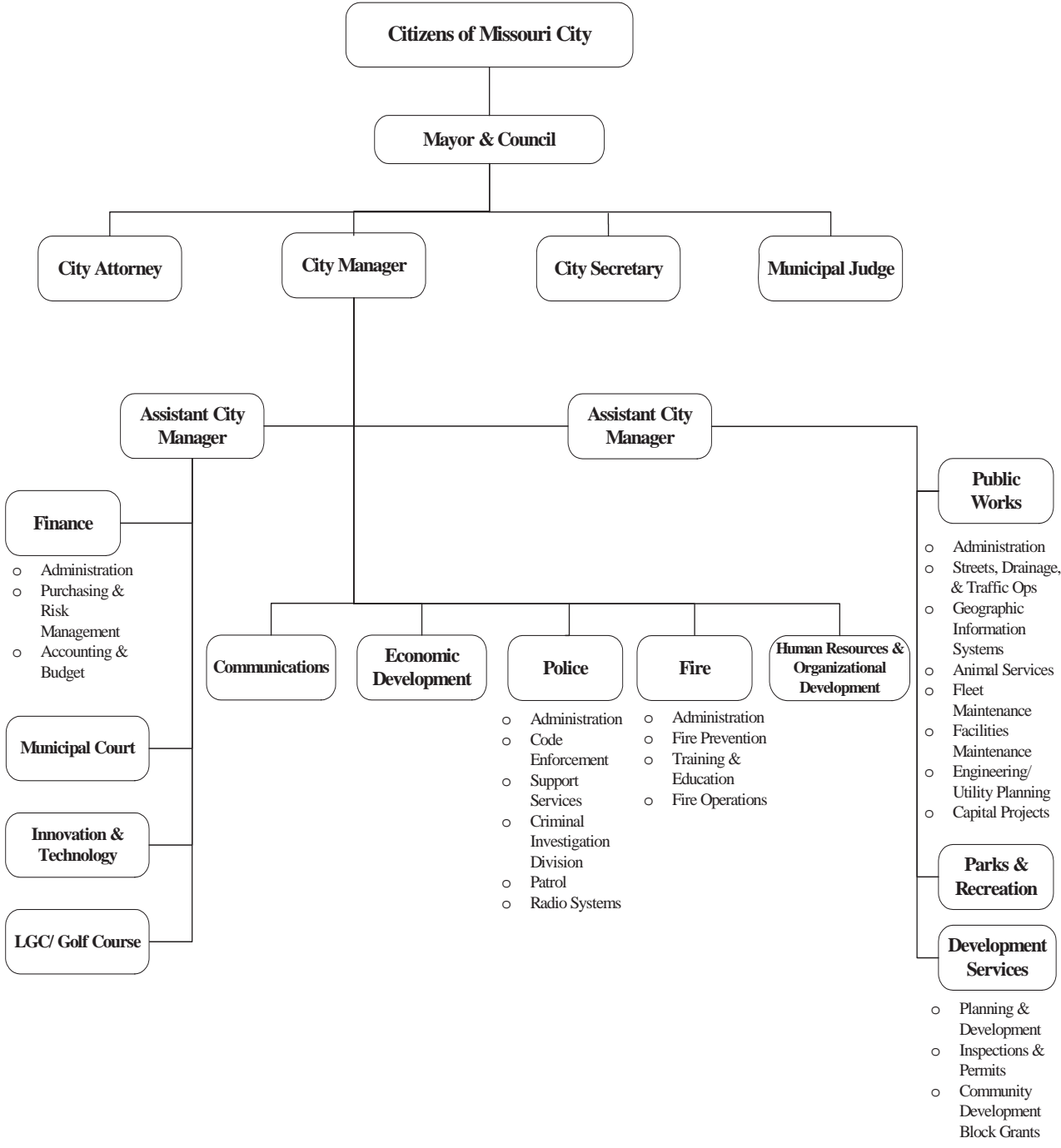
The Capital Improvement Program (CIP) section of Volume I explains and recaps the capital items through the 2017 fiscal year. Volume II, the Capital Improvement Program Budget, includes all information required by City Charter including:

- a) A summary of proposed programs.
- b) A list of all improvements that are proposed to be undertaken during the next five-years, ensured with appropriate supporting information as to the necessity of such improvements.
- c) Cost estimates method of financing and recommended time schedules for each planned improvement.
- d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

SUPPLEMENTAL INFORMATION

This section includes budget and tax ordinances, general community information, acronyms, glossary of terms, account structure and classification of expenditures for departmental staffs' understanding and use. The City's Compensation Plan completes this section.

ORGANIZATIONAL CHART





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Missouri City

Texas

For the Fiscal Year Beginning

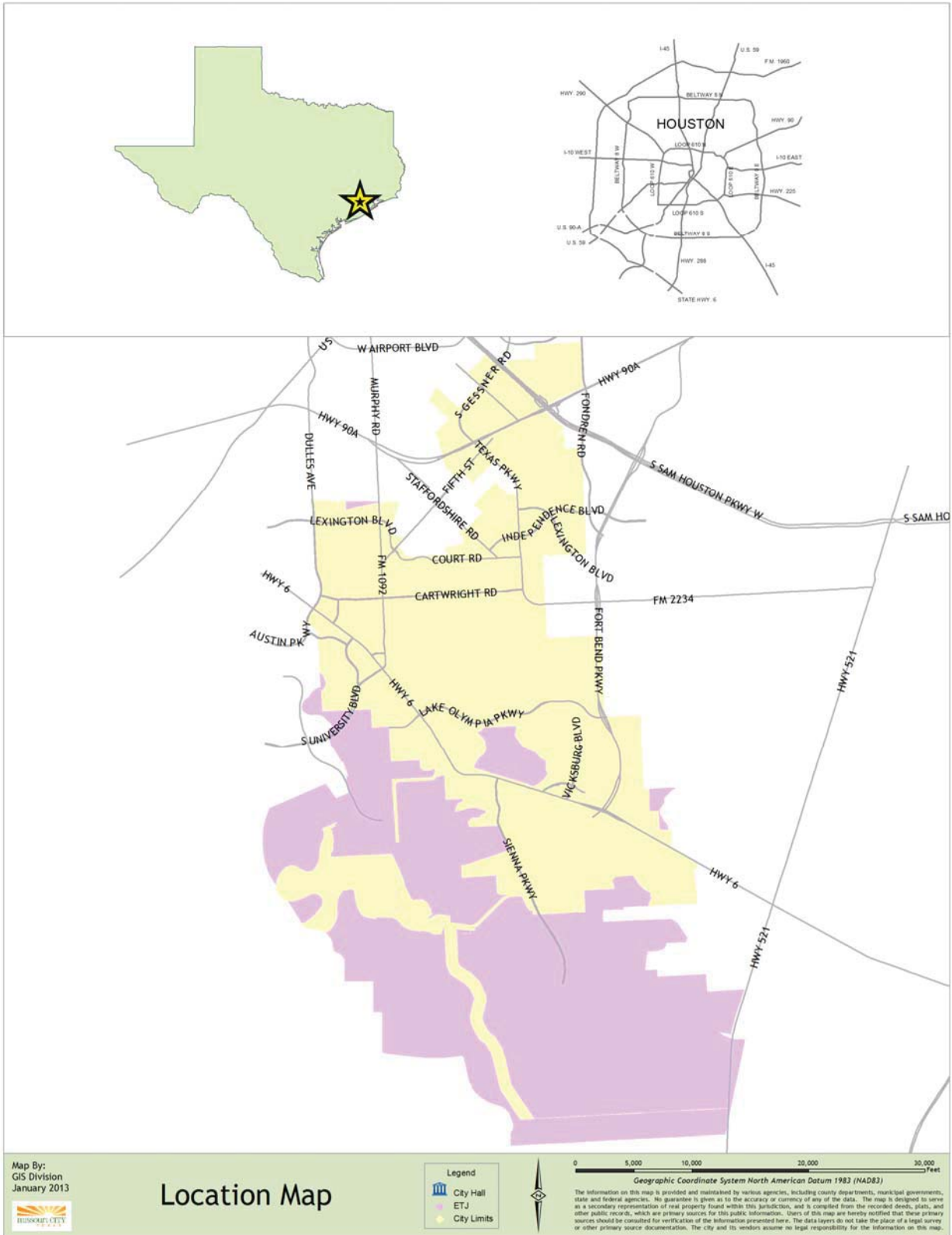
July 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Missouri City, Texas for its annual budget for the fiscal year beginning July 1, 2015.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of only one year. The City of Missouri City has received this prestigious award 28 consecutive years.



Location Map

Map By:
GIS Division
January 2013

- Legend
- City Hall
- ETJ
- City Limits

0 5,000 10,000 20,000 30,000 Feet
Geographic Coordinate System North American Datum 1983 (NAD83)
The information on this map is provided and maintained by various agencies, including county departments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recorded deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The City and its vendors assume no legal responsibility for the information on this map.

ETJ-Extra-Territorial Jurisdiction

LOCATION AND COMMUNITY PROFILE

Missouri City is located approximately 20 miles southwest of downtown Houston, in northeast Fort Bend County. A small portion of the City extends into the southwestern section of Harris County, where its boundaries adjoin the City of Houston. The northern portion of Missouri City is traversed by U.S. Highway 90A, which intersects U.S. Highway 59 (Southwest Freeway), within three miles of the City. State Highway 6, one of the principal “outer loops” partially encircling the City of Houston, serves the southern portion of Missouri City. Beltway 8, an 83-mile freeway providing a second freeway loop around the City of Houston, was opened in early 1997 and extends through the northeast portion of Missouri City. The beltway ties U.S. Highway 90A to U.S. Highway 59, Interstate 10, and State Highway 288. On the east side of Missouri City, the Fort Bend Tollway, which connects Beltway 8 to State Highway 6, opened to traffic in August 2004.

The City of Missouri City was founded in 1890 by R.M. Cash and L.E. Luckle, two Houston real estate investors. They advertised in the St. Louis, Missouri newspaper and in surrounding towns, referring to the property as the “Land of sunshine and eternal summer.” In 1893, W.P. McElroy bought 80 acres in the vicinity and began to promote the area. To boost sales in Missouri, it was named Missouri City. The first business was a blacksmith shop, and then the Buffalo Bayou, Brazos and Colorado Railroads were built north of the town, in 1853, and a depot was constructed in 1902. The town was the railroad shipping point for the Blue Ridge oil field and salt mine. Another rail line, known as the Sugar Land Railroad, served the sugar cane industry.

According to historians, in February of 1895, one of the worst blizzards in Gulf Coast history dumped 24 inches of snow in Missouri City. Many Northerners went back home; but of those who stayed, many went on to prosper in farming and ranching. Missouri City became the first town in Fort Bend County to make use of the natural gas which was piped underground in the early 1920s. In 1933, during the Great Depression, Missouri City had a population of only 86. By 1940, the population climbed to 100 and remained constant through the 1950s.

The City was incorporated in 1956. Operating under the “Home Rule Charter” adopted in 1974, the city has a Council-Manager form of government, with six council members and a mayor serving staggered two-year terms. The City Council enacts local laws, determines policies, and adopts the annual budget. The City Manager is appointed by the City Council and is responsible for daily management of the City.

Large land holdings of original settlers in the area, left intact through generations, have allowed developers to acquire the massive acreage required for several master-planned communities. Well-designed and strongly enforced private deed restrictions, along with public planning and zoning, allow for residential, retail, office, and industrial components to be carefully planned. Over the past decade, Fort Bend County has been ranked among the top ten fastest growing counties in the United States. Its quality housing, recreational, and educational opportunities have made it an attractive community for people of diverse backgrounds and incomes. Missouri City has experienced an increase in population over the past ten years, from 54,170 in 2001 to the present 73,626.

THE REPORTING ENTITY AND ITS SERVICES

The City of Missouri City, Texas was incorporated March 12, 1956 and adopted the "Home Rule Charter" on November 23, 1974, pursuant to the laws of the State of Texas. The City operates under a Council-Manager form of government and provides services authorized by its charter. Presently these services include: police and fire protection, drainage, building and code inspection, planning, zoning, engineering, street repair and maintenance, park maintenance, recreational activities for citizens, and general administrative services.

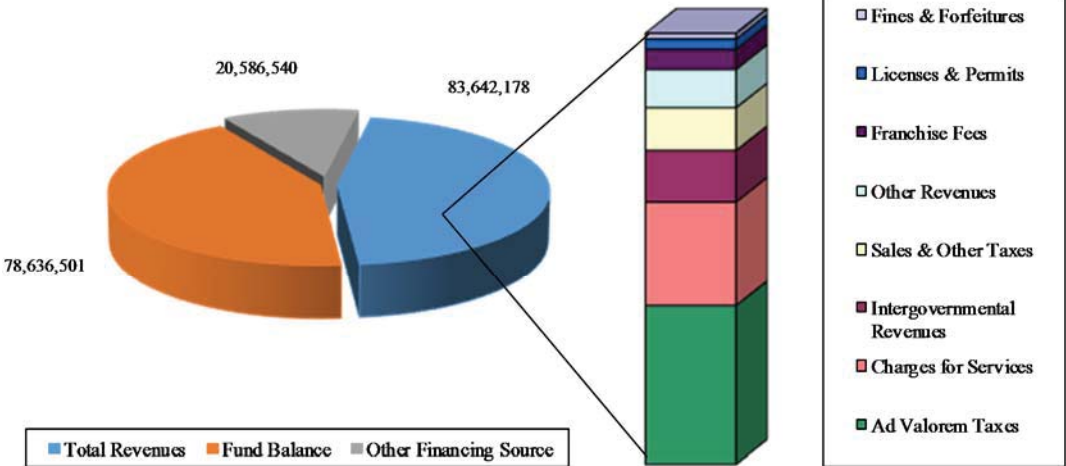
The City is an independent political subdivision of the State of Texas, governed by an elected seven-member council, and it is considered a primary government. As required by generally accepted accounting principles, this budget has been prepared based on considerations regarding the potential for inclusion of other entities, organizations, or functions as part of the City's financial reporting entity. No other entities, organizations, or functions have been included in the City's financial reporting entity. Additionally, as the City is considered a primary government for financial reporting purposes, its activities are not considered a part of any other government or other type of reporting entity.

Consideration regarding the potential for inclusion of other entities, organizations, or functions in the City's reporting entity is based on criteria prescribed by generally accepted accounting principles. These same criteria are evaluated in considering whether the City is a part of any other governmental or reporting entity. The overriding elements associated with prescribed criteria considered in determining the City's financial reporting entity status as that of a primary government are that it has a separately elected governing body, it is legally separate, and it is fiscally independent of other state and local governments. Additional prescribed criteria under generally accepted accounting principles include considerations pertaining to organizations for which the primary government is financially accountable, and considerations pertaining to other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

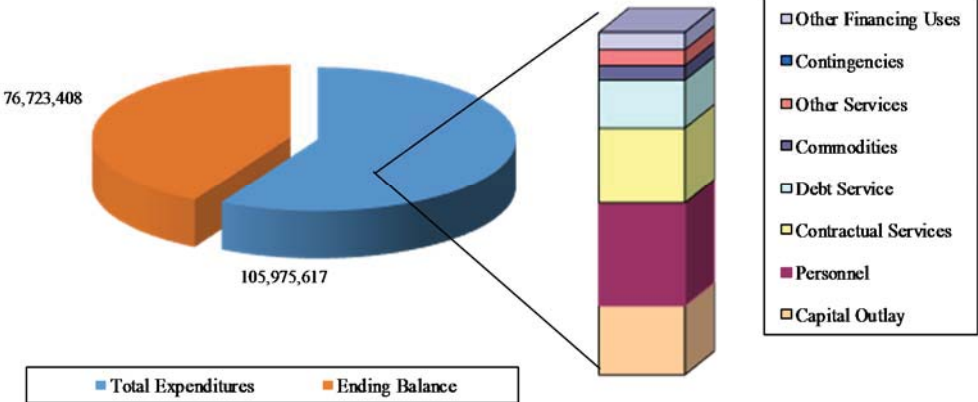
Presently, the City has 21 municipal utility districts (MUDs) that provide water and sewer services within the City. Property tax rates for these overlapping governments are included in the budget for informational purposes.

City of Missouri City, Texas FY 2017 Funding Sources and Uses

SOURCES



USES



City of Missouri City, Texas

FY17 BUDGET CALENDAR

January 7	CIP Budget Meeting coordinated by City Engineer
January 26	Updated and New proposed CIP projects submitted to Project Administrator.
February 5	Distribution of Budget Instructions to Directors and Assistant Directors.
February 8	Budget Kickoff Meeting
February 10	Departmental technology requests submitted to Innovation & Technology Director.
February 14	Fleet Replacement Meeting - Review replacement schedule with Police, Fire, Public Works, Planning, and Parks
February 14	Facilities Maintenance and Repair requests submitted to Bill Cronin.
February 15	Facilities Repair and Maintenance Meeting - Discuss departmental building repairs with all department heads or representatives
February 18	Comprehensive Plan presentation
February 26	Preliminary General Fund Revenue projections for current and next fiscal year, by Finance Director.
February 29	Receive budget requests from departments - basic, supplemental, and capital requests.
Feb 29 - Mar 11	Finance Director and Finance staff to compile budget and review requests.
March 11	Departmental Narratives (Goals, Divisional Goals, Measures, and Indicators) due to Finance.
March 18	Finalize preliminary General Fund and Debt Service Fund revenue estimates.
March 18	CIP Committee presents recommended CIP Budget to City Manager.
March 28	Financial Budget Forecast and Strategic Planning Session
April 11-15	Department Heads meet with City Manager and Finance Director for review of Budget requests.
April 15	Review and update funds based on results of Department Head budget meetings.
April 1-15	Compile current year payroll projection and proposed payroll estimates.
April 18	Compensation Study - Finance Committee Meeting
April 20	Last revision of estimated revenues and expenditures; impact on Funds.
April 22	Complete Capital Projects and Debt Service Budgets.
April 25	Finalize budget - all Funds; prepare proposed Budget document.
May 16	Special meeting with City Council on proposed budget.
May 20	Proposed budget, all Funds, filed with the City Secretary and submitted to City Council with City Manager's recommendations and transmittal letter.
June 6	Presentation of Final Budget to City Council and Public Hearing on proposed budget.
June 8	Meeting with Finances & Services Committee on proposed budget.
June 20	City Council adoption of FY2016 amended budget and FY2017 proposed budget.
August 31	Budget Submitted to GFOA for annual Budget Presentation award.

BUDGET PROCESS SUMMARY
FY 2017 Budget Development Schedule

January	CIP budget kick-off and update of CIP proposed projects; budget instructions issued
February	Budget kick-off; fleet, facilities maintenance, and technology submissions and meetings
Late February	Preliminary revenue projections & estimates
March	Budget review and analysis; departmental goals, objectives, activity measures and performance indicators submitted
Mid March	Finalize General Fund and Debt Service revenue estimates; CIP recommendation presented to City Manager
April	Department heads meet with City Manager to review requests; payroll projections and estimates updated; Capital Projects and Debt Service budgets completed
May	Finalize all budget funds; meet with Finances & Services Committee to review budget highlights; file proposed budget
June	Present proposed budget to full Council
Mid June	Council adoption of budget and Five-Year CIP
July	Prepare and publish adopted budget

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