



**City of Rockwall**  
**FY 2018 – 2019**  
**Proposed Budget**



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** FY19 Budget

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Transmitted hereby, please accept the submission of the proposed FY2019 Annual Operating Budget. As required by the City of Rockwall Charter, the proposed FY2019 Annual Operating budget is a balanced budget. As in previous years, the proposed budget has been prepared to reflect a conservative approach to both estimated revenues and recommended expenditures for FY2019. The proposed FY 2019 budget provides sufficient funding for maintaining current levels of services to our Citizens, and proposes increased levels of service primarily in the Fire Department, the Police Department (school security), and the Street Department (street maintenance and repair). As directed by the Council, the FY2019 has been prepared based on the Effective Tax Rate and includes a corresponding reduction from the current Tax Rate to the Effective Tax Rate. It is noteworthy that in 2018 a total of about \$198,269,000 in new value was added to the tax rolls – the largest single-year increase in the City’s history. Additionally, taxable value of existing taxable properties has increased by about 4.90% due to reappraisals. These increases are reflected in the proposed FY2019 budget. As a strategic measure, the percentage split between residential and non-residential value is now about 71:29.

### **DEBT SERVICE FUND**

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. The tax rate is split between maintenance and operations and the annual principal and interest payments on the City’s outstanding debt. The FY19 debt service portion of the tax rate will be 17.92 cents per hundred dollars of assessed valuation. In the 2018 bond election information we stated that we would attempt to issue new debt as existing debt matured, allowing the City to maintain a fairly flat debt service tax rate while taking advantage of growth in assessed valuation.

### **GENERAL FUND**

As has been the case for the past 5 years, the proposed budget, as directed by the City Council, assumes the adoption of the calculated Effective Tax Rate which will result in a tax rate decrease from the Current

Tax Rate of 42.36 cents/\$100 valuation to the Effective Rate for the coming year of 40.21 cents/\$100 valuation – a rate decrease of 2.15 cents/\$100 valuation. Based on the state prescribed effective rate calculation formulas, this is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1 cent/\$100 valuation produces about \$513,634 in Ad Valorem Tax revenue for FY2019. (Based also on the State-prescribed formula, the Roll Back Rate is 43.89 cents/\$100 valuation.) Of course, the impact of the new rate on individual properties is a function not only of the tax rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process. A twenty-year review of historic tax rates is shown within the Debt Service section of the budget. The table below shows the adopted rate history for FY2012 – FY2018 and the proposed rate for FY2019:

<i>Fiscal Year</i>	<i>Adopted Tax Rate</i>
<i>FY2012</i>	<i>50.31</i>
<i>FY2013</i>	<i>50.25</i>
<i>FY2014</i>	<i>50.25</i>
<i>FY2015</i>	<i>49.55</i>
<i>FY2016</i>	<i>48.53</i>
<i>FY2017</i>	<i>45.43</i>
<i>FY2018</i>	<i>42.36</i>
<i>FY2019</i>	<i>40.21</i>

The City of Rockwall will end FY2018 in a strong financial position. The City has had a good year in 2018 with overall revenues meeting budgeted expectations. At this time last year there seemed to be indications that the **rate of increase** in Sales Tax collections from taxable sales in the City was slowing. However, through the remainder of FY17 and FY18 (to date) this does not appear to be the case. The actual collection rates in FY17 and the projected collections for FY18 substantially exceeded the budget estimates:

<b>Fiscal Year</b>	<b>Proposed Budget</b>	<b>Actual Collections</b>	<b>% Change</b>
2013	\$12,076,200	\$13,271,760	9.97%
2014	\$12,998,000	\$13,515,016	3.97%
2015	\$13,617,300	\$14,302,831	5.03%
2016	\$14,941,000	\$15,378,895	2.92%
2017	\$15,791,200	\$16,075,928	1.80%
2018	\$16,190,000	\$17,250,000	6.54%
2019	\$17,796,350		

With taxable sales in the City being influenced by the local, state, and national economies, Sales Tax revenue is difficult to accurately project. This year, as in previous years, we believe that we have taken a conservative approach to sales tax budget projections - a 3% increase. Actual collections in excess of the amounts budgeted have contributed to strong General Fund Reserves. For five (5) of the last six (6) years a strong General Fund Reserve allowed the City to purchase vehicles, equipment, and other major purchases with cash; therefore, the prior practice of issuing short-term (four year) debt has not been

necessary. In FY18, these purchases were made from current-year revenue. General Fund Reserve is proposed for use in the proposed FY2019 budget.

Decisions to so expend General Fund Reserves in prior years has not resulted in compromising the City's financial position. The City has maintained its General Fund Reserve at a level which complies with the locally adopted financial policies. The FY19 Annual Operating Budget proposes significant expenditures from Reserve but contemplates ending the year with an amount compliant with financial policies plus about \$465,000.

Continued increase from historic per capita sales tax collections (\$340/capita - noted in strategic planning data - to the FY2017 rate of about \$378/capita and the projected rate of about \$399/capita) contributed to the use of a 3% increase for the purposes of development of the budget. Though this is a greater level of increase than was used for FY2018 (2%), we believe that it represents a somewhat cautious approach to budgeting; however, it is based on a continuation of a strong economy for the coming year.

As a service organization, expenditures for personnel account for a large percentage of the City's operating budget. Several new employee positions and employee reclassifications are proposed in the FY2019 budget. Added employee positions include:

<b>Fire Department</b>	3 Firefighters 1 Fire Training Officer 12 Part-time Firefighters
<b>Police Department</b>	3 School Resource Officers (75% funded by RISD) 1 Sergeant
<b>Internal Operations Department</b>	1 Radio/IT Technician
<b>Planning Department</b>	1 Planner
<b>Sewer Operations Department</b>	1 Maintenance Worker 1 Production Technician

The proposed budget does include a continuation of the step-based merit compensation system that results in increases of \$737,445 across all of the departments. For many years, the City's compensation system has also included a comprehensive analysis of market conditions for the various job classifications in the City. This has included salary survey information used to compare Rockwall salaries to a pre-selected eight (8) "market cities" to ensure that salaries are maintained at a competitive level. (As was the case last fiscal year, I again made the decision to not use the City of Coppell in the market analysis, so seven (7) cities have been used in the market analysis for FY2019.) Maintaining internal equity has also always been a major factor considered as part of the market analysis. The proposed budget includes market adjustments within the Police and Fire Departments and a limited number of General Fund positions. Notably, market adjustments in the Fire Department positions are market survey based, and market increases in Police Department positions are largely based on maintenance of internal equity. Fire and Police market raises account for \$201,068 of the proposed budget with another \$209,309 related to a limited number of positions in the other departments. With a high number of employees "topped out" and therefore not receiving merit pay increases, and, who hold jobs for which no market

adjustment is indicated by the survey, about 77 employees of the City will not receive any increase in pay in FY2019.

Adding to the general need to maintain competitive salaries for city employees, the labor market is currently difficult. Within the last year, we have experienced considerable challenges in filling vacant positions for various types of jobs. Challenging positions to fill have included Police Officer, Maintenance Worker, Building Inspector, Plans Examiner, and Pump Technician.

Departments have prepared and submitted budget proposals consistent with tenants of the City's strategic planning. Updated departmental strategic plans will be available for review at the budget work session. The largest strategic departmental increase in the proposed budget is associated with the Fire Department and implementation of its Strategic Plan. As is the case throughout the City organization, increases in service levels produce increases in personnel and related costs. The proposed budget includes the following in the Fire Department's budget:

	Salary/Benefits & Related Equipment
Fire Training Officer (1)	\$ 117,850
Upgrade 3 Drivers to Lieutenant	\$ 38,400
Firefighter positions (3)	\$ 248,850
Part-time Firefighters (12)	\$ 231,450

Also included in the budget related to the Fire Department are the following:

<u>Fire Operations</u>	
Fitness Testing	\$ 30,000
Uniform Consistency	\$ 15,000
(Incident Command Training	\$ 32,000
One-Ton Truck	\$ 70,900
Current Employee Market Salary Adjustments	\$ 67,700
Employee Overtime (increase from previous budget)	\$ 73,000
Fire Engine Replacement	\$ 720,000
 <u>Fire Marshal</u>	
Virtual Fire Ext. Training Unit	\$ 16,000
Life Safety Inspections Software	\$ 13,500
Total of Enumerated Increases	\$ 1,674,650

While these represent significant increases in Fire Department expenditures, the increases are reflective of the strategic planning completed by the Department and presented to the Council in the last quarter. Significant reductions in these numbers would result in an increase in the amount of time needed to implement the strategic plan which is based on a desired level of service equal to that needed to simultaneously respond to a major structure fire and another emergency incident with on-duty personnel. As indicated in the strategic plan, the proposed budget increases reflect a continuation of reliance on part-time positions equivalent to three (3) full-time firefighters. Further, the proposed budget includes a significantly increased emphasis on training certification for both the full-time and part-time employees of the department which was noted as a priority in both meetings held with existing employees and volunteers and in the strategic plan. The Fire Department Strategic Plan guided the development of the proposed Fire Department budget.

Also proposed are significant increases in the Street Department. While voters approved a substantial issuance of debt for concrete street reconstruction projects over the next ten (10) years, there remains substantial work to be done to continue and accelerate major maintenance and repair work on both concrete and asphalt streets not included in that Bond Project list. Alleys and asphalt streets are not included as Bond Projects; however, significant work to address alley repairs and asphalt street repair is required. Existing alleys are used by residents for primary access to their homes and for the collection of solid waste. Each year, the City receives non-exclusive franchise payments from its contract solid waste collection contractor (Republic Waste) designed to recover the cost of the use of city streets and alleys to provide this important service. Beginning with the FY2019 Budget, it is proposed that these franchise fee funds be informally dedicated for use to enhance maintenance and repair of alleys in the City. This dedication results in an increase of \$300,000 in the street materials budget for use in contracting for concrete alley repair. You will note that this line item is further increased by an additional amount totaling \$506,750 to be used for the following projects:

<u>Project</u>	<u>Cost</u>
Resurfacing of Police Parking lot (South of Washington St.)	\$ 92,000
Resurfacing of Entrance to Myers Park Community Bldg. and Pool	39,750
Resurfacing of Equipment Storage Yard at Service Center	<u>375,000</u>
Total	\$ 506,750

As previously discussed with the Council, the proposed FY2019 budget includes increases in funding for that aspect of school security which is provided by School Resource Officers. Resources have been increased by the addition of three (3) School Resource Officers and, given the increases in the total number of School Resource Officers, an additional Sergeant position is proposed. The additional resource officers have been added to both address the addition of the new Burton Academy campus and the need to increase coverage levels at several elementary school campuses in the district. The Rockwall Independent School district pays for 75% of the salaries for the resource officers.

***WATER AND SEWER FUND***

Water and Sewer consumption has increased in FY18 such that the City will set a new “minimum take” under the terms of the “minimum take or pay” contract with North Texas Municipal Water District. This will result in an increased cost for water beginning in FY19. An increase in the rate for wholesale treated water will again be experienced but has not been finalized by the District as of this writing. At the time of preparation of the FY2018 budget, the need for a 10% increase in the City’s retail water rate was anticipated. Discussions at the budget work session eventually lead to the deferral of a rate increase this past January rather than implementation as had been initially planned. This was done in anticipation of a comprehensive rate study analysis that is currently near completion. While we do not have results to definitively determine the need for a January 2019 rate increase and the amount of this increase, the budget has been prepared assuming a 10% increase which is subject to adjustment pending the outcome of the rate study.

It is anticipated that the Water and Sewer Fund will begin FY19 with about 75 days of Working Capital (Reserve). The City policy for Water and Sewer Fund Reserve indicates a 60-day reserve target. If the proposed FY19 budget is adopted, and strong sales continue for the coming year, about seven days will be added to the Reserves for the coming year. Pending the results of the rate study, this is recommended.

Significant increases in expenditures for Sewer operations continue in FY19 which are a result of regulatory pressures as the City meets its obligations for system and operational improvements. Two new positions have been proposed in the Sewer Operations division. These positions will address system maintenance requirements and more technical pump and control operations within the division.

As a result of financial problems in the Water and Sewer Fund due to drought and conservation experienced several years ago, it has been 5 years since a transfer from the Water and Sewer Fund to the General Fund has occurred. The purpose of this transfer (previously made annually) is to reimburse the General Fund for expenses incurred by the General Fund in support of the water and sewer system. No such transfer, however, is proposed in the budget for the coming year despite the financial recovery of the Water and Sewer Fund. This transfer should be ultimately resumed, but, given known upcoming increases in water and sewer expenses and the status of the rate study currently underway, it is recommended that the transfer be again considered as the FY20 budget is being prepared.

The Water and Sewer Fund reserves will be approximately 120 days of operating expenses with bond covenants prescribing a minimum of 60 days. Due to uncertain future sales and continuing increases in prices, regulatory requirements, and major capital projects that we now know will occur about three years earlier than originally anticipated, the 120 days of working capital is a reasonable goal for the end of FY2019.

Most of the Water and Sewer Fund expenditure increases are for recurring costs associated with the purchase of treated water and wastewater treatment.

#### **EMPLOYEE BENEFITS AND WORKERS COMPENSATION FUNDS**

The City's health insurance fund continues to perform as well as (or better than) it has the last several years. Just a few years ago, the fund had a significant negative balance, but through focus on increasing employer and employee contributions and refining offerings, we've rebuilt a reserve balance of at least 25% of our typical expenditures. The past year has, thus far, been a good year for the fund in terms of increasing fund reserve. We do not anticipate the need to increase employer contributions or employee contributions (premiums). The City has also, thus far, had a good employee safety year. The City continues to enjoy an excellent employee safety record overall. As an incentive to continue to keep safe operations at the forefront, the City offers a financial incentive in those years that the Workers Compensation claims experience are consistent with safe workplace goals. While we have not had the good fortune to give these safety incentives (usually around \$250/employee/year) every year, the FY19 proposed budget anticipates the safety incentives will be provided in December 2018. In order to bolster the Workers Compensation Fund, which had larger than expected claims in FY2016 and FY2017, a transfer was made from the Employee Benefits to Workers Compensation Fund. Given the increase in reserve in the Employee Benefits Fund anticipated by year end, a similar transfer is being amended in FY2018.

**PROPOSED EXPENDITURES FROM RESERVES**

The following major purchases and expenditures are recommended from reserve funds:

<b>DEPARTMENT</b>	<b>ITEM / DESCRIPTION</b>	<b>BUDGET</b>
<b>GEN. FUND</b>		
Administration	Downtown Plan	\$50,000
Internal Ops	Police Building Minor Remodel	19,000
Fire Operations	1 ton Truck for Fire Training Officer	70,900
Fire Marshal	Virtual Fire Extinguisher Training Unit	16,000
Police Admin	Tahoe Replacement	35,000
Patrol	Patrol Vehicle Replacement (2 Tahoe, 2 Chargers)	181,600
	Patrol Motorcycle Replacement	38,200
	Patrol 3/4 ton Truck Replacement	40,800
	Replace all Tasers 1st year cost	17,350
	Replace all Ticket Writers	73,000
CID	Replace 3 Vehicles	84,500
Planning	New permit and inspection software	200,000
NIS	Replace (2) ½ ton Pickup Trucks	50,450
Building Inspection	Replace (2) ½ ton Pickup Trucks	53,450
Parks	Tractor with batwing	57,500
	Turf Renovator	12,500
	Truck 1 ton Replacement	48,000
	Truck 3/4 ton Replacement	31,000
	Light poles - Boat Ramp/SH66 and Myers Pavilion	49,500
Recreation	Replace Truck 3/4 ton	33,700
Animal Services	Animal Transport Unit	56,150
Streets	Replace Paving Police Parking Lot	92,200
	Replace Paving Service Center	375,000
	Replace Myers Park Driveway	39,750
	Crosswalks Shores Park	25,000

## **LOOKING FORWARD**

Future needs will continue even as the economy cycles.

- Adding revenue and/or new revenue sources to meet these and other future needs
- Preserving current revenue sources
- Continuing the development of the Equipment Replacement program
- Continued implementation of strategic initiatives targeting increased revenue (Sales Tax, Residential/Non-residential Ad Valorem Tax ratio, etc.)
- “Normal year” water demands such that the historic transfer from the Water and Sewer Fund may resume to the General Fund – a challenge considering the continued and upcoming increases in the costs of water and sewer supply and services

I believe that the Proposed FY2019 Annual Budget is an aggressive yet responsible and conservative approach to guiding the City’s activities for the coming year. I would like to thank all Department Heads and all of those who contributed to the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager, Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

I would also like to thank the Mayor and Council in advance for the time and study that I know each of you will invest in the evaluation of the budget proposal. As always, if you have any questions about the proposed budget, please do not hesitate to contact Mary Smith or me.

Respectfully Submitted,

Rick Crowley  
City Manager



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$5,693,209,277 and includes senior values of \$548,693,772 and new improvements of \$198,269,729. The certified value reflects an increase of 8.69% over the prior year of which 3.79% is from new values.

A tax rate of 40.21 cents per hundred dollars of assessed value was used to prepare the 2018-19 Proposed Annual Budget.

The City's debt service rate is calculated to be 17.92 cents and the proposed operations rate would be 22.29 cents for a proposed combined rate of 40.21 cents per hundred dollars of assessed value. A penny on the tax rate generates \$514,989. Our Effective Tax Rate is 40.2197 cents and the Rollback Rate is 43.8897 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY18.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget anticipates issuance of \$16.5 million in new voter-approved debt during the fiscal year. These are construction dollars approved in the 2012 bond election road projects and initial engineering costs for 2018 bond projects. We may also elect to restructure some outstanding debt for interest savings but that will be market driven and determined later in the calendar year.

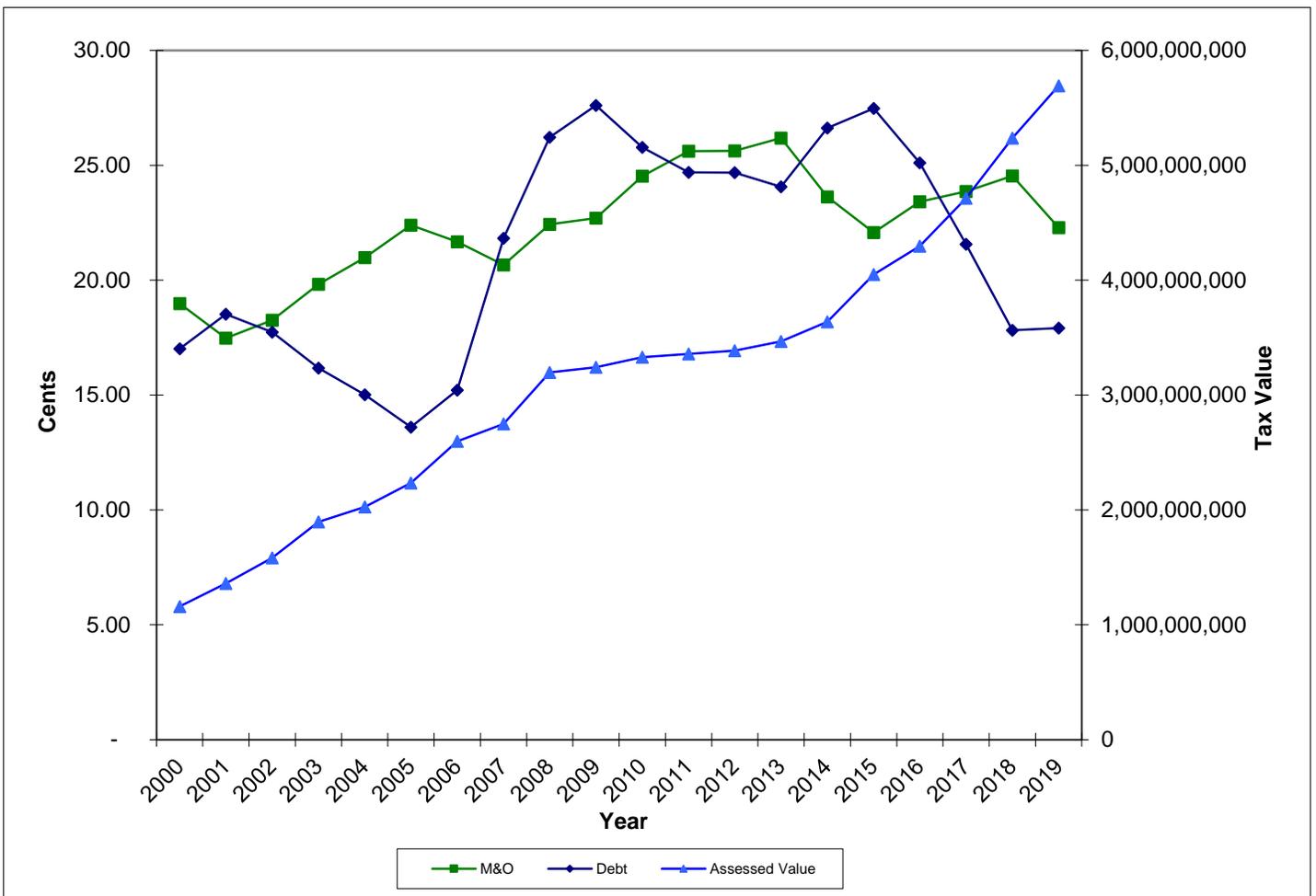
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 40.21 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 4<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 17<sup>th</sup> Council agenda.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.37	55.02
2015	4,050,756,693	11.35%	22.07	27.48	49.55	99.44%	49.55	51.98
2016	4,297,271,069	6.09%	23.42	25.11	48.53	99.56%	48.53	49.38
2017	4,714,674,107	9.71%	23.86	21.57	45.43	99.40%	45.4345	45.4373
2018	5,238,256,063	11.11%	24.54	17.82	42.36	99.50%	42.3671	42.3729
2019	5,693,209,277	8.69%	22.29	17.92	40.21	proj 98.00%	40.2197	43.8897



## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	10,852,630	9,216,300	9,769,300	10,367,200
Total Expenditures	9,225,217	11,223,500	11,223,500	10,290,950
Excess Revenues Over (Under) Expenditures	1,627,413	(2,007,200)	(1,454,200)	76,250
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	1,627,413	(2,007,200)	(1,454,200)	76,250
Fund Balance - Beginning	2,201,436	3,312,355	3,828,849	2,374,649
Fund Balance - Ending	3,828,849	1,305,155	2,374,649	2,450,899

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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04 Debt Service
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Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4001	Interest Earnings	46,234	12,000	33,000	33,000
4100	Current Taxes	9,831,781	8,734,300	8,786,300	9,864,200
4105	Delinquent Taxes	93,468	70,000	85,000	70,000
4110	Penalty & Interest	57,894	50,000	50,000	50,000
4460	Building Lease	10,000	-	-	-
4674	Roadway Impact Fees	813,253	350,000	815,000	350,000
<b>Total Revenues</b>		<b>10,852,630</b>	<b>9,216,300</b>	<b>9,769,300</b>	<b>10,367,200</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Debt Service	9,580,639	11,223,500	11,223,500	10,290,950
<b>Total Expenditures</b>	<b>9,225,217</b>	<b>11,223,500</b>	<b>11,223,500</b>	<b>10,290,950</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
750	Admin. Fees	14,000	20,000	20,000	20,000
752	Bonds - Principal	5,105,000	5,850,500	5,850,500	6,275,500
754	Bonds - Interest	3,240,404	3,368,100	3,368,100	3,346,650
768	Certificates - Principal	680,000	1,820,000	1,820,000	500,000
770	Certificates - Interest	185,813	164,900	164,900	148,800
<b>Total Debt Service</b>		<b>9,225,217</b>	<b>11,223,500</b>	<b>11,223,500</b>	<b>10,290,950</b>



City of Rockwall  
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## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$100,062,005, resulting in a captured value of \$88,732,580. This is a valuation increase of 6.02%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. City property taxes to the Zone should total \$370,200.

Sales taxes have been estimated for fiscal year 2019 at \$298,000. 100% of the City's sales tax generated in the TIF is revenue to the zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	1,376,713	702,250	702,250	717,250
Total Expenditures	697,327	705,100	705,100	1,086,550
Excess Revenues Over (Under) Expenditures	679,386	(2,850)	(2,850)	(369,300)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	679,386	(2,850)	(2,850)	(369,300)
Fund Balance - Beginning	(86,775)	766,398	592,610	589,760
Fund Balance - Ending	592,610	763,548	589,760	220,460

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4100	Current Taxes	355,924	365,850	365,850	370,200
4105	Delinquent Taxes	1,739	-	-	-
4150	Sales Taxes	297,938	281,500	281,500	298,000
4155	Beverage Sales Taxes	48,426	33,000	33,000	33,000
4680	Developers Contribution	672,686	21,900	21,900	16,050
<b>Total Revenues</b>		<b>1,376,713</b>	<b>702,250</b>	<b>702,250</b>	<b>717,250</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Debt Service	950,973	705,100	705,100	1,086,550
<b>Total Expenditures</b>	<b>697,327</b>	<b>705,100</b>	<b>705,100</b>	<b>1,086,550</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
768	Certificates - Principal	255,000	270,000	270,000	860,000
770	Certificates - Interest	442,327	435,100	435,100	226,550
<b>Total Debt Service</b>		<b>697,327</b>	<b>705,100</b>	<b>705,100</b>	<b>1,086,550</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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01 General
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	35,438,096	36,066,050	37,248,050	37,902,500
Total Operating Expenditures	32,482,064	32,943,530	33,127,500	34,744,300
Capital Reserve Expenditures	-	-	-	1,750,600
Excess Revenues Over (Under) Expenditures	2,956,032	3,122,520	4,120,550	1,407,600
Net Other Financing Sources (Uses)	(3,316,118)	(2,658,000)	(2,668,000)	(3,150,500)
Net Gain (Loss)	(360,086)	464,520	1,452,550	(1,742,900)
Fund Balance - Beginning	11,165,872	10,709,878	10,805,786	12,258,336
Fund Balance - Ending	10,805,786	11,174,398	12,258,336	10,515,436

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4100	Current Taxes	10,875,545	12,214,700	12,214,700	12,275,000
4105	Delinquent Taxes	86,746	60,000	80,000	80,000
4110	Penalty & Interest	60,934	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>11,023,225</b>	<b>12,334,700</b>	<b>12,354,700</b>	<b>12,415,000</b>
4150	Sales Taxes	16,075,928	16,190,000	17,250,000	17,796,350
4155	Beverage Taxes	297,475	245,000	300,000	300,000
4160	Sales Tax Rebate	(8,606)	-	(11,000)	-
<b>Total Sales Taxes</b>		<b>16,364,797</b>	<b>16,435,000</b>	<b>17,539,000</b>	<b>18,096,350</b>
4201	Electrical Franchise	1,758,283	1,795,000	1,795,000	1,810,000
4203	Telephone Franchise	139,306	150,000	150,000	125,000
4205	Gas Franchise	426,684	400,000	497,500	497,500
4207	Cable TV Franchise	545,358	625,000	505,000	450,000
4209	Garbage Franchise	284,802	235,000	290,000	290,000
<b>Total Franchise</b>		<b>3,154,432</b>	<b>3,205,000</b>	<b>3,237,500</b>	<b>3,172,500</b>
4250	Park & Recreation Fees	40,953	35,000	35,000	35,000
4251	Municipal Pool Fees	19,891	22,000	22,000	22,000
4253	Center Rentals	46,031	39,500	39,500	39,500
4255	Harbor Rentals	18,344	10,000	10,000	10,000
4260	Tax Certificate Fees	-	250	250	250
4270	Code Enforcement Fees	34,609	5,000	25,000	5,000
4280	Zoning Request Fees	67,041	35,000	65,000	65,000
4283	Construction Inspection	611,246	425,000	450,000	450,000
4295	Fire - Plans	4,620	4,500	4,500	4,500
<b>Total Fees</b>		<b>842,735</b>	<b>576,250</b>	<b>651,250</b>	<b>631,250</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4300	Building Permits	1,420,507	1,000,000	1,000,000	1,000,000
4302	Fence Permits	24,620	20,000	20,000	20,000
4304	Electrical Permits	31,026	30,000	30,000	30,000
4306	Plumbing Permits	49,062	40,000	50,000	50,000
4308	Mechanical Permits	59,055	39,000	65,000	65,000
4310	Daycare Center Permits	3,170	3,000	5,500	5,500
4312	Health Permits	90,210	102,000	124,000	132,000
4314	Sign Permits	19,465	20,000	20,000	20,000
4288	Beverage Permits	16,130	10,000	12,000	12,000
4320	Miscellaneous Permits	58,268	50,000	90,000	50,000
<b>Total Permits</b>		<b>1,771,512</b>	<b>1,314,000</b>	<b>1,416,500</b>	<b>1,384,500</b>
4400	Court Fines	481,215	525,000	475,000	450,000
4402	Court Fees	124,635	165,000	115,000	115,000
4404	Warrant Fees	45,255	90,000	45,000	45,000
4406	Court Deferral Fees	257,040	285,000	205,000	205,000
4408	Animal Registration Fees	4,843	7,000	5,000	5,000
4414	Alarm Fees and Fines	64,095	45,000	60,000	80,000
<b>Total Municipal Court</b>		<b>977,083</b>	<b>1,117,000</b>	<b>905,000</b>	<b>900,000</b>
4001	Interest Earnings	33,257	75,000	85,000	85,000
4007	Sale of Supplies	527	500	500	500
4010	Auction/Scrap Proceeds	95,195	40,000	30,000	40,000
4019	Miscellaneous	60,837	20,000	20,000	20,000
4450	Land Sales	5,000	-	15,000	-
4480	Tower Leases	20,605	51,000	51,000	51,000
4680	Developer Contributions	117,522	-	45,000	35,500
<b>Total Miscellaneous</b>		<b>332,943</b>	<b>186,500</b>	<b>246,500</b>	<b>232,000</b>
4500	Grant Proceeds	151,571	-	-	-
4510	School Patrol	402,510	405,000	405,000	603,750
4520	County Contracts	880	1,000	1,000	1,000
4530	City Contracts	416,409	491,600	491,600	466,150
<b>Total Intergovernmental</b>		<b>971,370</b>	<b>897,600</b>	<b>897,600</b>	<b>1,070,900</b>
<b>Total Revenues</b>		<b>35,438,096</b>	<b>36,066,050</b>	<b>37,248,050</b>	<b>37,902,500</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Other Financing Sources				
Operating Transfers In:				
From Court Fees	25,000	25,000	25,000	37,500
From Recycling Fund	20,432	-	-	-
From Seized Funds	208,500	-	-	-
From Siren Fund	24,950	-	-	-
<b>Total Other Financing Sources</b>	<b>278,882</b>	<b>25,000</b>	<b>25,000</b>	<b>37,500</b>
Other Financing Uses				
Operating Transfers Out:				
To Public Safety Fund	-	-	-	73,000
To Radio Fund	640,000	43,000	43,000	-
To Airport Fund	30,000	-	10,000	-
To Employee Benefit Fund (Ins.)	2,500,000	2,500,000	2,500,000	2,500,000
To Workers Compensation Fund	150,000	175,000	175,000	180,000
To Tech. Replacement Fund	175,000	185,000	185,000	185,000
To Vehicle Replacement Fund	100,000	250,000	250,000	250,000
<b>Total Other Financing Uses</b>	<b>3,595,000</b>	<b>3,153,000</b>	<b>3,163,000</b>	<b>3,188,000</b>
Less Capital Reserve	-	470,000	470,000	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,316,118)</b>	<b>(2,658,000)</b>	<b>(2,668,000)</b>	<b>(3,150,500)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
10	01	Mayor/Council	130,560	125,950	125,400	124,250
10	05	Administration	1,936,675	1,979,500	1,967,000	2,028,500
10	06	Administrative Services	513,013	560,300	563,200	587,600
10	09	Internal Operations	2,111,252	2,184,650	2,202,900	2,307,000
15	11	Finance	647,798	788,050	781,050	835,450
15	15	Municipal Court	439,986	463,200	444,000	450,100
20	25	Fire Operations	3,357,657	3,522,250	3,752,450	4,343,550
20	29	Fire Marshal	508,866	581,600	547,700	640,500
30	31	Police Administration	1,241,567	1,415,580	1,412,200	1,263,950
30	32	Communications	1,134,509	1,304,450	1,207,250	1,245,850
30	33	Patrol	5,893,184	5,753,500	5,670,900	5,945,950
30	34	CID	1,370,698	1,345,050	1,339,850	1,471,550
30	35	Community Services	943,962	985,850	1,060,600	1,438,950
30	36	Warrants	231,312	242,450	242,450	260,900
30	37	Records	480,518	494,650	548,200	469,000
40	41	Planning	718,448	781,300	757,400	1,115,450
40	42	Neighborhood Improv.	523,525	540,100	541,500	585,650
40	43	Building Inspections	731,634	730,350	731,850	808,100
45	45	Parks	2,573,465	2,569,750	2,632,400	2,744,100
45	46	Harbor O&M	482,581	542,100	542,450	524,100
45	47	Recreation	929,400	918,250	956,250	1,010,250
45	48	Animal Services	716,495	638,650	651,650	698,500
50	53	Engineering	1,107,034	1,115,050	1,088,650	1,170,750
50	59	Streets	3,757,926	3,360,950	3,360,200	4,424,900
			<b>32,482,064</b>	<b>32,943,530</b>	<b>33,127,500</b>	<b>36,494,900</b>
Less Capital Reserve			-	-	-	1,750,600
<b>Total Operating Expenditures</b>			<b>32,482,064</b>	<b>32,943,530</b>	<b>33,127,500</b>	<b>34,744,300</b>

## DIVISION SUMMARY

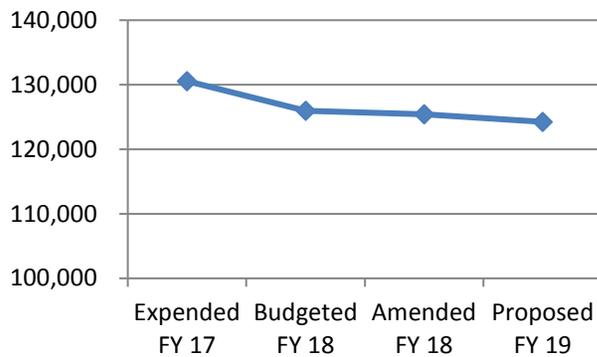
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

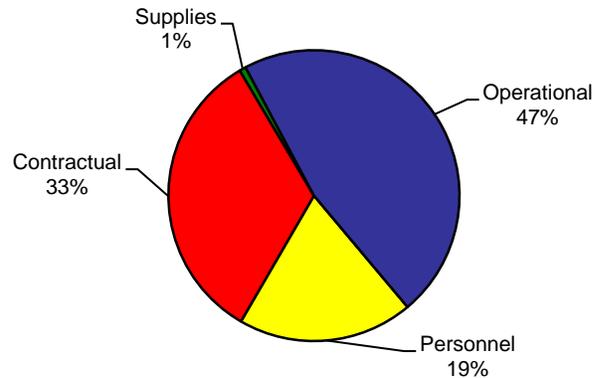
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	24,221	24,200	24,200	24,200
Contractual	47,203	45,350	41,150	41,150
Supplies	294	400	900	900
Operational	58,842	56,000	59,150	58,000
<b>Total</b>	<b>130,560</b>	<b>125,950</b>	<b>125,400</b>	<b>124,250</b>

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	01 Mayor/Council

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	1,721	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	<u>24,221</u>	<u>24,200</u>	<u>24,200</u>	<u>24,200</u>
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIAL	44,022	42,000	37,800	37,800
231 SERVICE MAINTENANCE CONTRACTS	3,181	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	<u>47,203</u>	<u>45,350</u>	<u>41,150</u>	<u>41,150</u>
<i>SUPPLIES</i>				
310 PRINTING & BINDING	277	300	300	300
347 GENERAL MAINT. SUPPLY	17	100	600	600
<i>SUPPLIES Totals</i>	<u>294</u>	<u>400</u>	<u>900</u>	<u>900</u>
<i>OPERATIONS</i>				
402 YOUTH ADVISORY COUNCIL	2,949	3,000	3,000	3,000
404 ELECTION EXPENSES	10,577	10,500	11,650	10,500
410 DUES & SUBSCRIPTIONS	8,582	12,500	14,500	14,500
420 AWARDS	7,812	10,000	10,000	10,000
428 MEETING EXPENSES	3,715	3,000	3,000	3,000
430 TUITION & TRAINING	6,155	3,000	3,000	3,000
436 TRAVEL	19,053	14,000	14,000	14,000
<i>OPERATIONS Totals</i>	<u>58,842</u>	<u>56,000</u>	<u>59,150</u>	<u>58,000</u>
<b>MAYOR/COUNCIL Totals</b>	<b>130,560</b>	<b>125,950</b>	<b>125,400</b>	<b>124,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

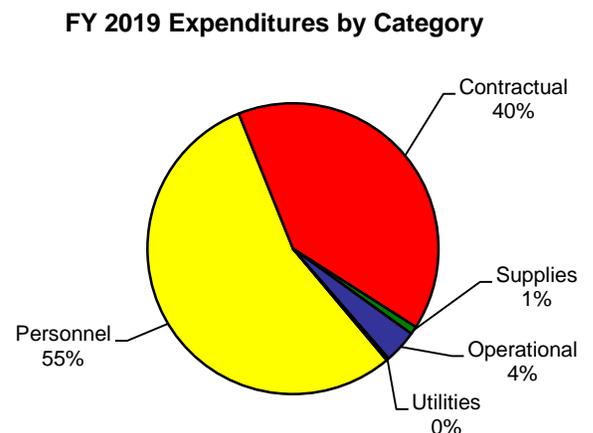
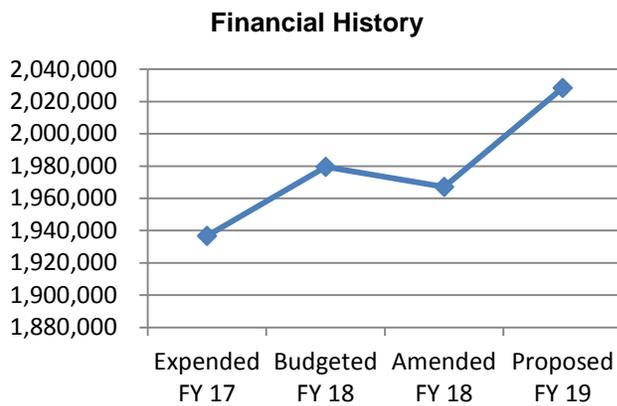
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	1,016,984	1,069,650	1,069,650	1,116,250
Contractual	828,432	811,500	788,700	813,900
Supplies	21,953	18,000	28,300	18,000
Operational	62,435	74,750	74,750	74,750
Utilities	6,870	5,600	5,600	5,600
<b>Total</b>	<b>1,936,675</b>	<b>1,979,500</b>	<b>1,967,000</b>	<b>2,028,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	18	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	05 Administration

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	543,452	558,450	558,450	591,150
104 SALARIES & WAGES-CLERICAL	269,483	288,050	288,050	303,700
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,825	6,250	6,250	6,800
120 FICA & MEDICARE EXPENSE	51,269	54,000	54,000	54,550
122 T.M.R.S. RETIREMENT EXPENSE	146,355	162,000	162,000	159,150

*PERSONNEL SERVICES Totals*      1,016,984      1,069,650      1,069,650      1,116,250

*CONTRACTUAL*

207 APPRAISAL & COLLECTION	216,364	243,750	217,750	211,950
208 EMERGENCY SERVICES CORP	185,809	60,200	60,900	68,000

<b>Notes:</b>	Emergency Services Corporation
\$ 613 Administration 7,173 Gun Range Operations 60,177 Emergency Management (includes vehicle replacement)	
CITY MANAGER'S COMMENTS: Approved	

211 LEGAL	169,856	200,000	200,000	175,000
213 CONSULTING FEES	34,955	42,700	42,700	92,700

<b>Notes:</b>	Downtown Plan
\$50,000 The current Downtown Plan was adopted in 2004 shortly after the adoption of the Current Comprehensive Plan (Hometown 2000). Most of the recommendations of the Downtown Plan have been achieved. Downtown, as a result of substantial private investment and the City's significant contributions is currently a vibrant contributor to Rockwall. To develop strategies for its continued and enhanced vibrancy, an updated Downtown Plan is proposed.	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves. Downtown is a good example of public/private emphasis toward a common goal. I believe that success of private investment encouraged the City's voters to approve public investment in its own infrastructure which together makes downtown as success. To examine what may be necessary to protect the City's public investment and encourage continued success of existing and additional private investment, this study is recommended. The focus of the study is likely to be more centered on future land uses as it relates to encouragement of further private investment and the general economic factors than it may be on public infrastructure improvement projects – though these may be found to be somewhat related.	

231 SERVICE MAINTENANCE CONTRACTS	22,907	45,500	45,500	45,500
233 ADVERTISING	2,014	6,000	6,000	6,000

Fund	Department	Division
01 General Fund	10 General Government	05 Administration

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
236 COMMUNITY SERVICES	140,400	140,850	140,850	137,750

Notes:	Community Programs
\$99,960 Star Transit (\$2,100 reduction) 35,000 Meals on Wheels (same as FY18) 500 Sheriff's Posse Insurance 3,000 Parades	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,695	5,000	5,000	5,000
243 BUILDING LEASE	46,022	63,000	63,000	65,000
254 RECORDING FEES	5,410	4,000	6,500	6,500
<i>CONTRACTUAL Totals</i>	828,432	811,500	788,700	813,900

*SUPPLIES*

301 OFFICE SUPPLIES	1,857	3,000	3,000	3,000
310 PRINTING & BINDING	20,087	14,500	24,800	14,500
347 GENERAL MAINT. SUPPLY	9	500	500	500
<i>SUPPLIES Totals</i>	21,953	18,000	28,300	18,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	12,568	20,000	20,000	20,000
422 EMPLOYEE ACTIVITIES	13,916	14,000	14,000	14,000
428 MEETING EXPENSES	13,156	10,500	10,500	10,500
430 TUITION & TRAINING	6,329	8,450	8,450	8,450
436 TRAVEL	16,466	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	62,435	74,750	74,750	74,750

*UTILITIES*

507 CELLULAR TELEPHONE	6,870	5,600	5,600	5,600
<i>UTILITIES Totals</i>	6,870	5,600	5,600	5,600

<b>ADMINISTRATION Totals</b>	<b>1,936,675</b>	<b>1,979,500</b>	<b>1,967,000</b>	<b>2,028,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

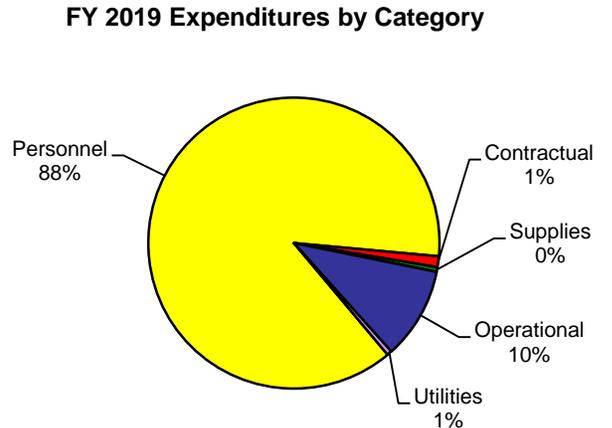
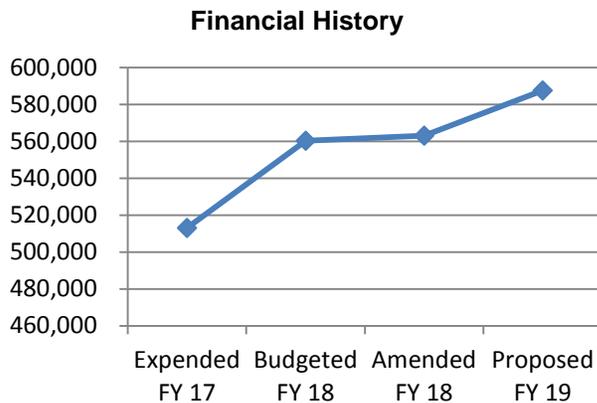
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	457,161	493,450	496,350	514,550
Contractual	11,652	7,050	7,050	7,050
Supplies	1,570	3,000	3,000	3,000
Operational	39,958	53,700	53,700	59,900
Utilities	2,671	3,100	3,100	3,100
<b>Total</b>	<b>513,013</b>	<b>560,300</b>	<b>563,200</b>	<b>587,600</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	22	1	1
HR Analyst	18	2	2
Administrative Secretary	11	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	06 Administrative Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	146,279	146,300	146,300	156,500
104 SALARIES & WAGES-CLERICAL	205,682	236,900	236,900	241,400
109 SALARIES & WAGES-OVERTIME	15	-	-	-
112 INCENTIVE PAY	7,448	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,500	1,500	1,800
114 LONGEVITY PAY	3,103	2,850	2,750	3,050
120 FICA & MEDICARE EXPENSE	25,336	28,200	28,200	28,700
122 T.M.R.S. RETIREMENT EXPENSE	58,529	62,700	62,700	65,100
128 UNEMPLOYMENT INSURANCE	9,269	5,000	8,000	8,000

*PERSONNEL SERVICES Totals*      457,161      493,450      496,350      514,550

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	11,652	7,050	7,050	7,050
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*CONTRACTUAL Totals*      11,652      7,050      7,050      7,050

*SUPPLIES*

301 OFFICE SUPPLIES	983	1,000	1,000	1,000
310 PRINTING & BINDING	515	1,500	1,500	1,500
347 GENERAL MAINT. SUPPLY	72	500	500	500

*SUPPLIES Totals*      1,570      3,000      3,000      3,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,197	2,600	2,600	2,600
415 RECRUITING EXPENSES	225	-	-	-
420 AWARDS	7,679	9,500	9,500	9,500
422 EMPLOYEE ACTIVITIES	1,005	1,000	1,000	1,000
430 TUITION & TRAINING	2,575	5,000	5,000	5,500
432 EDUCATION REIMBURSEMENT	7,547	11,400	11,400	17,100

**Notes:**      [Education Reimbursement-Tuition](#)  
 There were 4 employees going through their undergrad program this year. One has received his bachelors degree. This program has gained momentum with the attention from the OD&T Admin and the development of IDPs. There have been 3 additional employees request to go through the program.  
  
**CITY MANAGER'S COMMENTS:** [Approved](#)

435 EMPLOYEE DEVELOPMENT	10,961	14,200	14,200	14,200
436 TRAVEL	7,770	10,000	10,000	10,000

*OPERATIONS Totals*      39,958      53,700      53,700      59,900

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	06 Administrative Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	2,671	3,100	3,100	3,100
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<i>UTILITIES Totals</i>	2,671	3,100	3,100	3,100
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<b>ADMINISTRATIVE SERVICES Totals</b>	<b>513,013</b>	<b>560,300</b>	<b>563,200</b>	<b>587,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	09 Internal Operations

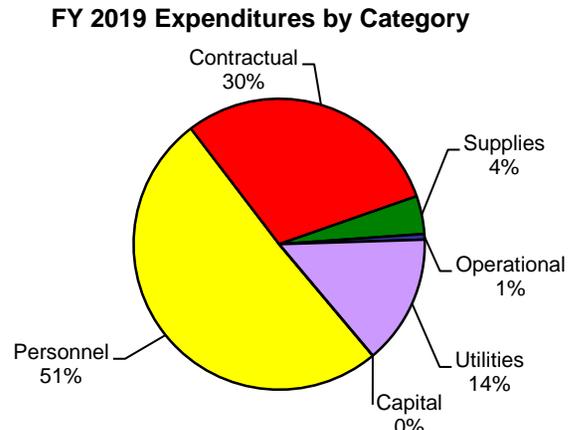
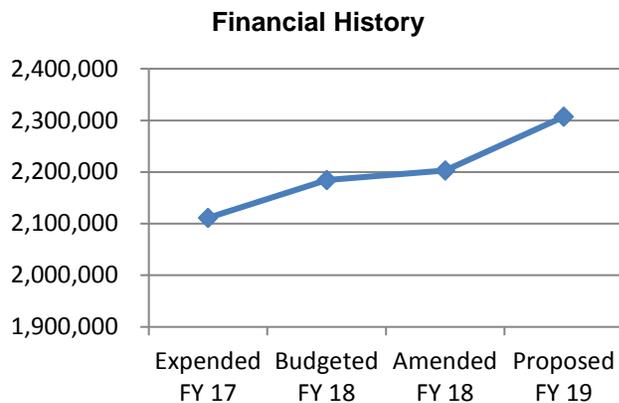
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	1,061,999	1,089,450	1,090,600	1,170,500
Contractual	544,341	553,500	568,100	692,700
Supplies	81,518	94,900	97,400	97,400
Operational	8,492	14,600	14,600	14,600
Utilities	389,953	362,800	362,800	331,800
Capital	24,950	69,400	69,400	-
<b>Total</b>	<b>2,111,252</b>	<b>2,184,650</b>	<b>2,202,900</b>	<b>2,307,000</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	FY 18 <u>Approved</u>	FY 19 <u>Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	25	1	1
Network Administrator	27	1	1
PIO/Marketing Manager	22	1	1
Network Technician	19	1	2
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	216,245	228,050	228,050	237,850
104 SALARIES & WAGES-CLERICAL	272,243	282,900	282,900	342,500

<b>Notes:</b>	<b>Radio/Network Technician</b>
<p>The City of Rockwall is now a user of the Rockwall County Interoperability Radio Network. The Facilities Superintendent acts as the sole support person on the radio system for the Cities of Rockwall, Heath, and Fate. Rockwall County has 257 radios with one employee dedicated to internal customer service. The three Cities supported by the Internal Operations employee has 482 radios, 6 fire station alert systems, 3 tower sites, and other radio related functions. Providing customer service to the Police and Fire Departments of these 3 cities has become a full-time job in itself.</p> <p>We currently have two IT staff members: a Network Administrator and Network Technician. Day-to-day help desk demands almost completely consume the Network Administrator's time. This has pushed more of the Network Administration duties into morning (before 8am), evening, and weekends. The additional staff member would help with helpdesk, desktop, and project support allowing the Network Administrator to manage and maintain the network infrastructure more effectively and consistently during normal business hours. This position would also help the department provide quicker internal customer service to other City employees. While most IT requests are resolved within 30 minutes or less, many can take hours to resolve. The department is responsible for 60 servers, 200 PC's/Laptops, 25 network switches, 16 wireless access points, multiple software applications, printers and other peripheral devices and is almost completely reactive due to the volume of daily work demanded of the current staff.</p> <p>The City's Radio / IT support staff has not increased in 14 years while many internal customers, equipment, and devices have been added over the last several years. This will provide an additional staff member to provide customer service to both civilians and sworn public safety personnel of Rockwall and for the Cities of Heath and Fate that we support through separate contracts. This individual will also be available for call back after hours for both radio equipment and IT network related problems. In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member.</p> <p>Proposed Grade: 19                  \$64,300 Salary and Benefits                  1,800 Computer                  1,000 Cell Phone                  200 Uniforms                  \$67,300 Total</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

107 SALARIES & WAGES-LABOR	353,376	355,100	355,100	350,700
109 SALARIES & WAGES-OVERTIME	4,351	4,000	5,000	4,000

<b>Notes:</b>	<b>Amend Budget</b>
Amendment to current FY OT budget due to covering of shifts of co-workers. \$2,000	

113 EDUCATION/CERTIFICATE PAY	600	600	600	600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
114 LONGEVITY PAY	10,675	11,600	11,750	12,650
120 FICA & MEDICARE EXPENSE	63,667	65,500	65,500	69,900
122 T.M.R.S. RETIREMENT EXPENSE	140,841	141,700	141,700	152,300
<i>PERSONNEL SERVICES Totals</i>	1,061,999	1,089,450	1,090,600	1,170,500

*CONTRACTUAL*

213 CONSULTING FEES	-	-	-	11,000
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<b>Notes:</b>	<b>Trott Communication</b>
<p>Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system (\$5,000). Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$2,000 x 3 towers for a total of (\$6,000). Request: \$11,000</p> <p>This expense was previously shown in the Radio fund</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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217 IT SERVICE	187,553	284,650	284,650	330,750
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<b>Notes:</b>	IT Service
<p>Existing:</p> <ul style="list-style-type: none"> <li>\$ 1,350 Bomgar Remote Support Software</li> <li>42,250 Internet service for all locations</li> <li>6,175 I-Net Service to remote locations</li> <li>30,000 Datamax Network Consultant</li> <li>6,000 Bitdefender Antivirus Software</li> <li>45,300 Datto Siris BDR Cloud and Support</li> <li>7,860 Datto NAS Cloud and Support</li> <li>3,780 Adobe Creative Cloud</li> <li>1,475 AD Audit Plus Software</li> <li><u>30,000</u> Licensing - Audit and Renewals</li> </ul> <p>\$174,450 Total</p> <p>Proposed New Projects:</p> <p>MEMORY EXPANSION FOR 4 HYPER-V HOSTS</p> <p>\$25,410 - This request will expand memory from 256GB to 512GB on each Hyper-V host. The network is currently at 55% consumption with 35 servers currently in the cluster and 22 additional servers to migrate in the future from the old Hyper-V cluster built in 2012. Memory is consumed by both the Hosts and the VM's. This request would ensure that the network can effectively host all servers currently used by the City and future servers as needed. This will also allow for proper resource planning in a Hyper-V environment for optimization of failover, maintenance and performance. The Hyper-V environment hosts 95% of the City's technology resources. This will prevent future degradation of performance of network resources for the end-users.</p> <p>INCREASE STORAGE/PERFORMANCE IN COMPELLENT SAN</p> <p>\$30,332 - Scale storage and performance on Compellent SAN to accommodate present and future projects. This Storage Area Network device will host almost all servers and applications. Proper sizing and planning allows us to efficiently maintain and manage these resources.</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<p><b>BARRACUDA WEB SECURITY DEVICE</b></p> <p>\$6,914 - This device will filter web traffic and provide an additional layer of security against malware and virus infiltration onto the City network. It also provides comprehensive reporting on web activity by user, device or other granular criteria. The City's current Watchguard web filter is built into the Firewall as an all-in-one solution. Reporting is very basic making it hard to extract granular information regarding web activity. In addition, Barracuda provides a more robust layer of security which is very important in today's security landscape. This will also allow the IT Department to secure laptops and mobile devices remotely. Currently these devices have unimpeded access to the internet when in the field.</p> <p><b>SOLAR WINDS PATCH MANAGEMENT SOFTWARE</b></p> <p>\$6,900 - This software automates patching and reporting on most servers and workstations. Patch installation typically has to be done manually outside of business hours. Currently this task is being done by the Network Administrator before 8am, evening hours, and weekends. This software would automate most of these tasks allowing Network Administrator to perform migratory and maintenance tasks in these hours. This software is considered a security enhancement as patches are most often addressing security vulnerabilities in Windows and 3rd party applications.</p> <p><b>APC SMART-UPS 20KVA</b></p> <p>\$26,000 - APC Smart - Uninterruptible Power Supply for Network Datacenter. This appliance would power the core technical infrastructure in the Datacenter located at the Police Department. The existing APC UPS device is out of warranty and has a battery module in a failed state. This module can no longer be purchased due to age of the device. Furthermore, the existing device is a 4kVA unit which is undersized for the equipment plugged into it through growth of the network over several years. The new device would provide one point of maintenance, management, and life cycle replacement. It would also provide intuitive interface for insight and alerting.</p> <p>\$61,000 - GETAC Backup Device - The Police Department recently deployed new GETAC body and in-car cameras approved by Council earlier this year. While videos are saved on the server for 90 days, and can be copied if needed for court cases, a backup copy is not being made. Recent ransomware virus attacks at other cities have exposed this as a problem as all Police videos were lost since they were not being backed up. This price includes the appliance and annually recurring cloud storage costs of \$43,200.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	148,189	154,600	154,600	225,850

<b>Notes:</b>	County Radio System Maintenance
<p>The City is now a customer of the Rockwall County Interoperability Radio Network. Rockwall County has entered into a multi-year system maintenance agreement with Harris Corporation. The City's costs are based on the number of radios it has on the system. There is a two-year warranty on system infrastructure and three year warranty on radio equipment and accessories. The City must pay its portion of preventative maintenance on 376 radios, 13 control stations, and fire alerting equipment for 4 stations.</p> <p>Total Service Maintenance Contract Request: \$71,234</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	4,229	5,500	5,500	5,500
240 EQUIPMENT REPAIRS	8,396	8,000	8,000	8,000
242 EQUIPMENT RENTAL & LEASE	2,165	500	500	600
244 BUILDING REPAIRS	176,180	83,250	95,850	94,000

<b>Notes:</b>	Police 1st Floor Remodel
<p>\$19,000 to cover the cost of a remodeling project at the police department. The project would include adding space to the Administrative Sergeant's office and adding an interior door between the Records and Evidence Collection area. The Administrative Sergeant oversees the department's hiring process and he is also the quarter master. The sergeant's office is 10ft X 9ft and does not allow him adequate space to hold interviews with new applicants or store needed equipment. There is a 9ft x 8ft records closet directly behind the office which we could remove the wall to increase his office space. The closet originally housed file cabinets for officer's personnel records but those records are now electronic records and the large filing cabinets are empty. We believe the space would be better utilized by increasing the size of the Administrative Sergeant's office.</p> <p>The second part of the remodel project would be to add an interior door between the Records Unit and the Evidence Processing Area. The evidence room has a separate ventilation and air conditioning systems to reduce odor and contamination. The evidence room is secure at all times but the evidence collection area which is on the same air and ventilation system is next to Records and there is no separation. Adding a door between the two rooms would help by creating two separate work spaces and also help with the controlling of the air temperature for both rooms.</p> <p><b>CITY MANAGER'S COMMENTS: Approved, from General Fund Reserves</b></p>	

246 VEHICLE REPAIRS	5,837	5,000	7,000	5,000
272 JANITORIAL SERVICES	11,792	12,000	12,000	12,000
<i>CONTRACTUAL Totals</i>	<u>544,341</u>	<u>553,500</u>	<u>568,100</u>	<u>692,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	397	400	400	400
303 COMPUTER SUPPLIES	20,383	20,000	20,000	20,000
323 SMALL TOOLS	1,478	1,500	1,500	1,500
331 FUEL & LUBRICANTS	10,130	11,000	13,500	13,500
345 CLEANING SUPPLIES	20,384	22,000	22,000	22,000
347 GENERAL MAINTENANCE SUPPLIES	28,746	40,000	40,000	40,000
<i>SUPPLIES Totals</i>	<u>81,518</u>	<u>94,900</u>	<u>97,400</u>	<u>97,400</u>
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	30	-	-	-
430 TUITION & TRAINING	1,500	7,600	7,600	7,600
436 TRAVEL	6,962	7,000	7,000	7,000
<i>OPERATIONS Totals</i>	<u>8,492</u>	<u>14,600</u>	<u>14,600</u>	<u>14,600</u>
<i>UTILITIES</i>				
501 ELECTRICITY	211,296	180,000	180,000	150,000
507 CELLULAR TELEPHONE	8,550	10,900	10,900	10,900
508 TELEPHONE SERVICE	101,466	94,400	94,400	94,400
510 NATURAL GAS SERVICE	11,331	17,500	17,500	16,500
513 WATER	57,310	60,000	60,000	60,000
<i>UTILITIES Totals</i>	<u>389,953</u>	<u>362,800</u>	<u>362,800</u>	<u>331,800</u>
<i>CAPITAL</i>				
621 FIELD MACHINERY & EQUIPMENT	24,950	21,400	21,400	-
623 VEHICLES	-	48,000	48,000	-
<i>CAPITAL Totals</i>	<u>24,950</u>	<u>69,400</u>	<u>69,400</u>	<u>-</u>
<b>INTERNAL OPERATIONS Totals</b>	<b>2,111,252</b>	<b>2,184,650</b>	<b>2,202,900</b>	<b>2,307,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

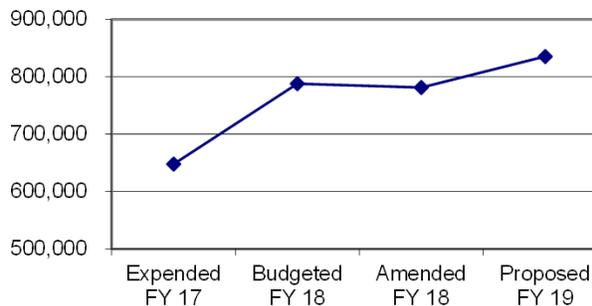
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	328,082	415,800	415,800	444,650
Contractual	257,999	299,750	292,750	315,800
Supplies	52,531	62,250	62,250	64,750
Operational	7,963	9,000	9,000	9,000
Utilities	1,222	1,250	1,250	1,250
<b>Total</b>	<b>647,798</b>	<b>788,050</b>	<b>781,050</b>	<b>835,450</b>

### Personnel Schedule

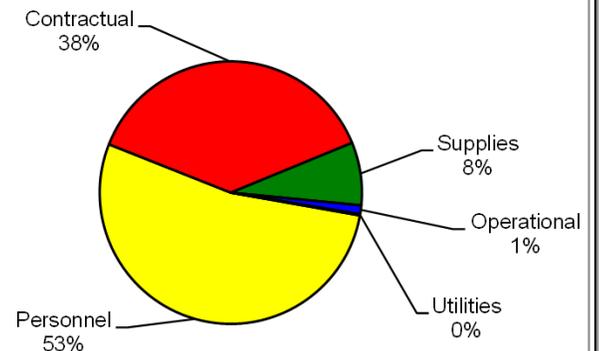
<u>Position</u>	<u>Classification</u>	FY 18 <u>Approved</u>	FY 19 <u>Proposed</u>
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	18	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

104 SALARIES & WAGES-CLERICAL	263,952	347,500	347,500	354,350
109 SALARIES & WAGES-OVERTIME	265	300	300	300
113 EDUCATION/CERTIFICATE PAY	300	300	300	300
114 LONGEVITY PAY	4,053	4,350	4,350	4,650
120 FICA & MEDICARE EXPENSE	19,661	20,200	20,200	27,100
122 T.M.R.S. RETIREMENT EXPENSE	39,850	43,150	43,150	57,950
<i>PERSONNEL SERVICES Totals</i>	<u>328,082</u>	<u>415,800</u>	<u>415,800</u>	<u>444,650</u>

*CONTRACTUAL*

210 AUDITING	20,000	31,000	31,000	31,000
223 INSURANCE-SURETY BONDS	504	500	500	500
225 INSURANCE-AUTOMOBILES	46,727	54,050	54,050	59,500
227 INSURANCE-REAL PROPERTY	42,360	50,000	50,000	56,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	30,541	35,000	35,000	35,000
229 INSURANCE-LIABILITY	46,304	48,000	41,000	42,000
231 SERVICE MAINTENANCE CONTRACTS	64,451	72,000	72,000	82,600

<b>Notes:</b>	<b>Current Contracts</b>
Tyler Tech \$70,400	
Air card \$500	
Copiers \$11,700	
<b>CITY MANAGER'S COMMENTS: APPROVED</b>	

233 ADVERTISING	910	1,000	1,000	1,000
235 BANK CHARGES	4,292	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,912	2,700	2,700	2,700
<i>CONTRACTUAL Totals</i>	<u>257,999</u>	<u>299,750</u>	<u>292,750</u>	<u>315,800</u>

*SUPPLIES*

301 OFFICE SUPPLIES	1,902	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	25,731	28,000	28,000	28,000
307 POSTAGE	23,184	29,500	29,500	32,000
310 PRINTING & BINDING	1,322	2,000	2,000	2,000
347 GENERAL MAINTENANCE SUPPLIES	392	750	750	750
<i>SUPPLIES Totals</i>	<u>52,531</u>	<u>62,250</u>	<u>62,250</u>	<u>64,750</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,207	2,500	2,500	2,500
430 TUITION & TRAINING	2,263	2,500	2,500	2,500
436 TRAVEL	4,494	4,000	4,000	4,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>OPERATIONS Totals</i>	7,963	9,000	9,000	9,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	1,222	1,250	1,250	1,250
<i>UTILITIES Totals</i>	1,222	1,250	1,250	1,250
<b>FINANCE Totals</b>	<b>647,798</b>	<b>788,050</b>	<b>781,050</b>	<b>835,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

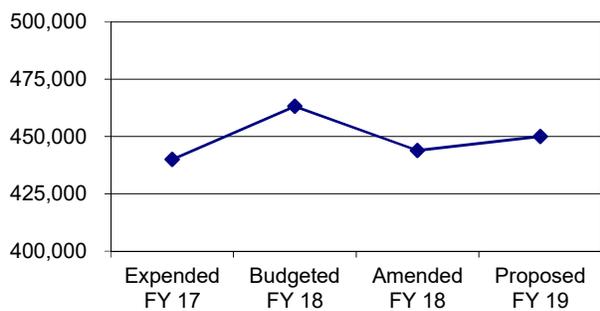
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	347,082	356,550	337,350	343,450
Contractual	84,097	93,900	93,900	93,900
Supplies	5,727	7,250	7,250	7,250
Operational	3,081	5,500	5,500	5,500
<b>Total</b>	<b>439,986</b>	<b>463,200</b>	<b>444,000</b>	<b>450,100</b>

### Personnel Schedule

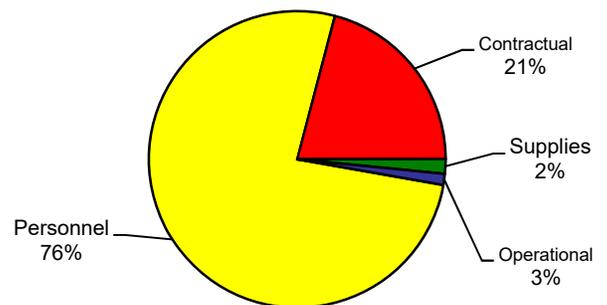
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	79,822	79,850	79,850	79,850
104 SALARIES & WAGES-CLERICAL	195,832	201,000	184,000	191,850
109 SALARIES & WAGES-OVERTIME	-	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,050	5,400	6,200	4,400
120 FICA & MEDICARE EXPENSE	20,562	21,700	20,700	20,800
122 T.M.R.S. RETIREMENT EXPENSE	45,216	46,500	44,500	44,450

<i>PERSONNEL SERVICES Totals</i>	347,082	356,550	337,350	343,450
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*CONTRACTUAL*

211 LEGAL	79,397	88,000	88,000	88,000
240 EQUIPMENT REPAIRS	95	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,605	5,400	5,400	5,400

<i>CONTRACTUAL Totals</i>	84,097	93,900	93,900	93,900
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*SUPPLIES*

301 OFFICE SUPPLIES	1,457	1,500	1,500	1,500
310 PRINTING & BINDING	4,270	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	-	750	750	750

<i>SUPPLIES Totals</i>	5,727	7,250	7,250	7,250
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*OPERATIONS*

407 JURY EXPENSE	660	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	336	500	500	500
415 RECRUITING EXPENSES	73	-	-	-
430 TUITION & TRAINING	700	1,000	1,000	1,000
436 TRAVEL	1,313	2,500	2,500	2,500

<i>OPERATIONS Totals</i>	3,081	5,500	5,500	5,500
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<b>MUNICIPAL COURT Totals</b>	<b>439,986</b>	<b>463,200</b>	<b>444,000</b>	<b>450,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

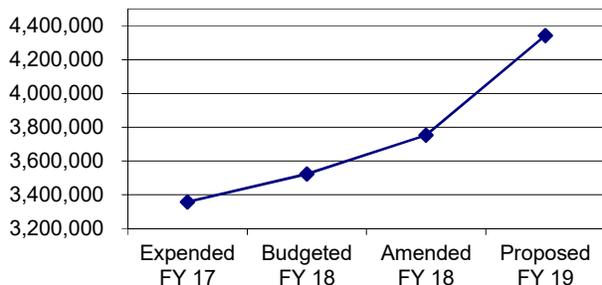
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	3,058,269	3,156,150	3,405,450	3,834,650
Contractual	189,022	211,800	208,800	249,700
Supplies	79,325	99,400	103,400	121,800
Operational	28,845	32,000	32,000	63,700
Utilities	2,197	2,800	2,800	2,800
Capital	-	20,100	-	70,900
<b>Total</b>	<b>3,357,657</b>	<b>3,522,250</b>	<b>3,752,450</b>	<b>4,343,550</b>

### Personnel Schedule

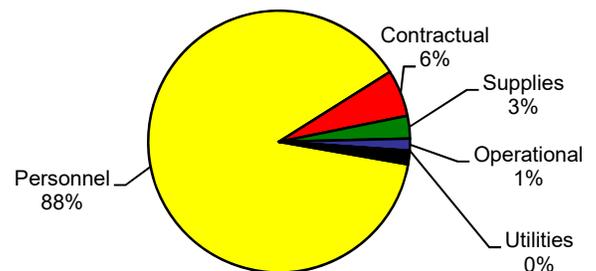
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Fire Chief	-	1	1
Assistant Fire Chief	33	1	1
Batallion Chief	F9	-	1
Captain	F8	3	3
Lieutenant	F7	-	3
Driver	F6	18	15
Firefighter	F5	-	6
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	173,911	271,850	271,850	291,650
104 SALARIES & WAGES-CLERICAL	58,693	45,200	45,200	46,200
107 SALARIES & WAGES-LABOR	1,878,729	1,891,700	1,862,200	2,304,500

<b>Notes:</b>	<b>New Positions</b>
<p>In keeping with our strategic goal of providing sufficient on-duty staffing to respond to a structure fire in a single family home and a second incident simultaneously we are requesting funding for 6 new Firefighter positions.</p> <p>In addition, we would like to create three new Lieutenant positions which would come from the current Driver Engineers who are promoted to Lieutenant, they will not be new bodies.</p> <p>Additionally, in keeping with one of our specific strategic initiatives we are requesting a new Battalion Chief position to perform in the role of a Training/Safety Officer. It is also anticipated that this individual will play a significant role in assisting the organization move toward attaining a Best Practices Recognition by the Texas Fire Chiefs Association.</p> <p>\$66,300 Salary and Benefits                      1,650 Uniform cleaning  <u>15,000</u> Bunker Gear, etc                      \$79,950 Total for each firefighter</p> <p>\$110,200 Battalion Chief Salary and Benefits</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
109 SALARIES & WAGES-OVERTIME	204,816	207,000	369,000	253,000

<b>Notes:</b>	Amended Overtime
<p>We've had 1632 hours of injury leave (workers comp) and 696 hours of Family Medical Leave which resulted in shifts having to be filled by others on an overtime basis. This resulted in over \$90,800 in unanticipated overtime expense. In past years we have averaged less than 350 hours for these types of leave.</p> <p>In addition, as of January 1, 2018 we had 15 part-time drivers. In 2015, 2016, and 2017 we had 16, 18, and 18 part-time drivers respectively. We've increased the full-time staffing (increasing the number of shifts that need to be backfilled when members are on leave) while the number of part-time drivers has slightly decreased. This is one of those numbers that's a bit difficult to quantify as this number fluctuates based on members being added to and leaving the department. It is also difficult to evaluate as it doesn't necessarily capture the members' standing in the department, i.e. if their required participation level falls below minimum standards they are not eligible to earn compensation as a driver. Over the years some of the full-time staff has been hired from the volunteer ranks where they performed as a part-time driver.</p> <p>The amount paid to the part-time staff has been consistent during the time period analyzed – approximately \$230k each year. However, if the pay to the part-time members remains constant the percentage of shifts they're covering is likely decreasing because of the increased staffing of full-time members.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Overtime
<p>Overtime will be needed for 11 holidays to cover holiday premium pay, call-in of full-time members for emergency incidents, FLSA overtime, members to attend training, backfill for members taking vacation days/holidays, and other special events. Part time members will cover some number of these hours; however, the specific number of hours is unknown.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

113	EDUCATION/CERTIFICATE PAY	44,208	45,000	45,000	55,050
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<b>Notes:</b>	Certification Pay
<p>During FY'18 a total of 29 certifications have either increased, e.g. moved from Basic Firefighter to Intermediate Firefighter, or been added as new certifications. It is also anticipated that additional certifications or more advanced certifications will be added during FY'19.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

114	LONGEVITY PAY	38,532	40,200	38,000	42,250
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
115 VOLUNTEER-INCENTIVE PAY	86,000	99,500	99,500	92,500

<b>Notes:</b>	<b>Volunteer Incentive Pay</b>
<p>Proposing a reduction of the budget for this account by \$7000. Recommend reallocating \$5000 to Training (account 430) as members are now required to obtain a Basic Firefighter and EMT certification if they are not currently certified. Also recommend a reduction of \$2000 for the incentive program for the recruitment of volunteers.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

120 FICA & MEDICARE EXPENSE	183,168	164,300	194,300	224,900
122 T.M.R.S. RETIREMENT EXPENSE	337,562	304,900	393,900	452,300
126 VOLUNTEER PENSION	52,650	86,500	86,500	72,300
<i>PERSONNEL SERVICES Totals</i>	<u>3,058,269</u>	<u>3,156,150</u>	<u>3,405,450</u>	<u>3,834,650</u>

CONTRACTUAL

222 DISABILITY INSURANCE	46,202	50,000	47,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	46,409	37,000	37,000	76,250

<b>Notes:</b>	<b>Advanced PPE Inspections and Huguley Assessments</b>
<p>While we are eliminating some of the funding needs in this account there is a net increase in the request due to increases in vendor charges as well as the addition of 2 new programs. Vendor price increases are associated with the gas detector maintenance program as well as the respiratory protection program (maintenance for SCBA fill stations).</p>	
<p>We are requesting an additional \$2,250 to perform advanced inspections on PPE in keeping with our health and safety strategic initiative concerning cleaning and inspections of PPE.</p>	
<p>The additional programs include recruit/promotional testing and wellness/fitness assessments. In keeping with the strategic plan of the organization and adding additional staffing (full-time and/or part-time) we need the ability to test new recruits and current members seeking promotion to Lieutenant. Also, in keeping with one of our specific strategic initiatives as part of the overall strategic plan we are requesting funding for the Huguley Wellness/Fitness Assessment. The assessment will include: physical examination by the contracted physician, a graded exercise treadmill test with consistent monitoring of a 12-lead electrocardiogram to screen for heart disease using the standard Bruce treadmill protocol, Blood Analysis to include Chemistry &amp; Complete Blood Count (CBC), Urinalysis, pulmonary function testing to evaluate for lung disease, audiometric screening, vision screening, fitness testing including body fat percentage, flexibility, and muscular endurance (push-ups and abdominal crunches), Hepatitis B Titer test, immunizations (Hepatitis B and Tetanus as needed), and a lateral chest X-Ray.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

237 UNIFORM SERVICE	1,261	3,000	3,000	4,150
238 TRAINING REIMBURSEMENT	3,347	5,000	5,000	2,500
240 EQUIPMENT REPAIRS	8,351	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	4,488	5,300	5,300	5,300
246 VEHICLE REPAIRS	78,965	95,000	95,000	95,000
<i>CONTRACTUAL Totals</i>	<u>189,022</u>	<u>211,800</u>	<u>208,800</u>	<u>249,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,045	1,500	1,500	1,500
310 PRINTING & BINDING	68	500	500	500
321 UNIFORMS	10,352	15,500	15,500	31,900

<b>Notes:</b>	<b>Uniforms</b>
<p>This is to accommodate complete uniforms for 12 new part-time Firefighters and 3 new full-time Firefighters. This will also fund winter coats for the part-time Driver Engineers like those worn by the full-time staff. This is something they have not ever been provided. There has been a wide variety of uniforms worn by both full-time and part-time staff for a variety of reasons. In order to achieve consistency and a new look for the organization we changed uniforms in FY'18. This will provide long sleeve shirts for the full-time and part-time staff that could not be funded in FY'18.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

323 SMALL TOOLS	141	3,000	3,000	3,000
331 FUEL & LUBRICANTS	21,000	24,000	28,000	30,000
347 GENERAL MAINTENANCE SUPPLIES	5,777	9,900	9,900	9,900
378 FIRE PREVENTION SUPPLIES	250	1,000	1,000	1,000
379 FIRE FIGHTING SUPPLIES	40,692	44,000	44,000	44,000

<i>SUPPLIES Totals</i>	79,325	99,400	103,400	121,800
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	3,910	9,000	9,000	7,950
415 RECRUITING EXPENSES	8,343	4,000	4,000	4,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
430 TUITION & TRAINING	12,380	9,000	9,000	41,750

<b>Notes:</b>	Tuition & Training
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Our members are asked to perform in the role of an incident commander and yet we have provided little, if any, formalized incident command system training. After evaluating the benefit of certifying members in Blue Card ICS (a specific strategic initiative of the department) a significant need for this training has been identified. This funding will certify all full-time and those part-time members who may perform in the role of an incident commander or unit leader in Blue Card ICS, a blended course experience that incorporates 50 hours of online instruction with three days of classroom simulation training. The Blue Card Command Certification Program is a training and certification solution that teaches Incident Commanders and other officers how to standardize local incident operations across their organization. Standardization is particularly important to our organization because of the number of different professional organizations that are represented on our department. The cost will be \$5,000 for "train the trainer" and an additional \$400 per participant who receives the training.

We are also requesting \$9,000 to fund the Public Safety Leadership Academy. The academy will be made up of representatives from the police department and the fire department. It is a six month program designed to enhance leadership skills by providing important tools, training and resources to assist in the development of future leaders in both departments. The cost of the total program is \$18,0000 which is being shared between the two departments.

The department has required that all volunteers get their basic firefighter and EMT certifications which is paid from this line item as well.

Finally, we are requesting a reallocation of \$15,000 (\$5000 reallocated from account 115 and \$10,000 from account 107).

**CITY MANAGER'S COMMENTS:** Public Safety Leadership program is Disapproved, remaining requests are Approved.

436 TRAVEL	4,212	10,000	10,000	10,000
<i>OPERATIONS Totals</i>	<u>28,845</u>	<u>32,000</u>	<u>32,000</u>	<u>63,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*UTILITIES*

507 CELLULAR TELEPHONE	2,197	2,800	2,800	2,800
<i>UTILITIES Totals</i>	2,197	2,800	2,800	2,800

*CAPITAL*

610 FURNITURE & FIXTURES	-	20,100	-	-
623 VEHICLES	-	-	-	70,900

**Notes:** Truck for Training/Safety Officer  
 \$70,880 is being requested to purchase a replacement pickup to be used by the Training/Safety Officer for daily operations. This pickup can also be used by the Fire Marshal's Division to pull the "smoke house" and fulfill other needs that require a pickup. The truck is a one ton, 4WD, quad cab with bed enclosure to include the necessary safety and emergency lights and equipment.

**CITY MANAGER'S COMMENTS:** Approved from General Fund Reserves

<i>CAPITAL Totals</i>	-	20,100	-	70,900
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<b>FIRE OPERATIONS Totals</b>	<b>3,357,657</b>	<b>3,522,250</b>	<b>3,752,450</b>	<b>4,343,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

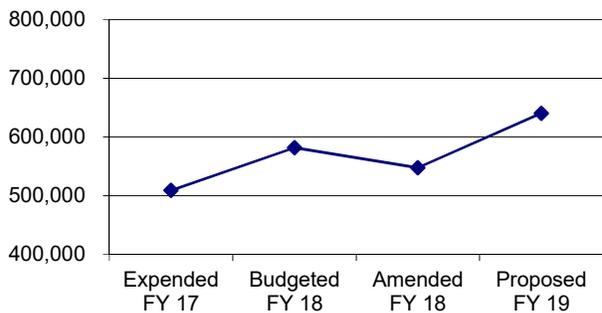
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	430,481	466,900	433,000	507,200
Contractual	12,004	16,500	16,500	16,500
Supplies	36,543	70,200	70,200	75,300
Operational	17,349	23,000	23,000	23,000
Utilities	4,888	5,000	5,000	5,000
Capital	7,602	-	-	13,500
<b>Total</b>	<b>508,866</b>	<b>581,600</b>	<b>547,700</b>	<b>640,500</b>

### Personnel Schedule

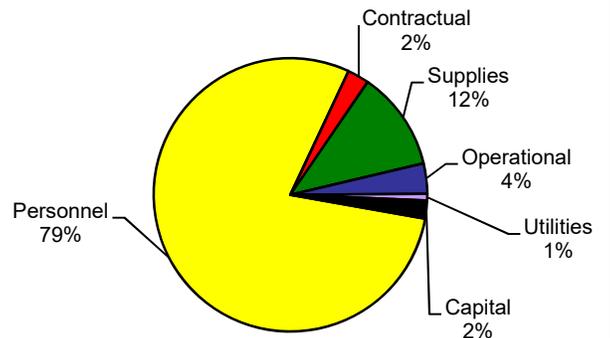
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Fire Marshal	33	1	1
Senior Fire Inspector-Captain	FM8	1	1
Fire Inspector/Investigator/Educator	FM7	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	112,335	123,850	123,850	129,800
104	SALARIES & WAGES-CLERICAL	36,816	38,300	38,300	39,850
107	SALARIES & WAGES-LABOR	190,716	206,100	176,100	231,000
109	SALARIES & WAGES-OVERTIME	3,346	5,000	5,000	5,000
113	EDUCATION/CERTIFICATE PAY	3,277	3,600	3,600	3,600
114	LONGEVITY PAY	1,305	1,600	1,700	1,950
120	FICA & MEDICARE EXPENSE	25,787	28,200	28,200	30,500
122	T.M.R.S. RETIREMENT EXPENSE	56,899	60,250	56,250	65,500

<i>PERSONNEL SERVICES Totals</i>	430,481	466,900	433,000	507,200
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*CONTRACTUAL*

231	SERVICE MAINTENANCE CONTRACTS	3,181	3,500	3,500	3,500
237	UNIFORM SERVICE	2,008	3,500	3,500	3,500
240	EQUIPMENT REPAIRS	-	500	500	500
242	EQUIPMENT RENTAL & LEASE	3,001	3,500	3,500	3,500
246	VEHICLE REPAIRS	3,814	5,000	5,000	5,000
261	CRIME SCENE SERVICES	-	500	500	500

<i>CONTRACTUAL Totals</i>	12,004	16,500	16,500	16,500
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*SUPPLIES*

301	OFFICE SUPPLIES	1,551	1,500	1,500	1,500
310	PRINTING & BINDING	1,771	2,000	2,000	2,000
321	UNIFORMS	3,968	5,500	5,500	5,500
331	FUEL & LUBRICANTS	8,252	9,000	9,000	10,000
347	GENERAL MAINTENANCE SUPPLIES	139	500	500	500
373	INVESTIGATION SUPPLIES	1,556	3,000	3,000	3,000
376	CANINE EXPENSE	-	-	-	3,000

<b>Notes:</b>	Fire/Arson Canine Expense
Provide food, supplies, and veterinary care, to include an annual physical and heartworm check, etc. , for the canine.	
CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
378 FIRE PREVENTION SUPPLIES	15,194	20,500	20,500	36,500

<b>Notes:</b>	<b>Fire Extinguisher Training Unit</b>
<p>We are requesting \$16,000 to purchase a virtual fire extinguisher training unit. We currently utilize a live fire training unit that is propane fueled and used real fire extinguishers. Currently, the customer has to pay for the fuel used and to have the fire extinguishers serviced. The unit can only be operated outdoors and requires extensive cleanup. The proposed new virtual system will allow us to conduct the classes indoors and at no cost to the customer. The proposed system will also allow us to take this valuable life safety training into the classrooms, which is no an option for us today.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

379 FIRE FIGHTING SUPPLIES	4,111	28,200	28,200	13,300
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<b>Notes:</b>	<b>CFA Replacement Gear</b>
<p>Including \$8,900 for the continued gear replacement project for the Citizen's Fire Academy. This funding will allow us to purchase 6 sets of complete firefighting gear, taking our total to 11 updated complete sets of gear for use by this program and by the Fire Explorers program, if needed.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

	<i>SUPPLIES Totals</i>	36,543	70,200	70,200	75,300
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	2,493	3,000	3,000	3,000
430	TUITION & TRAINING	5,386	7,000	7,000	7,000
436	TRAVEL	9,470	13,000	13,000	13,000
	<i>OPERATIONS Totals</i>	17,349	23,000	23,000	23,000
<i>UTILITIES</i>					
507	CELLULAR TELEPHONE	4,888	5,000	5,000	5,000
	<i>UTILITIES Totals</i>	4,888	5,000	5,000	5,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CAPITAL*

612 COMPUTER EQUIPMENT	7,602	-	-	13,500
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<b>Notes:</b>	<b>Fire Inspection Software</b>
<p>We are requesting to purchase life-safety inspection software called MobileEyes to allow us to conduct paperless fire inspections. The first year expenses are \$13,500. This amount includes the training for the user and the administrators and the data migration into the program. Recurring annual costs will be \$8,700, which includes all licensing fees for the software and codes, all related upgrades, data center infrastructure, and help desk support.</p> <p>This software has integration capabilities into our existing records management software and provides us the capabilities and functionalities that we need to complete the transition to a more efficient and effective paperless inspection program. MobileEyes comes with our existing occupancy or facility records pre-loaded. The software will run on our current mobile devices so no new hardware is needed. The software will provide the ability to quickly and easily review the inspection history of a given facility or location without having to spend a lot of time digging through paper files or making phone calls. MobileEyes allows us to access and review our inspection history records anytime, anywhere with the ability to pull up prior reports and attachments so that we have the full story before beginning a new inspection.</p> <p>Performing a complete and accurate inspection often requires code research and verification. MobileEyes provides onboard code delivery that provides our specific codes, standards, and local amendments within the MobileEyes Inspection application—fast and simple. They have entered into license agreements that allow them to provide us their intellectual property as part of the MobileEyes solution.</p> <p>Most importantly, we can use Standard NFPA, ICC, custom, or hybrid inspection checklists with MobileEyes Inspector software, which is how we currently operate. With MobileEyes, we can incorporate custom inspection checklists and forms to fit our process. We can print or email reports from the field which will dramatically improve our processes. MobileEyes has a complete set of management reports that make it fast and easy to generate monthly, quarterly, and annual reports.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<i>CAPITAL Totals</i>	7,602	-	-	13,500
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<b>FIRE MARSHAL Totals</b>	<b>508,866</b>	<b>581,600</b>	<b>547,700</b>	<b>640,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

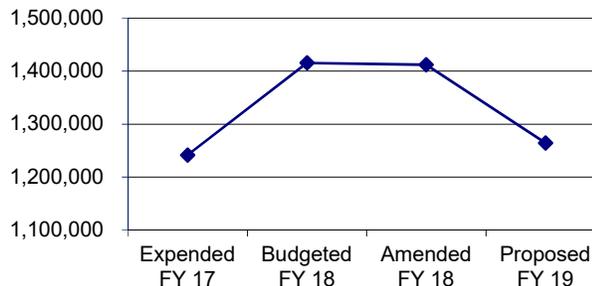
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	1,010,907	1,094,200	1,094,600	1,111,600
Contractual	54,213	63,000	52,000	59,000
Supplies	19,887	12,600	19,800	17,600
Operational	40,333	32,150	32,150	32,150
Utilities	7,874	8,600	8,600	8,600
Capital	108,353	205,030	205,050	35,000
<b>Total</b>	<b>1,241,567</b>	<b>1,415,580</b>	<b>1,412,200</b>	<b>1,263,950</b>

### Personnel Schedule

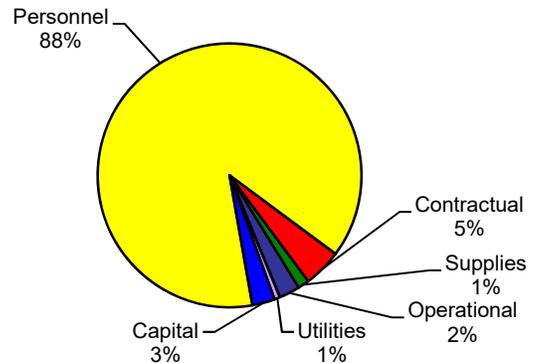
Position	Classification	FY 18 Approved	FY 19 Proposed
Police Chief	-	1	1
Assistant Police Chief	34	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	152,485	154,500	154,500	295,350
104 SALARIES & WAGES-CLERICAL	54,037	54,000	54,000	54,000
107 SALARIES & WAGES-LABOR	584,456	652,100	652,100	524,850
109 SALARIES & WAGES-OVERTIME	11,059	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	7,499	7,200	7,200	8,100
114 LONGEVITY PAY	8,160	9,450	9,850	10,350
120 FICA & MEDICARE EXPENSE	58,295	64,150	64,150	64,350
122 T.M.R.S. RETIREMENT EXPENSE	134,915	140,800	140,800	142,600

<i>PERSONNEL SERVICES Totals</i>	1,010,907	1,094,200	1,094,600	1,111,600
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*CONTRACTUAL*

226 INSURANCE-LAW ENFORCEMENT	37,689	39,000	35,000	35,000
237 UNIFORM SERVICE	1,500	2,000	2,000	2,000
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	3,202	3,000	5,000	3,000
263 COUNTY JAIL CONTRACT	11,822	18,000	9,000	18,000
265 MEDICAL SERVICE-PRISONER	-	500	500	500

<i>CONTRACTUAL Totals</i>	54,213	63,000	52,000	59,000
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*SUPPLIES*

301 OFFICE SUPPLIES	964	1,000	1,000	1,000
310 PRINTING & BINDING	1,192	1,500	1,500	1,500
321 UNIFORMS	10,865	1,600	3,800	1,600
331 FUEL & LUBRICANTS	6,517	7,000	12,000	12,000
347 GENERAL MAINTENANCE SUPPLIES	350	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	19,887	12,600	19,800	17,600
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	4,730	4,400	4,400	4,400
420 AWARDS	5,652	5,000	5,000	5,000
430 TUITION & TRAINING	15,840	11,000	11,000	11,000
436 TRAVEL	14,111	11,750	11,750	11,750

<i>OPERATIONS Totals</i>	40,333	32,150	32,150	32,150
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*UTILITIES*

507 CELLULAR TELEPHONE	7,874	8,600	8,600	8,600
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Fund	Department	Division
01 General Fund	30 Police	31 Administration

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<i>UTILITIES Totals</i>	7,874	8,600	8,600	8,600
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*CAPITAL*

603 BUILDINGS	72,969	177,030	177,050	-
610 FURNITURE & FIXTURES	5,719	-	-	-
623 VEHICLES	29,665	28,000	28,000	35,000

<b>Notes:</b>	<a href="#">New Admin Vehicle</a>
<p>Replace an existing administrative vehicle. The Tahoe has over 105,000 miles, and we are requesting to replace with a Tahoe, since this vehicle is set up for our SWAT Commander equipment.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> <a href="#">Approved, from General Fund Reserves</a></p>	

<i>CAPITAL Totals</i>	108,353	205,030	205,050	35,000
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,241,567</b>	<b>1,415,580</b>	<b>1,412,200</b>	<b>1,263,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

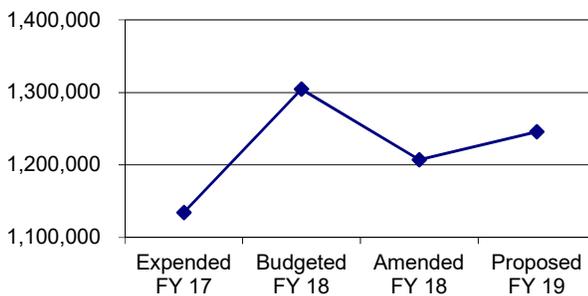
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	969,290	1,013,750	916,550	959,650
Contractual	157,465	269,500	269,500	265,000
Supplies	888	5,950	5,950	5,950
Operational	3,811	11,550	11,550	11,550
Utilities	3,055	3,700	3,700	3,700
<b>Total</b>	<b>1,134,509</b>	<b>1,304,450</b>	<b>1,207,250</b>	<b>1,245,850</b>

### Personnel Schedule

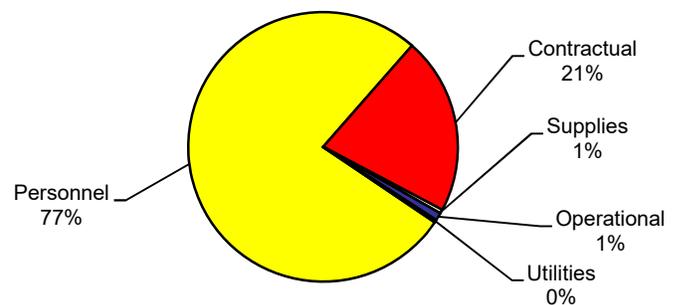
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Communications Supervisor	18	3	3
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>G/L Account</b>	<b>2017 Amount</b>	<b>2018 Budget</b>	<b>2018 Budget</b>	<b>2019 City Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	174,022	201,150	173,650	178,200
104 SALARIES & WAGES-CLERICAL	478,599	554,750	478,750	539,300
109 SALARIES & WAGES-OVERTIME	130,673	60,000	78,500	60,000
113 EDUCATION/CERTIFICATE PAY	796	5,000	5,000	5,100
114 LONGEVITY PAY	5,255	6,050	3,850	4,750
120 FICA & MEDICARE EXPENSE	55,950	60,800	55,800	54,900
122 T.M.R.S. RETIREMENT EXPENSE	123,995	126,000	121,000	117,400
<i>PERSONNEL SERVICES Totals</i>	<u>969,290</u>	<u>1,013,750</u>	<u>916,550</u>	<u>959,650</u>
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	157,465	269,500	269,500	265,000
<i>CONTRACTUAL Totals</i>	<u>157,465</u>	<u>269,500</u>	<u>269,500</u>	<u>265,000</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	262	900	900	900
310 PRINTING & BINDING	-	100	100	100
321 UNIFORMS	-	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	626	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	<u>888</u>	<u>5,950</u>	<u>5,950</u>	<u>5,950</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	810	2,000	2,000	2,000
415 RECRUITING EXPENSES	1,015	3,300	3,300	3,300
430 TUITION & TRAINING	919	4,250	4,250	4,250
436 TRAVEL	1,066	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	<u>3,811</u>	<u>11,550</u>	<u>11,550</u>	<u>11,550</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,055	3,700	3,700	3,700
<i>UTILITIES Totals</i>	<u>3,055</u>	<u>3,700</u>	<u>3,700</u>	<u>3,700</u>
<b>COMMUNICATIONS Totals</b>	<b>1,134,509</b>	<b>1,304,450</b>	<b>1,207,250</b>	<b>1,245,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

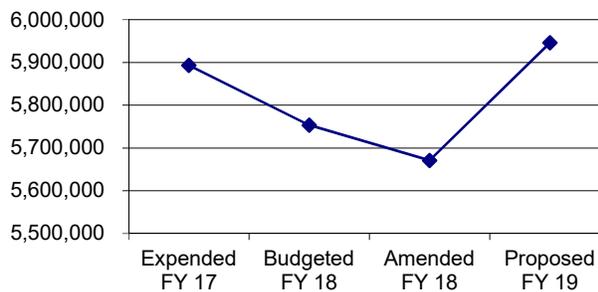
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	4,752,428	5,094,000	4,948,000	5,211,750
Contractual	109,589	77,800	117,800	77,800
Supplies	243,139	293,400	308,400	316,600
Operational	48,228	36,800	36,800	36,800
Utilities	7,390	9,000	9,000	10,000
Capital	732,410	242,500	250,900	293,000
<b>Total</b>	5,893,184	5,753,500	5,670,900	5,945,950

### Personnel Schedule

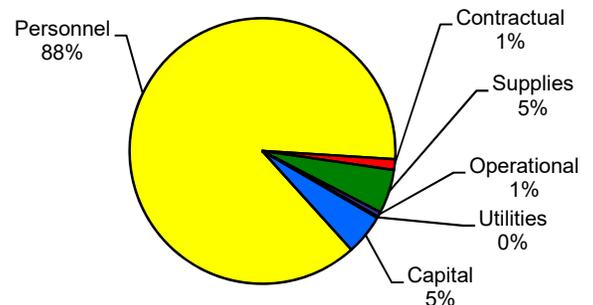
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Patrol Sergeant	P7	7	7
Traffic Sergeant	P7	1	1
Patrol Officer	P5	43	44

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	710,349	731,650	731,650	732,750
107 SALARIES & WAGES-LABOR	2,738,885	3,048,600	2,773,100	3,113,450
108 OVERTIME-STEP	59,164	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	266,815	260,000	357,500	275,000
113 EDUCATION/CERTIFICATE PAY	39,414	39,000	39,000	39,000
114 LONGEVITY PAY	23,868	27,050	25,050	28,100
120 FICA & MEDICARE EXPENSE	282,351	289,200	301,200	304,200
122 T.M.R.S. RETIREMENT EXPENSE	631,582	618,500	640,500	639,250

<i>PERSONNEL SERVICES Totals</i>	4,752,428	5,094,000	4,948,000	5,211,750
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*CONTRACTUAL*

240 EQUIPMENT REPAIRS	5,558	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	4,630	6,800	6,800	6,800
246 VEHICLE REPAIRS	99,400	65,000	105,000	65,000

<i>CONTRACTUAL Totals</i>	109,589	77,800	117,800	77,800
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*SUPPLIES*

301 OFFICE SUPPLIES	381	1,000	1,000	1,000
310 PRINTING & BINDING	2,114	3,900	3,900	3,900
315 TRAINING SUPPLIES	28,591	55,000	55,000	55,000
321 UNIFORMS	62,922	79,100	79,100	79,100
331 FUEL & LUBRICANTS	120,612	125,000	140,000	145,000
347 GENERAL MAINTENANCE SUPPLIES	13,271	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	9,822	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	5,426	6,000	6,000	9,200

<b>Notes:</b>	K-9 Kennel
Requesting \$3200 be added to the K-9 budget to purchase and build a kennel for the K-9 we purchased last year.	
CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	243,139	293,400	308,400	316,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	80	400	400	400
415 RECRUITING EXPENSES	23,865	10,400	10,400	10,400
430 TUITION & TRAINING	20,950	20,000	20,000	20,000

<b>Notes:</b>	<b>Public Safety Leadership Academy</b>
<p>Requesting \$9,000 to fund the Public Safety Leadership Academy. The academy will be made up of representatives from the Police department and the Fire department. It is a six month program designed to enhance leadership skills by providing important tools, training and resources to assist in the development of future leaders in both departments. The cost of the total program is \$18,000 which is being shared between the two departments.</p>	
<p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

436 TRAVEL	3,333	6,000	6,000	6,000
<i>OPERATIONS Totals</i>	<u>48,228</u>	<u>36,800</u>	<u>36,800</u>	<u>36,800</u>

*UTILITIES*

507 CELLULAR TELEPHONE	7,390	9,000	9,000	10,000
<i>UTILITIES Totals</i>	<u>7,390</u>	<u>9,000</u>	<u>9,000</u>	<u>10,000</u>

*CAPITAL*

623 VEHICLES	365,333	227,500	235,900	260,600
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<b>Notes:</b>	<b>Patrol Vehicles</b>
<p>We request to replace 4 patrol vehicles from the current fleet. These all have high mileage and continued mechanical issues. The cost to replace the four (4) existing patrol vehicles will be \$127,000 plus \$54,600 for the necessary equipment to outfit the four (4) patrol vehicle. These funds will pay for the equipment, striping package and all installation costs.</p>	
<p>In addition, we are requesting the funds to replace one (1) patrol motorcycle, which is five (5) years old, has 46,000 mile and has exceeded it special use vehicle mechanical and safe life expectancy. We request \$38,200 to pay for the motorcycle, equipment, striping package and all installation costs. The projected cost of all vehicles includes the required Buy Board Fees and a 3% projected cost increase as allowed by the Buy Board Contract.</p>	
<p>We are requesting a replacement ¾ ton truck which is utilized in the patrol division to transport the SkyWatch, traffic reconstruction and crime scene equipment and investigatory supplies to process crime scenes and traffic related offenses (Fatalities, Intoxication Manslaughter, Intoxication Assault, etc.). The existing 2006 Police truck currently has over 115,500 miles. The cost to replace the existing truck will be \$32,500. We are also requesting \$8,300 to pay for all the necessary equipment, striping and installation costs. The projected cost of the truck includes the required Buy Board Fee and a 3% projected cost increase as allowed by the Buy Board Contract.</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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624 POLICE EQUIPMENT - - - 17,400

<b>Notes:</b>	X2 Tasers for officers
<p>Request \$17,387 in this year's budget - we will request an additional \$24,825 years 2-5 of this replacement program in order to purchase 75 Taser X2 less lethal weapons, 75 holsters and 150 cartridges. The Taser X2 is an electroshock weapon sold by Axon. The "Less Lethal" weapon fires (2) two small dart-like electrodes, which stay connected to the main unit by conductors, to deliver electric current to disrupt voluntary control of muscles, temporarily causing "neuromuscular incapacitation". We currently issue officers the Taser X26 model which has not been manufactured since 2014. The weapons are out of warranty and the Axon Corporation will no longer service them. The batteries and cartridges which are required to operate the Tasers have become difficult to find and/or purchase. Axon offers a discount program that allows department's to spread the cost of new devices over a five year period. The package also includes a \$7,500 price discount and three data port download kits which are used to download critical data for court purposes when the Taser is deployed.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

624 SWAT EQUIPMENT 367,077 15,000 15,000 15,000

*CAPITAL Totals* 732,410 242,500 250,900 293,000

<b>PATROL Totals</b>	<b>5,893,184</b>	<b>5,753,500</b>	<b>5,670,900</b>	<b>5,945,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

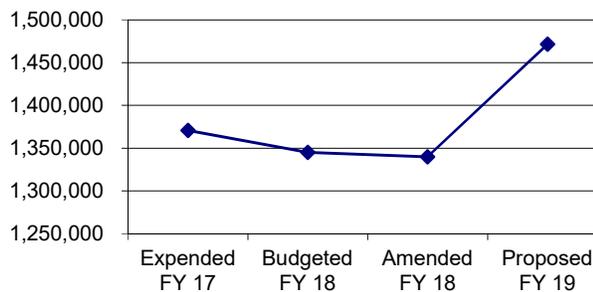
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	1,279,101	1,245,700	1,237,200	1,268,250
Contractual	28,114	25,300	25,300	36,700
Supplies	36,125	45,300	48,300	53,350
Operational	12,211	13,700	14,000	13,700
Utilities	15,148	15,050	15,050	15,050
Capital	-	-	-	84,500
<b>Total</b>	<b>1,370,698</b>	<b>1,345,050</b>	<b>1,339,850</b>	<b>1,471,550</b>

### Personnel Schedule

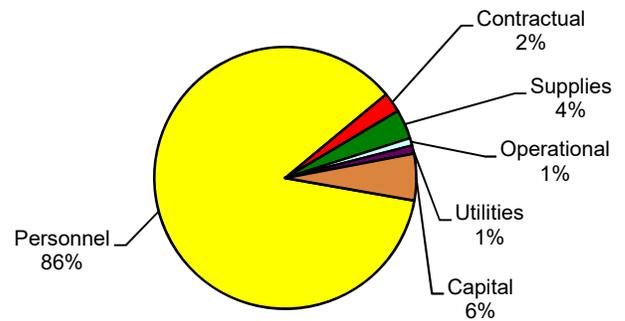
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Sergeant	P7	2	2
Investigator	P5	6	6
Investigator - Narcotics	P5	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	178,564	184,000	184,000	184,300
104 SALARIES & WAGES-CLERICAL	46,385	48,050	48,050	49,500
107 SALARIES & WAGES-LABOR	709,015	724,000	689,000	739,150
109 SALARIES & WAGES-OVERTIME	78,690	40,000	71,500	40,000
113 EDUCATION/CERTIFICATE PAY	9,598	8,400	8,400	9,600
114 LONGEVITY PAY	10,660	11,700	11,700	12,200
120 FICA & MEDICARE EXPENSE	75,874	73,150	72,150	74,400
122 T.M.R.S. RETIREMENT EXPENSE	170,315	156,400	152,400	159,100

*PERSONNEL SERVICES Totals*      1,279,101      1,245,700      1,237,200      1,268,250

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	1,320	3,600	3,600	15,000
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<b>Notes:</b>	<b>Increase Service Contracts</b>
Request an \$11,400 increase in the CID Service Maintenance Contracts. These annual forensic subscriptions are invaluable investigative tools used for tracking property, suspect vehicles, and gathering intelligence information about potential suspect(s) of a crime. These service agreements have been paid out of seized funds over the past several years.	
Callyo-\$1500 Covert Trac-\$2,400 Leads Online-\$792 Transunion-\$1,320 ZETX-\$2,000 Cellbrite-\$3,400	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

237 UNIFORM SERVICE	4,200	4,200	4,200	4,200
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	11,886	11,000	11,000	11,000
261 CRIME SCENE SERVICES	10,708	6,000	6,000	6,000

*CONTRACTUAL Totals*      28,114      25,300      25,300      36,700

*SUPPLIES*

301 OFFICE SUPPLIES	1,971	2,000	2,000	2,000
310 PRINTING & BINDING	98	500	500	500
321 UNIFORMS	1,467	7,300	7,300	7,300
331 FUEL & LUBRICANTS	24,103	25,000	28,000	28,000
347 GENERAL MAINTENANCE SUPPLIES	184	500	500	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
373 INVESTIGATION SUPPLIES	8,302	10,000	10,000	15,050

<b>Notes:</b>	<b>Investigation Equipment</b>
Request \$2050 for the purchase of a DSLR camera, telescopic lens, and memory card for the department's narcotics unit. This item will be used during criminal investigations to take photographs from a long distance for surveillance purposes. This camera will help ensure successful prosecution of drug trafficking cases.	
Request \$2,995 to replace our Cellbrite device because the company is unable to support this model of technology after June 2017. The new Cellbrite Touch, will allow investigators to continue to secure forensically sound access in real-time to retrieve cell phone texts, call logs, and emails, while ensuring the chain of custody is preserved.	
CITY MANAGER'S COMMENTS: Approved	

	<i>SUPPLIES Totals</i>	<u>36,125</u>	<u>45,300</u>	<u>48,300</u>	<u>53,350</u>
<i>OPERATIONS</i>					
410 DUES & SUBSCRIPTIONS		210	200	350	200
415 RECRUITING EXPENSES		-	-	150	-
430 TUITION & TRAINING		5,730	5,000	5,000	5,000
436 TRAVEL		6,271	8,000	8,000	8,000
447 DRUG TESTING		-	500	500	500
	<i>OPERATIONS Totals</i>	<u>12,211</u>	<u>13,700</u>	<u>14,000</u>	<u>13,700</u>
<i>UTILITIES</i>					
507 CELLULAR TELEPHONE		15,148	15,050	15,050	15,050
	<i>UTILITIES Totals</i>	<u>15,148</u>	<u>15,050</u>	<u>15,050</u>	<u>15,050</u>
<i>CAPITAL</i>					
623 VEHICLES		-	-	-	84,500

<b>Notes:</b>	<b>CID Vehicles</b>
Three of the existing CID vehicles have reached the end of their life expectancy and are no longer sound vehicles. The three vehicles, 2006, 2007 and 2008 models with mileage, which will reach 100,000 by the end of the fiscal year, are beginning to result in higher additional maintenance costs. We requests funds in the amount of \$84,500 to replace these three vehicles. This cost includes the Buy Board Fee and cost to install radio equipment in each vehicle.	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

<b>CRIMINAL INVESTIGATIONS Totals</b>	<b>1,370,698</b>	<b>1,345,050</b>	<b>1,339,850</b>	<b>1,471,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

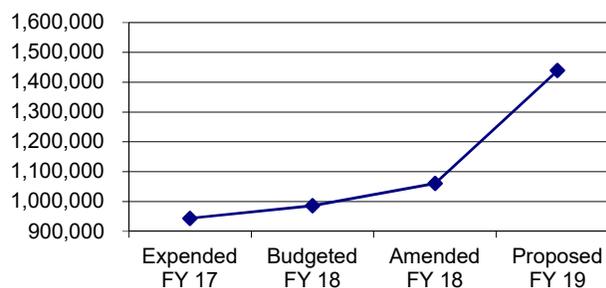
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	869,181	882,650	952,400	1,311,450
Contractual	27,111	29,650	29,650	33,150
Supplies	36,450	59,950	64,950	79,550
Operational	7,555	9,900	9,900	9,900
Utilities	3,666	3,700	3,700	4,900
<b>Total</b>	<b>943,962</b>	<b>985,850</b>	<b>1,060,600</b>	<b>1,438,950</b>

### Personnel Schedule

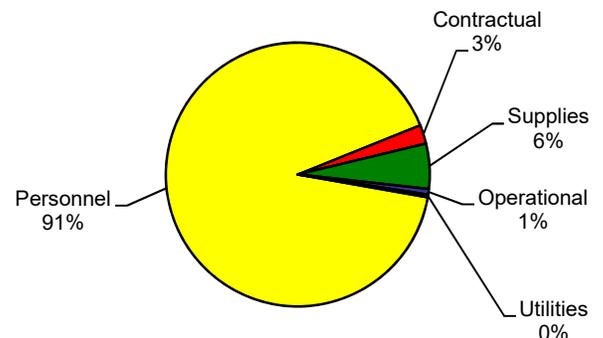
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Sergeant - Juvenile/Crime Prevention	P7	1	2
School Resource Officer	P5	9	9
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	35 Community Services

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	88,791	92,000	92,000	179,900
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<b>Notes:</b>	Community Services Sergeant
<p>Having added 3 School Resource Officers in the amended budget ( to be in place for the new school year), we request an additional Community Services Sergeant position to assist with managing the growth and expectations placed on the unit over the years. We currently have 11 officers assigned to the unit, nine SROs and two crime prevention officers. An additional sergeant will allow us to assign one of the sergeants six SROs and the other three SROs and the two crime prevention officers. The new position will provided an additional level of supervision and experience in the field to handle critical incidents in our community as they arise.</p> <p>\$114,250 Salary and Benefits                      3,300 Uniforms                      1,200 Cell Phone</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

107 SALARIES & WAGES-LABOR	562,815	596,150	626,150	844,100
109 SALARIES & WAGES-OVERTIME	34,049	15,000	45,000	23,000

<b>Notes:</b>	Overtime Increase
<p>With the three additional officers and sergeant added to the Community Services Unit, we request an \$8,000 increase to fund any necessary overtime.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

113 EDUCATION/CERTIFICATE PAY	8,018	6,600	9,600	9,600
114 LONGEVITY PAY	7,490	7,650	7,400	7,900
120 FICA & MEDICARE EXPENSE	51,811	52,650	54,650	78,700
122 T.M.R.S. RETIREMENT EXPENSE	116,207	112,600	117,600	168,250

<i>PERSONNEL SERVICES Totals</i>	<u>869,181</u>	<u>882,650</u>	<u>952,400</u>	<u>1,311,450</u>
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*CONTRACTUAL*

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,274	1,650	1,650	1,650
243 BUILDING LEASE	20,253	22,500	22,500	26,000

<b>Notes:</b>	Facility rental
<p>\$3,500 for the Ranch Trail training house to cover cost of 12 month lease and mowing.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

246 VEHICLE REPAIRS	5,583	5,000	5,000	5,000
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<i>CONTRACTUAL Totals</i>	<u>27,111</u>	<u>29,650</u>	<u>29,650</u>	<u>33,150</u>
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*SUPPLIES*

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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301 OFFICE SUPPLIES	520	1,000	1,000	1,000
310 PRINTING & BINDING	68	600	600	600
321 UNIFORMS	2,050	13,050	13,050	26,450

<b>Notes:</b>	<b>Uniform Increase</b>
With three additional SROs positions approved, we request an increase of \$9,900. If the sergeant position is approved, we will need an additional \$3,300 for a total of \$13,400 increase to this budget line.	
CITY MANAGER'S COMMENTS: Approved	

331 FUEL & LUBRICANTS	10,066	9,800	14,800	16,000
347 GENERAL MAINTENANCE SUPPLIES	721	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	7,580	7,500	7,500	7,500
371 CRIME PREVENTION SUPPLIES	14,095	22,700	22,700	22,700
372 CPA PROGRAM SUPPLIES	1,349	2,500	2,500	2,500

<i>SUPPLIES Totals</i>	36,450	59,950	64,950	79,550
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	470	900	900	900
430 TUITION & TRAINING	3,489	4,000	4,000	4,000
436 TRAVEL	3,596	5,000	5,000	5,000

<i>OPERATIONS Totals</i>	7,555	9,900	9,900	9,900
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*UTILITIES*

507 CELLULAR TELEPHONE	3,666	3,700	3,700	4,900
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<i>UTILITIES Totals</i>	3,666	3,700	3,700	4,900
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<b>COMMUNITY SERVICES Totals</b>	<b>943,962</b>	<b>985,850</b>	<b>1,060,600</b>	<b>1,438,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

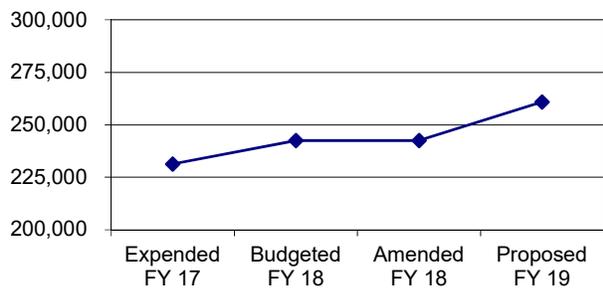
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	227,335	236,250	236,250	254,700
Contractual	1,595	2,600	2,600	2,600
Supplies	1,479	2,700	2,700	2,700
Utilities	902	900	900	900
<b>Total</b>	<b>231,312</b>	<b>242,450</b>	<b>242,450</b>	<b>260,900</b>

### Personnel Schedule

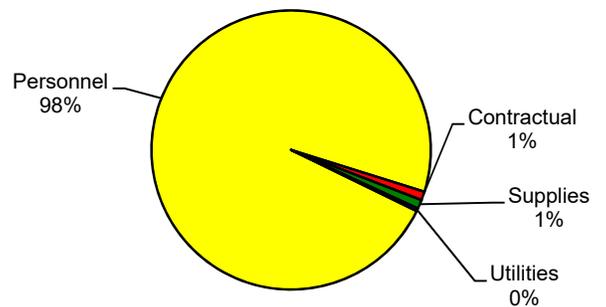
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Warrant Officer	P5	1	1
Warrant Clerk	12	1	1
Bailiff	P5	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

104 SALARIES & WAGES-CLERICAL	46,748	46,400	46,400	46,700
107 SALARIES & WAGES-LABOR	141,745	149,050	149,050	153,500
109 SALARIES & WAGES-OVERTIME	268	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,500
114 LONGEVITY PAY	3,078	3,300	3,300	3,450
120 FICA & MEDICARE EXPENSE	14,131	14,950	14,950	15,300
122 T.M.R.S. RETIREMENT EXP.	20,165	19,850	19,850	32,750

<i>PERSONNEL SERVICES Totals</i>	227,335	236,250	236,250	254,700
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*CONTRACTUAL*

231 SERVICE-MAINTENANCE CONTRACTS	900	900	900	900
240 EQUIPMENT REPAIRS	-	200	200	200
246 VEHICLE REPAIRS	695	1,500	1,500	1,500

<i>CONTRACTUAL Totals</i>	1,595	2,600	2,600	2,600
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*SUPPLIES*

301 OFFICE SUPPLIES	-	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	446	1,000	1,000	1,000
331 FUEL & LUBRICANTS	1,033	1,250	1,250	1,250

<i>SUPPLIES Totals</i>	1,479	2,700	2,700	2,700
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*UTILITIES*

507 CELLULAR TELEPHONE	902	900	900	900
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<i>UTILITIES Totals</i>	902	900	900	900
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<b>WARRANTS Totals</b>	<b>231,312</b>	<b>242,450</b>	<b>242,450</b>	<b>260,900</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

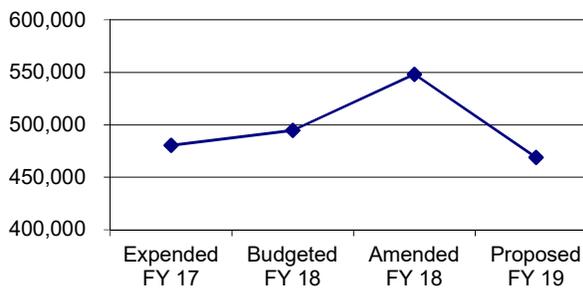
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	463,347	474,850	528,400	449,200
Contractual	6,521	7,350	7,350	7,350
Supplies	1,276	1,450	1,450	1,450
Operational	5,710	7,600	7,600	7,600
Utilities	3,666	3,400	3,400	3,400
<b>Total</b>	<b>480,518</b>	<b>494,650</b>	<b>548,200</b>	<b>469,000</b>

### Personnel Schedule

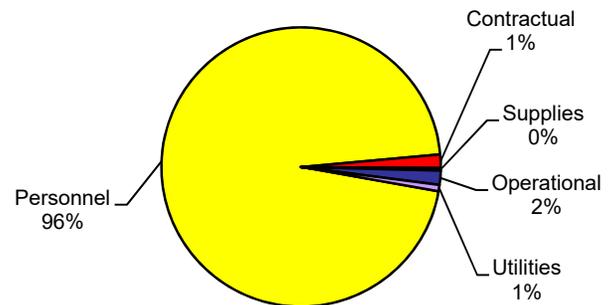
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Personnel Sergeant	-	1	1
Public Safety Computer Manager	27	1	1
Network Technician	19	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Police Records

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	177,303	184,250	224,250	179,850
104 SALARIES & WAGES-CLERICAL	184,242	188,500	179,700	173,150
109 SALARIES & WAGES-OVERTIME	5,549	5,500	16,000	5,500
113 EDUCATION/CERTIFICATE PAY	3,000	2,400	2,400	1,250
114 LONGEVITY PAY	4,385	4,750	6,000	4,600
120 FICA & MEDICARE EXPENSE	27,038	28,500	31,100	27,050
122 T.M.R.S. RETIREMENT EXPENSE	61,830	60,950	68,950	57,800
<i>PERSONNEL SERVICES Totals</i>	<u>463,347</u>	<u>474,850</u>	<u>528,400</u>	<u>449,200</u>
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	1,980	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	255	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,286	4,200	4,200	4,200
246 VEHICLE REPAIRS	-	250	250	250
<i>CONTRACTUAL Totals</i>	<u>6,521</u>	<u>7,350</u>	<u>7,350</u>	<u>7,350</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	827	750	750	750
310 PRINTING & BINDING	198	200	200	200
331 FUEL & LUBRICANTS	251	500	500	500
<i>SUPPLIES Totals</i>	<u>1,276</u>	<u>1,450</u>	<u>1,450</u>	<u>1,450</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	30	100	100	100
430 TUITION & TRAINING	3,207	4,000	4,000	4,000
436 TRAVEL	2,473	3,500	3,500	3,500
<i>OPERATIONS Totals</i>	<u>5,710</u>	<u>7,600</u>	<u>7,600</u>	<u>7,600</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,666	3,400	3,400	3,400
<i>UTILITIES Totals</i>	<u>3,666</u>	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>
<b>POLICE RECORDS Totals</b>	<b>480,518</b>	<b>494,650</b>	<b>548,200</b>	<b>469,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

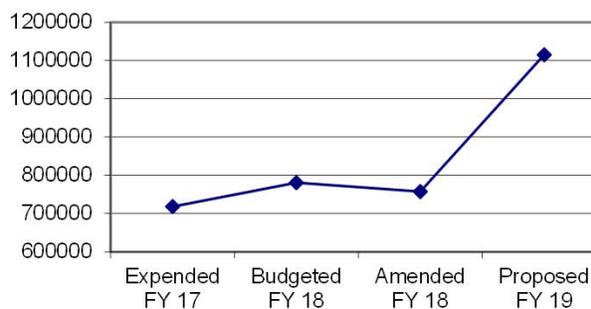
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	644,466	693,050	669,150	762,050
Contractual	54,968	60,600	60,600	121,600
Supplies	1,715	2,750	2,750	4,400
Operational	16,077	23,550	23,550	23,550
Utilities	1,222	1,350	1,350	1,350
Capital	-	-	-	202,500
<b>Total</b>	<b>718,448</b>	<b>781,300</b>	<b>757,400</b>	<b>1,115,450</b>

### Personnel Schedule

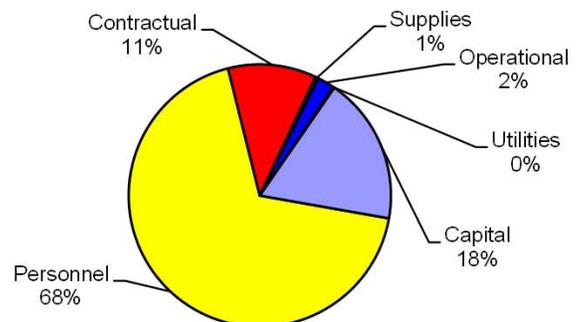
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	25	-	1
GIS Supervisor	24	1	1
Senior Planner	24	1	1
Planner	20	1	1
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	130,008	140,000	140,000	149,800
104 SALARIES & WAGES-CLERICAL	384,306	410,850	380,850	456,400

<b>Notes:</b>	<b>New Planner</b>
<p>The Director is requesting to add an additional Planner position. The position would require at a minimum two (2) years' experience and a bachelor's degree in urban planning or a related field. The primary reasons for this request is the increased caseload and the focus on long-range/comprehensive planning. Since 2011, the Planning Department has seen a steady increase in the number of development cases submitted, and anticipates this trend to continue through 2019. In addition, the Planning and Zoning Department has undertaken several long-range planning responsibilities (i.e. the Comprehensive Plan, IH-30 Corridor Study, and a revised Master Plan of the Historic District) and various text amendments, which have required the attention of the Director. This leaves two (2) case managers responsible for all development cases (i.e. platting, site plan, miscellaneous, specific use permit, and zoning cases), historic cases (i.e. Certificates of Appropriateness, Building Permit Fee Waivers, and Small Matching Grants), building permit plan review, Certificates of Occupancy (CO), and site visits. It is anticipated that the new position will be responsible for all the aforementioned items, as well as, assisting the Director with all long-range planning objectives.</p> <p>\$67,430 Salary and Benefits                  2,500 Computer                  500 Desk                  70,340 Total</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	<b>Planning Manager</b>
<p>The Director is requesting the ability to promote David Gonzales from Senior Planner to Planning Manager. This would put Mr. Gonzales into a limited supervisory role over the Planner and Planning and Zoning Coordinator, freeing up the Director to focus on the Departments recent long-range initiatives (i.e. Comprehensive Plan Implementation, IH-30 Corridor Plan, Downtown Plan, etc.). In addition, over the last three (3) years, Mr. Gonzales has demonstrated a willingness to take on a larger role in the Department, and -- it is the Director's opinion that -- Mr. Gonzales would benefit from the added responsibility. Based on this assessment the Director is recommending to elevate Mr. Gonzales to a Grade 25/Step 15 \$4,200 increase.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	Senior Planner Position
<p>The Director is requesting to promote Korey Brooks from Planner to Senior Planner. When Mr. Brooks originally applied to work for the City of Rockwall, the Director had advertised for a Senior Planner position. At that time, Mr. Brooks had not received his certification with the American Institute of Certified Planners (AICP), did not have a Master degree, and had less than three (3) years of work experience in the Planning field. Ultimately, the Director was unable to identify a viable candidate for the Senior Planner position and reduced the positions' role to Planner. Mr. Brooks again applied and was hired by the Director for this position in February 2016. Since his hire date, Mr. Brooks has demonstrated a high aptitude for municipal planning and has contributed to the Department's success during a period of rapid growth. In May of 2018, Mr. Brooks received certification to the American Institute of Certified Planners (AICP) and now has the requisite amount of work experience to meet the requirements of the Senior Planner position. In addition, Mr. Brooks recently received his Masters degree in City &amp; Regional Planning. Based on these advances, the Director is of the opinion that Mr. Brooks is ready for the challenges that are offered by this promotion and is recommending to elevate him to a Grade 24/Step 1 \$6,400 increase.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

109	SALARIES & WAGES-OVERTIME	1,032	5,000	5,000	5,000
113	EDUCATION/CERTIFICATE PAY	1,604	1,800	1,800	1,800
114	LONGEVITY PAY	3,485	3,900	4,000	4,500
120	FICA & MEDICARE EXPENSE	38,814	41,400	43,400	45,050
122	T.M.R.S. RETIREMENT EXPENSE	85,217	90,100	94,100	99,500
	<i>PERSONNEL SERVICES Totals</i>	644,466	693,050	669,150	762,050

CONTRACTUAL

213	CONSULTING FEES	18,817	13,000	13,000	53,000
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<b>Notes:</b>	Update of Roadway Impact Fees
<p>Section 395.052(a) of the Texas Local Government Code requires that a municipality that imposes an impact fee must update the land use assumptions and capital improvements plan at least every five (5) years. The City last updated the Roadway Impact Fees in 2013 for \$30,000. Staff is requesting \$40,000 in funding to initiate an update of the City's Roadway Impact Fees in accordance with the updated Land Use Assumptions and Section 395.052(a) of the TLGC.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

Fund	Department	Division
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	32,431	40,600	40,600	42,300

<b>Notes:</b>	Service Maintenance Contracts
\$35,000 ESRI ArcGIS Enterprise for Small Government 900 Air Card 1,250 New Edge ID Tool Renewal (Required for Asset Management) 675 CommunityViz Annual Maintenance 240 Sketchup Pro Annual Maintenance 1,600 Copier/Plotter 2,600 Adobe Cloud Maintenance  CITY MANAGER'S COMMENTS: Approved	

233 ADVERTISING	3,721	7,000	7,000	7,000	
<i>CONTRACTUAL Totals</i>		<u>54,968</u>	<u>60,600</u>	<u>60,600</u>	<u>121,600</u>

SUPPLIES

301 OFFICE SUPPLIES	1,026	1,550	1,550	1,600
310 PRINTING & BINDING	265	700	700	800
347 GENERAL MAINTENANCE SUPPLIES	425	500	500	2,000

<b>Notes:</b>	General Maintenance
\$1,000 Zoning Magnets for Zoning Signs 500 Chair and Desk for Planner Position 500 Standard General Maintenance  CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>		<u>1,715</u>	<u>2,750</u>	<u>2,750</u>	<u>4,400</u>
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OPERATIONS

410 DUES & SUBSCRIPTIONS	1,480	3,050	3,050	3,050
428 MEETING EXPENSES	1,431	3,000	3,000	3,000
430 TUITION & TRAINING	8,675	9,000	9,000	9,000
436 TRAVEL	4,490	8,500	8,500	8,500

<i>OPERATIONS Totals</i>		<u>16,077</u>	<u>23,550</u>	<u>23,550</u>	<u>23,550</u>
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UTILITIES

507 CELLULAR TELEPHONE	1,222	1,350	1,350	1,350
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<i>UTILITIES Totals</i>		<u>1,222</u>	<u>1,350</u>	<u>1,350</u>	<u>1,350</u>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Neighborhood Improv.

### Expenditure Summary

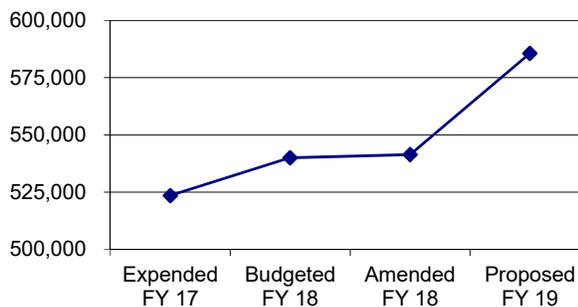
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	345,188	352,200	345,200	342,800
Contractual	134,359	155,750	162,150	159,750
Supplies	13,675	19,550	21,550	20,050
Operational	6,019	9,650	9,650	9,650
Utilities	3,016	2,950	2,950	2,950
Capital	21,268	-	-	50,450
<b>Total</b>	<b>523,525</b>	<b>540,100</b>	<b>541,500</b>	<b>585,650</b>

### Personnel Schedule

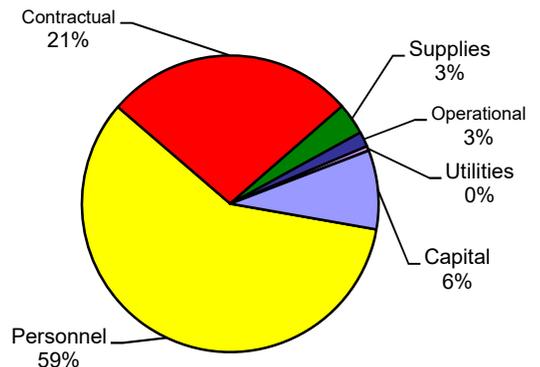
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	61,140	63,050	63,050	65,600
104	SALARIES & WAGES-CLERICAL	50,151	51,950	44,950	39,450
107	SALARIES & WAGES-LABOR	163,796	165,900	165,900	168,050
109	SALARIES & WAGES-OVERTIME	1,180	1,000	1,000	1,000
113	EDUCATION/CERTIFICATE PAY	600	600	600	600
114	LONGEVITY PAY	1,980	2,250	2,250	2,600
120	FICA & MEDICARE EXPENSE	20,674	21,500	21,500	20,900
122	T.M.R.S. RETIREMENT EXPENSE	45,668	45,950	45,950	44,600

<i>PERSONNEL SERVICES Totals</i>	345,188	352,200	345,200	342,800
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*CONTRACTUAL*

213	CONSULTING FEES	432	3,000	3,000	3,000
231	SERVICE MAINTENANCE CONTRACTS	2,279	2,900	2,900	2,900
240	EQUIPMENT REPAIRS	180	250	250	250
242	EQUIPMENT RENTAL & LEASE	3,032	3,600	3,600	3,600
246	VEHICLE REPAIRS	7,897	5,000	5,000	5,000
255	CODE ENFORCEMENT CONTRACT	37,814	32,000	32,000	32,000
256	HEALTH INSPECTION SERVICE	76,300	89,000	89,000	93,000

**Notes:** Increased workload

The increase is due to the addition of 11 new food service establishments, 2 public pools/spas, 2 new Child Care Facilities and their associated routine, follow up and complaint inspections. In addition, our special event permits and those associated Health Inspection work has increased roughly 30% over the last year.

**CITY MANAGER'S COMMENTS:** Approved

257	DEMOLITION SERVICES	6,424	20,000	26,400	20,000
<i>CONTRACTUAL Totals</i>		134,359	155,750	162,150	159,750

*SUPPLIES*

301	OFFICE SUPPLIES	1,591	2,550	2,550	2,550
310	PRINTING & BINDING	2,188	3,500	3,500	2,000
321	UNIFORMS	781	1,750	1,750	1,750
323	SMALL TOOLS	443	750	750	750
325	SAFETY SUPPLIES	5	1,500	1,500	1,500
331	FUEL & LUBRICANTS	8,643	9,000	11,000	11,000
347	GENERAL MAINTENANCE SUPPLIES	23	500	500	500

<i>SUPPLIES Totals</i>	13,675	19,550	21,550	20,050
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Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	3,891	3,250	3,250	3,250
415 RECRUITING EXPENSES	75	-	-	-
430 TUITION & TRAINING	785	3,200	3,200	3,200
436 TRAVEL	<u>1,268</u>	<u>3,200</u>	<u>3,200</u>	<u>3,200</u>
<i>OPERATIONS Totals</i>	6,019	9,650	9,650	9,650
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	<u>3,016</u>	<u>2,950</u>	<u>2,950</u>	<u>2,950</u>
<i>UTILITIES Totals</i>	3,016	2,950	2,950	2,950
<i>CAPITAL</i>				
623 VEHICLES	21,268	-	-	50,450

<b>Notes:</b>	<a href="#">New vehicles</a>
<p>Request to purchase a new ½ ton pickup to replace a 2005 ½ ton pickup with 125,000 miles. The vehicle has been utilized daily for over 12 years and is pretty worn.</p> <p>\$23,500 Vehicle          1,500 Safety lights  <u>210</u> Decals          \$25,210 Total cost</p> <p>Request to purchase a new ½ ton pickup to replace a 2011 police patrol unit with 102,000 miles. The existing unit was used in PD for approximately 5 years and was being cycled out of PD to be placed in the City’s auction when NIS needed to acquire it. The car has been driven hard and is pretty rough around the edges. In addition, one of the primary motivations to replace this particular unit is because we currently have our Neighborhood Improvement Services Supervisor driving throughout the City in a police vehicle, which I believe does not accurately represent the N.I.S. Department. I understand that PD has released a 2011 Crown Vic which could be utilized if funding for this new vehicle is not available.</p> <p>\$23,500 Vehicle          1,500 Safety lights  <u>210</u> Decals          \$25,210 Total cost</p> <p><b>CITY MANAGER'S COMMENTS:</b> <span style="color: green;">Approved from General Fund Reserves</span></p>	

<i>CAPITAL Totals</i>	<u>21,268</u>	<u>-</u>	<u>-</u>	<u>50,450</u>
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<b>NIS Totals</b>	<b>523,525</b>	<b>540,100</b>	<b>541,500</b>	<b>585,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

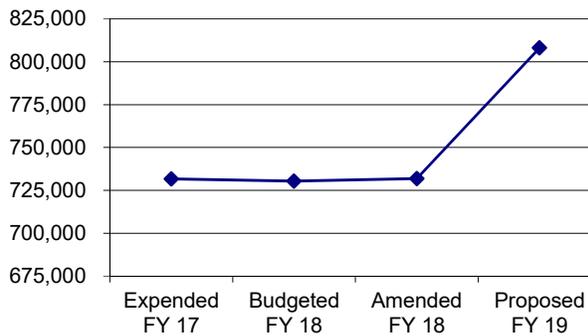
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	636,738	650,550	634,750	651,800
Contractual	51,676	54,600	68,600	74,900
Supplies	10,055	11,350	13,850	13,600
Operational	6,016	9,750	10,050	9,750
Utilities	4,186	4,100	4,600	4,600
Capital	22,962	-	-	53,450
<b>Total</b>	<b>731,634</b>	<b>730,350</b>	<b>731,850</b>	<b>808,100</b>

### Personnel Schedule

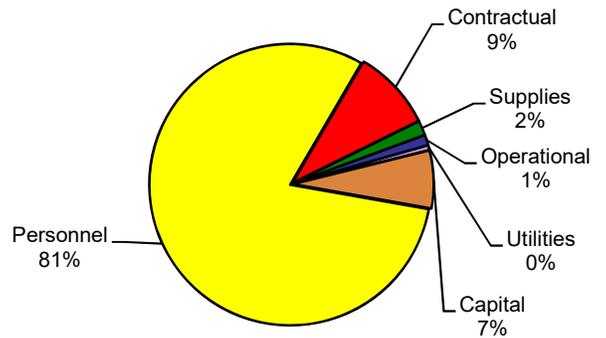
Position	Classification	FY 18 Approved	FY 19 Proposed
Building Official	33	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	203,313	188,950	197,750	202,500
104 SALARIES & WAGES-CLERICAL	95,666	86,500	86,500	88,150
107 SALARIES & WAGES-LABOR	206,846	241,950	219,950	227,950
109 SALARIES & WAGES-OVERTIME	14	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	1,800	3,000	3,000	2,400
114 LONGEVITY PAY	6,106	4,900	5,300	5,400
120 FICA & MEDICARE EXPENSE	38,572	39,600	38,600	39,600
122 T.M.R.S. RETIREMENT EXPENSE	84,422	84,650	82,650	84,800

*PERSONNEL SERVICES Totals*      636,738      650,550      634,750      651,800

*CONTRACTUAL*

213 CONSULTING FEES	3,539	-	14,000	20,000
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<b>Notes:</b>	Plan review services funding
BI utilized a third party to perform plan review services on the Harbor Urban Center Condominiums and the new Reinhardt Elementary School. I'm requesting to budget some funds for future use of third party plan review service providers.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

231 SERVICE MAINTENANCE CONTRACTS	37,380	46,400	46,400	46,400
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,695	2,700	2,700	3,000
246 VEHICLE REPAIRS	8,062	5,000	5,000	5,000

*CONTRACTUAL Totals*      51,676      54,600      68,600      74,900

*SUPPLIES*

301 OFFICE SUPPLIES	1,264	1,250	1,250	1,250
310 PRINTING & BINDING	337	1,250	1,250	1,000
321 UNIFORMS	900	1,250	1,250	1,250
323 SMALL TOOLS	877	1,000	1,000	1,000
331 FUEL & LUBRICANTS	6,445	6,100	8,600	8,600
347 GENERAL MAINTENANCE SUPPLIES	232	500	500	500

*SUPPLIES Totals*      10,055      11,350      13,850      13,600

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,675	2,500	2,500	2,500
415 RECRUITING EXPENSES	53	-	300	-
430 TUITION & TRAINING	2,235	4,000	4,000	4,000
436 TRAVEL	2,054	3,250	3,250	3,250
<i>OPERATIONS Totals</i>	6,016	9,750	10,050	9,750
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,186	4,100	4,600	4,600
<i>UTILITIES Totals</i>	4,186	4,100	4,600	4,600
<i>CAPITAL</i>				
623 VEHICLES	22,962	-	-	53,450

<b>Notes:</b>	<a href="#">New 1/2 ton pickup</a>
Request to purchase a new 1/2 ton pickup to replace a 2006 unit with 83,200 miles. The existing unit has various issues including an oil leak (timing cover/gasket and oil pan gasket) which will cost \$630. Due to the fact that our employee has to add a quart of oil to the vehicle every 3 weeks, our Mechanic suspects the engine may be burning oil as well.	
\$23,500 Vehicle 1,500 Safety lights 1,500 Bed cover 210 Decals \$26,710 Total cost	
Request to purchase a new 1/2 ton pickup to replace a 2005 unit with 58,000 miles. The existing unit has various issues including an electrical short that we have not been able to fix. The short causes the A/C to work sporadically and the instrument panel to go dark.	
\$23,500 Vehicle 1,500 Safety lights 1,500 Bed cover 210 Decals \$26,710 Total cost	
<b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b>	

<i>CAPITAL Totals</i>	22,962	-	-	53,450
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<b>BUILDING INSPECTIONS Totals</b>	<b>731,634</b>	<b>730,350</b>	<b>731,850</b>	<b>808,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

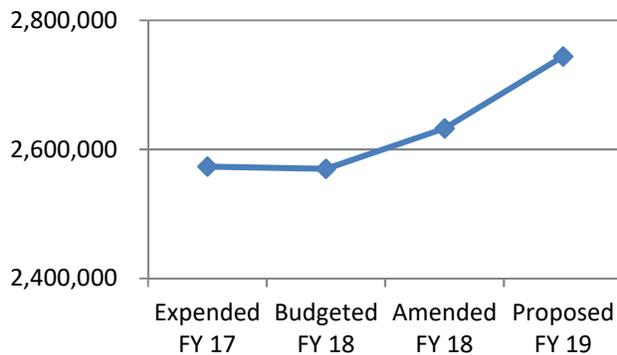
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	974,277	1,019,150	1,017,550	1,070,550
Contractual	601,210	655,500	665,500	669,000
Supplies	497,236	375,200	418,200	438,750
Operational	11,327	11,500	11,750	15,750
Utilities	331,848	328,400	328,400	330,900
Capital	157,567	180,000	191,000	219,150
<b>Total</b>	<b>2,573,465</b>	<b>2,569,750</b>	<b>2,632,400</b>	<b>2,744,100</b>

### Personnel Schedule

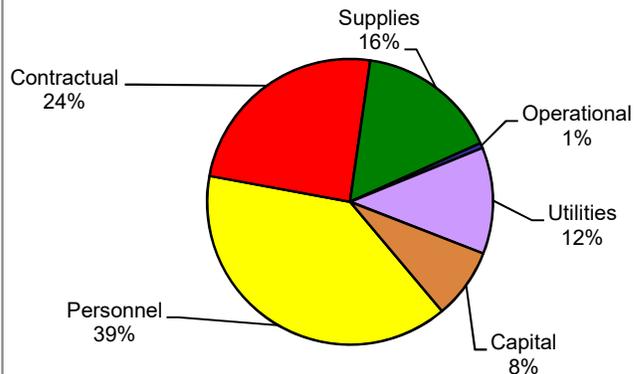
Position	Classification	FY 18 Approved	FY 19 Proposed
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	16	2	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	3
Maintenance Worker II	9	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	67,495	70,950	75,950	84,600
107 SALARIES & WAGES-LABOR	695,615	733,750	719,750	754,650

<b>Notes:</b>	<b>Contracts/Projects Supervisor</b>
<p>Request is to add a grade 17 Contracts and Project Supervisor. The Parks department has approximately \$550,000 in maintenance contracts for maintaining two parks, all City facilities, ROW's, medians and aquatic vegetation management.</p> <p>This person would oversee the scheduling, inspections, and payment duties for all contract functions. This position would also perform monthly safety inspections on 20 playgrounds, and security lighting in all park facilities. This position would greatly improve the quality and consistency of contracted services as well as the safety of park facilities.</p> <p>\$57,250 Salary and Benefits                  1,650 Laptop                  Phone                  Radio</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	<b>Parks Department Reorganization</b>
<p>This request is to reorganize the parks department to effectively meet changing work load demands and improve efficiency, There are two immediate needs that this request addresses.</p> <p>Promote one grade 13 Parks worker to a grade 15 Crew Leader. The primary landscape maintenance crew of 8 employees performs weekly mowing and landscape maintenance for over 460 total park acres that includes 130 acres of irrigated turf, 82,000 square feet of playground surfacing and 12,000 square feet of landscape beds. This crew has one crew leader and is broken up into two groups. One has four workers assigned to the northern parks and trails, the other is assigned three workers to the southern properties.</p> <p>One Crew Leader splits his time supervising and assisting both crews. We are requesting to add a second Crew Leader role, creating two crews of four each with a Crew Leader.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
109 SALARIES & WAGES-OVERTIME	19,579	16,000	25,000	25,000

<b>Notes:</b>	<b>Overtime Increase</b>
<p>\$9,000 - This year's overtime budget was impacted significantly by the flood response to LRE. In addition to the flood event itself, it impacted ballfield preparations for leagues and tournaments along with general park clean up and repair.</p> <p>With the inability to predict how weather events and other factors will impact our need to respond, and along with the increasing number and size of our programs and events, the need to increase overtime is important to our service level.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

113 EDUCATION/CERTIFICATE PAY	300	1,800	1,800	1,800
114 LONGEVITY PAY	7,004	7,800	6,200	7,400
120 FICA & MEDICARE EXPENSE	59,156	61,600	61,600	64,200
122 T.M.R.S. RETIREMENT EXPENSE	125,127	127,250	127,250	132,900
<i>PERSONNEL SERVICES Totals</i>	<u>974,277</u>	<u>1,019,150</u>	<u>1,017,550</u>	<u>1,070,550</u>

**CONTRACTUAL**

213 SERVICE MAINTENANCE CONTRACTS	-	-	-	1,000
237 UNIFORM SERVICE	11,781	15,200	15,200	15,200
240 EQUIPMENT REPAIRS	25,841	19,500	19,500	19,500
242 EQUIPMENT RENTAL & LEASE	5,810	11,800	11,800	11,800
244 BUILDING REPAIRS	23,033	27,700	27,700	27,700
246 VEHICLE REPAIRS	10,298	10,500	20,500	10,500

<b>Notes:</b>	<b>Vehicle Repairs</b>
<p>This year's overage in vehicle repairs was due to replacement of unsafe tires prior to the winter on several vehicles as well as a major transmission repair on Parks Superintendent's Tahoe.</p>	

247 GROUNDS MAINTENANCE	513,143	559,300	559,300	571,800
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<b>Notes:</b>	<b>Backflow Preventers</b>
<p>\$12,500 - This request is for the cost of an outside contractor to provide inspection and repair services to over 100 backflow prevention devices. This task is necessary to continue to be in compliance with state requirements.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

270 WASTE DISPOSAL SERVICE	11,304	11,500	11,500	11,500
<i>CONTRACTUAL Totals</i>	<u>601,210</u>	<u>655,500</u>	<u>665,500</u>	<u>669,000</u>

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

301	OFFICE SUPPLIES	173	150	150	200
310	PRINTING & BINDING	171	200	200	200
323	SMALL TOOLS	20,877	20,500	20,500	20,500
325	SAFETY SUPPLIES	7,916	8,000	8,000	8,000
331	FUEL & LUBRICANTS	27,881	27,000	32,000	32,000
333	CHEMICAL	31,512	31,500	31,500	70,000

<b>Notes:</b>	Turf Management Program
<p>\$38,500 - This request is to establish a consistent and professional turf management program that meets the adopted standards for all 175 acres of City facilities, irrigated medians, and parks. This line item is used for mosquito vector control program, pesticides for trees, shrubs and turf, as well pre-emergent and post-emergent herbicides.</p> <p>The primary herbicide for persistent grassy weeds like Dallis grass and KR Bluestem has been removed from the market. The replacement chemical has a more significant cost but has proven to be effective.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

341	CONSTRUCTION & REPAIR SUP	120,072	78,500	78,500	78,500
347	GENERAL MAINT. SUPPLY	100,106	104,050	104,050	104,050
349	AGRICULTURAL SUPPLIES	157,936	75,000	113,000	95,000

<b>Notes:</b>	Tree and Shrub Replacement
<p>\$25,000 - This request is to transfer tree mitigation funds into the Agriculture Supply account to address any tree and shrub replacement or City initiated planting projects.</p> <p>\$70,000 - The remaining base budget is allocated annually for the following items: spring/summer and fall/winter annual program; tulip bulb program; mulch, soils and aggregates as needed; and fertilizer program to meet adopted standards for 175 acres of City facilities, irrigated parks, and medians.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

350	IRRIGATION SYSTEM SUPPLIES	30,592	30,300	30,300	30,300
<i>SUPPLIES Totals</i>		<u>497,236</u>	<u>375,200</u>	<u>418,200</u>	<u>438,750</u>

*OPERATIONS*

415	RECRUITING EXPENSES	1,167	500	750	500
430	TUITION & TRAINING	4,262	3,500	3,500	7,750

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	Certifications and Training
<p>\$4,250 - Dues, training, and certification exams associated with required training for crew leaders, Harbor technician, irrigator technician, operations supervisor and park superintendent positions.</p> <p>Current superintendent maintains the following certifications not held by previous personnel in that position: Certified Arborist, Master Certified Turf Manager, Licensed Irrigator, certified applicator with Texas Department of Agriculture.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

436 TRAVEL	1,036	2,500	2,500	2,500
480 VOLUNTEER PROGRAM	4,861	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	11,327	11,500	11,750	15,750

*UTILITIES*

507 CELLULAR TELEPHONE	2,491	3,400	3,400	5,900
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<b>Notes:</b>	Communication plan
<p>\$2,500 - Two additional phone reimbursement plans.</p> <p>Among the crew leaders and supervisors, all but one have cell phone reimbursement plans for work related phones. The irrigation technician also needs a phone plan in order to operate a smart phone to control many of our remote irrigation controllers as well access to email for work orders and customer response.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

513 WATER	329,357	325,000	325,000	325,000
<i>UTILITIES Totals</i>	331,848	328,400	328,400	330,900

*CAPITAL*

612 COMPUTER EQUIPMENT	-	-	-	1,650
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<b>Notes:</b>	Computers for Supervisors
<p>\$1,625 - Laptop for Field Operations Supervisor. This position currently uses a terminal server computer in the Service Center breakroom to answer emails, prepare spreadsheets, track inspections and contract workers. The position requires the use of a computer, but the Parks office area does not have connectivity. A laptop would allow both office and field use to perform their job.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	Downtown Music/PA
<p>\$35,000 Wifi based system to play continuous music and to have available for emergency PA announcements during special events. Includes music subscription service with licensing.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

621 FIELD MACHINERY & EQUIPMENT 61,043 103,000 114,000 89,000

<b>Notes:</b>	City Hall Christmas Tree
<p>\$8,975 - This request is to replace the Christmas Tree used at City Hall that is over 30 years old with an 16' tall and 10' wide LED lighted tree with lighted star top. Also requested is lighted garland for the three antique light poles added to the downtown area along SH 205.</p>	
<p>\$10,000 - to replace the current incandescent Christmas lights around the City Hall roofline with permanent LED lights. This will reduce the need to rent a sky track lift each year which causes damage to turf and concrete around the building. Lighting system can change colors remotely from a smart phone.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Equipment
<p>\$57,500 - Replace a 2007 Toro batwing self propelled mower unit with a combination of a Kubota tractor and a Trimaxx pull behind PTO driven unit. The Toro unit is 11 years old and has had significant repairs and has overheating issues.</p>	
<p>The replacement requested provides the following benefits: the tractor used to pull it will have usefulness year round for off-season projects; cutting unit has no electrical or fuel systems to fail and breakdown thus reducing downtime; provides a faster and superior cut to current units; and costs less than the Toro replacement value.</p>	
<p>\$12,500 - Turf renovator is a PTO driven machine pulled behind a small tractor that has multiple uses that improve the safety and quality of infield surfaces, leveling ballfield lips, leveling uneven turf areas, relieving soil compaction and soil preparation for seeding.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
623 VEHICLES	13,863	-	-	79,000

<b>Notes:</b>	<b>Vehicle Replacements</b>
<p>\$48,000 - Replace unit #169 with a four door 1 ton pickup with utility bed and goose neck trailer adapter. Unit 169 is a 2008 four door with 81,000 miles on it. It is used by one of the landscape maintenance crews and tows a large mower, a smaller mower and all the daily equipment needs.</p> <p>\$31,000 - Replace unit #173 with a two door 3/4 ton pickup with standard bed. Unit 173 is a 2005 with 103,000 miles. It is used seven days a week for daily bathroom cleaning and litter/debris removal.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

633 INFRASTRUCTURE IMPROVEMENTS	82,661	77,000	77,000	49,500
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<b>Notes:</b>	<b>Drainage Channel Repair</b>
<p>\$125,000 - Repair and stabilize drainage channel behind Harry Myers Community Center. Channel erosion has increased and is impacting stability of sanitary sewer line that crosses the creek.</p> <p>\$43,000 - Repair cracked wing walls of archway drainage channel that has cracked.</p> <p>\$44,000 - Remove old concrete low water crossing that is crumbling. Once removed the channel erosion will be repaired and stabilized.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

<b>Notes:</b>	<b>Lighting Updates</b>
<p>\$43,000 - to replace 7 light poles at the SH 66 boat ramp with LED fixtures and poles that match the downtown fixtures.</p> <p>\$6,500 - replace outdated light pole at Myers Park near the west pavilion. The proposed pole will match downtown. A new LED fixture will cover a larger area and provide safer coverage near the restroom and pavilion.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

*CAPITAL Totals*      157,567      180,000      191,000      219,150

<b>PARKS Totals</b>	<b>2,573,465</b>	<b>2,569,750</b>	<b>2,632,400</b>	<b>2,744,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

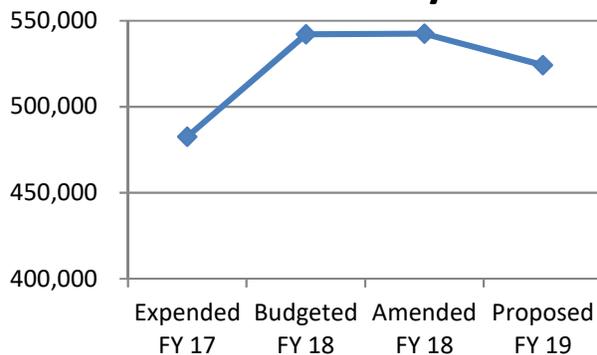
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	117,131	117,300	117,300	122,550
Contractual	127,043	168,800	168,800	169,300
Supplies	58,738	70,000	70,000	78,000
Operational	2,848	4,300	4,650	4,550
Utilities	148,903	165,700	165,700	149,700
Capital	27,917	16,000	16,000	-
<b>Total</b>	<b>482,581</b>	<b>542,100</b>	<b>542,450</b>	<b>524,100</b>

### Personnel Schedule

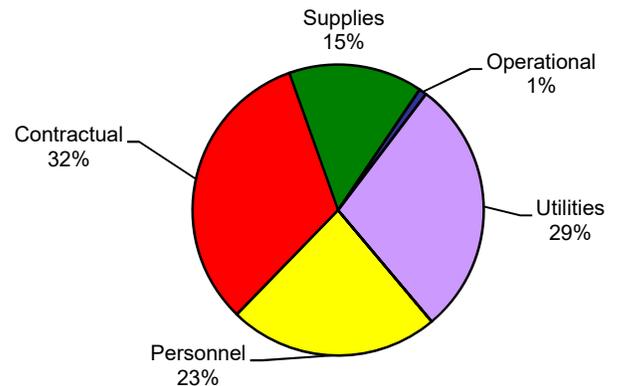
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Harbor Technician	16	1	1
Maintenance Worker II	9	1	1

### Activity Trends

**Financial History**



**FY 19 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

107	SALARIES & WAGES-LABOR	89,298	90,500	90,500	94,650
109	SALARIES & WAGES-OVERTIME	4,504	4,000	4,000	4,000
114	LONGEVITY PAY	900	1,050	1,050	1,150
120	FICA & MEDICARE EXPENSE	6,830	6,900	6,900	7,250
122	T.M.R.S. RETIREMENT EXPENSE	15,600	14,850	14,850	15,500

<i>PERSONNEL SERVICES Totals</i>	<u>117,131</u>	<u>117,300</u>	<u>117,300</u>	<u>122,550</u>
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*CONTRACTUAL*

237	UNIFORM SERVICE	822	2,800	2,800	2,800
240	EQUIPMENT REPAIRS	7,322	7,500	7,500	7,500
242	EQUIPMENT RENTAL & LEASE	3,879	6,000	6,000	6,000
244	BUILDING REPAIRS	24,739	50,000	50,000	31,500

<b>Notes:</b>	<b>LED Light Conversion</b>
<p>\$16,500 - Request is to convert existing lighting at The Harbor from metal halide and halogen to an all LED type lamp and ballast. This project will address safety and trip hazards as a result of frequent light outages as well as reduce the number of outages experienced.</p> <p>\$15,000 - This is the base budget from previous year for building/structure repairs.</p> <p>Total request is for \$31,500</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

245	POOL REPAIR & MAINTENANCE	16,972	25,000	25,000	43,000
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<b>Notes:</b>	<b>Pump Repair</b>
<p>\$18,000 - Estimated cost to repair 30 HP pump that is submerged in the lake and feeds the recirculating waterfall feature. Cost covers two days of crane rental, divers, pump technician and parts.</p> <p>\$25,000 - Base budget for unforeseeable repairs.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

246	VEHICLE REPAIRS	2,775	1,500	1,500	2,500
247	GROUNDS MAINTENANCE	70,533	76,000	76,000	76,000

<i>CONTRACTUAL Totals</i>	<u>127,043</u>	<u>168,800</u>	<u>168,800</u>	<u>169,300</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

323	SMALL TOOLS	2,220	2,000	2,000	2,000
325	SAFETY SUPPLIES	140	500	500	500
331	FUEL & LUBRICANTS	3,776	4,000	4,000	4,500
333	CHEMICAL	15,662	20,000	20,000	20,000
347	GENERAL MAINT. SUPPLES	6,258	7,000	7,000	7,000
349	AGRICULTURAL SUPPLIES	1,313	7,500	7,500	15,000

<b>Notes:</b>	Ongoing Plant Replacement
\$7,500 - Increase to provide funds to replace trees and shrubs as needed. Request to come from Tree Mitigation account.	
CITY MANAGER'S COMMENTS: Approved	

350	IRRIGATION SYSTEM SUPPLIES	610	1,000	1,000	1,000
390	SWIMMING POOL SUPPLIES	28,760	28,000	28,000	28,000

<i>SUPPLIES Totals</i>	<u>58,738</u>	<u>70,000</u>	<u>70,000</u>	<u>78,000</u>
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	75	100	100	-
430	TUITION & TRAINING	-	500	500	500
436	TRAVEL	203	200	550	550
489	HARBOR RENTAL SUPPLIES	2,571	3,500	3,500	3,500

<i>OPERATIONS Totals</i>	<u>2,848</u>	<u>4,300</u>	<u>4,650</u>	<u>4,550</u>
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*UTILITIES*

501	ELECTRICITY	82,127	92,000	72,000	72,000
507	CELLULAR TELEPHONE	1,159	2,700	2,700	2,700
513	WATER	65,617	71,000	91,000	75,000

<i>UTILITIES Totals</i>	<u>148,903</u>	<u>165,700</u>	<u>165,700</u>	<u>149,700</u>
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*CAPITAL*

621	FIELD MACHINERY & EQUIPMENT	-	16,000	16,000	-
623	VEHICLES	27,917	-	-	-

<i>CAPITAL Totals</i>	<u>27,917</u>	<u>16,000</u>	<u>16,000</u>	<u>-</u>
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<b>HARBOR O &amp; M Total</b>	<b>482,581</b>	<b>542,100</b>	<b>542,450</b>	<b>524,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

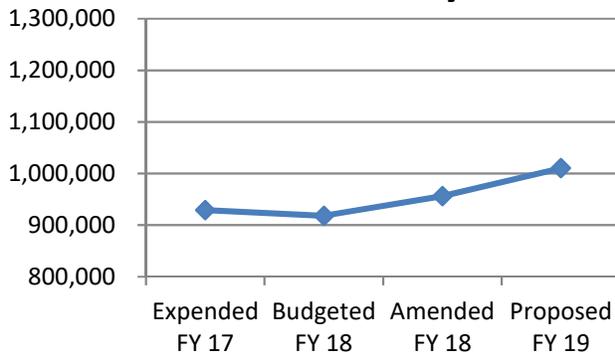
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	669,973	659,750	683,750	718,950
Contractual	51,891	38,550	38,550	41,550
Supplies	56,577	57,550	57,550	61,650
Operational	67,965	76,700	76,700	76,700
Utilities	82,995	63,700	77,700	77,700
Capital	-	22,000	22,000	33,700
<b>Total</b>	<b>929,400</b>	<b>918,250</b>	<b>956,250</b>	<b>1,010,250</b>

### Personnel Schedule

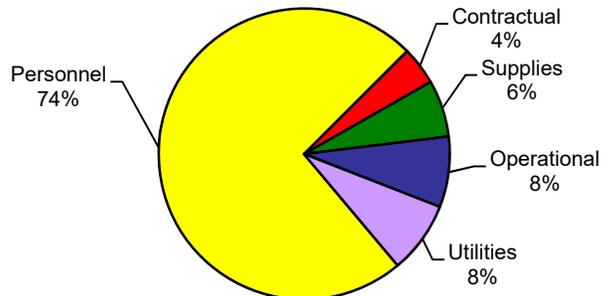
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Parks & Recreation Director		1	1
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

#### Financial History



#### FY 19 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	248,619	267,600	267,600	279,700
104	SALARIES & WAGES-CLERICAL	127,960	131,350	131,350	134,750
107	SALARIES & WAGES-LABOR	183,110	149,750	171,750	189,000

<b>Notes:</b>	<b>Part-time Staff</b>
<p>\$25,500 - Request is to increase the base budget for part time staff due to the increasing number and size of programs, and events. The Recreation Division operates over 20 ongoing music, youth and family programs and events. Also included in this budget is operation of The Center front desk for nights and weekend hours of service; athletic league and tournament field steward staff and three months of aquatic operations staff.</p> <p>\$6,000 - This request is for additional hours associated with an Outdoor Recreation Program Intern. Staff proposes to offer ongoing summer programs to teach youth and families outdoor skills and local ecology. Program will complement the Go Outside and Play initiative, the WILD trailer and Pettinger Preserve land.</p> <p>\$7,500 - This request is for lifeguard incentive pay to remain committed to working until end of August pool season which corresponds to the end of the advertised aquatic offerings - swim lessons, public swim, and rentals. Staff retention has been an ongoing challenge for the last several years.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

109	SALARIES & WAGES-OVERTIME	2,547	2,600	2,600	2,600
113	EDUCATION/CERTIFICATE PAY	600	600	600	600
114	LONGEVITY PAY	1,735	2,100	2,100	2,550
120	FICA & MEDICARE EXPENSE	42,924	40,500	42,500	41,950
122	T.M.R.S. RETIREMENT EXPENSE	62,478	65,250	65,250	67,800

<i>PERSONNEL SERVICES Totals</i>	669,973	659,750	683,750	718,950
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*CONTRACTUAL*

213	CONSULTING FEES	-	3,000	3,000	3,000
231	SERVICE MAINTENANCE CONTRACTS	1,378	7,250	7,250	7,250
239	RECREATION CONTRACTS	5,822	6,000	6,000	6,000
242	EQUIPMENT RENTAL & LEASE	11,137	9,300	9,300	12,300

<b>Notes:</b>	<b>Storage Unit for Supplies</b>
<p>\$3,000 - This request is for annual storage unit rental to store program and event supplies. The current storage options are completely full including closets at The Center. This would free up program space and reduce unsafe clutter at The Center.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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245 POOL REPAIR & MAINTENANCE	29,786	7,000	7,000	7,000
246 VEHICLE REPAIRS	3,767	6,000	6,000	6,000
<i>CONTRACTUAL Totals</i>	51,891	38,550	38,550	41,550

*SUPPLIES*

301 OFFICE SUPPLIES	1,815	2,000	2,000	2,000
307 POSTAGE	88	2,000	2,000	2,000
310 PRINTING & BINDING	12,270	16,500	16,500	16,500
321 UNIFORMS	1,050	2,100	2,100	6,200

<b>Notes:</b>	<b>Uniform Account</b>
<p>\$4,100 - This request reflects the uniform needs of five full time staff, 50 part time staff, aquatics staff and the associated City logo embroidery as required by the IRS regulations.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

331 FUEL & LUBRICANTS	1,728	2,000	2,000	2,000
333 CHEMICAL	12,070	10,000	10,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	3,160	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	12,775	4,000	4,000	4,000
391 RECREATION PROGRAM SUPPLIES	11,622	12,500	12,500	12,500
<i>SUPPLIES Totals</i>	56,577	57,550	57,550	61,650

*OPERATIONS*

406 SPECIAL EVENTS	49,330	57,750	57,750	57,750
410 DUES & SUBSCRIPTIONS	2,015	2,500	2,500	2,500
415 RECRUITING EXPENSES	3,604	2,000	2,000	2,000
428 MEETING EXPENSES	813	1,000	1,000	1,000
430 TUITION & TRAINING	5,833	6,300	6,300	6,300
436 TRAVEL	6,369	7,150	7,150	7,150
<i>OPERATIONS Totals</i>	67,965	76,700	76,700	76,700

*UTILITIES*

501 ELECTRICITY	78,514	60,000	73,000	73,000
507 CELLULAR TELEPHONE	4,482	3,700	4,700	4,700
<i>UTILITIES Totals</i>	82,995	63,700	77,700	77,700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CAPITAL*

610 FURNITURE & FIXTURES	-	22,000	22,000	-
623 VEHICLES	-	-	-	33,700

<b>Notes:</b>	<b>New Recreation Truck</b>
<p>\$33,700 - This request is for an additional truck 1/2 ton heavy duty quad cab with Tommy Lift Gate that would be utilized by Recreation Division staff to load, transport and unload program and event supplies.</p> <p>This truck will also tow the dual axle 16' box supply trailer. Typical items hauled are: bounce house, inflatable archway, sound system, tents, games, tools, etc.</p> <p>This truck would eliminate the need to use the 10 passenger van to haul gear and supplies which damages the interior. Since many of the supplies are heavy, the Tommy Lift Gate will make it safer for staff to load and unload gear.</p> <p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

<i>CAPITAL Totals</i>	-	22,000	22,000	33,700
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<b>RECREATION Total</b>	<b>929,400</b>	<b>918,250</b>	<b>956,250</b>	<b>1,010,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

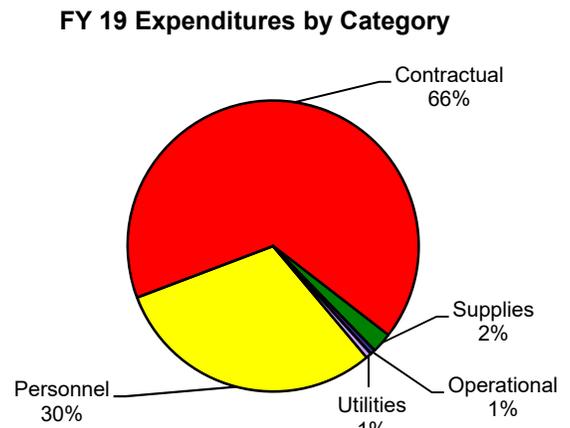
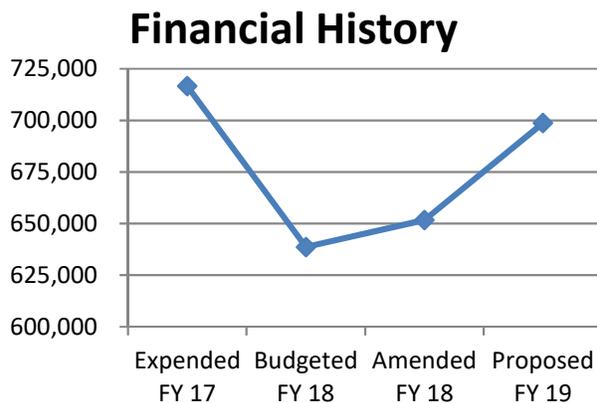
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	195,860	190,900	202,900	195,050
Contractual	431,049	425,500	425,500	425,500
Supplies	8,213	15,900	16,900	14,400
Operational	665	2,550	2,550	3,750
Utilities	3,376	3,800	3,800	3,800
Capital	77,332	-	-	56,150
<b>Total</b>	716,495	638,650	651,650	698,650

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Animal Services Crewleader	16	1	1
Animal Services Officer	12	2	2

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	148,497	146,500	157,300	150,000
109 SALARIES & WAGES-OVERTIME	6,451	5,000	5,000	5,000
114 LONGEVITY PAY	3,640	3,900	3,900	4,050
120 FICA & MEDICARE EXPENSE	11,163	11,300	12,300	11,450
122 T.M.R.S. RETIREMENT EXPENSE	26,109	24,200	24,400	24,550
<i>PERSONNEL SERVICES Totals</i>	195,860	190,900	202,900	195,050

*CONTRACTUAL*

213 CONSULTING FEES	410,472	410,500	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	14,813	7,500	7,500	7,500
237 UNIFORM SERVICE	2,425	3,000	3,000	3,000
240 EQUIPMENT REPAIRS	-	750	750	750
246 VEHICLE REPAIRS	3,251	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	89	250	250	250
<i>CONTRACTUAL Totals</i>	431,049	425,500	425,500	425,500

*SUPPLIES*

301 OFFICE SUPPLIES	310	500	500	500
310 PRINTING & BINDING	941	2,000	2,000	2,000
321 UNIFORMS	-	3,000	3,000	3,000
325 SAFETY SUPPLIES	463	750	750	750
331 FUEL & LUBRICANTS	4,759	4,650	5,650	5,650
347 GENERAL MAINTENANCE SUPPLIES	1,740	5,000	5,000	2,500
<i>SUPPLIES Totals</i>	8,213	15,900	16,900	14,400

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	206	-	-	-
430 TUITION & TRAINING	459	1,500	1,500	2,250

<b>Notes:</b>	Animal Services Training / Travel
Additional funds requested for director to attend annual animal control conference.	
CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	-	1,050	1,050	1,500
<i>OPERATIONS Totals</i>	665	2,550	2,550	3,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	3,376	3,800	3,800	3,800
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<i>UTILITIES Totals</i>	3,376	3,800	3,800	3,800
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*CAPITAL*

612 COMPUTER EQUIPMENT	2,894	-	-	-
621 FIELD MACHINERY & EQUIPMENT	20,490	-	-	-
623 VEHICLES	53,948	-	-	56,150

<b>Notes:</b>	<a href="#">Animal Control Van Replacement</a>
Request to replace 2006 Ford Van Animal Control vehicle with 125,000 miles. Mechanical condition is fair, appearance is poor. Replacement vehicle proposed is a new Ford Van with interior conversion for cages, work lights, safety lights and logos.	
<b>CITY MANAGER'S COMMENTS:</b> <a href="#">Approved from General Fund Reserves</a>	

<i>CAPITAL Totals</i>	77,332	-	-	56,150
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<b>ANIMAL SERVICES Total</b>	<b>716,495</b>	<b>638,650</b>	<b>651,650</b>	<b>698,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

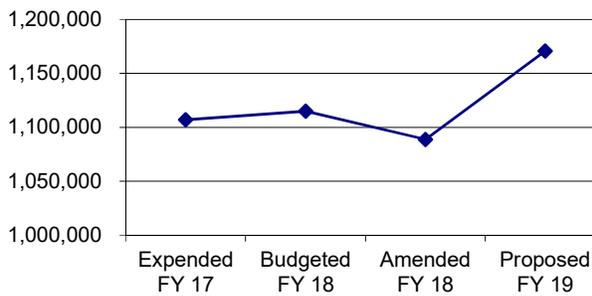
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	860,780	835,900	809,400	831,950
Contractual	172,711	214,450	214,450	285,200
Supplies	17,542	23,450	23,450	19,850
Operational	20,644	23,700	23,800	23,700
Utilities	9,212	10,050	10,050	10,050
Capital	26,146	7,500	7,500	-
<b>Total</b>	1,107,034	1,115,050	1,088,650	1,170,750

### Personnel Schedule

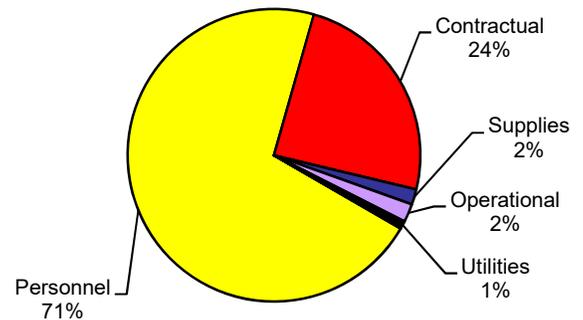
<u>Position</u>	<u>Classification</u>	FY 18 <u>Approved</u>	FY 19 <u>Proposed</u>
Public Works Director/City Engineer	-	1	1
Civil Engineer	28	2	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	165,978	139,000	139,000	148,750
104 SALARIES & WAGES-CLERICAL	231,637	231,400	220,400	223,050
107 SALARIES & WAGES-LABOR	278,849	288,350	279,350	285,500
109 SALARIES & WAGES-OVERTIME	11,975	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	900	900	900	900
114 LONGEVITY PAY	6,546	6,750	4,250	4,800
120 FICA & MEDICARE EXPENSE	50,984	49,750	48,750	49,050
122 T.M.R.S. RETIREMENT EXPENSE	113,912	107,750	104,750	107,900

*PERSONNEL SERVICES Totals*      860,780      835,900      809,400      831,950

*CONTRACTUAL*

213 CONSULTING FEES	147,436	178,000	178,000	247,000
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<b>Notes:</b>	<b>Consulting Fees</b>
<p>The increase in the consulting fee budget item is due to the five year impact fee study along with the master water and sewer update which will need to be completed in 2019. Birkhoff, Hendricks, and Carter has given us an estimate of \$132,000 to update the studies. Some of these studies should be completed in 2017-2018 budget year and the remainder (\$76,000) in 2018-2019 budget year. Additional drainage money to assist the Parks Department with drainage concerns in Myers Park.</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

231 SERVICE MAINTENANCE CONTRACTS	8,197	12,000	12,000	17,000
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<b>Notes:</b>	<b>Service Maintenance Contracts</b>
<p>2019 GIS aerals are being requested to update the GIS maps for the City - \$5,000</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

240 EQUIPMENT REPAIRS	29	600	600	600
242 EQUIPMENT RENTAL & LEASE	2,842	3,500	3,500	3,500
246 VEHICLE REPAIRS	4,456	6,500	6,500	6,500
276 STORMWATER PROGRAM COSTS	9,751	13,850	13,850	10,600

*CONTRACTUAL Totals*      172,711      214,450      214,450      285,200

*SUPPLIES*

301 OFFICE SUPPLIES	1,722	1,800	1,800	1,800
310 PRINTING & BINDING	830	1,500	1,500	1,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
321 UNIFORMS	998	1,050	1,050	1,050
323 SMALL TOOLS	1,326	1,500	1,500	1,500
325 SAFETY SUPPLIES	133	500	500	500
331 FUEL & LUBRICANTS	8,916	10,000	10,000	10,000
341 CONSTRUCTION & REPAIR SUPPLIES	3,500	6,600	6,600	3,000
347 GENERAL MAINTENANCE SUPPLIES	116	500	500	500
<i>SUPPLIES Totals</i>	<u>17,542</u>	<u>23,450</u>	<u>23,450</u>	<u>19,850</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	10,315	8,000	8,000	8,000
415 RECRUITING EXPENSES	327	-	100	-
430 TUITION & TRAINING	2,440	7,000	7,000	7,000
436 TRAVEL	7,562	8,700	8,700	8,700
<i>OPERATIONS Totals</i>	<u>20,644</u>	<u>23,700</u>	<u>23,800</u>	<u>23,700</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	9,212	10,050	10,050	10,050
<i>UTILITIES Totals</i>	<u>9,212</u>	<u>10,050</u>	<u>10,050</u>	<u>10,050</u>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	7,500	7,500	-
623 VEHICLES	26,146	-	-	-
<i>CAPITAL Totals</i>	<u>26,146</u>	<u>7,500</u>	<u>7,500</u>	<u>-</u>
<b>ENGINEERING Totals</b>	<b>1,107,034</b>	<b>1,115,050</b>	<b>1,088,650</b>	<b>1,170,750</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

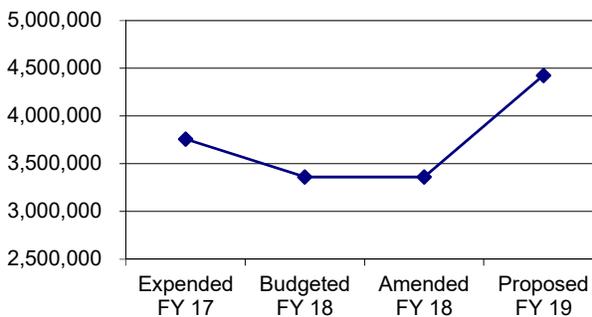
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	718,009	742,900	742,150	771,600
Contractual	163,644	227,050	227,050	270,750
Supplies	2,075,730	1,638,350	1,638,350	2,760,550
Operational	7,559	11,300	11,300	11,500
Utilities	498,820	522,700	522,700	522,700
Capital	294,163	218,650	218,650	87,800
<b>Total</b>	<b>3,757,926</b>	<b>3,360,950</b>	<b>3,360,200</b>	<b>4,424,900</b>

### Personnel Schedule

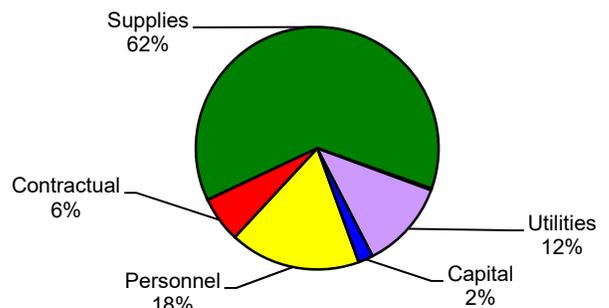
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Superintendent	25	1	1
Field Supervisor	21	1	2
Crew Leader	16	2	1
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	88,021	87,850	87,850	88,050
107 SALARIES & WAGES-LABOR	468,008	491,100	480,100	511,700

<b>Notes:</b>	<b>Stormwater Operations</b>
<p>The position would provide stormwater system inspections and coordinate the maintenance activities for our stormwater system operations. The City of Rockwall is permitted as a small Municipal Separate Storm Sewer System (MS4) and operates under TPDES General Permit No. TXR040278. The addition of this position allows us to implement a storm water system inspection and maintenance plan. Develop programs which follow the established Best Management Practices for Pollution Prevention and Good Housekeeping for our Municipal Operations. The position would oversee and coordinate the proposed Closed Circuit Television Inspections – (CCTV) and the proposed Storm Sewer Cleaning and Repair Program which would be performed by outside contract services.</p> <p>The position would also provide quality control inspections and oversight for the various outside contractors working for the division. The position's duties would consist of coordinating with contractors, franchise utility companies, inspecting all projects, checking elevations/grades, measure completed work, review/calculate pay estimates, interpret contract documents, inspect work zone traffic control, provide construction notices, verify compliance with plans/specifications etc. The streets division utilizes a variety of outside service contractors in its day to day operations. These contractors perform work on such items as asphalt and concrete pavement repairs, sidewalk repairs, pavement lift/stabilization, crack sealing, micro-surfacing, slurry seals, pavement marking, right of way maintenance, debris removal, storm sewer cleaning/repair, grading, street sweeping etc. It is necessary for our division to have the ability to perform visual inspections of our stormwater inlets, pipes and outfall structures as well as providing quality control inspections and oversight for our outside service contractors.</p> <p>\$55,024 Salary and Benefits</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	<b>Technical Field Supervisor</b>
<p>Upgrade the Signs crewleader to the Technical Supervisor position is needed to administer the division's traffic operations systems to include: SCADA system, traffic signals, school zone beacons, pedestrian crosswalk RFBs, pavement markings, and the maintenance of our streets and regulatory signage network. Additional position duties consist of generating and distributing speed data reports, traffic counts, project management, contract management, and other administrative duties necessary to meet the needs of our current traffic operation responsibilities, along with supervising the daily activity of our sign technicians.</p> <p>This position requires extensive computer/technical skills and systems knowledge. This position is comparable to the existing "Tech Supervisor" position currently in the wastewater division of the public works department. Understand and translate technical data. Must be familiar with technical equipment such as modems, programmers, LED technology, solar powered equipment, wiring schematics, Bluetooth capable equipment, cloud capable programs, web based programs, data collection programs, and asset management software. The position is responsible for assisting with the overall operational costs, procurements, and special programs. Must be able to provide accurate cost analysis, administer contracts, manage inventory, and coordinate purchases.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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109 SALARIES & WAGES-OVERTIME	15,276	15,200	25,200	17,200
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Notes:	OVERTIME
Request 20% increase in the general overtime fund from \$10,000 to \$12,000 to cover the cost of increased after hour demands.	
\$5,200 Duty Man/On Call.	
CITY MANAGER'S COMMENTS: Approved	

113 EDUCATION/CERTIFICATE PAY	1,500	2,400	2,400	2,400
114 LONGEVITY PAY	6,560	7,300	7,550	8,250
120 FICA & MEDICARE EXPENSE	43,163	44,300	44,300	45,900
122 T.M.R.S. RETIREMENT EXPENSE	95,481	94,750	94,750	98,100

<i>PERSONNEL SERVICES Totals</i>	718,009	742,900	742,150	771,600
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CONTRACTUAL

213 CONSULTING FEES	-	5,000	5,000	5,000
231 SERVICE MAINTENANCE CONTRACTS	5,145	42,300	42,300	86,000

Notes:	Service Contracts
\$6,240 Verizon Lite Air card Connections for laptops.	
5,700 SCADA System Technical Support	
3,720 SCADA System – Cell Charges for 31 Modems.	
4,000 SCADA System Maintenance miscellaneous supplies and parts for the maintenance and repair of the school light SCADA System.	
4,500 Cloud Access Network “Subscription Fee” for Pole Mounted Radar Signs. Web Director, Cloud Data Collection and Analysis Report Software.	
180 WANCO Mobile Message Signs cell modems	
15,000 The Cityworks maintenance contract for Public Works is \$45,000. This amount is to be budget shared in a 3-way split by the Water, Wastewater and Streets Divisions.	
\$25,000-for Right-of-Way Maintenance - (Tree Trimming). These funds will be used for the maintenance of city right-of-ways. The maintenance will consist of the trimming of low and/or over-hanging tree limbs and shrubs including miscellaneous vegetation (excluding grass) encroaching the roadways.	
CITY MANAGER'S COMMENTS: Approved	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	<b>Stormwater Programs</b>
<p>\$153,500 - Annual Storm Sewer Camera Inspection Program. Closed Circuit Television Inspections – (CCTV) to determine the condition of storm sewer lines. The interior of the pipes are inspected using (CCTV). The camera unit is navigated between the inlet structures and manholes. Analysis of what is viewed in the pipeline is conducted in real time by the camera truck operator. The inspection is also recorded, saved and entered into the Division's GIS system for maintenance purposes: This process can identify sections of pipe that may require cleaning, lining, repair, replacement, etc.</p> <p>To get a baseline of cost for the first year of the inspection program, we considered a 5-year system inspection and cleaning plan. Based on pricing from Acme Utility Inspection Services, Inc. with the average cost of television inspection at \$1.00 per LF. The City wide storm sewer network consists of approximately 766,044 linear feet of storm sewer pipe. 766,044 LF x (\$1.00) divided by 5 yrs. = \$153,208 per year for video inspection not including cleaning.</p> <p>\$70,000 - Annual Storm Sewer Cleaning and Repair Program. The ACME Utility rate for Vector Truck Cleaning is \$185.00 per hr. for 4-hr minimum. While we do not yet know the internal condition of the storm sewer system to be inspected related to cleaning and repair cost, we can assume that there will be a need to budget a significant amount of funding to allow for the cleaning and repair of the issues identified with the camera inspections. At \$185.00 per hr. the daily cleaning rate for the Vector Truck would be \$1,480. Using a baseline cost of \$1,500 per day, the per week cost (\$1,500x5 = \$7,500). We are budgeting for 30 full days (6-weeks) of pipe cleaning at \$1,500 per day/\$7,500 per week at a projected cleaning cost of \$45,000. It will also be necessary to budget funds for any miscellaneous system repairs that may be discovered during the camera inspection process. This total includes \$30,000 for miscellaneous storm sewer system repairs.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

237	UNIFORM SERVICE	6,697	9,550	9,550	9,550
240	EQUIPMENT REPAIRS	22,520	42,000	42,000	42,000
242	EQUIPMENT RENTAL & LEASE	2,465	5,000	5,000	5,000
246	VEHICLE REPAIRS	24,892	25,000	25,000	25,000
270	WASTE DISPOSAL SERVICE	101,925	98,000	98,000	98,000
271	LANDFILL MAINTENANCE	-	200	200	200
	<i>CONTRACTUAL Totals</i>	<u>163,644</u>	<u>227,050</u>	<u>227,050</u>	<u>270,750</u>

*SUPPLIES*

301	OFFICE SUPPLIES	200	500	500	500
310	PRINTING & BINDING	136	500	500	500
323	SMALL TOOLS	10,971	11,100	11,100	11,100
325	SAFETY SUPPLIES	4,032	6,000	6,000	6,000
331	FUEL & LUBRICANTS	29,685	30,000	30,000	30,000
333	CHEMICAL	15,499	15,500	15,500	15,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
341 CONSTRUCTION & REPAIR SUPPLIES	1,480,589	1,400,000	1,400,000	2,524,950

<b>Notes:</b>	ADA Transition Plan
<p>\$244,000 - Year 1 of 5 Year ADA Transition Plan Americans with Disabilities Act (ADA) Transition Plan. The Plan is to be used to bring related deficiencies within the Rights-of-Way into compliance with the (ADA). Staff has identified approximately 500 applicable locations where barrier free ramps are listed as fair, poor, or non-existent. We are requesting funds to begin year (1) of a five-year plan to bring the identified locations into compliance with (ADA) Standards</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	Construction Supplies
<p>\$525,000 - Asphalt Street Repair/ Reclamation/ Mill &amp; Overlay / Maintenance Overlay</p> <p>\$150,000 - Miscellaneous Asphalt Pavement Repairs - To cover miscellaneous asphalt street sectional repairs at various locations as determined.</p> <p>\$40,000 - Preservative Surface Treatments - Budget funds to be used for preservative surface treatments such as Slurry Seals, Micro surfacing and Reclamite Rejuvenators.</p> <p>\$100,000 - Pavement Preservation Crack Seal Program – The funds will be used to crack seal asphalt streets, concrete streets and alleys.</p> <p>\$48,000 - Springer Road/Mims Road – Dust Control Program - The funds will be used to place RD Prime (Dust Control) over the unpaved driving sections of Mims Road and Springer Road. These funds will cover the cost to treat the unpaved road surface 3-times each per year primarily in the Spring, Summer and Fall.</p> <p>\$400,000 - Concrete Repairs - Miscellaneous streets. This account will cover concrete pavement segmental repairs.</p> <p>\$100,000 - Miscellaneous Sidewalk Repairs - Miscellaneous sidewalk repairs and trip hazards at various locations.</p> <p>\$100,000 - Pavement Lift and Stabilization The pavement lifting process uses polyurethane foam injections to re-level concrete slabs in street and alley pavements sections that have become uneven. The foam injections are also used to eliminate ponding and to reestablish drainage flow. This funding will also address miscellaneous locations as needed.</p> <p>\$25,000 - Miscellaneous Sidewalk Repair (Mud-Jacking) - Lifting and leveling uneven sidewalks.</p> <p>\$50,000 - Pavement Marking - Maintain and upgrade pavement markings on various roadways throughout town. The pavement markings consist of traffic lane striping, raised buttons, directional arrows, turn lanes, stop blocks etc.</p> <p>\$180,000 - Construction Materials and Supplies - Staff Operations - These supplies/materials include, hot mix asphalt, cold mix asphalt, asphalt tac, concrete, rock, flexbase, gravel and other miscellaneous material used for in-house construction and maintenance activities.</p> <p>\$300,000 Concrete alley repairs specifically utilizing Republic Waste ROW fees to begin a program to rehabilitate failing alley segments.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	Facility Parking Lot Rehab
<p>\$92,200 The City purchased and constructed the south parking lot at the Police Department several years ago. This request is to resurface and stripe the parking lot on Washington Street where both employee and police vehicles are parked.</p> <p>\$39,750 - Repave Community Center Drive - west entrance to Myers Park leading to the pool and community center.</p> <p>\$375,000 - Service Center Pavement Repairs - funds for the replacement of the failed asphalt pavement at the Service Center. Phase (A) will consist of removing the existing asphalt pavement located directly behind the entry gates of the service yard back to the front of building D. the asphalt pavement will be replace with 8" reinforced concrete pavement.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

347	GENERAL MAINT. SUPPLIES	8,676	7,500	7,500	10,000
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<b>Notes:</b>	General Maintenance Supplies
<p>\$10,000 - Request the adjustment of this account up from \$7,500 to \$10,000. This account is used to purchase general miscellaneous items that do not necessarily fall into any other budgeted categories. Purchased out of this account are: Trash bags, screws, nuts, bolts, small batteries, buckets, brushes, hand cleaners, towels, tape, extension cords etc.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>		<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
384	DRAINAGE SYSTEM REPAIR SUPPLIES	19,955	20,000	20,000	20,000
392	SIGNS AND SIGNALS	505,988	142,250	142,250	137,000

<b>Notes:</b>	Signs and Signals
<p>\$12,000 - Rapid Flashing Pedestrian Crossing System New RISD School Building (College and Career Academy) The RRFB (Rectangular Rapid Flashing Beacon) is a rectangular shaped, high intensity signal head, which flashes in a wig-wag, rapid flickering pattern. The alternating signals provide direct, ultra-bright concentration as well as wide-angle intensity. The beacons are pedestrian activated by push button. We are requesting to place RRFB,s at the proposed school zone crossing for John King Blvd at Trailview Drive. John King Blvd is a multi-lane divided major collector. Funds for this request are available from the fines generated by a fee added to traffic tickets in school zones.</p> <p>\$25,000 Crosswalk flashing-beacons at either end of Shores Park.</p> <p>\$60,000-Street and Regulatory Signs/Signals-This budget amount is used for the day to day maintenance and repair of our streets and regulatory sign network. Funding from this account covers the maintenance, repair and replacement costs of our school zone beacon network (31-flashing beacons) along with our flashing pedestrian crosswalk systems. Materials purchased out of this budget include, the replacement of random street and regulatory signage, sign blanks, sign poles (conventional and decorative), mounting brackets, street sign mounting crosses etc. This account a covers the cost of miscellaneous special signage projects for other city departments/divisions. and the periodic purchase of overhead signage at traffic signal locations. This budget is also used to for the bulk purchase of pre-fabricated signs with outsourced production including fixtures, mounts and poles.</p> <p>\$40,000 Contract Services - Sign Fabrication Strategic Sign Replacement Program High Intensity Prismatic sheeting on .080 aluminum street signs have an average durability lifespan of 10 years. By working off a grid system, the signs will systematically be replaced with new signs allowing the older signs to be rotated out of the inventory.</p> <p><b>CITY MANAGER'S COMMENTS: Approved, Crosswalks will be from General Fund Reserves</b></p>	

393	STREET LIGHTING SUPPLIES	-	5,000	5,000	5,000
	<i>SUPPLIES Totals</i>	<u>2,075,730</u>	<u>1,638,350</u>	<u>1,638,350</u>	<u>2,760,550</u>

*OPERATIONS*

410	DUES & SUBSCRIPTIONS	869	700	700	900
415	RECRUITING EXPENSES	117	-	-	-
430	TUITION & TRAINING	3,480	5,600	5,600	5,600
436	TRAVEL	3,093	5,000	5,000	5,000
	<i>OPERATIONS Totals</i>	<u>7,559</u>	<u>11,300</u>	<u>11,300</u>	<u>11,500</u>

*UTILITIES*

504	STREET LIGHTING	493,802	515,750	515,750	515,750
507	CELLULAR TELEPHONE	5,019	6,950	6,950	6,950
	<i>UTILITIES Totals</i>	<u>498,820</u>	<u>522,700</u>	<u>522,700</u>	<u>522,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>CAPITAL</i>				
610 FURNITURE & FIXTURES	-	-	-	7,800

<b>Notes:</b>	Furniture and Fixtures
<p>\$7,800 - Supervisor/Crew Leader Work Stations                  The streets division - supervisors/crew leaders need to be equipped with office furniture and workstations. The current office furniture consist of one old desk and two makeshift fold up tables that are used for desks. We are requesting the instillation of pre-fabricated work stations, so that these employees are equipped with standard workstations containing filing cabinets and desk drawers with an open and functional working surface.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

612 COMPUTER EQUIPMENT	-	2,800	2,800	-
621 FIELD MACHINERY & EQUIPMENT	89,551	99,600	99,600	34,000

<b>Notes:</b>	Field Machinery & Equipment
<p>\$7,000 - 20 ft. Emergency Response/Special Event Trailer - The proposed trailer will be used to house and transport the Kubota utility vehicle along with traffic cones and other traffic control devices. This unit will be used by the Streets division when setting up large scale work zone traffic control where a substantial amount of traffic cones and advanced warning signs are required to be placed over a large area or extended distance. This trailer will also serve as a self-contained emergency traffic control unit when larger scale emergency traffic control is necessary.</p> <p>\$27,000 - Heavy Equipment Transport Trailer The proposed heavy duty trailer would be used to transport the John Deere rubber tire loader. Prior to the purchase of 12-14 yd. Kenworth dump truck, we lacked the capability to tow equipment of this size and weight (33,000 lbs.) This “tag along” trailer provides a 50,000 lb. load capacity and will facilitate the transport of the rubber tire loader. The rubber tire loader now has to be driven open road to each jobsite, often in traffic, using a shadow vehicle to follow it.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

623 VEHICLES	204,612	116,250	116,250	46,000
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<b>Notes:</b>	Additions to Fleet
<p>New Additions to Fleet – Vehicles for Proposed Employees</p> <p>\$30,000 - 2018/2019 Extended Cab equipped with headache rack, computer stand, tool box, safety lights for proposed Technical Supervisor – Signs and Signals/Traffic Operations. This vehicle will be used by the new position if approved.</p> <p>\$30,000 - 2018/2019 Extended Cab equipped with headache rack, computer stand, tool box, safety lights for proposed Stormwater Operations Coordinator/Contract Services Inspector This vehicle will be used by the new position if approved.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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Notes:	Replacement Vehicles
\$105,000-Replace 2002 Ford F-650 Dump Truck(Unit ST-158-02)-Proposed Replacement unit: 2018-2019 6-8 yard dump body w/6 yard sand spreader.	
This truck has had several costly mechanical issues within the last four years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc.	
\$180,000-Replace 2006 Ford F-650 Brush Truck (Unit ST-144-06). Proposed Replacement Unit: 2018/2019 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple.	
The existing truck has had mechanical issues that include electrical issues a/c issues. The vehicle is often out of service due to electrical issues.	
\$57,500 - Replace - 2009 Ford F-250 Ex Cab with Utility Bed – (Unit ST-150- 09) - Proposed Replacement Unit – 2018/2019 Ford F-450 Extended Cab Service Truck with 3000 lb remote control RKI crane needed for sign pole operations	
This truck has had mechanical issues within the last 1-2 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage.	
\$46,000 - Replace 2008 Ford F-450 Crew Cab Utility Bed – (Unit ST-142- 08) - Proposed Replacement Unit – 2018/2019 Ford F-450 Extended Cab Service Truck.	
This truck has had mechanical issues within the last 3-4 years, fuel injectors, turbo charger, tune up, breaks, a/c unit etc. This unit also has high mileage.	
CITY MANAGER'S COMMENTS: Replacement of the F250 is Approved from General Fund Reserves, remaining requests are Disapproved.	

*CAPITAL Totals*      294,163      218,650      218,650      87,800

<b>STREETS Totals</b>	<b>3,757,926</b>	<b>3,360,950</b>	<b>3,360,200</b>	<b>4,424,900</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** July 30, 2018  
**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District is still finalizing the increase for treated water for 2019. Initial projections supplied by the District show the increase to be about 10% from the current 2.78 to 3.06 per thousand gallons of treated water. A recent email from the District indicated they were working on some changes which might result in a slight decrease from that rate. We do not have an idea when the actual rate will be released. The District has previously established a long-range rate model and it was incorporated into the City's most recent rate study which is being finished now.

The charges for Wastewater treatment by the District is increasing from the original 2018 budget by more than 63% due to projects which are being done at the Mesquite Regional Plant and the City's increased flow into that plant.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past several years and while consumption was low for many years we have rebounded this year and have set a new minimum with the District under their minimum take or pay contract. We will know our new minimum later next week but expect it to be at least 15% more than the current minimum set back in 2011.

The City raised rates effective January 1, 2017 and held off raising rates in 2018, opting instead to undertake an outside rate study in order to have estimates for the next several years. The consultant is finishing his work now and will make a presentation to staff on Monday August 6<sup>th</sup> so we will have that information for Council at the worksession. The proposed budget assumes a 10% rate increase as a placeholder at this time.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2014 and which is being updated at this time as well. These rates are designed to completely cover our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase based on study findings. The wholesale contracts with Blackland and RCH were extended at the end of 2014 and both expire at the end of 2019 unless renewed. The City of Heath's contract with Rockwall provides for rate increases as NTMWD adjusts the District's rate to member cities and includes a minimum take provision which was implemented in FY2017. Heath will likely come within just a few million gallons of setting a new minimum.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Revenues	24,626,265	24,482,100	27,060,600	29,538,000
Operating Expenses	17,912,544	19,050,950	19,733,250	24,135,650
Operating Income (Loss)	6,713,721	5,431,150	7,327,350	5,402,350
Non-Operating Revenues	1,943,940	1,093,200	1,618,200	1,465,000
Non-Operating Expenses	4,225,334	3,765,200	3,765,200	5,119,850
Non-Operating Income (Loss)	(2,281,394)	(2,672,000)	(2,147,000)	(3,654,850)
Net Income (Loss) Before Transfers	4,432,329	2,759,150	5,180,350	1,747,500
Net Transfers In (Out)	(986,650)	(1,015,050)	(1,015,050)	(1,023,100)
Net Income (Loss)	3,445,679	1,744,100	4,165,300	724,400
Working Capital - Beginning	2,059,881	950,336	5,505,560	9,670,860
Working Capital - Ending	5,505,560	2,694,436	9,670,860	10,395,260

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Available Operating Revenues:					
4601	Retail Water Sales	13,443,511	13,333,850	14,901,350	16,390,000
4603	Sewer Charges	7,092,057	7,308,400	7,708,400	8,400,000
4605	Pretreatment Charges	41,349	18,000	44,000	53,000
4609	HHW Fees	114,451	100,000	121,000	125,000
4610	Penalties	288,948	220,000	330,000	250,000
4611	Portable Meter Sales	117,559	20,000	97,000	100,000
Total Utility Sales		21,097,876	21,000,250	23,201,750	25,318,000
4622	RCH Water Sales	1,202,372	1,032,350	1,182,350	1,300,000
4632	Blackland Water Sales	714,542	701,450	821,450	903,000
4640	Mclendon Chisholm Sewer	22,327	7,000	14,000	15,000
4650	City of Heath Water Sales	1,388,659	1,564,050	1,664,050	1,830,000
Total Contract Sales		3,327,899	3,304,850	3,681,850	4,048,000
4660	Water Taps	149,892	120,000	120,000	120,000
4662	Sewer Taps	29,898	35,000	35,000	30,000
4665	Meter Rental Fees	20,700	22,000	22,000	22,000
Total Other Receipts		200,490	177,000	177,000	172,000
<b>Total Operating Revenues</b>		<b>24,626,265</b>	<b>24,482,100</b>	<b>27,060,600</b>	<b>29,538,000</b>
Available Non-Operating Revenues					
4001	Interest Earnings	100,444	50,000	85,000	85,000
4010	Auction/Scrap Proceeds	44,582	5,000	5,000	15,000
4019	Miscellaneous	6,278	15,000	15,000	15,000
4450	Land Sales	265,455	-	-	-
4480	Tower Leases	236,847	188,200	238,200	200,000
4670	Water Impact Fees	982,499	625,000	825,000	700,000
4672	Sewer Impact Fees	307,835	210,000	450,000	450,000
Total Non-Operating Revenue		1,943,940	1,093,200	1,618,200	1,465,000
<b>Total Available Revenues</b>		<b>26,570,205</b>	<b>25,575,300</b>	<b>28,678,800</b>	<b>31,003,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Transfers In				
From Bond Funds	-	-	-	-
Operating Transfers Out				
To General Fund	-	-	-	-
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	50,000	55,000	55,000	55,000
To Vehicle Replacement Fund	25,000	50,000	50,000	50,000
To Tech Replacement Fund	11,650	10,050	10,050	18,100
<b>Total Transfers Out</b>	<b>986,650</b>	<b>1,015,050</b>	<b>1,015,050</b>	<b>1,023,100</b>
<b>Net Operating Transfers</b>				
<b>In (Out)</b>	<b>(986,650)</b>	<b>(1,015,050)</b>	<b>(1,015,050)</b>	<b>(1,023,100)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,140,107	1,155,700	1,175,450	1,212,050
63 Water Operations	10,570,006	11,492,800	11,421,600	14,465,800
67 Sewer Operations	6,202,431	6,402,450	7,136,200	8,457,800
Total Dept. Expenses	17,912,544	19,050,950	19,733,250	24,135,650
Non Operating Expenses				
62 Long Term Debt	4,225,334	3,765,200	3,765,200	5,119,850
Total Non-Operating Expenses	4,225,334	3,765,200	3,765,200	5,119,850
<b>Total Expenses</b>	<b>22,137,878</b>	<b>22,816,150</b>	<b>23,498,450</b>	<b>29,255,500</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Debt Service	4,225,334	3,765,200	3,765,200	5,119,850
<b>Total</b>	<b>4,225,334</b>	<b>3,765,200</b>	<b>3,765,200</b>	<b>5,119,850</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	2,181	10,000	10,000	10,000
0752 BOND - PRINCIPAL	2,490,000	1,761,000	1,761,000	3,211,000
0754 BOND - INTEREST	1,192,085	1,424,200	1,424,200	1,332,000
0772 NTMWD - PRINCIPAL	331,191	346,650	346,650	373,350
0774 NTMWD - INTEREST	209,877	223,350	223,350	193,500
<b>Debt Service TOTAL . . . . .:</b>	<b>4,225,334</b>	<b>3,765,200</b>	<b>3,765,200</b>	<b>5,119,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

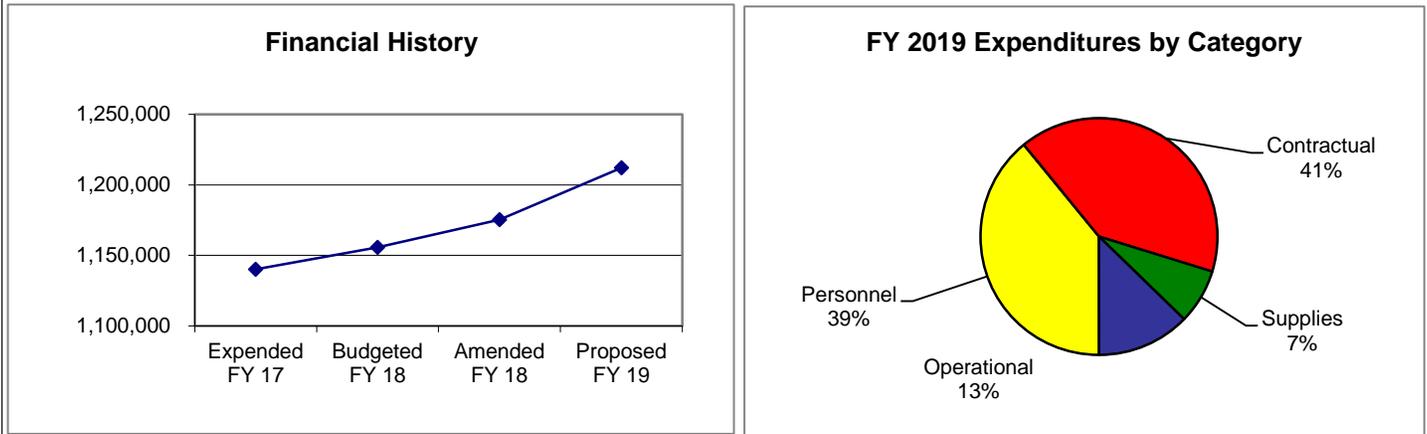
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	433,723	439,350	439,100	473,750
Contractual	406,666	491,250	491,250	493,200
Supplies	88,605	90,800	90,800	90,800
Operational	211,113	134,300	154,300	154,300
<b>Total</b>	<b>1,140,107</b>	<b>1,155,700</b>	<b>1,175,450</b>	<b>1,212,050</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Utility Billing Supervisor	22	1	1
Crewleader	16	1	1
Customer Service Representative	12	3	3
Meter Technician	11	3	3

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	77,485	75,850	75,850	75,850
104	SALARIES & WAGES-CLERICAL	105,134	107,250	107,250	120,200
107	SALARIES & WAGES-LABOR	162,856	166,350	166,350	180,950
109	SALARIES & WAGES-OVERTIME	405	500	500	500
113	EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114	LONGEVITY PAY	3,690	4,250	4,000	4,450
120	FICA & MEDICARE EXPENSE	26,008	26,750	26,750	28,900
122	T.M.R.S. RETIREMENT EXPENSE	56,944	57,200	57,200	61,700

<i>PERSONNEL SERVICES Totals</i>	433,723	439,350	439,100	473,750
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*CONTRACTUAL*

210	AUDITING	13,000	20,000	20,000	20,000
217	IT SERVICE	28,693	36,000	36,000	28,750
223	INSURANCE-SURETY BONDS	200	200	200	200
225	INSURANCE-AUTOMOBILES	20,026	27,500	27,500	30,250
227	INSURANCE-REAL PROPERTY	33,994	39,400	39,400	45,000
228	INSURANCE-CLAIMS & DEDUCTIBLES	14,313	25,000	25,000	25,000
229	INSURANCE-LIABILITY	30,629	31,000	31,000	28,000
231	SERVICE MAINTENANCE CONTRACTS	260,896	297,050	297,050	305,000

<b>Notes:</b>	<b>Current Contracts</b>
\$ 49,600 Tyler Billing Software 6,500 Master Meter Handhelds 1,500 Neopost Postage Machine 115,000 Dataprose Billing Printing Service 125,000 Credit Card Processing Fees 5,000 Check Scanner 2,400 Itron (LRE) Meter Reading Device  CITY MANAGER'S COMMENTS: Approved	

235	BANK CHARGES	-	5,000	5,000	5,000
240	EQUIPMENT REPAIRS	-	1,000	1,000	1,000
242	EQUIPMENT RENTAL & LEASE	4,915	9,100	9,100	5,000
<i>CONTRACTUAL Totals</i>		406,666	491,250	491,250	493,200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,446	1,800	1,800	1,800
307 POSTAGE	78,926	80,000	80,000	80,000
310 PRINTING & BINDING	7,280	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	952	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	88,605	90,800	90,800	90,800

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	61	300	300	300
415 RECRUITING EXPENSES	43	-	-	-
430 TUITION & TRAINING	1,927	2,000	2,000	2,000
436 TRAVEL	1,960	2,000	2,000	2,000
450 BAD DEBT EXPENSE	123,293	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE	83,829	100,000	120,000	120,000
<i>OPERATIONS Totals</i>	211,113	134,300	154,300	154,300

<b>BILLING SERVICES Totals</b>	<b>1,140,107</b>	<b>1,155,700</b>	<b>1,175,450</b>	<b>1,212,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

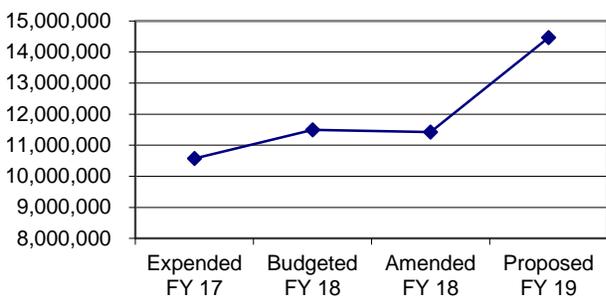
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	949,335	957,550	887,850	1,053,200
Contractual	8,595,690	9,692,600	9,700,600	12,628,950
Supplies	368,347	457,200	457,200	457,200
Operational	18,623	15,900	16,400	15,900
Utilities	340,890	290,550	280,550	280,550
Capital	297,122	79,000	79,000	30,000
<b>Total</b>	10,570,006	11,492,800	11,421,600	14,465,800

### Personnel Schedule

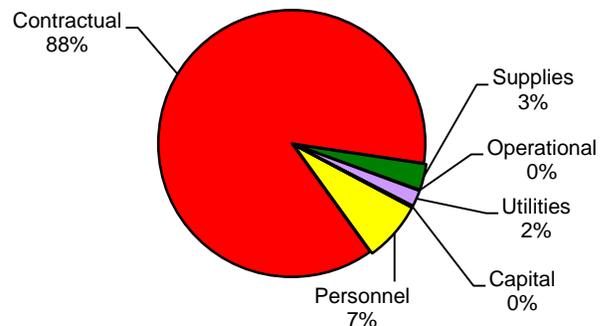
Position	Classification	FY 18 Approved	FY 19 Proposed
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	16	2	2
Water Quality Technician	12	2	2
Equipment Operator	13	1	1
Production Technician I	11	2	2
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	177,798	175,750	175,750	177,950
104 SALARIES & WAGES-CLERICAL	54,019	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	444,646	487,450	417,450	561,900
109 SALARIES & WAGES-OVERTIME	80,773	60,000	60,000	60,000
113 EDUCATION/CERTIFICATE PAY	3,000	3,600	3,600	3,600
114 LONGEVITY PAY	6,280	7,150	7,450	8,300
120 FICA & MEDICARE EXPENSE	57,298	54,850	54,850	60,550
122 T.M.R.S. RETIREMENT EXP.	125,520	117,300	117,300	129,450

<i>PERSONNEL SERVICES Totals</i>	949,335	957,550	887,850	1,053,200
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*CONTRACTUAL*

211 LEGAL	44,622	50,000	58,000	50,000
213 CONSULTING FEES	3,230	20,000	20,000	20,000
231 SERVICE-MAINT. CONTRACTS	60,605	53,200	53,200	68,450

<b>Notes:</b>	New Software and Services
Cityworks maintenance and support renewal for work order system shared by the Wastewater and Streets Divisions of Public Works. (Split with Wastewater and Streets) \$45,000 divided by 3 = \$15,000.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

237 UNIFORM SERVICE	8,183	15,400	15,400	15,000
240 EQUIPMENT REPAIRS	12,845	13,000	13,000	13,000
242 EQUIPMENT RENTAL & LEASE	8,226	16,000	16,000	10,000
244 BUILDING REPAIRS	1,864	15,000	15,000	15,000

<b>Notes:</b>	Addition of Structures
3,500 sf. cover to protect pipe, fitting, and equipment \$35,900 416 sf. structure to hoist and store additional sand spreaders \$13,300 4,500 sf. cover for heavy equipment \$48,530	
<b>CITY MANAGER'S COMMENTS: Disapproved</b>	

246 VEHICLE REPAIRS	32,265	28,000	28,000	28,000
270 WASTE DISPOSAL SERVICE	6,841	10,000	10,000	10,000
280 STATE PERMITS	38,962	49,500	49,500	49,500
281 METER REPAIR & REPLACEMENT	3,420	12,000	12,000	12,000
287 WATER PURCHASES	8,282,578	9,259,850	9,259,850	11,996,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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288 WATERLINE REPAIR & REPLAC	16,325	70,000	70,000	195,000
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<b>Notes:</b>	Design, Repair and Replacement
Misc. = \$70,000 Services for design of water line replacement projects = \$125,000	
CITY MANAGER'S COMMENTS: Approved	

289 RESERVOIR MAINT. & REPAIR	75,723	80,650	80,650	147,000
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<b>Notes:</b>	Dismantle Boydston Water Tower
With the completion of the North Country Water Tower, the Boydston Water Tower was taken out of service. Boydston Water Tower is unsightly and needs painting. The estimated cost to sandblast and repaint the tower is \$600,000 to \$700,000. Dismantling the water tower is more cost effective with an estimate of \$200,000 for the demolition of the structure and makes sense since it is unusable in our system as it is now configured.	
Mounted on the tower are several communication antennas owned by cellular providers who pay rental fees to City. These antennas will move to the adjacent communication tower. A consultant evaluated the communications tower and determined it could hold the extra weight with a view upgrades estimated to cost of \$41,200.	
Dismantle Boydston water tower \$200,000 Upgrades to communication tower \$41,200	
CITY MANAGER'S COMMENTS: Disapproved	

<b>Notes:</b>	Maintenance and Upgrades
\$51,000 Rebuild water pumps 11,800 Tank inspection and Cleanings, 13,350 Replace motor starters / VFD's for pumps 5,550 Flow meter replacement on #4 pump at East Side 14,850 Heath Street Pump station pump control valve rebuild 11,960 East Side Pump station control valves rebuild 9,030 East Side 700 PLC upgrade and rewiring 7,820 Heath Street PLC upgrade and rewiring 4,500 Southside Tower Chlorine Analyzer 3,996 Springer Tower – replace security lights in parking lot 13,000 Miscellaneous repairs (Unexpected repairs to motors, pumps or electrical components)	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	8,595,690	9,692,600	9,700,600	12,628,950
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,344	2,550	2,550	2,550
310 PRINTING & BINDING	391	2,000	2,000	2,000
323 SMALL TOOLS	34,650	34,850	34,850	34,850
325 SAFETY SUPPLIES	3,931	8,000	8,000	8,000
331 FUEL & LUBRICANTS	43,349	42,300	42,300	42,300
333 CHEMICAL	6,656	13,500	13,500	13,500
335 PROPANE	10,565	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUP	49,124	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY	11,984	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY	8,836	11,000	11,000	11,000
381 WATER PIPE FITTINGS	49,505	50,000	50,000	50,000
382 METER SUPPLIES	148,013	190,000	190,000	190,000
<i>SUPPLIES Totals</i>	<u>368,347</u>	<u>457,200</u>	<u>457,200</u>	<u>457,200</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,480	2,400	2,400	2,400
415 RECRUITING EXPENSES	666	-	500	-
430 TUITION & TRAINING	12,518	8,500	8,500	8,500
436 TRAVEL	2,959	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	<u>18,623</u>	<u>15,900</u>	<u>16,400</u>	<u>15,900</u>

*UTILITIES*

501 ELECTRICITY	331,795	280,000	270,000	270,000
507 CELLULAR TELEPHONE	4,690	6,050	6,050	6,050
508 TELEPHONE SERVICE	4,405	4,500	4,500	4,500
<i>UTILITIES Totals</i>	<u>340,890</u>	<u>290,550</u>	<u>280,550</u>	<u>280,550</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CAPITAL*

621 FIELD MACHINERY & EQUIPMENT	66,083	26,000	26,000	-
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<b>Notes:</b>	<b>New Equipment</b>
Grand LX - Valve Maintenance Trailer	
<p>When valves are not accessible or operable, crews have to close more valves to isolate a line to make a repair which requires more time for the crews to isolate lines. Some of the impacts of not having a good valve exercise program are more customers without service, the buildup of tuberculation, and the potential for increased property damage.</p> <p>This machine is needed to ensure valves are operable and accessible. With the combination valve and hydro-excavation machine, the Water Division of Public Works would start a valve exercise program. Having such a program would allow the division to identify problem valves, collect information on the valves (including GPS) and locate missing valves.</p> <p>The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine. \$75,000</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

623 VEHICLES	231,039	53,000	53,000	30,000
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<b>Notes:</b>	<b>1/2 Ton Truck</b>
<p>Replace unit 114 with a 1/2 ton extended cab truck. This unit was an older vehicle acquired from another department. Unit 114 is a 2004 Ford Ranger with 99,861 miles uses oil, and the AC does not work correctly.</p> <p>Total replacement cost with emergency lights, headache rack, and toolboxes \$30,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>CAPITAL Totals</i>	<u>297,122</u>	<u>79,000</u>	<u>79,000</u>	<u>30,000</u>
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<b>WATER OPERATIONS Totals</b>	<b>10,570,006</b>	<b>11,492,800</b>	<b>11,421,600</b>	<b>14,465,800</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

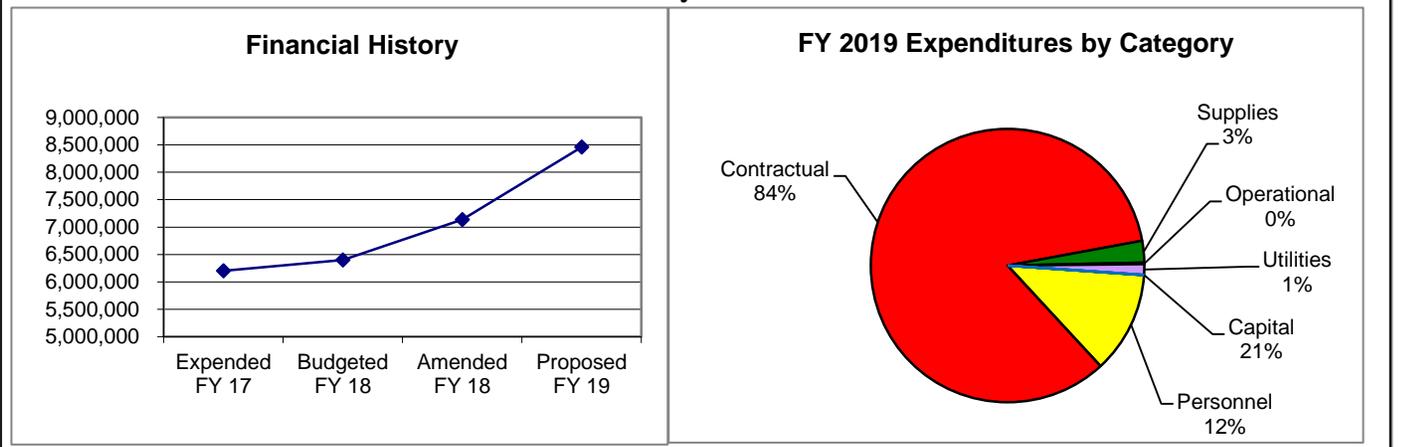
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	822,572	884,200	807,200	1,016,650
Contractual	4,328,168	5,167,850	6,002,250	7,100,500
Supplies	182,996	197,950	202,950	218,000
Operational	10,572	14,450	15,800	14,650
Utilities	101,259	136,400	106,400	106,400
Capital	756,864	1,600	1,600	1,600
<b>Total</b>	6,202,431	6,402,450	7,136,200	8,457,800

### Personnel Schedule

Position	Classification	FY 18 Approved	FY 19 Proposed
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	16	2	2
FOG Agent	15	1	1
Production Technician II	14	1	2
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	5

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	149,285	147,350	163,350	140,950
107 SALARIES & WAGES-LABOR	426,271	507,550	403,550	613,500

<b>Notes:</b>	<b>Maintenance Worker</b>
<p>The Wastewater Division is requesting the addition of a Maintenance Worker. The new Maintenance Worker is needed to allow for two individuals to operate the current jet truck and assist with service calls.</p> <p>\$37,100 Salary 2,000 Radio \$39,100 Total</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	<b>Production Technician</b>
<p>The Production Division is requesting the addition of a pump technician. This individual would focus on scheduled preventative and predictive maintenance of the 76 wastewater pumps and 15 water pumps.</p> <p>\$52,383 Salary and Benefits 2,000 Radio</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

109 SALARIES & WAGES-OVERTIME	82,106	60,000	81,000	70,000
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<b>Notes:</b>	<b>Overtime Increase</b>
<p>Over the past four years, Wastewater has exceeded the overtime budgeted. The trend over the four-year period indicates an increase from \$60,000 to \$70,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

113 EDUCATION/CERTIFICATE PAY	1,500	3,600	3,600	3,600
114 LONGEVITY PAY	6,825	7,700	6,700	7,500
120 FICA & MEDICARE EXPENSE	47,596	50,350	47,350	57,700
122 T.M.R.S. RETIREMENT EXPENSE	108,989	107,650	101,650	123,400

<i>PERSONNEL SERVICES Totals</i>	<u>822,572</u>	<u>884,200</u>	<u>807,200</u>	<u>1,016,650</u>
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*CONTRACTUAL*

213 CONSULTING FEES	42,974	50,000	50,000	50,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
231 SERVICE-MAINT. CONTRACTS	104,447	177,200	177,200	210,550

<b>Notes:</b>	<b>Mowing Contract for Easements</b>
<p>A sewer employee currently maintains the easements associated with the aerial crossings and sewer force mains. The tractor he uses needs replaced and his time would be better spent on sewer line maintenance tasks.</p> <p>In addition, the utility easements behind the homes in LRE is not well maintained and accessing the water and sewer lines in the easements is very difficult.</p> <p>We propose to contract for both of these services - the estimate cost for the aerial crossings is \$27,000 annually and the LRE easements is \$10,000. This will not allow for mowing on a regular cycle during the growing season but should provide clean-up about 5 times during the season.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	5,988	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	15,827	16,000	30,000	20,000

<b>Notes:</b>	<b>Equipment Repair Increase</b>
<p>Over the past four years, wastewater has exceeded the equipment repair budgeted. The trend over the four-year period indicates an increase from \$16,000 to \$19,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

242 EQUIPMENT RENTAL & LEASE	13,778	10,000	10,000	10,000
246 VEHICLE REPAIRS	29,858	21,600	28,000	25,000

<b>Notes:</b>	<b>Vehicle Repair Increase</b>
<p>Over the past four years, wastewater has exceeded the vehicle repair budgeted. The trend over the four-year period indicates an increase from \$21,600 to \$25,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

279 INDUSTRIAL PRE-TREATMENT	40,868	53,750	57,750	60,300
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
282 LIFT STATION MAINTENANCE	183,621	128,550	128,550	201,250

<b>Notes:</b>	<b>Lift Station Upgrades</b>
<p>Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed. \$20,000.</p> <p>Upgrade existing lift station fencing. Currently, 7 lift stations fencing do not meet TCEQ requirements. We propose to upgrade three stations per year until all stations meet compliance standards.</p> <p>Community Building Lift Station \$17,200.                  Kroger Lift Station \$26,800                  Justin Lift Station \$17,200</p> <p>Re - Line Lift Station Wet Wells                  FM 3097 #1 Lift Station \$43,550                  Fontana Ranch Lift Station \$11,480                  Preserve Lift Station \$15,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

284 SEWER LINE REPAIR REPLACEMENT	54,888	184,650	184,650	326,250
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<b>Notes:</b>	<b>Improvements and maintenance</b>
<p>Dukes Chemical Root Control \$15,500                  Wastewater infrastructure improvements \$125,000                  Miscellaneous \$50,000</p> <p>\$135,738 Evaluation of 119,423 LF of sewer pipe to include:</p> <ul style="list-style-type: none"> <li>• Inspect 362 manhole inspections</li> <li>• Smoke testing</li> <li>• Dye flooding</li> <li>• Evaluate data collected from City's cleaning and CCTV crews</li> <li>• Analysis of any defects</li> <li>• Mapping</li> <li>• Cost estimates for repair or rehab</li> <li>• Final report</li> </ul> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

285 SQUABBLE TREATMENT PLANT	307,639	461,850	431,850	520,350
286 BUFFALO CREEK TREATMENT PLANT	1,233,800	1,691,700	1,391,700	1,805,800
292 REGIONAL WASTEWATER SYSTEM	2,294,480	2,357,850	3,497,850	3,856,300
<i>CONTRACTUAL Totals</i>	4,328,168	5,167,850	6,002,250	7,100,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

301 OFFICE SUPPLIES	636	1,500	1,500	1,500
323 SMALL TOOLS	13,713	15,300	15,300	30,350

<b>Notes:</b>	<b>New Items</b>
\$ 5,000 Add pressure washer to Crane Truck	
10,060 Tractor Camera Wheels set of 6" and 8"	
CITY MANAGER'S COMMENTS: Approved	

325 SAFETY SUPPLIES	4,818	11,400	11,400	11,400
331 FUEL & LUBRICANTS	30,015	34,000	39,000	39,000
333 CHEMICAL	2,140	7,900	7,900	7,900
341 CONSTRUCTION & REPAIR SUPPLIES	112,376	89,000	89,000	89,000
347 GENERAL MAINTENANCE SUPPLIES	12,264	16,250	16,250	16,250
385 LIFT STATION SUPPLIES	7,033	22,600	22,600	22,600

<i>SUPPLIES Totals</i>	182,996	197,950	202,950	218,000
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,801	2,150	2,150	2,150
415 RECRUITING EXPENSES	53	-	1,350	200
430 TUITION & TRAINING	8,045	8,500	8,500	8,500
436 TRAVEL	673	3,800	3,800	3,800

<i>OPERATIONS Totals</i>	10,572	14,450	15,800	14,650
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*UTILITIES*

501 ELECTRICITY	97,098	130,000	100,000	100,000
507 CELLULAR TELEPHONE	4,161	6,400	6,400	6,400

<i>UTILITIES Totals</i>	101,259	136,400	106,400	106,400
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	1,600	1,600	1,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	677,436	391,200	391,200	240,500

<b>Notes:</b>	<b>Heavy Equipment</b>
<p>Cat Model 305 E Compact Excavator and Trailer The compact excavator will replace a 2003 backhoe with 4,212 hours. The Water Division added a compact excavator to its fleet that allowed for excavation in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment.</p> <p>Cat Model 305 E Compact Excavator and Trailers Model 12TST \$ 85,250.00</p> <p>JOHN DEERE 5075E Utility Tractor The tractor will replace a 1981 Ford 3610 tractor that is in poor condition. Wastewater Division will use the tractor to mow easements to gain easy access to aerial crossings and sewer mains in remote locations. \$31,500.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	<b>New Generators</b>
<p>On Site Generators Lift Stations - Amity, Castle Ridge, and Chevy House Currently, the City has 42 lift stations, with only 21 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lessen the chances of having an adverse impact on personal property and the environment we are requesting to add three generators this year.</p> <p>Amity Lift Station \$73,000 Castle Ridge Lift Station \$89,000 Chevy House Lift Station \$78,500</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

623 VEHICLES	79,428	155,650	155,650	-
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<b>Notes:</b>	<b>Vacuum Truck</b>
<p>Vacuum Truck V 390/1000 L H A -P Currently, the Wastewater Division is using a 2002 jet truck for service calls when unstopping sewer lines. The jet truck is not equipped with a vac unit to remove debris that has broken loose from inside the sewer lines. The crew has to use a catch baskets or a 2001 vacuum trailer to remove the debris from the system. When the vac trailer is used, it requires another truck and crew members to operate.</p> <p>If this new piece of equipment is approved, the Wastewater Division will decommission the 16-year-old jet truck and 17-year-old vac trailer. These two pieces of equipment are prone to breaking down in a critical situation which requires the cleaning and camera crew to halt their operations and assist with the current combination vac and jet unit purchased in 2015 - 2016 budget year.</p> <p>Vacuum Truck V 390/1000 = \$384,500.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

CAPITAL Totals      756,864                      1,600                      1,600                      1,600

<b>SEWER OPERATIONS Totals</b>	<b>6,202,431</b>	<b>6,402,450</b>	<b>7,136,200</b>	<b>8,457,800</b>
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## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Revenues	24,626,265	24,482,100	27,060,600	29,538,000
Operating Expenses	17,912,544	19,050,950	19,733,250	24,135,650
Operating Income (Loss)	6,713,721	5,431,150	7,327,350	5,402,350
Non-Operating Revenues	1,943,940	1,093,200	1,618,200	1,465,000
Non-Operating Expenses	4,225,334	3,765,200	3,765,200	5,119,850
Non-Operating Income (Loss)	(2,281,394)	(2,672,000)	(2,147,000)	(3,654,850)
Net Income (Loss) Before Transfers	4,432,329	2,759,150	5,180,350	1,747,500
Net Transfers In (Out)	(986,650)	(1,015,050)	(1,015,050)	(1,023,100)
Net Income (Loss)	3,445,679	1,744,100	4,165,300	724,400
Working Capital - Beginning	2,059,881	950,336	5,505,560	9,670,860
Working Capital - Ending	5,505,560	2,694,436	9,670,860	10,395,260

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Available Operating Revenues:					
4601	Retail Water Sales	13,443,511	13,333,850	14,901,350	16,390,000
4603	Sewer Charges	7,092,057	7,308,400	7,708,400	8,400,000
4605	Pretreatment Charges	41,349	18,000	44,000	53,000
4609	HHW Fees	114,451	100,000	121,000	125,000
4610	Penalties	288,948	220,000	330,000	250,000
4611	Portable Meter Sales	117,559	20,000	97,000	100,000
<b>Total Utility Sales</b>		<b>21,097,876</b>	<b>21,000,250</b>	<b>23,201,750</b>	<b>25,318,000</b>
4622	RCH Water Sales	1,202,372	1,032,350	1,182,350	1,300,000
4632	Blackland Water Sales	714,542	701,450	821,450	903,000
4640	Mclendon Chisholm Sewer	22,327	7,000	14,000	15,000
4650	City of Heath Water Sales	1,388,659	1,564,050	1,664,050	1,830,000
<b>Total Contract Sales</b>		<b>3,327,899</b>	<b>3,304,850</b>	<b>3,681,850</b>	<b>4,048,000</b>
4660	Water Taps	149,892	120,000	120,000	120,000
4662	Sewer Taps	29,898	35,000	35,000	30,000
4665	Meter Rental Fees	20,700	22,000	22,000	22,000
<b>Total Other Receipts</b>		<b>200,490</b>	<b>177,000</b>	<b>177,000</b>	<b>172,000</b>
<b>Total Operating Revenues</b>		<b>24,626,265</b>	<b>24,482,100</b>	<b>27,060,600</b>	<b>29,538,000</b>
Available Non-Operating Revenues					
4001	Interest Earnings	100,444	50,000	85,000	85,000
4010	Auction/Scrap Proceeds	44,582	5,000	5,000	15,000
4019	Miscellaneous	6,278	15,000	15,000	15,000
4450	Land Sales	265,455	-	-	-
4480	Tower Leases	236,847	188,200	238,200	200,000
4670	Water Impact Fees	982,499	625,000	825,000	700,000
4672	Sewer Impact Fees	307,835	210,000	450,000	450,000
<b>Total Non-Operating Revenue</b>		<b>1,943,940</b>	<b>1,093,200</b>	<b>1,618,200</b>	<b>1,465,000</b>
<b>Total Available Revenues</b>		<b>26,570,205</b>	<b>25,575,300</b>	<b>28,678,800</b>	<b>31,003,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Transfers In				
From Bond Funds	-	-	-	-
Operating Transfers Out				
To General Fund	-	-	-	-
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	50,000	55,000	55,000	55,000
To Vehicle Replacement Fund	25,000	50,000	50,000	50,000
To Tech Replacement Fund	11,650	10,050	10,050	18,100
<b>Total Transfers Out</b>	<b>986,650</b>	<b>1,015,050</b>	<b>1,015,050</b>	<b>1,023,100</b>
<b>Net Operating Transfers</b>				
<b>In (Out)</b>	<b>(986,650)</b>	<b>(1,015,050)</b>	<b>(1,015,050)</b>	<b>(1,023,100)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,140,107	1,155,700	1,175,450	1,212,050
63 Water Operations	10,570,006	11,492,800	11,421,600	14,465,800
67 Sewer Operations	6,202,431	6,402,450	7,136,200	8,457,800
Total Dept. Expenses	17,912,544	19,050,950	19,733,250	24,135,650
Non Operating Expenses				
62 Long Term Debt	4,225,334	3,765,200	3,765,200	5,119,850
Total Non-Operating Expenses	4,225,334	3,765,200	3,765,200	5,119,850
Total Expenses	22,137,878	22,816,150	23,498,450	29,255,500

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Debt Service	4,225,334	3,765,200	3,765,200	5,119,850
<b>Total</b>	<b>4,225,334</b>	<b>3,765,200</b>	<b>3,765,200</b>	<b>5,119,850</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	2,181	10,000	10,000	10,000
0752 BOND - PRINCIPAL	2,490,000	1,761,000	1,761,000	3,211,000
0754 BOND - INTEREST	1,192,085	1,424,200	1,424,200	1,332,000
0772 NTMWD - PRINCIPAL	331,191	346,650	346,650	373,350
0774 NTMWD - INTEREST	209,877	223,350	223,350	193,500
<b>Debt Service TOTAL . . . . .:</b>	<b>4,225,334</b>	<b>3,765,200</b>	<b>3,765,200</b>	<b>5,119,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

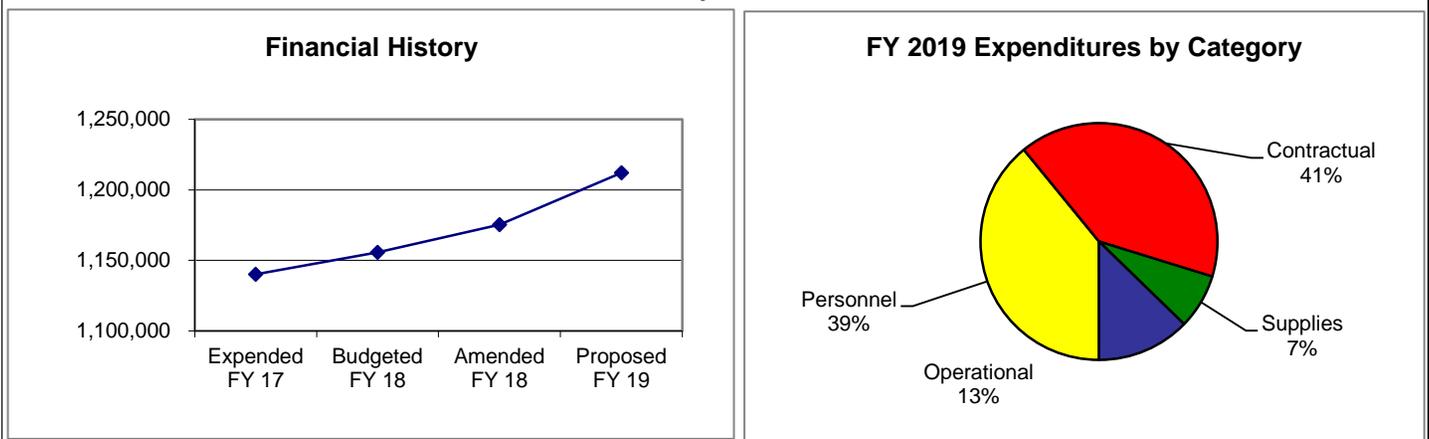
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	433,723	439,350	439,100	473,750
Contractual	406,666	491,250	491,250	493,200
Supplies	88,605	90,800	90,800	90,800
Operational	211,113	134,300	154,300	154,300
<b>Total</b>	<b>1,140,107</b>	<b>1,155,700</b>	<b>1,175,450</b>	<b>1,212,050</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Utility Billing Supervisor	22	1	1
Crewleader	16	1	1
Customer Service Representative	12	3	3
Meter Technician	11	3	3

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	77,485	75,850	75,850	75,850
104	SALARIES & WAGES-CLERICAL	105,134	107,250	107,250	120,200
107	SALARIES & WAGES-LABOR	162,856	166,350	166,350	180,950
109	SALARIES & WAGES-OVERTIME	405	500	500	500
113	EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114	LONGEVITY PAY	3,690	4,250	4,000	4,450
120	FICA & MEDICARE EXPENSE	26,008	26,750	26,750	28,900
122	T.M.R.S. RETIREMENT EXPENSE	56,944	57,200	57,200	61,700

<i>PERSONNEL SERVICES Totals</i>	433,723	439,350	439,100	473,750
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*CONTRACTUAL*

210	AUDITING	13,000	20,000	20,000	20,000
217	IT SERVICE	28,693	36,000	36,000	28,750
223	INSURANCE-SURETY BONDS	200	200	200	200
225	INSURANCE-AUTOMOBILES	20,026	27,500	27,500	30,250
227	INSURANCE-REAL PROPERTY	33,994	39,400	39,400	45,000
228	INSURANCE-CLAIMS & DEDUCTIBLES	14,313	25,000	25,000	25,000
229	INSURANCE-LIABILITY	30,629	31,000	31,000	28,000
231	SERVICE MAINTENANCE CONTRACTS	260,896	297,050	297,050	305,000

<b>Notes:</b>	<b>Current Contracts</b>
\$ 49,600 Tyler Billing Software 6,500 Master Meter Handhelds 1,500 Neopost Postage Machine 115,000 Dataprose Billing Printing Service 125,000 Credit Card Processing Fees 5,000 Check Scanner 2,400 Itron (LRE) Meter Reading Device  CITY MANAGER'S COMMENTS: Approved	

235	BANK CHARGES	-	5,000	5,000	5,000
240	EQUIPMENT REPAIRS	-	1,000	1,000	1,000
242	EQUIPMENT RENTAL & LEASE	4,915	9,100	9,100	5,000
<i>CONTRACTUAL Totals</i>		406,666	491,250	491,250	493,200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,446	1,800	1,800	1,800
307 POSTAGE	78,926	80,000	80,000	80,000
310 PRINTING & BINDING	7,280	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	952	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	88,605	90,800	90,800	90,800

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	61	300	300	300
415 RECRUITING EXPENSES	43	-	-	-
430 TUITION & TRAINING	1,927	2,000	2,000	2,000
436 TRAVEL	1,960	2,000	2,000	2,000
450 BAD DEBT EXPENSE	123,293	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE	83,829	100,000	120,000	120,000
<i>OPERATIONS Totals</i>	211,113	134,300	154,300	154,300

<b>BILLING SERVICES Totals</b>	<b>1,140,107</b>	<b>1,155,700</b>	<b>1,175,450</b>	<b>1,212,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

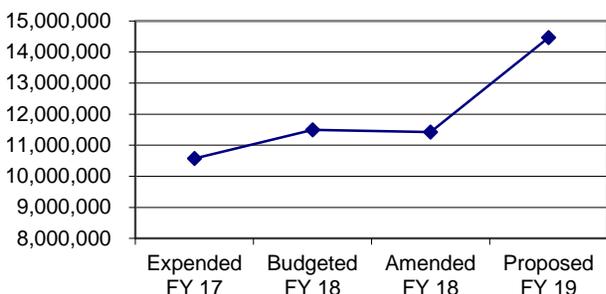
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	949,335	957,550	887,850	1,053,200
Contractual	8,595,690	9,692,600	9,700,600	12,628,950
Supplies	368,347	457,200	457,200	457,200
Operational	18,623	15,900	16,400	15,900
Utilities	340,890	290,550	280,550	280,550
Capital	297,122	79,000	79,000	30,000
<b>Total</b>	10,570,006	11,492,800	11,421,600	14,465,800

### Personnel Schedule

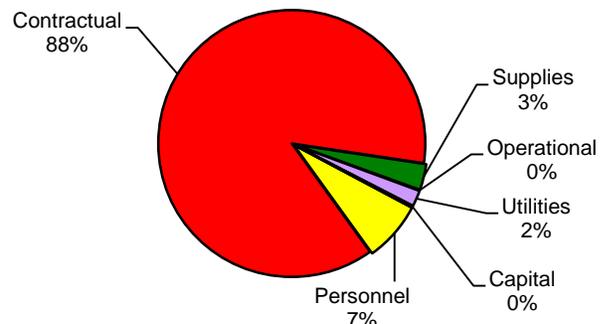
Position	Classification	FY 18 Approved	FY 19 Proposed
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	16	2	2
Water Quality Technician	12	2	2
Equipment Operator	13	1	1
Production Technician I	11	2	2
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	177,798	175,750	175,750	177,950
104 SALARIES & WAGES-CLERICAL	54,019	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	444,646	487,450	417,450	561,900
109 SALARIES & WAGES-OVERTIME	80,773	60,000	60,000	60,000
113 EDUCATION/CERTIFICATE PAY	3,000	3,600	3,600	3,600
114 LONGEVITY PAY	6,280	7,150	7,450	8,300
120 FICA & MEDICARE EXPENSE	57,298	54,850	54,850	60,550
122 T.M.R.S. RETIREMENT EXP.	125,520	117,300	117,300	129,450

*PERSONNEL SERVICES Totals*      949,335      957,550      887,850      1,053,200

*CONTRACTUAL*

211 LEGAL	44,622	50,000	58,000	50,000
213 CONSULTING FEES	3,230	20,000	20,000	20,000
231 SERVICE-MAINT. CONTRACTS	60,605	53,200	53,200	68,450

<b>Notes:</b>	New Software and Services
Cityworks maintenance and support renewal for work order system shared by the Wastewater and Streets Divisions of Public Works. (Split with Wastewater and Streets) \$45,000 divided by 3 = \$15,000.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

237 UNIFORM SERVICE	8,183	15,400	15,400	15,000
240 EQUIPMENT REPAIRS	12,845	13,000	13,000	13,000
242 EQUIPMENT RENTAL & LEASE	8,226	16,000	16,000	10,000
244 BUILDING REPAIRS	1,864	15,000	15,000	15,000

<b>Notes:</b>	Addition of Structures
3,500 sf. cover to protect pipe, fitting, and equipment \$35,900 416 sf. structure to hoist and store additional sand spreaders \$13,300 4,500 sf. cover for heavy equipment \$48,530	
<b>CITY MANAGER'S COMMENTS: Disapproved</b>	

246 VEHICLE REPAIRS	32,265	28,000	28,000	28,000
270 WASTE DISPOSAL SERVICE	6,841	10,000	10,000	10,000
280 STATE PERMITS	38,962	49,500	49,500	49,500
281 METER REPAIR & REPLACEMENT	3,420	12,000	12,000	12,000
287 WATER PURCHASES	8,282,578	9,259,850	9,259,850	11,996,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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288 WATERLINE REPAIR & REPLAC	16,325	70,000	70,000	195,000
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<b>Notes:</b>	Design, Repair and Replacement
Misc. = \$70,000 Services for design of water line replacement projects = \$125,000	
CITY MANAGER'S COMMENTS: Approved	

289 RESERVOIR MAINT. & REPAIR	75,723	80,650	80,650	147,000
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<b>Notes:</b>	Dismantle Boydston Water Tower
With the completion of the North Country Water Tower, the Boydston Water Tower was taken out of service. Boydston Water Tower is unsightly and needs painting. The estimated cost to sandblast and repaint the tower is \$600,000 to \$700,000. Dismantling the water tower is more cost effective with an estimate of \$200,000 for the demolition of the structure and makes sense since it is unusable in our system as it is now configured.	
Mounted on the tower are several communication antennas owned by cellular providers who pay rental fees to City. These antennas will move to the adjacent communication tower. A consultant evaluated the communications tower and determined it could hold the extra weight with a view upgrades estimated to cost of \$41,200.	
Dismantle Boydston water tower \$200,000 Upgrades to communication tower \$41,200	
CITY MANAGER'S COMMENTS: Disapproved	

<b>Notes:</b>	Maintenance and Upgrades
\$51,000 Rebuild water pumps 11,800 Tank inspection and Cleanings, 13,350 Replace motor starters / VFD's for pumps 5,550 Flow meter replacement on #4 pump at East Side 14,850 Heath Street Pump station pump control valve rebuild 11,960 East Side Pump station control valves rebuild 9,030 East Side 700 PLC upgrade and rewiring 7,820 Heath Street PLC upgrade and rewiring 4,500 Southside Tower Chlorine Analyzer 3,996 Springer Tower – replace security lights in parking lot 13,000 Miscellaneous repairs (Unexpected repairs to motors, pumps or electrical components)	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	8,595,690	9,692,600	9,700,600	12,628,950
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,344	2,550	2,550	2,550
310 PRINTING & BINDING	391	2,000	2,000	2,000
323 SMALL TOOLS	34,650	34,850	34,850	34,850
325 SAFETY SUPPLIES	3,931	8,000	8,000	8,000
331 FUEL & LUBRICANTS	43,349	42,300	42,300	42,300
333 CHEMICAL	6,656	13,500	13,500	13,500
335 PROPANE	10,565	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUP	49,124	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY	11,984	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY	8,836	11,000	11,000	11,000
381 WATER PIPE FITTINGS	49,505	50,000	50,000	50,000
382 METER SUPPLIES	148,013	190,000	190,000	190,000

<i>SUPPLIES Totals</i>	368,347	457,200	457,200	457,200
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,480	2,400	2,400	2,400
415 RECRUITING EXPENSES	666	-	500	-
430 TUITION & TRAINING	12,518	8,500	8,500	8,500
436 TRAVEL	2,959	5,000	5,000	5,000

<i>OPERATIONS Totals</i>	18,623	15,900	16,400	15,900
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*UTILITIES*

501 ELECTRICITY	331,795	280,000	270,000	270,000
507 CELLULAR TELEPHONE	4,690	6,050	6,050	6,050
508 TELEPHONE SERVICE	4,405	4,500	4,500	4,500

<i>UTILITIES Totals</i>	340,890	290,550	280,550	280,550
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CAPITAL*

621 FIELD MACHINERY & EQUIPMENT	66,083	26,000	26,000	-
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<b>Notes:</b>	<b>New Equipment</b>
Grand LX - Valve Maintenance Trailer	
<p>When valves are not accessible or operable, crews have to close more valves to isolate a line to make a repair which requires more time for the crews to isolate lines. Some of the impacts of not having a good valve exercise program are more customers without service, the buildup of tuberculation, and the potential for increased property damage.</p> <p>This machine is needed to ensure valves are operable and accessible. With the combination valve and hydro-excavation machine, the Water Division of Public Works would start a valve exercise program. Having such a program would allow the division to identify problem valves, collect information on the valves (including GPS) and locate missing valves.</p> <p>The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine. \$75,000</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

623 VEHICLES	231,039	53,000	53,000	30,000
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<b>Notes:</b>	<b>1/2 Ton Truck</b>
<p>Replace unit 114 with a 1/2 ton extended cab truck. This unit was an older vehicle acquired from another department. Unit 114 is a 2004 Ford Ranger with 99,861 miles uses oil, and the AC does not work correctly.</p> <p>Total replacement cost with emergency lights, headache rack, and toolboxes \$30,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>CAPITAL Totals</i>	<u>297,122</u>	<u>79,000</u>	<u>79,000</u>	<u>30,000</u>
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<b>WATER OPERATIONS Totals</b>	<b>10,570,006</b>	<b>11,492,800</b>	<b>11,421,600</b>	<b>14,465,800</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

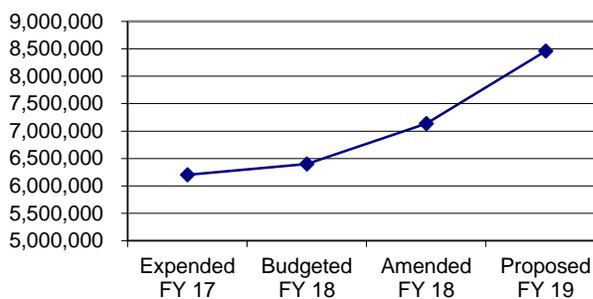
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	822,572	884,200	807,200	1,016,650
Contractual	4,328,168	5,167,850	6,002,250	7,100,500
Supplies	182,996	197,950	202,950	218,000
Operational	10,572	14,450	15,800	14,650
Utilities	101,259	136,400	106,400	106,400
Capital	756,864	1,600	1,600	1,600
<b>Total</b>	<b>6,202,431</b>	<b>6,402,450</b>	<b>7,136,200</b>	<b>8,457,800</b>

### Personnel Schedule

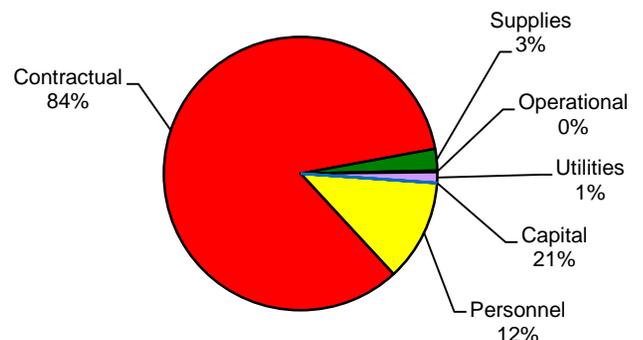
Position	Classification	FY 18	FY 19
		Approved	Proposed
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	16	2	2
FOG Agent	15	1	1
Production Technician II	14	1	2
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	5

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	149,285	147,350	163,350	140,950
107 SALARIES & WAGES-LABOR	426,271	507,550	403,550	613,500

<b>Notes:</b>	<b>Maintenance Worker</b>
<p>The Wastewater Division is requesting the addition of a Maintenance Worker. The new Maintenance Worker is needed to allow for two individuals to operate the current jet truck and assist with service calls.</p> <p>\$37,100 Salary 2,000 Radio \$39,100 Total</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	<b>Production Technician</b>
<p>The Production Division is requesting the addition of a pump technician. This individual would focus on scheduled preventative and predictive maintenance of the 76 wastewater pumps and 15 water pumps.</p> <p>\$52,383 Salary and Benefits 2,000 Radio</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

109 SALARIES & WAGES-OVERTIME	82,106	60,000	81,000	70,000
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<b>Notes:</b>	<b>Overtime Increase</b>
<p>Over the past four years, Wastewater has exceeded the overtime budgeted. The trend over the four-year period indicates an increase from \$60,000 to \$70,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

113 EDUCATION/CERTIFICATE PAY	1,500	3,600	3,600	3,600
114 LONGEVITY PAY	6,825	7,700	6,700	7,500
120 FICA & MEDICARE EXPENSE	47,596	50,350	47,350	57,700
122 T.M.R.S. RETIREMENT EXPENSE	108,989	107,650	101,650	123,400

<i>PERSONNEL SERVICES Totals</i>	<u>822,572</u>	<u>884,200</u>	<u>807,200</u>	<u>1,016,650</u>
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*CONTRACTUAL*

213 CONSULTING FEES	42,974	50,000	50,000	50,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
231 SERVICE-MAINT. CONTRACTS	104,447	177,200	177,200	210,550

<b>Notes:</b>	<b>Mowing Contract for Easements</b>
<p>A sewer employee currently maintains the easements associated with the aerial crossings and sewer force mains. The tractor he uses needs replaced and his time would be better spent on sewer line maintenance tasks.</p> <p>In addition, the utility easements behind the homes in LRE is not well maintained and accessing the water and sewer lines in the easements is very difficult.</p> <p>We propose to contract for both of these services - the estimate cost for the aerial crossings is \$27,000 annually and the LRE easements is \$10,000. This will not allow for mowing on a regular cycle during the growing season but should provide clean-up about 5 times during the season.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	5,988	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	15,827	16,000	30,000	20,000

<b>Notes:</b>	<b>Equipment Repair Increase</b>
<p>Over the past four years, wastewater has exceeded the equipment repair budgeted. The trend over the four-year period indicates an increase from \$16,000 to \$19,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

242 EQUIPMENT RENTAL & LEASE	13,778	10,000	10,000	10,000
246 VEHICLE REPAIRS	29,858	21,600	28,000	25,000

<b>Notes:</b>	<b>Vehicle Repair Increase</b>
<p>Over the past four years, wastewater has exceeded the vehicle repair budgeted. The trend over the four-year period indicates an increase from \$21,600 to \$25,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

279 INDUSTRIAL PRE-TREATMENT	40,868	53,750	57,750	60,300
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
282 LIFT STATION MAINTENANCE	183,621	128,550	128,550	201,250

<b>Notes:</b>	<b>Lift Station Upgrades</b>
<p>Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed. \$20,000.</p> <p>Upgrade existing lift station fencing. Currently, 7 lift stations fencing do not meet TCEQ requirements. We propose to upgrade three stations per year until all stations meet compliance standards.</p> <p>Community Building Lift Station \$17,200.                  Kroger Lift Station \$26,800                  Justin Lift Station \$17,200</p> <p>Re - Line Lift Station Wet Wells                  FM 3097 #1 Lift Station \$43,550                  Fontana Ranch Lift Station \$11,480                  Preserve Lift Station \$15,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

284 SEWER LINE REPAIR REPLACEMENT	54,888	184,650	184,650	326,250
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<b>Notes:</b>	<b>Improvements and maintenance</b>
<p>Dukes Chemical Root Control \$15,500                  Wastewater infrastructure improvements \$125,000                  Miscellaneous \$50,000</p> <p>\$135,738 Evaluation of 119,423 LF of sewer pipe to include:</p> <ul style="list-style-type: none"> <li>• Inspect 362 manhole inspections</li> <li>• Smoke testing</li> <li>• Dye flooding</li> <li>• Evaluate data collected from City's cleaning and CCTV crews</li> <li>• Analysis of any defects</li> <li>• Mapping</li> <li>• Cost estimates for repair or rehab</li> <li>• Final report</li> </ul> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

285 SQUABBLE TREATMENT PLANT	307,639	461,850	431,850	520,350
286 BUFFALO CREEK TREATMENT PLANT	1,233,800	1,691,700	1,391,700	1,805,800
292 REGIONAL WASTEWATER SYSTEM	2,294,480	2,357,850	3,497,850	3,856,300
<i>CONTRACTUAL Totals</i>	4,328,168	5,167,850	6,002,250	7,100,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

301 OFFICE SUPPLIES	636	1,500	1,500	1,500
323 SMALL TOOLS	13,713	15,300	15,300	30,350

<b>Notes:</b>	<b>New Items</b>
\$ 5,000 Add pressure washer to Crane Truck	
10,060 Tractor Camera Wheels set of 6" and 8"	
CITY MANAGER'S COMMENTS: Approved	

325 SAFETY SUPPLIES	4,818	11,400	11,400	11,400
331 FUEL & LUBRICANTS	30,015	34,000	39,000	39,000
333 CHEMICAL	2,140	7,900	7,900	7,900
341 CONSTRUCTION & REPAIR SUPPLIES	112,376	89,000	89,000	89,000
347 GENERAL MAINTENANCE SUPPLIES	12,264	16,250	16,250	16,250
385 LIFT STATION SUPPLIES	7,033	22,600	22,600	22,600

*SUPPLIES Totals*      182,996      197,950      202,950      218,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,801	2,150	2,150	2,150
415 RECRUITING EXPENSES	53	-	1,350	200
430 TUITION & TRAINING	8,045	8,500	8,500	8,500
436 TRAVEL	673	3,800	3,800	3,800

*OPERATIONS Totals*      10,572      14,450      15,800      14,650

*UTILITIES*

501 ELECTRICITY	97,098	130,000	100,000	100,000
507 CELLULAR TELEPHONE	4,161	6,400	6,400	6,400

*UTILITIES Totals*      101,259      136,400      106,400      106,400

*CAPITAL*

612 COMPUTER EQUIPMENT	-	1,600	1,600	1,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	677,436	391,200	391,200	240,500

<b>Notes:</b>	<b>Heavy Equipment</b>
<p>Cat Model 305 E Compact Excavator and Trailer The compact excavator will replace a 2003 backhoe with 4,212 hours. The Water Division added a compact excavator to its fleet that allowed for excavation in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment.</p> <p>Cat Model 305 E Compact Excavator and Trailers Model 12TST \$ 85,250.00</p> <p>JOHN DEERE 5075E Utility Tractor The tractor will replace a 1981 Ford 3610 tractor that is in poor condition. Wastewater Division will use the tractor to mow easements to gain easy access to aerial crossings and sewer mains in remote locations. \$31,500.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	<b>New Generators</b>
<p>On Site Generators Lift Stations - Amity, Castle Ridge, and Chevy House Currently, the City has 42 lift stations, with only 21 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lessen the chances of having an adverse impact on personal property and the environment we are requesting to add three generators this year.</p> <p>Amity Lift Station \$73,000 Castle Ridge Lift Station \$89,000 Chevy House Lift Station \$78,500</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

623 VEHICLES	79,428	155,650	155,650	-
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<b>Notes:</b>	<b>Vacuum Truck</b>
<p>Vacuum Truck V 390/1000 L H A -P Currently, the Wastewater Division is using a 2002 jet truck for service calls when unstopping sewer lines. The jet truck is not equipped with a vac unit to remove debris that has broken loose from inside the sewer lines. The crew has to use a catch baskets or a 2001 vacuum trailer to remove the debris from the system. When the vac trailer is used, it requires another truck and crew members to operate.</p> <p>If this new piece of equipment is approved, the Wastewater Division will decommission the 16-year-old jet truck and 17-year-old vac trailer. These two pieces of equipment are prone to breaking down in a critical situation which requires the cleaning and camera crew to halt their operations and assist with the current combination vac and jet unit purchased in 2015 - 2016 budget year.</p> <p>Vacuum Truck V 390/1000 = \$384,500.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

*CAPITAL Totals*      756,864      1,600      1,600      1,600

<b>SEWER OPERATIONS Totals</b>	<b>6,202,431</b>	<b>6,402,450</b>	<b>7,136,200</b>	<b>8,457,800</b>
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## SUMMARY OF OPERATIONS

**Fund**

10 Cemetery

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	4,450	3,000	8,500	8,500
Total Expenditures	7,110	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	(2,660)	(7,000)	(1,500)	(1,500)
Fund Balance - Beginning	71,511	101,549	68,851	67,351
Fund Balance - Ending	68,851	94,549	67,351	65,851

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4720	Cemetery Receipts	3,600	2,000	7,000	7,000
4722	Registration & Permit Fees	850	1,000	1,500	1,500
Total Revenues		4,450	3,000	8,500	8,500

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	7,110	10,000	10,000	10,000
Capital	-	-	-	-
<b>Total</b>	<b>7,110</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

<b>Fund</b>
10 Cemetery

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	7,110	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	<u>7,110</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
633 INFRASTRUCTURE	-	-	-	-
<i>CAPITAL Totals</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CEMETERY FUND Totals</b>	<b>7,110</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	114,606	98,400	92,900	90,300
Total Expenditures	95,954	83,600	94,350	158,750
Excess Revenues Over (Under) Expenditures	18,652	14,800	(1,450)	(68,450)
Net Other Financing Sources (Uses)	(25,000)	(25,000)	(25,000)	35,500
Net Gain (Loss)	(6,348)	(10,200)	(26,450)	(32,950)
Fund Balance - Beginning	161,607	165,959	155,259	128,809
Fund Balance - Ending	155,259	155,759	128,809	95,859

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	7,721	1,000	4,000	1,000
4070	Donations - Silent Partners	8,840	1,000	1,500	1,000
4415	Court Security Fee	21,766	24,000	19,000	19,000
4420	Technology Fee	29,068	32,000	26,000	26,000
4425	Child Safety Fines	14,875	10,000	12,000	12,000
4520	Gun Range M&O	32,336	30,350	30,350	31,250
<b>Total Revenues</b>		<b>114,606</b>	<b>98,400</b>	<b>92,900</b>	<b>90,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Other Financing Sources				
Reserves Transfer In				
From General Fund	-	-	-	73,000
<b>Total Other Financing Sources</b>	-	-	-	<b>73,000</b>
Operating Transfers Out				
To General Fund	25,000	25,000	25,000	37,500
<b>Total Other Financing Uses</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>37,500</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>35,500</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	76,856	80,100	86,100	82,250
Operational	19,098	3,500	8,250	3,500
Capital Outlay	-	-	-	73,000
<b>Total Expenditures</b>	<b>95,954</b>	<b>83,600</b>	<b>94,350</b>	<b>158,750</b>

<b>Fund</b>
11 Public Safety

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
<i>CONTRACTUAL</i>				
231 SERVICE-MAINT. CONTRACTS	51,238	45,000	51,000	51,000
208 ES CORP - GUN RANGE OPERATING	25,618	35,100	35,100	31,250
<i>CONTRACTUAL Totals</i>	76,856	80,100	86,100	82,250
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	8,111	1,000	1,000	1,000
430 TUITION & TRAINING	1,539	1,000	1,000	1,000
464 CERT EXPENSES	1,304	500	2,150	500
466 SILENT PARTNERS PROGRAM	3,644	1,000	4,100	1,000
467 CANINE EXPENSES	4,500	-	-	-
<i>OPERATIONS Totals</i>	19,098	3,500	8,250	3,500
<i>CAPITAL</i>				
624 POLICE EQUIPMENT	-	-	-	73,000
<i>CAPITAL Totals</i>				
	-	-	-	73,000

**Notes:** Brazos Ticket Writers

Requesting \$73,000 to purchase 24 new Brazos ticket writers and 24 printers. The police department currently has 18 ticket writers that have been in service since 2014. The current ticket writers have visibility problems because of dimming screens, worn-out keyboards that stick, and other issues. The operating system in the old ticket writers was a window based system that has been updated to a new Android system that is designed to operate faster and be more customizable for the department's needs. The new system will also be able to utilize our employee-based Wi-Fi connection to upload crash and ticket data to servers. This eliminates officers having to come to the station and physically dock the unit on its cradle to upload the information and complete a CR-3 Crash report. Instead, they only need to be in range of the city's Employee Wi-Fi and upload the data in the field. This will give them the capability of filling out a crash report in the car, instead of having to come to the station.

CITY MANAGER'S COMMENTS: Approved, General Fund Reserves will be transferred in to cover this expense and then repaid over several years from the Court technology fees added to traffic tickets.

<b>PUBLIC SAFETY FUNDS Totals</b>	<b>95,955</b>	<b>83,600</b>	<b>94,350</b>	<b>158,750</b>
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## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	1,633,904	984,750	1,442,750	1,044,500
Total Expenditures	1,378,091	1,013,450	1,019,450	1,086,500
Excess Revenues Over (Under) Expenditures	255,813	(28,700)	423,300	(42,000)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	255,813	(28,700)	423,300	(42,000)
Fund Balance - Beginning	(175,580)	75,575	80,234	503,534
Fund Balance - Ending	80,234	46,875	503,534	461,534

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4050	Donations	51,603	50,000	51,000	51,000
4250	Recreation Program Fees	203,730	150,000	200,000	200,000
4252	RBSL Revenues	225,187	215,500	253,500	253,500
4256	Rib Rub Revenues	-	-	15,000	15,000
4500	Grant Proceeds	505,480	393,250	687,250	-
4680	Developer Contributions	405,906	-	-	289,000
4700	Takeline Concessions	210,897	150,000	210,000	210,000
4750	Land Lease Revenues	31,100	26,000	26,000	26,000
<b>Total Revenues</b>		<b>1,633,904</b>	<b>984,750</b>	<b>1,442,750</b>	<b>1,044,500</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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12 Recreational Development
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	294,386	302,600	302,600	353,500
Supplies	24,400	32,000	32,000	26,000
Operations	60,219	50,000	50,000	50,000
Capital Outlay	999,086	628,850	634,850	657,000
<b>Total Expenditures</b>	<b>1,378,091</b>	<b>1,013,450</b>	<b>1,019,450</b>	<b>1,086,500</b>

<b>Fund</b>
12 Recreation Development

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	28,178	13,000	13,000	72,500
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**Notes:** Feasibility Study  
 \$70,000 - This request is for the athletic facility feasibility study.

CITY MANAGER'S COMMENTS: Funds are included within the budgeted appropriation to perform the study pending determination by the Council whether to pursue the study at this time. Previous discussions with Council indicated this would be determined with the budget process.

**Notes:** Parkland appraisal  
 \$2,500 - The annual appraisal for the per-acre value of parkland in accordance with the Mandatory Parkland Dedication Ordinance.

233 ADVERTISING	20,576	30,000	30,000	30,000
235 BANK CHARGES	15,167	20,000	20,000	20,000
239 RECREATION CONTRACT	122,674	80,000	80,000	80,000
245 POOL REPAIR & MAINTENANCE	-	29,000	29,000	-
260 ATHLETIC PROGRAMS	107,791	130,600	130,600	151,000

**Notes:** Tournament Umpire Costs  
 Increase in costs is associated with the increased number of tournaments offered and teams participating. Tournament revenue also increased which covers the cost of awards and umpires.

CITY MANAGER'S COMMENTS: Approved

**Notes:** Award Costs  
 Increase in costs is associated with the increased number of tournaments offered and teams participating. Tournament revenue also increased which covers the cost of awards and umpires.

CITY MANAGER'S COMMENTS: Approved

<i>CONTRACTUAL Totals</i>	294,386	302,600	302,600	353,500
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*SUPPLIES*

360 ATHLETIC PROGRAM SUPPLIES	19,325	20,000	20,000	20,000
391 RECREATION PROGRAM SUPPLIES	5,074	12,000	12,000	6,000

<i>SUPPLIES Totals</i>	24,400	32,000	32,000	26,000
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*OPERATIONS*

406 SPECIAL EVENTS	50,056	40,000	40,000	40,000
406 RIB RUB EXPENSES	10,163	10,000	10,000	10,000

<i>OPERATIONS Totals</i>	60,219	50,000	50,000	50,000
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<b>Fund</b> 12 Recreation Development
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G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CAPITAL*

610	FURNITURE & FIXTURES	-	29,500	35,500	-
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<b>Notes:</b>	Amended - Sound System Overage
Account overage is due to the final cost of the sound system project at The Center did not originally include the projector in the estimate and was provided by a separate company.	

633	INFRASTRUCTURE IMPROVEMENT	905,150	-	-	484,000
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<b>Notes:</b>	Harbor Neighborhood Park
\$484,000 - This request is for phase 1 development of the proposed Harbor Beach Park to serve the residents of park district 17. Current escrow balance from developer fees is \$104,000 with another \$380,000 to be expected in the near future. Initial cost estimates provided by MHS Planning and Design for the park are approximately \$815,000 in 2017 dollars.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

643	PLAYGROUND EQUIPMENT	80,471	75,000	75,000	173,000
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<b>Notes:</b>	Myers Park Pickle Ball Court
\$125,000 - This request is to repurpose the old concrete slab in Myers Park adjacent to the pool into three side-by-side pickle ball courts with shade structure, nets, perimeter fence, benches, and drinking fountain with cooling misters.	
Funds are available in the park district 21 escrow account which are fees paid by developers in accordance with the Mandatory Parkland Dedication Ordinance.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

<b>Notes:</b>	Northshore Neighborhood Park
\$52,000 - This request is for improvements to Northshore neighborhood park with the following amenities: improve function and appearance of drainage channels, expand irrigation system, and turf area.	
Storm water flowing into the park has caused significant erosion and may impact adjacent homes. Once the school demolition is complete, there is an opportunity to expand and improve the open play area that was previously occupied by a portable classroom.	
Funding source identified is a transfer from pro-rata equipment fees in park district #4 escrow account.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

669	BOAT RAMP IMPROVEMENTS	13,466	524,350	524,350	-
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<i>CAPITAL Totals</i>	999,086	628,850	634,850	657,000
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<b>RECREATION Totals</b>	<b>1,378,091</b>	<b>1,013,450</b>	<b>1,019,450</b>	<b>1,086,500</b>
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<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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13 Radio System				
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	40,959	19,200	33,050	-
Total Expenditures	557,708	199,150	266,450	-
Excess Revenues Over (Under) Expenditures	(516,749)	(179,950)	(233,400)	-
Net Other Financing Sources (Uses)	640,000	43,000	95,500	-
Net Gain (Loss)	123,251	(136,950)	(137,900)	-
Fund Balance - Beginning	14,817	7,088	138,068	168
Fund Balance - Ending	138,068	(129,862)	168	168

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4530	City Contracts	40,959	19,200	33,050	-
<b>Total Revenues</b>		40,959	19,200	33,050	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Other Financing Sources				
Operating Transfers In				
From General Fund	640,000	43,000	95,500	-
*Expended in General Fund	75,200	75,200	75,200	-
Operating Transfers Out				
*Expended in General Fund	75,200	75,200	75,200	-
Net Other Financing Sources (Uses)	640,000	43,000	95,500	-

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	172,122	44,400	111,700	-
Supplies	4,803	44,700	44,700	-
Operational	10,802	10,050	10,050	-
Capital	369,981	100,000	100,000	-
<b>Total Expenditures</b>	<b>557,708</b>	<b>199,150</b>	<b>266,450</b>	<b>-</b>

<b>Fund</b>
13 Radio System

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	13,961	11,000	1,000	-
231 SERVICE-MAINT. CONTRACTS	158,161	33,400	111,700	-
<i>CONTRACTUAL Totals</i>	172,122	44,400	112,700	-
<i>SUPPLIES</i>				
347 GENERAL MAINT. SUPPLY	4,803	44,700	44,700	-
<i>SUPPLIES Totals</i>	4,803	44,700	44,700	-
<i>OPERATIONS</i>				
430 TUITION & TRAINING	-	5,300	5,300	-
436 TRAVEL	10,802	4,750	4,750	-
<i>OPERATIONS Totals</i>	10,802	10,050	10,050	-
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	4,945	-	-	-
617 RADIO EQUIPMENT	365,037	100,000	100,000	-
<i>CAPITAL Totals</i>	369,981	100,000	100,000	-
<b>RADIO SYSTEM FUND Totals</b>	<b>557,709</b>	<b>199,150</b>	<b>267,450</b>	<b>-</b>

## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	173,389	-	5,300	-
Total Expenditures	150,552	23,150	23,900	73,500
Excess Revenues Over (Under) Expenditures	22,837	(23,150)	(18,600)	(73,500)
Net Other Financing Sources (Uses)		-	-	-
Net Gain (Loss)	22,837	(23,150)	(18,600)	(73,500)
Fund Balance - Beginning	276,201	281,399	299,038	280,438
Fund Balance - Ending	299,038	258,249	280,438	206,938

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4001	Interest Earnings	-	-	-	-
4800	Assessments	8,010	-	-	-
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.	-	-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	165,379	-	5,300	-
<b>Total Revenues</b>		<b>173,389</b>	<b>-</b>	<b>5,300</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	-	-	-	-
Capital Outlay	150,552	23,150	23,900	73,500
<b>Total Expenditures</b>	150,552	23,150	23,900	73,500

<b>Fund</b>
14 Street Improvement

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CAPITAL*

633 INRASTRUCTURE IMPROVEMENTS	-	-	-	73,500
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<b>Notes:</b>	<u>Street/Traffic Lighting Upgrades</u>
<p>\$48,500 - to replace 8 light poles on the Lakeshore bridge at SH 66 (Stone Bridge) with LED fixtures and poles that match the downtown fixtures.</p> <p>\$25,000 - Traffic Signal Upgrade - TX Services recommends that we upgrade the signal system at Ralph Hall Parkway and Mims Road by replacing the outdated equipment at this intersection with a new radar system which consist of the latest technology.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

635 STREET CONSTRUCTION	19,459	23,150	23,900	-
645 SH205 BYPASS IMPROVEMENTS	74,940	-	-	-

<i>CAPITAL Totals</i>	<u>94,399</u>	<u>23,150</u>	<u>23,900</u>	<u>73,500</u>
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*OPERATING TRANSFERS*

845 TRANSFERS OUT - JOHN KING BLVD	56,155	-	-	-
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<i>OPERATING TRANSFERS Totals</i>	<u>56,155</u>	<u>-</u>	<u>-</u>	<u>-</u>
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<b>STREET IMPROVEMENT FUND Totals</b>	<b>150,554</b>	<b>23,150</b>	<b>23,900</b>	<b>73,500</b>
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## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	64,941	58,250	58,250	58,250
Total Expenditures	79,255	156,850	106,850	137,400
Excess Revenues Over (Under) Expenditures	(14,314)	(98,600)	(48,600)	(79,150)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(14,314)	(98,600)	(48,600)	(79,150)
Fund Balance - Beginning	216,595	226,904	202,281	153,681
Fund Balance - Ending	202,281	128,304	153,681	74,531

### SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4001	Interest Earnings	6,691	-	-	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
Total Revenues		64,941	58,250	58,250	58,250

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	-	-	-	5,000
Supplies	9,588	11,000	11,000	11,000
Capital Outlay	69,667	145,850	95,850	121,400
<b>Total Expenditures</b>	<b>79,255</b>	<b>156,850</b>	<b>106,850</b>	<b>137,400</b>

<b>Fund</b> 16 Fire Equipment
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<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CONTRACTUAL*

213 CONSULTING FEES	-	-	-	5,000
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<b>Notes:</b>	<b>Consulting Fees</b>
Evaluate the possibility of remodeling Fire Station 1 to accommodate additional staffing. Additional bedrooms, restrooms, and expansions to the kitchen will be needed with additional staffing.	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	-	-	-	5,000
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*SUPPLIES*

377 VOLUNTEER SERVICES	9,588	11,000	11,000	11,000
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<i>SUPPLIES Totals</i>	9,588	11,000	11,000	11,000
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*CAPITAL*

617 RADIO EQUIPMENT	11,276	54,950	24,950	27,500
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<b>Notes:</b>	<b>Radio Equipment</b>
\$27,000 Purchase additional portable radios to account for additional staffing and reserve radios.	
CITY MANAGER'S COMMENTS: Approved	

621 FIELD MACHINERY & EQUIPME	34,160	90,900	60,900	93,900
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<b>Notes:</b>	<b>Field Machinery &amp; Equipment</b>
\$50,000 - New signal light preemption equipment being added at the intersections of S. Goliad and Damascus, John King and 552, John King and 1141.	
\$43,900 - Replacement Personal Protection/Equipment and uniform for 10 current members and new PPE for 5 new members.	
CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 16 Fire Equipment
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G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
623 VEHICLES	24,231	-	10,000	-

<b>Notes:</b>	<b>Amended Budget</b>
The final invoice for the approved repairs to the 1959 fire engine were paid in FY18 to Texas Fire Museum.	

<b>Notes:</b>	<b>New Engine</b>
<p>\$720,000 - We recently purchased a new engine to replace a 2007 Engine that was in front-line status. We have a second 2007 engine that is in need of replacement. The second 2007 model engine will be approximately 13 years old when the replacement apparatus arrives. We can receive the same pricing as the engine that was purchased in FY'18 if ordered prior to November 1; otherwise, there will be a 7% cost increase. We will be able to reuse some of the loose equipment on the existing engine; however, there will need to be loose equipment purchased as well.</p> <p style="color: green;">CITY MANAGER'S COMMENTS: Approved, financed with Certificates of Obligation</p>	

<i>CAPITAL Totals</i>	69,667	145,850	95,850	121,400
<b>FIRE EQUIPMENT FUND Totals</b>	<b>79,255</b>	<b>156,850</b>	<b>106,850</b>	<b>137,400</b>

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	36,560	53,000	54,000	85,300
Total Expenditures	127,268	49,000	54,150	105,500
Excess Revenues Over (Under) Expenditures	(90,708)	4,000	(150)	(20,200)
Net Other Financing Sources (Uses)	30,000	-	10,000	-
Net Gain (Loss)	(60,708)	4,000	9,850	(20,200)
Fund Balance - Beginning	77,917	49,762	17,209	27,059
Fund Balance - Ending	17,209	53,762	27,059	6,859

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4500	Grant Proceeds	6,533	17,000	17,000	45,300
4680	Developer Contributions	-	-	-	3,000
4750	Land Lease	23,955	30,000	30,000	30,000
4752	F.B.O. Lease	6,072	6,000	7,000	7,000
Total Revenues		36,560	53,000	54,000	85,300

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Other Financing Sources				
Operating Transfers In				
From General Fund	30,000	-	10,000	-
<b>Total Other Financing Sources</b>	30,000	-	10,000	-
Net Other Financing Sources (Uses)	30,000	-	10,000	-

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	38,228	10,250	16,750	12,150
Supplies	1,776	2,750	1,650	750
Operational	85,876	33,750	33,750	90,600
Utilities	1,388	2,250	2,000	2,000
<b>Total Expenditures</b>	<b>127,268</b>	<b>49,000</b>	<b>54,150</b>	<b>105,500</b>

<b>Fund</b> 17 Aviation
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G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	25,150	-	-	-
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<b>Notes:</b>	<b>Professional Services for Land</b>
<p>The Airport Development Plan shows the need for additional land adjacent to the airport for future expansion and airport improvements. There is approximately 19 acres on the each side of the airport that has been for sale for many years. The budget request is for professional services related to preparation to purchase the land. There is \$600,000 authorized in 2009 for purchase of the land. TXDOT Aviation has indicated they would act as the City's agent for land acquisition at such time as the City is ready to proceed. It is proposed the City use TXDOT's procedure for land acquisition in order to be eligible for a 90% reimbursement at such time the airport expands or the funds used for land acquisition can act as local grant matching for future airport CIP projects.</p> <p>\$ 8,500 Appraisal / Surveying Services                  3,000 Environmental Due Diligence Audit                  15,000 Legal                  17,000 Closing costs                  \$43,500 Total:</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

227 INSURANCE-REAL PROPERTY	1,521	1,200	1,200	1,000
229 INSURANCE-LIABILITY	-	1,500	1,500	1,000
240 EQUIPMENT REPAIRS	801	2,100	5,100	2,100
242 EQUIPMENT RENTAL & LEASE	-	250	250	250
244 BUILDING REPAIRS	6,994	2,500	2,500	2,500
246 VEHICLE REPAIRS	3,762	2,400	5,900	5,000

<b>Notes:</b>	<b>Amend Budget</b>
<p>Amendment to line item for costs associated with two aging fuel trucks. Amount: \$4,000</p> <p>Increase budget for aging vehicles to \$5,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

280 STATE PERMITS	-	300	300	300
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<i>CONTRACTUAL Totals</i>	<u>38,228</u>	<u>10,250</u>	<u>16,750</u>	<u>12,150</u>
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*SUPPLIES*

331 FUEL & LUBRICANTS	1,776	2,000	-	-
339 FUEL TANK REPAIRS	-	250	250	250
341 CONSTRUCTION & REPAIR SUPPLIES	-	500	1,400	500

<i>SUPPLIES Totals</i>	<u>1,776</u>	<u>2,750</u>	<u>1,650</u>	<u>750</u>
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<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*OPERATIONS*

409 GRANT MATCHING	85,876	33,750	33,750	90,600
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<b>Notes:</b>	<b>Grant Matching</b>
<p>Routine Airport Maintenance Program - 50/50 match</p> <p>\$780 - AWOS - Automated Weather Observation System. As an AWOS owner, the City is obligated to operate and maintain the system according to FAA AC No. 150/5220-16D. The City will contract directly with DBT Transportation Services to provide maintenance on the AWOS at the airport. Currently each airport contracts individually for the NADIN interface service connection that links the AWOS weather data with FAA Flight Services and the National Weather Service. The NADIN connection is also used for remote daily monitoring of the AWOS system to perform maintenance functions. Both items are reimbursable at 50% under the Routine Airport Maintenance Program. AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service</p> <p>\$5,966 - AWOS Maintenance Agreement – 4 quarterly inspections required.</p> <p>\$40,200 - Hangar Surface Improvements There are several hangars that are not able to be rented due to poor parking surface and poor drainage. It is proposed that funds be allocated to rebuild 5 hangar pads at \$8,040 per space.</p> <p>\$6,000 - Landscaping – natural landscape barriers to eliminate the possibility of aircraft and vehicle incursions. Placement of a landscape barrier along the entry road from the terminal parking lot down the length of the entry road will serve as a natural safety barrier between the entry road and Hangar 1. Tenants and frequent visitors drive on the taxiway south of the terminal onto the grass and onto the entry road when leaving, or enter the airport from the entry road through the grass and onto the taxiways. It will also add to the beautification of the airport. Irrigation, plant materials, and edging</p> <p>\$15,000 - Security motion sensor camera system with recording capabilities. The FBO / Airport Manager has had reports from tenants of missing fuel from aircraft tanks and a complaint of an aircraft part being stolen another tenant’s airplane. The airport is open from 8 am to Dusk, Monday-Sunday and also has a combination code for pilots to enter the terminal after hours. The Ralph M Hall / Rockwall Municipal Airport doesn’t currently have video security surveillance either in the terminal or in the vehicle or aircraft parking areas.</p> <p>\$22,635 - Hangar Door - There is a box hangar at the southern end of Hangar 3 that currently uses a cable pulley system and winch to open the door. The door outrigger support poles that are antiquated, unsafe and not user-friendly. For many years, this hangar was used as a maintenance shop, but has transitioned back to a hangar for 2 aircraft with an estimated combined value of \$260,000. The tenants and FBO staff opens and closes the door with some apprehension to the cable snapping, cutting through someone or something, or the weight of the door coming down on persons or property. It is recommended the City purchase a new hydraulic door system for this facility.</p> <p>\$90,581 Total RAMP Grant Matching Request</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>SUPPLIES Totals</i>	85,876	33,750	33,750	90,600
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<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*UTILITIES*

501 ELECTRICITY

1,388

2,250

2,000

2,000

*UTILITIES Totals*

1,388

2,250

2,000

2,000

<b>AVIATION FUND Totals</b>	<b>127,269</b>	<b>49,000</b>	<b>54,150</b>	<b>105,500</b>
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<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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18 Recycling				
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	-	-	-	-
Total Expenditures	3,840	-	3,850	5,000
Excess Revenues Over (Under) Expenditures	(3,840)	-	(3,850)	(5,000)
Net Other Financing Sources (Uses)	(20,432)	-	-	-
Net Gain (Loss)	(24,272)	-	(3,850)	(5,000)
Fund Balance - Beginning	134,978	130,579	110,706	106,856
Fund Balance - Ending	110,706	130,579	106,856	101,856

### SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4780	Recycling Revenue	-	-	-	-
Total Revenues		-	-	-	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Other Financing Uses				
Operating Transfers Out To General Fund	20,432	-	-	-
Total Other Financing Sources	(20,432)	-	-	-
Net Other Financing Sources (Uses)	(20,432)	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**  
18 Recycling

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operational	3,840	-	3,850	5,000
<b>Total Expenditures</b>	<b>3,840</b>	<b>-</b>	<b>3,850</b>	<b>5,000</b>

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	12,500	10,000	10,000	10,000
Total Expenditures	9,136	8,500	11,000	12,500
Excess Revenues Over (Under) Expenditures	3,364	1,500	(1,000)	(2,500)
Net Gain (Loss)	3,364	1,500	(1,000)	(2,500)
Fund Balance - Beginning	7,132	56,121	10,496	9,496
Fund Balance - Ending	10,496	57,621	9,496	6,996

### SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4050	Donations	10,000	10,000	10,000	10,000
4500	Grant Proceeds	2,500	-	-	-
Total Revenues		12,500	10,000	10,000	10,000

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	3,136	5,000	5,000	5,000
Supplies	-	1,000	1,000	2,500
Operational	6,000	2,500	5,000	5,000
<b>Total Expenditures</b>	<b>9,136</b>	<b>8,500</b>	<b>11,000</b>	<b>12,500</b>

<b>Fund</b> 24 Downtown Improvement
--

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved						
<i>CONTRACTUAL</i>										
293 GRANT PROGRAM	3,136	5,000	5,000	5,000						
<i>CONTRACTUAL Totals</i>	3,136	5,000	5,000	5,000						
<i>SUPPLIES</i>										
347 GENERAL MAINT. SUPPLY	-	1,000	1,000	2,500						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 2px;"><b>Notes:</b></td> <td style="padding: 2px;">Dumpster Maintenance</td> </tr> <tr> <td colspan="2" style="padding: 2px;">\$2,500 Materials to repair and replace as needed to keep the enclosures looking good.</td> </tr> <tr> <td colspan="2" style="padding: 2px; color: green;">CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Dumpster Maintenance	\$2,500 Materials to repair and replace as needed to keep the enclosures looking good.		CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Dumpster Maintenance									
\$2,500 Materials to repair and replace as needed to keep the enclosures looking good.										
CITY MANAGER'S COMMENTS: Approved										
<i>SUPPLIES Totals</i>	-	1,000	1,000	2,500						
<i>OPERATIONS</i>										
406 SPECIAL EVENTS	-	-	-	2,500						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 2px;"><b>Notes:</b></td> <td style="padding: 2px;">Special Event Support</td> </tr> <tr> <td colspan="2" style="padding: 2px;">\$2,500 - Funds to support downtown events as needed</td> </tr> <tr> <td colspan="2" style="padding: 2px; color: green;">CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Special Event Support	\$2,500 - Funds to support downtown events as needed		CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Special Event Support									
\$2,500 - Funds to support downtown events as needed										
CITY MANAGER'S COMMENTS: Approved										
469 PROMOTION EXPENSE	6,000	2,500	5,000	2,500						
<i>OPERATIONS Totals</i>	6,000	2,500	5,000	5,000						
<b>DOWNTOWN IMPROVEMENT Totals</b>										
	9,136	8,500	11,000	12,500						

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	117,865	-	10,000	-
Total Expenditures	90,020	83,000	92,200	72,000
Excess Revenues Over (Under) Expenditures	27,845	(83,000)	(82,200)	(72,000)
Net Other Financing Sources (Uses)	(208,500)	-	-	-
Net Gain (Loss)	(180,655)	(83,000)	(82,200)	(72,000)
Fund Balance - Beginning	445,667	181,117	265,012	182,812
Fund Balance - Ending	265,012	98,117	182,812	110,812

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
4010	Auction/Scrap Proceeds	8,287	-	-	-
4550	Seizure Revenue	109,578	-	10,000	-
Total Revenues		117,865	-	10,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Contractual	9,048	25,000	28,200	25,000
Supplies	1,150	-	-	-
Operational	17,000	20,000	20,000	20,000
Capital	62,823	38,000	44,000	27,000
<b>Total Expenditures</b>	<b>90,020</b>	<b>83,000</b>	<b>92,200</b>	<b>72,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Narcotics - Seizure Awards

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Other Financing Sources				
Operating Transfers Out To General Fund	208,500	-	-	-
Total Other Financing Sources	208,500	-	-	-
Net Other Financing Sources (Uses)	208,500	-	-	-

<b>Fund</b> 26 Seized Funds
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<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>CONTRACTUAL</i>				
218 COURT COSTS FOR SEIZED FUNDS	-	-	3,200	-
231 SERVICE-MAINT. CONTRACTS	2,906	25,000	25,000	25,000
246 VEHICLE REPAIRS	6,142	-	-	-
<i>CONTRACTUAL Totals</i>	9,048	25,000	28,200	25,000
<i>SUPPLIES</i>				
321 UNIFORMS	1,150	-	-	-
<i>SUPPLIES Totals</i>	1,150	-	-	-
<i>OPERATIONS</i>				
451 CONFIDENTIAL FUNDS	17,000	20,000	20,000	20,000
<i>OPERATIONS Totals</i>	17,000	20,000	20,000	20,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	4,555	-	-	-
623 VEHICLES	47,594	25,000	27,000	27,000
<i>CAPITAL Totals</i>	52,149	25,000	27,000	27,000
<i>SEIZED FUNDS - NARCOTICS Totals</i>	90,020	83,000	92,200	72,000

<b>Notes:</b>	<a href="#">New COP Vehicle</a>
Purchase a Dodge Charger for our Citizens on Patrol. We implemented a four year replacement program that allowed us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal. This will be the last year of the replacement program.	
Dodge Charger \$27,000	
CITY MANAGER'S COMMENTS: <a href="#">Approved</a>	



City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 7, 2018**  
**SUBJECT: City's Health & Welfare Programs**

**General Overview**

The City of Rockwall has partnered with **Holmes Murphy** since January 2012 for broker and consultant services to ensure the City stays informed on local healthcare trends, vendor alternatives, expected cost projections, Healthcare Reform and other legal and legislative topics that impact the City's health plan. In January of 2017, the City changed third-party administrators for administration of the health plan from Group & Pension Administrators, Inc. (GPA) to **Cigna**. The RFP analysis showed that the City would experience greater network access and discounts, a more favorable prescription contract and decreased administration costs if it moved to Cigna, thereby lowering future healthcare expenses. The below 2017 results indicate that the City has benefited from this change in administrators for 2017.

**Health Care Cost Summary**

As the chart below indicates, the City has experienced a continued rise in healthcare claims and costs since the 2014 plan year, but claims have costs have decreased for now since the move to Cigna. Based on paid claims through May 2018, it is projected that the 2018 claim expense will be very similar to the 2017 expense.

**History of Claims Cost:**

<b>Cal Year</b>	<b>Claims Cost</b>	<b>Annual Cost PEPY</b>	<b># of EEs @ YR End</b>
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240
2017	\$2,143,055	\$8,607	249

**Prescription Benefits Plan**

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. However, based on paid claims data for 2017, costs have decreased due to improved discounts, rebates, and administrative fees. While the results are promising, the City will need to continue to review both plan and formulary changes to drive improved decision-making by employees to choose lowest cost drugs where available.

<b>PLAN YEAR</b>	<b>RX EXPENSE PAID</b>	<b>% INCREASE/DECREASE</b>
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
2015	\$594,363	-5%
2016	\$741,688	24.8%
2017	\$662,776	-10.6%

Note: Claims cost does not include Admin Fees.

### Administrative Fees

The City also pays administrative fees to Cigna to administer the Medical, RX, and Dental benefits. For 2018, the estimated fees annually are:

- *Cigna Administrative fees - \$453,000*

### Healthcare Reform

The City also pays additional fees from the *Affordable Care Act*.

For 2017, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,470*

For 2018, the projected fees are as follows:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,410 (estimated)*

There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2022)**, if actually implemented.

### Pre-65 Retiree Insurance

In May of this year, the Pre-65 Retiree Health Insurance benefits were offered to eligible employees. Since that time, only two employees have retired and elected coverage through TMLIEBP. TMLIEBP will announce the new rates in September. However, we don't expect a significant increase since we have very low participation in the group plan.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Total Revenues	1,125,559	898,000	1,010,500	1,003,000
Total Expenditures	4,566,420	4,124,000	3,862,050	4,200,250
Operating Income (Loss)	(3,440,862)	(3,226,000)	(2,851,550)	(3,197,250)
Non-Operating Revenues	12,599	6,000	21,000	25,000
Non-Operating Income (Loss)	12,599	6,000	21,000	25,000
Net Income (Loss) Before Transfers	(3,428,263)	(3,220,000)	(2,830,550)	(3,172,250)
Net Transfers In (Out)	3,150,000	3,400,000	3,150,000	3,400,000
Net Income (Loss)	(278,263)	180,000	319,450	227,750
Retained Earnings - Beginning	900,009	582,953	621,746	941,196
Retained Earnings - Ending	621,746	762,953	941,196	1,168,946

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operating Revenues					
4019	Miscellaneous	28,000	28,000	28,000	28,000
4840	Retiree Premiums	-	-	7,500	25,000
4850	Employee Contributions	874,394	850,000	911,000	930,000
4860	Stop Loss Reimbursements	223,165	20,000	64,000	20,000
<b>Total Operating Revenues</b>		<b>1,125,559</b>	<b>898,000</b>	<b>1,010,500</b>	<b>1,003,000</b>
Non-Operating Revenues					
4001	Interest Earnings	12,599	6,000	21,000	25,000
<b>Total Non-Operating Revenues</b>		<b>12,599</b>	<b>6,000</b>	<b>21,000</b>	<b>25,000</b>
<b>Total Revenues</b>		<b>1,138,157</b>	<b>904,000</b>	<b>1,031,500</b>	<b>1,028,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operating Transfers In				
From General Fund	2,500,000	2,500,000	2,500,000	2,500,000
From Water & Sewer Fund	900,000	900,000	900,000	900,000
<b>Total Operating Transfers In</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>
Operating Transfers Out				
To Workers Compensation Fund	250,000	-	250,000	-
<b>Total Operating Transfers Out</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b>Net Operating Transfers In (Out)</b>	<b>3,150,000</b>	<b>3,400,000</b>	<b>3,150,000</b>	<b>3,400,000</b>

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operating Expenses				
Operations	4,566,420	4,124,000	3,862,050	4,200,250
<b>Total Expenditures</b>	<b>4,566,420</b>	<b>4,124,000</b>	<b>3,862,050</b>	<b>4,200,250</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2017 Actual Expense</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	3,265	5,000	5,000	5,000
440 ADMINISTRATION FEES	204,637	250,000	205,000	205,000
441 REINSURANCE PREMIUMS	342,873	345,000	380,000	399,000
442 PAID HEALTH CLAIMS	3,889,496	3,500,000	3,200,000	3,500,000
443 LIFE INSURANCE PREMIUMS	126,150	24,000	26,000	26,000
448 RETIREE INSURANCE PREMIUMS	-	-	46,050	65,250
<b>Operational TOTAL . . . . . :</b>	<b>4,566,420</b>	<b>4,124,000</b>	<b>3,862,050</b>	<b>4,200,250</b>
<b>Employee Benefits TOTAL . . . . . :</b>	<b>4,566,420</b>	<b>4,124,000</b>	<b>3,862,050</b>	<b>4,200,250</b>



## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**CC:** Mary Smith, Asst. City Manager

**DATE:** August 7, 2018

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TMLIRP.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs.* In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

Although the *reportable incidents* have decreased slightly, the *number of days away from work* and the *days on restricted or light duty* have increased. The *medical claims cost* to-date is lower than last year and significantly lower than FY '15-'16. However, there was one claim pending from FY '15-'16 incurring costs through to June 2018. This claim has been challenged and appealed to the highest level with a favorable result to the City. TMLIRP has prepared a detailed audit and is negotiating the recovery from the State.

This year's data fully supports the recommendation to fund the safety incentive to employees.

### Workers' Compensation Claims Activity by Fiscal Year

Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
15/16	300	20	33	292	\$78,639	337	\$251,376	\$28,771	\$20,467	\$496,105	\$20,691	\$468,391
16/17	302	28	34	29	\$ 9,675	216	\$ 49,051	\$ 3,112	\$ 0	\$ 66,572	\$ 4,772	\$ 58,425
17/18	302	23	54	87	\$18,582	290	\$ 40,600	\$ 3,384	\$ 0	\$ 73,578	\$16,434	\$ 57,144

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We had a difficult year in FY '15-'16, primarily due to the one claim mentioned above. Even with the very good year this fiscal year, we are maintaining a fund balance inadequate to address unpredictable expenses. We will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operating Revenues	-	-	-	-
Operating Expenses	227,496	272,000	276,000	278,500
<b>Operating Income (Loss)</b>	<b>(227,496)</b>	<b>(272,000)</b>	<b>(276,000)</b>	<b>(278,500)</b>
Non-Operating Revenues	1,131	1,000	1,000	1,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>1,131</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(226,365)</b>	<b>(271,000)</b>	<b>(275,000)</b>	<b>(277,500)</b>
Net Transfers In (Out)	450,000	230,000	480,000	235,000
<b>Net Income (Loss)</b>	<b>223,635</b>	<b>(41,000)</b>	<b>205,000</b>	<b>(42,500)</b>
Retained Earnings - Beginning	(80,748)	392,946	142,887	347,887
<b>Retained Earnings - Ending</b>	<b>142,887</b>	<b>351,946</b>	<b>347,887</b>	<b>305,387</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Non-Operating Revenues					
4001	Interest Earnings	631	500	500	500
4019	Miscellaneous	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>1,131</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>1,131</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operating Transfers In				
From General Fund	150,000	175,000	175,000	180,000
From Water & Sewer Fund	50,000	55,000	55,000	55,000
From Employee Benefits Fund	250,000	-	250,000	-
<b>Net Operating Transfers In (Out)</b>	<b>450,000</b>	<b>230,000</b>	<b>480,000</b>	<b>235,000</b>

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensati

	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Operational	227,496	272,000	276,000	278,500
Total Operating Expenses	227,496	272,000	276,000	278,500
Total Expenditures	227,496	272,000	276,000	278,500

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2017 Actual Expense</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	1,179	1,000	1,000	1,000
440 ADMINISTRATION FEES	46,933	66,000	70,000	72,500
444 PAID LOSSES	174,312	125,000	125,000	125,000
446 SAFETY INCENTIVES	-	75,000	75,000	75,000
447 DRUG TESTING	5,072	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>227,496</b>	<b>272,000</b>	<b>276,000</b>	<b>278,500</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>227,496</b>	<b>272,000</b>	<b>276,000</b>	<b>278,500</b>



"This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$797,243."

Ayes:	Nays:	Absent:
Pruitt	None	None
Fowler		
Hohenshelt		
Trowbridge		
Macalik		
Daniels		
Johannesen		

	Fiscal Year 2018	Fiscal Year 2019
Adopted Rate	.423600 / 100 assessed value	.402100 / 100 assessed value
Effective Tax Rate	.423671 / 100 assessed value	.402197 / 100 assessed value
Effective Maintenance and Operations Rate	.330393 / 100 assessed value	.347950 / 100 assessed value
Debt Rate	.178200 / 100 assessed value	.179200 / 100 assessed value
Rollback Tax Rate	.423729 / 100 assessed value	.438897 / 100 assessed value

Total City Debt Obligations Secured by a Tax Rate: \$86,900,000



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** FY19 Budget

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Transmitted hereby, please accept the submission of the proposed FY2019 Annual Operating Budget. As required by the City of Rockwall Charter, the proposed FY2019 Annual Operating budget is a balanced budget. As in previous years, the proposed budget has been prepared to reflect a conservative approach to both estimated revenues and recommended expenditures for FY2019. The proposed FY 2019 budget provides sufficient funding for maintaining current levels of services to our Citizens, and proposes increased levels of service primarily in the Fire Department, the Police Department (school security), and the Street Department (street maintenance and repair). As directed by the Council, the FY2019 has been prepared based on the Effective Tax Rate and includes a corresponding reduction from the current Tax Rate to the Effective Tax Rate. It is noteworthy that in 2018 a total of about \$198,269,000 in new value was added to the tax rolls – the largest single-year increase in the City’s history. Additionally, taxable value of existing taxable properties has increased by about 4.90% due to reappraisals. These increases are reflected in the proposed FY2019 budget. As a strategic measure, the percentage split between residential and non-residential value is now about 71:29.

### **DEBT SERVICE FUND**

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. The tax rate is split between maintenance and operations and the annual principal and interest payments on the City’s outstanding debt. The FY19 debt service portion of the tax rate will be 17.92 cents per hundred dollars of assessed valuation. In the 2018 bond election information we stated that we would attempt to issue new debt as existing debt matured, allowing the City to maintain a fairly flat debt service tax rate while taking advantage of growth in assessed valuation.

### **GENERAL FUND**

As has been the case for the past 5 years, the proposed budget, as directed by the City Council, assumes the adoption of the calculated Effective Tax Rate which will result in a tax rate decrease from the Current

Tax Rate of 42.36 cents/\$100 valuation to the Effective Rate for the coming year of 40.21 cents/\$100 valuation – a rate decrease of 2.15 cents/\$100 valuation. Based on the state prescribed effective rate calculation formulas, this is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1 cent/\$100 valuation produces about \$513,634 in Ad Valorem Tax revenue for FY2019. (Based also on the State-prescribed formula, the Roll Back Rate is 43.89 cents/\$100 valuation.) Of course, the impact of the new rate on individual properties is a function not only of the tax rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process. A twenty-year review of historic tax rates is shown within the Debt Service section of the budget. The table below shows the adopted rate history for FY2012 – FY2018 and the proposed rate for FY2019:

<i>Fiscal Year</i>	<i>Adopted Tax Rate</i>
<i>FY2012</i>	<i>50.31</i>
<i>FY2013</i>	<i>50.25</i>
<i>FY2014</i>	<i>50.25</i>
<i>FY2015</i>	<i>49.55</i>
<i>FY2016</i>	<i>48.53</i>
<i>FY2017</i>	<i>45.43</i>
<i>FY2018</i>	<i>42.36</i>
<i>FY2019</i>	<i>40.21</i>

The City of Rockwall will end FY2018 in a strong financial position. The City has had a good year in 2018 with overall revenues meeting budgeted expectations. At this time last year there seemed to be indications that the **rate of increase** in Sales Tax collections from taxable sales in the City was slowing. However, through the remainder of FY17 and FY18 (to date) this does not appear to be the case. The actual collection rates in FY17 and the projected collections for FY18 substantially exceeded the budget estimates:

<b>Fiscal Year</b>	<b>Proposed Budget</b>	<b>Actual Collections</b>	<b>% Change</b>
2013	\$12,076,200	\$13,271,760	9.97%
2014	\$12,998,000	\$13,515,016	3.97%
2015	\$13,617,300	\$14,302,831	5.03%
2016	\$14,941,000	\$15,378,895	2.92%
2017	\$15,791,200	\$16,075,928	1.80%
2018	\$16,190,000	\$17,250,000	6.54%
2019	\$17,796,350		

With taxable sales in the City being influenced by the local, state, and national economies, Sales Tax revenue is difficult to accurately project. This year, as in previous years, we believe that we have taken a conservative approach to sales tax budget projections - a 3% increase. Actual collections in excess of the amounts budgeted have contributed to strong General Fund Reserves. For five (5) of the last six (6) years a strong General Fund Reserve allowed the City to purchase vehicles, equipment, and other major purchases with cash; therefore, the prior practice of issuing short-term (four year) debt has not been

necessary. In FY18, these purchases were made from current-year revenue. General Fund Reserve is proposed for use in the proposed FY2019 budget.

Decisions to so expend General Fund Reserves in prior years has not resulted in compromising the City's financial position. The City has maintained its General Fund Reserve at a level which complies with the locally adopted financial policies. The FY19 Annual Operating Budget proposes significant expenditures from Reserve but contemplates ending the year with an amount compliant with financial policies plus about \$465,000.

Continued increase from historic per capita sales tax collections (\$340/capita - noted in strategic planning data - to the FY2017 rate of about \$378/capita and the projected rate of about \$399/capita) contributed to the use of a 3% increase for the purposes of development of the budget. Though this is a greater level of increase than was used for FY2018 (2%), we believe that it represents a somewhat cautious approach to budgeting; however, it is based on a continuation of a strong economy for the coming year.

As a service organization, expenditures for personnel account for a large percentage of the City's operating budget. Several new employee positions and employee reclassifications are proposed in the FY2019 budget. Added employee positions include:

<b>Fire Department</b>	3 Firefighters 1 Fire Training Officer 12 Part-time Firefighters
<b>Police Department</b>	3 School Resource Officers (75% funded by RISD) 1 Sergeant
<b>Internal Operations Department</b>	1 Radio/IT Technician
<b>Planning Department</b>	1 Planner
<b>Sewer Operations Department</b>	1 Maintenance Worker 1 Production Technician

The proposed budget does include a continuation of the step-based merit compensation system that results in increases of \$737,445 across all of the departments. For many years, the City's compensation system has also included a comprehensive analysis of market conditions for the various job classifications in the City. This has included salary survey information used to compare Rockwall salaries to a pre-selected eight (8) "market cities" to ensure that salaries are maintained at a competitive level. (As was the case last fiscal year, I again made the decision to not use the City of Coppell in the market analysis, so seven (7) cities have been used in the market analysis for FY2019.) Maintaining internal equity has also always been a major factor considered as part of the market analysis. The proposed budget includes market adjustments within the Police and Fire Departments and a limited number of General Fund positions. Notably, market adjustments in the Fire Department positions are market survey based, and market increases in Police Department positions are largely based on maintenance of internal equity. Fire and Police market raises account for \$201,068 of the proposed budget with another \$209,309 related to a limited number of positions in the other departments. With a high number of employees "topped out" and therefore not receiving merit pay increases, and, who hold jobs for which no market

adjustment is indicated by the survey, about 77 employees of the City will not receive any increase in pay in FY2019.

Adding to the general need to maintain competitive salaries for city employees, the labor market is currently difficult. Within the last year, we have experienced considerable challenges in filling vacant positions for various types of jobs. Challenging positions to fill have included Police Officer, Maintenance Worker, Building Inspector, Plans Examiner, and Pump Technician.

Departments have prepared and submitted budget proposals consistent with tenants of the City's strategic planning. Updated departmental strategic plans will be available for review at the budget work session. The largest strategic departmental increase in the proposed budget is associated with the Fire Department and implementation of its Strategic Plan. As is the case throughout the City organization, increases in service levels produce increases in personnel and related costs. The proposed budget includes the following in the Fire Department's budget:

	Salary/Benefits & Related Equipment
Fire Training Officer (1)	\$ 117,850
Upgrade 3 Drivers to Lieutenant	\$ 38,400
Firefighter positions (3)	\$ 248,850
Part-time Firefighters (12)	\$ 231,450

Also included in the budget related to the Fire Department are the following:

<u>Fire Operations</u>	
Fitness Testing	\$ 30,000
Uniform Consistency	\$ 15,000
(Incident Command Training	\$ 32,000
One-Ton Truck	\$ 70,900
Current Employee Market Salary Adjustments	\$ 67,700
Employee Overtime (increase from previous budget)	\$ 73,000
Fire Engine Replacement	\$ 720,000
 <u>Fire Marshal</u>	
Virtual Fire Ext. Training Unit	\$ 16,000
Life Safety Inspections Software	\$ 13,500
Total of Enumerated Increases	\$ 1,674,650

While these represent significant increases in Fire Department expenditures, the increases are reflective of the strategic planning completed by the Department and presented to the Council in the last quarter. Significant reductions in these numbers would result in an increase in the amount of time needed to implement the strategic plan which is based on a desired level of service equal to that needed to simultaneously respond to a major structure fire and another emergency incident with on-duty personnel. As indicated in the strategic plan, the proposed budget increases reflect a continuation of reliance on part-time positions equivalent to three (3) full-time firefighters. Further, the proposed budget includes a significantly increased emphasis on training certification for both the full-time and part-time employees of the department which was noted as a priority in both meetings held with existing employees and volunteers and in the strategic plan. The Fire Department Strategic Plan guided the development of the proposed Fire Department budget.

Also proposed are significant increases in the Street Department. While voters approved a substantial issuance of debt for concrete street reconstruction projects over the next ten (10) years, there remains substantial work to be done to continue and accelerate major maintenance and repair work on both concrete and asphalt streets not included in that Bond Project list. Alleys and asphalt streets are not included as Bond Projects; however, significant work to address alley repairs and asphalt street repair is required. Existing alleys are used by residents for primary access to their homes and for the collection of solid waste. Each year, the City receives non-exclusive franchise payments from its contract solid waste collection contractor (Republic Waste) designed to recover the cost of the use of city streets and alleys to provide this important service. Beginning with the FY2019 Budget, it is proposed that these franchise fee funds be informally dedicated for use to enhance maintenance and repair of alleys in the City. This dedication results in an increase of \$300,000 in the street materials budget for use in contracting for concrete alley repair. You will note that this line item is further increased by an additional amount totaling \$506,750 to be used for the following projects:

<u>Project</u>	<u>Cost</u>
Resurfacing of Police Parking lot (South of Washington St.)	\$ 92,000
Resurfacing of Entrance to Myers Park Community Bldg. and Pool	39,750
Resurfacing of Equipment Storage Yard at Service Center	<u>375,000</u>
Total	\$ 506,750

As previously discussed with the Council, the proposed FY2019 budget includes increases in funding for that aspect of school security which is provided by School Resource Officers. Resources have been increased by the addition of three (3) School Resource Officers and, given the increases in the total number of School Resource Officers, an additional Sergeant position is proposed. The additional resource officers have been added to both address the addition of the new Burton Academy campus and the need to increase coverage levels at several elementary school campuses in the district. The Rockwall Independent School district pays for 75% of the salaries for the resource officers.

***WATER AND SEWER FUND***

Water and Sewer consumption has increased in FY18 such that the City will set a new “minimum take” under the terms of the “minimum take or pay” contract with North Texas Municipal Water District. This will result in an increased cost for water beginning in FY19. An increase in the rate for wholesale treated water will again be experienced but has not been finalized by the District as of this writing. At the time of preparation of the FY2018 budget, the need for a 10% increase in the City’s retail water rate was anticipated. Discussions at the budget work session eventually lead to the deferral of a rate increase this past January rather than implementation as had been initially planned. This was done in anticipation of a comprehensive rate study analysis that is currently near completion. While we do not have results to definitively determine the need for a January 2019 rate increase and the amount of this increase, the budget has been prepared assuming a 10% increase which is subject to adjustment pending the outcome of the rate study.

It is anticipated that the Water and Sewer Fund will begin FY19 with about 75 days of Working Capital (Reserve). The City policy for Water and Sewer Fund Reserve indicates a 60-day reserve target. If the proposed FY19 budget is adopted, and strong sales continue for the coming year, about seven days will be added to the Reserves for the coming year. Pending the results of the rate study, this is recommended.

Significant increases in expenditures for Sewer operations continue in FY19 which are a result of regulatory pressures as the City meets its obligations for system and operational improvements. Two new positions have been proposed in the Sewer Operations division. These positions will address system maintenance requirements and more technical pump and control operations within the division.

As a result of financial problems in the Water and Sewer Fund due to drought and conservation experienced several years ago, it has been 5 years since a transfer from the Water and Sewer Fund to the General Fund has occurred. The purpose of this transfer (previously made annually) is to reimburse the General Fund for expenses incurred by the General Fund in support of the water and sewer system. No such transfer, however, is proposed in the budget for the coming year despite the financial recovery of the Water and Sewer Fund. This transfer should be ultimately resumed, but, given known upcoming increases in water and sewer expenses and the status of the rate study currently underway, it is recommended that the transfer be again considered as the FY20 budget is being prepared.

The Water and Sewer Fund reserves will be approximately 120 days of operating expenses with bond covenants prescribing a minimum of 60 days. Due to uncertain future sales and continuing increases in prices, regulatory requirements, and major capital projects that we now know will occur about three years earlier than originally anticipated, the 120 days of working capital is a reasonable goal for the end of FY2019.

Most of the Water and Sewer Fund expenditure increases are for recurring costs associated with the purchase of treated water and wastewater treatment.

#### **EMPLOYEE BENEFITS AND WORKERS COMPENSATION FUNDS**

The City's health insurance fund continues to perform as well as (or better than) it has the last several years. Just a few years ago, the fund had a significant negative balance, but through focus on increasing employer and employee contributions and refining offerings, we've rebuilt a reserve balance of at least 25% of our typical expenditures. The past year has, thus far, been a good year for the fund in terms of increasing fund reserve. We do not anticipate the need to increase employer contributions or employee contributions (premiums). The City has also, thus far, had a good employee safety year. The City continues to enjoy an excellent employee safety record overall. As an incentive to continue to keep safe operations at the forefront, the City offers a financial incentive in those years that the Workers Compensation claims experience are consistent with safe workplace goals. While we have not had the good fortune to give these safety incentives (usually around \$250/employee/year) every year, the FY19 proposed budget anticipates the safety incentives will be provided in December 2018. In order to bolster the Workers Compensation Fund, which had larger than expected claims in FY2016 and FY2017, a transfer was made from the Employee Benefits to Workers Compensation Fund. Given the increase in reserve in the Employee Benefits Fund anticipated by year end, a similar transfer is being amended in FY2018.

**PROPOSED EXPENDITURES FROM RESERVES**

The following major purchases and expenditures are recommended from reserve funds:

<b>DEPARTMENT</b>	<b>ITEM / DESCRIPTION</b>	<b>BUDGET</b>
<b>GEN. FUND</b>		
Administration	Downtown Plan	\$50,000
Internal Ops	Police Building Minor Remodel	19,000
Fire Operations	1 ton Truck for Fire Training Officer	70,900
Fire Marshal	Virtual Fire Extinguisher Training Unit	16,000
Police Admin	Tahoe Replacement	35,000
Patrol	Patrol Vehicle Replacement (2 Tahoe, 2 Chargers)	181,600
	Patrol Motorcycle Replacement	38,200
	Patrol 3/4 ton Truck Replacement	40,800
	Replace all Tasers 1st year cost	17,350
	Replace all Ticket Writers	73,000
CID	Replace 3 Vehicles	84,500
Planning	New permit and inspection software	200,000
NIS	Replace (2) ½ ton Pickup Trucks	50,450
Building Inspection	Replace (2) ½ ton Pickup Trucks	53,450
Parks	Tractor with batwing	57,500
	Turf Renovator	12,500
	Truck 1 ton Replacement	48,000
	Truck 3/4 ton Replacement	31,000
	Light poles - Boat Ramp/SH66 and Myers Pavilion	49,500
Recreation	Replace Truck 3/4 ton	33,700
Animal Services	Animal Transport Unit	56,150
Streets	Replace Paving Police Parking Lot	92,200
	Replace Paving Service Center	375,000
	Replace Myers Park Driveway	39,750
	Crosswalks Shores Park	25,000

## LOOKING FORWARD

Future needs will continue even as the economy cycles.

- Adding revenue and/or new revenue sources to meet these and other future needs
- Preserving current revenue sources
- Continuing the development of the Equipment Replacement program
- Continued implementation of strategic initiatives targeting increased revenue (Sales Tax, Residential/Non-residential Ad Valorem Tax ratio, etc.)
- “Normal year” water demands such that the historic transfer from the Water and Sewer Fund may resume to the General Fund – a challenge considering the continued and upcoming increases in the costs of water and sewer supply and services

I believe that the Proposed FY2019 Annual Budget is an aggressive yet responsible and conservative approach to guiding the City’s activities for the coming year. I would like to thank all Department Heads and all of those who contributed to the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager, Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

I would also like to thank the Mayor and Council in advance for the time and study that I know each of you will invest in the evaluation of the budget proposal. As always, if you have any questions about the proposed budget, please do not hesitate to contact Mary Smith or me.

Respectfully Submitted,

Rick Crowley  
City Manager

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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01 General
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	35,438,096	36,066,050	37,248,050	37,902,500
Total Operating Expenditures	32,482,064	32,943,530	33,127,500	34,766,250
Capital Reserve Expenditures	-	-	-	1,750,600
Excess Revenues Over (Under) Expenditures	2,956,032	3,122,520	4,120,550	1,385,650
Net Other Financing Sources (Uses)	(3,316,118)	(2,658,000)	(2,668,000)	(3,150,500)
Net Gain (Loss)	(360,086)	464,520	1,452,550	(1,764,850)
Fund Balance - Beginning	11,165,872	10,709,878	10,805,786	12,258,336
Fund Balance - Ending	10,805,786	11,174,398	12,258,336	10,493,486

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4100	Current Taxes	10,875,545	12,214,700	12,214,700	12,275,000
4105	Delinquent Taxes	86,746	60,000	80,000	80,000
4110	Penalty & Interest	60,934	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>11,023,225</b>	<b>12,334,700</b>	<b>12,354,700</b>	<b>12,415,000</b>
4150	Sales Taxes	16,075,928	16,190,000	17,250,000	17,796,350
4155	Beverage Taxes	297,475	245,000	300,000	300,000
4160	Sales Tax Rebate	(8,606)	-	(11,000)	-
<b>Total Sales Taxes</b>		<b>16,364,797</b>	<b>16,435,000</b>	<b>17,539,000</b>	<b>18,096,350</b>
4201	Electrical Franchise	1,758,283	1,795,000	1,795,000	1,810,000
4203	Telephone Franchise	139,306	150,000	150,000	125,000
4205	Gas Franchise	426,684	400,000	497,500	497,500
4207	Cable TV Franchise	545,358	625,000	505,000	450,000
4209	Garbage Franchise	284,802	235,000	290,000	290,000
<b>Total Franchise</b>		<b>3,154,432</b>	<b>3,205,000</b>	<b>3,237,500</b>	<b>3,172,500</b>
4250	Park & Recreation Fees	40,953	35,000	35,000	35,000
4251	Municipal Pool Fees	19,891	22,000	22,000	22,000
4253	Center Rentals	46,031	39,500	39,500	39,500
4255	Harbor Rentals	18,344	10,000	10,000	10,000
4260	Tax Certificate Fees	-	250	250	250
4270	Code Enforcement Fees	34,609	5,000	25,000	5,000
4280	Zoning Request Fees	67,041	35,000	65,000	65,000
4283	Construction Inspection	611,246	425,000	450,000	450,000
4295	Fire - Plans	4,620	4,500	4,500	4,500
<b>Total Fees</b>		<b>842,735</b>	<b>576,250</b>	<b>651,250</b>	<b>631,250</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4300	Building Permits	1,420,507	1,000,000	1,000,000	1,000,000
4302	Fence Permits	24,620	20,000	20,000	20,000
4304	Electrical Permits	31,026	30,000	30,000	30,000
4306	Plumbing Permits	49,062	40,000	50,000	50,000
4308	Mechanical Permits	59,055	39,000	65,000	65,000
4310	Daycare Center Permits	3,170	3,000	5,500	5,500
4312	Health Permits	90,210	102,000	124,000	132,000
4314	Sign Permits	19,465	20,000	20,000	20,000
4288	Beverage Permits	16,130	10,000	12,000	12,000
4320	Miscellaneous Permits	58,268	50,000	90,000	50,000
Total Permits		1,771,512	1,314,000	1,416,500	1,384,500
4400	Court Fines	481,215	525,000	475,000	450,000
4402	Court Fees	124,635	165,000	115,000	115,000
4404	Warrant Fees	45,255	90,000	45,000	45,000
4406	Court Deferral Fees	257,040	285,000	205,000	205,000
4408	Animal Registration Fees	4,843	7,000	5,000	5,000
4414	Alarm Fees and Fines	64,095	45,000	60,000	80,000
Total Municipal Court		977,083	1,117,000	905,000	900,000
4001	Interest Earnings	33,257	75,000	85,000	85,000
4007	Sale of Supplies	527	500	500	500
4010	Auction/Scrap Proceeds	95,195	40,000	30,000	40,000
4019	Miscellaneous	60,837	20,000	20,000	20,000
4450	Land Sales	5,000	-	15,000	-
4480	Tower Leases	20,605	51,000	51,000	51,000
4680	Developer Contributions	117,522	-	45,000	35,500
Total Miscellaneous		332,943	186,500	246,500	232,000
4500	Grant Proceeds	151,571	-	-	-
4510	School Patrol	402,510	405,000	405,000	603,750
4520	County Contracts	880	1,000	1,000	1,000
4530	City Contracts	416,409	491,600	491,600	466,150
Total Intergovernmental		971,370	897,600	897,600	1,070,900
Total Revenues		35,438,096	36,066,050	37,248,050	37,902,500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
<b>Other Financing Sources</b>				
Operating Transfers In:				
From Court Fees	25,000	25,000	25,000	37,500
From Recycling Fund	20,432	-	-	-
From Seized Funds	208,500	-	-	-
From Siren Fund	24,950	-	-	-
<b>Total Other Financing Sources</b>	<b>278,882</b>	<b>25,000</b>	<b>25,000</b>	<b>37,500</b>
<b>Other Financing Uses</b>				
Operating Transfers Out:				
To Public Safety Fund	-	-	-	73,000
To Radio Fund	640,000	43,000	43,000	-
To Airport Fund	30,000	-	10,000	-
To Employee Benefit Fund (Ins.)	2,500,000	2,500,000	2,500,000	2,500,000
To Workers Compensation Fund	150,000	175,000	175,000	180,000
To Tech. Replacement Fund	175,000	185,000	185,000	185,000
To Vehicle Replacement Fund	100,000	250,000	250,000	250,000
<b>Total Other Financing Uses</b>	<b>3,595,000</b>	<b>3,153,000</b>	<b>3,163,000</b>	<b>3,188,000</b>
Less Capital Reserve	-	470,000	470,000	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,316,118)</b>	<b>(2,658,000)</b>	<b>(2,668,000)</b>	<b>(3,150,500)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
10	01	Mayor/Council	130,560	125,950	125,400	124,250
10	05	Administration	1,936,675	1,979,500	1,967,000	2,017,100
10	06	Administrative Services	513,013	560,300	563,200	587,600
10	09	Internal Operations	2,111,252	2,184,650	2,202,900	2,353,150
15	11	Finance	647,798	788,050	781,050	835,450
15	15	Municipal Court	439,986	463,200	444,000	450,100
20	25	Fire Operations	3,357,657	3,522,250	3,752,450	4,335,700
20	29	Fire Marshal	508,866	581,600	547,700	640,500
30	31	Police Administration	1,241,567	1,415,580	1,412,200	1,264,000
30	32	Communications	1,134,509	1,304,450	1,207,250	1,245,850
30	33	Patrol	5,893,184	5,753,500	5,670,900	5,945,950
30	34	CID	1,370,698	1,345,050	1,339,850	1,471,550
30	35	Community Services	943,962	985,850	1,060,600	1,445,850
30	36	Warrants	231,312	242,450	242,450	260,900
30	37	Records	480,518	494,650	548,200	470,150
40	41	Planning	718,448	781,300	757,400	1,110,200
40	42	Neighborhood Improv.	523,525	540,100	541,500	585,650
40	43	Building Inspections	731,634	730,350	731,850	808,100
45	45	Parks	2,573,465	2,569,750	2,632,400	2,744,100
45	46	Harbor O&M	482,581	542,100	542,450	524,100
45	47	Recreation	929,400	918,250	956,250	1,006,350
45	48	Animal Services	716,495	638,650	651,650	698,650
50	53	Engineering	1,107,034	1,115,050	1,088,650	1,166,700
50	59	Streets	3,757,926	3,360,950	3,360,200	4,424,900
			32,482,064	32,943,530	33,127,500	36,516,850
Less Capital Reserve			-	-	-	1,750,600
<b>Total Operating Expenditures</b>			<b>32,482,064</b>	<b>32,943,530</b>	<b>33,127,500</b>	<b>34,766,250</b>

## DIVISION SUMMARY

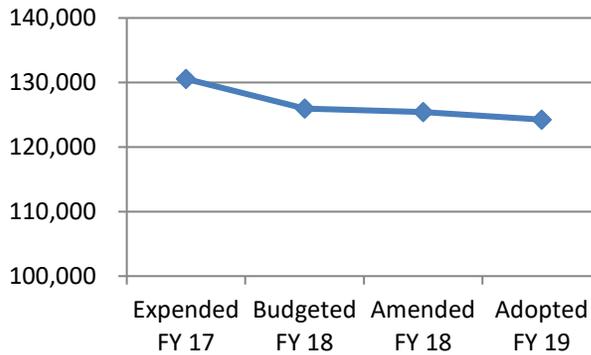
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

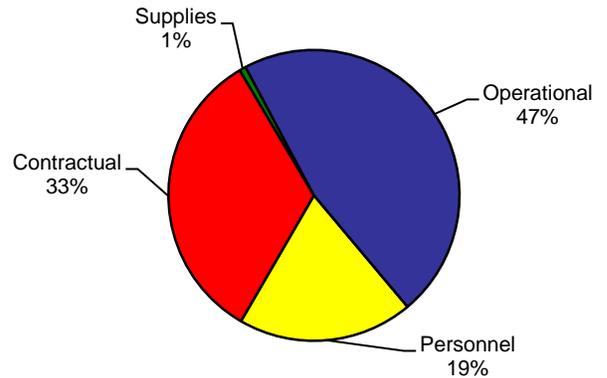
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	24,221	24,200	24,200	24,200
Contractual	47,203	45,350	41,150	41,150
Supplies	294	400	900	900
Operational	58,842	56,000	59,150	58,000
<b>Total</b>	<b>130,560</b>	<b>125,950</b>	<b>125,400</b>	<b>124,250</b>

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	01 Mayor/Council

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	1,721	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	<u>24,221</u>	<u>24,200</u>	<u>24,200</u>	<u>24,200</u>
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIAL	44,022	42,000	37,800	37,800
231 SERVICE MAINTENANCE CONTRACTS	3,181	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	<u>47,203</u>	<u>45,350</u>	<u>41,150</u>	<u>41,150</u>
<i>SUPPLIES</i>				
310 PRINTING & BINDING	277	300	300	300
347 GENERAL MAINT. SUPPLY	17	100	600	600
<i>SUPPLIES Totals</i>	<u>294</u>	<u>400</u>	<u>900</u>	<u>900</u>
<i>OPERATIONS</i>				
402 YOUTH ADVISORY COUNCIL	2,949	3,000	3,000	3,000
404 ELECTION EXPENSES	10,577	10,500	11,650	10,500
410 DUES & SUBSCRIPTIONS	8,582	12,500	14,500	14,500
420 AWARDS	7,812	10,000	10,000	10,000
428 MEETING EXPENSES	3,715	3,000	3,000	3,000
430 TUITION & TRAINING	6,155	3,000	3,000	3,000
436 TRAVEL	19,053	14,000	14,000	14,000
<i>OPERATIONS Totals</i>	<u>58,842</u>	<u>56,000</u>	<u>59,150</u>	<u>58,000</u>
<b>MAYOR/COUNCIL Totals</b>	<b>130,560</b>	<b>125,950</b>	<b>125,400</b>	<b>124,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

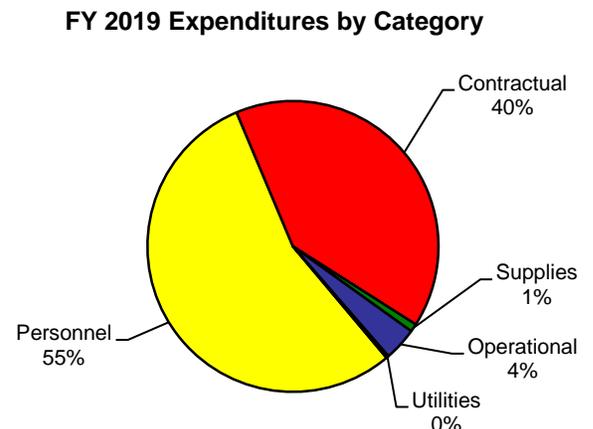
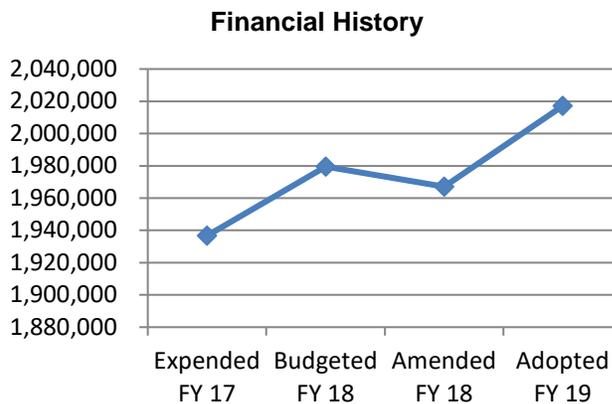
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	1,016,984	1,069,650	1,069,650	1,104,850
Contractual	828,432	811,500	788,700	813,900
Supplies	21,953	18,000	28,300	18,000
Operational	62,435	74,750	74,750	74,750
Utilities	6,870	5,600	5,600	5,600
<b>Total</b>	<b>1,936,675</b>	<b>1,979,500</b>	<b>1,967,000</b>	<b>2,017,100</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Adopted</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	18	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	05 Administration

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	543,452	558,450	558,450	582,000
104 SALARIES & WAGES-CLERICAL	269,483	288,050	288,050	303,700
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,825	6,250	6,250	6,800
120 FICA & MEDICARE EXPENSE	51,269	54,000	54,000	54,400
122 T.M.R.S. RETIREMENT EXPENSE	146,355	162,000	162,000	157,050

*PERSONNEL SERVICES Totals*      1,016,984      1,069,650      1,069,650      1,104,850

*CONTRACTUAL*

207 APPRAISAL & COLLECTION	216,364	243,750	217,750	211,950
208 EMERGENCY SERVICES CORP	185,809	60,200	60,900	68,000

<b>Notes:</b>	Emergency Services Corporation
\$ 613 Administration 7,173 Gun Range Operations 60,177 Emergency Management (includes vehicle replacement)	
CITY MANAGER'S COMMENTS: Approved	

211 LEGAL	169,856	200,000	200,000	175,000
213 CONSULTING FEES	34,955	42,700	42,700	92,700

<b>Notes:</b>	Downtown Plan
\$50,000 The current Downtown Plan was adopted in 2004 shortly after the adoption of the Current Comprehensive Plan (Hometown 2000). Most of the recommendations of the Downtown Plan have been achieved. Downtown, as a result of substantial private investment and the City's significant contributions is currently a vibrant contributor to Rockwall. To develop strategies for its continued and enhanced vibrancy, an updated Downtown Plan is proposed.	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves. Downtown is a good example of public/private emphasis toward a common goal. I believe that success of private investment encouraged the City's voters to approve public investment in its own infrastructure which together makes downtown as success. To examine what may be necessary to protect the City's public investment and encourage continued success of existing and additional private investment, this study is recommended. The focus of the study is likely to be more centered on future land uses as it relates to encouragement of further private investment and the general economic factors than it may be on public infrastructure improvement projects – though these may be found to be somewhat related.	

231 SERVICE MAINTENANCE CONTRACTS	22,907	45,500	45,500	45,500
233 ADVERTISING	2,014	6,000	6,000	6,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	05 Administration

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
236 COMMUNITY SERVICES	140,400	140,850	140,850	137,750

<b>Notes:</b>	Community Programs
\$99,960 Star Transit (\$2,100 reduction) 35,000 Meals on Wheels (same as FY18) 500 Sheriff's Posse Insurance 3,000 Parades	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,695	5,000	5,000	5,000
243 BUILDING LEASE	46,022	63,000	63,000	65,000
254 RECORDING FEES	5,410	4,000	6,500	6,500
<i>CONTRACTUAL Totals</i>	828,432	811,500	788,700	813,900

*SUPPLIES*

301 OFFICE SUPPLIES	1,857	3,000	3,000	3,000
310 PRINTING & BINDING	20,087	14,500	24,800	14,500
347 GENERAL MAINT. SUPPLY	9	500	500	500
<i>SUPPLIES Totals</i>	21,953	18,000	28,300	18,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	12,568	20,000	20,000	20,000
422 EMPLOYEE ACTIVITIES	13,916	14,000	14,000	14,000
428 MEETING EXPENSES	13,156	10,500	10,500	10,500
430 TUITION & TRAINING	6,329	8,450	8,450	8,450
436 TRAVEL	16,466	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	62,435	74,750	74,750	74,750

*UTILITIES*

507 CELLULAR TELEPHONE	6,870	5,600	5,600	5,600
<i>UTILITIES Totals</i>	6,870	5,600	5,600	5,600

<b>ADMINISTRATION Totals</b>	<b>1,936,675</b>	<b>1,979,500</b>	<b>1,967,000</b>	<b>2,017,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

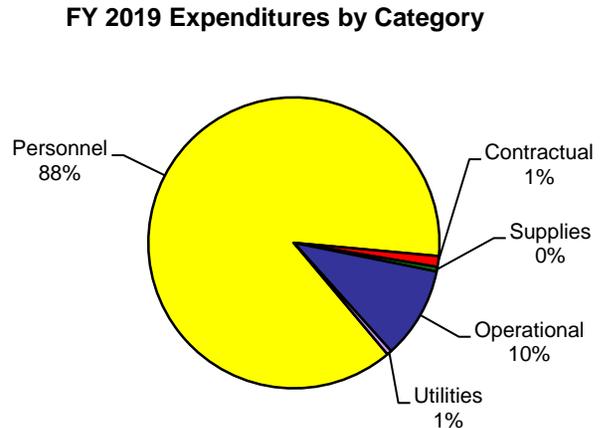
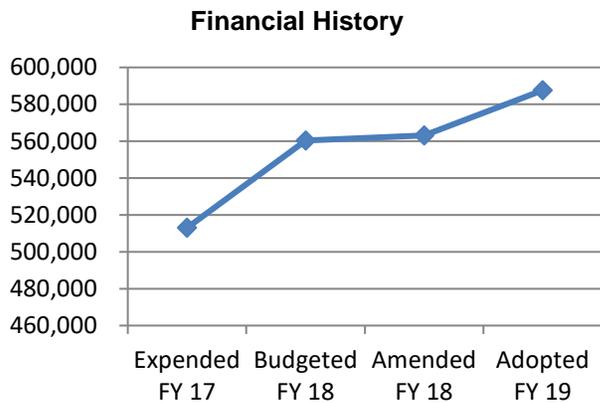
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	457,161	493,450	496,350	514,550
Contractual	11,652	7,050	7,050	7,050
Supplies	1,570	3,000	3,000	3,000
Operational	39,958	53,700	53,700	59,900
Utilities	2,671	3,100	3,100	3,100
<b>Total</b>	<b>513,013</b>	<b>560,300</b>	<b>563,200</b>	<b>587,600</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Adopted</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	22	1	1
HR Analyst	18	2	2
Administrative Secretary	11	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	06 Administrative Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	146,279	146,300	146,300	156,500
104 SALARIES & WAGES-CLERICAL	205,682	236,900	236,900	241,400
109 SALARIES & WAGES-OVERTIME	15	-	-	-
112 INCENTIVE PAY	7,448	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,500	1,500	1,800
114 LONGEVITY PAY	3,103	2,850	2,750	3,050
120 FICA & MEDICARE EXPENSE	25,336	28,200	28,200	28,700
122 T.M.R.S. RETIREMENT EXPENSE	58,529	62,700	62,700	65,100
128 UNEMPLOYMENT INSURANCE	9,269	5,000	8,000	8,000

<i>PERSONNEL SERVICES Totals</i>	457,161	493,450	496,350	514,550
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*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	11,652	7,050	7,050	7,050
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<i>CONTRACTUAL Totals</i>	11,652	7,050	7,050	7,050
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*SUPPLIES*

301 OFFICE SUPPLIES	983	1,000	1,000	1,000
310 PRINTING & BINDING	515	1,500	1,500	1,500
347 GENERAL MAINT. SUPPLY	72	500	500	500

<i>SUPPLIES Totals</i>	1,570	3,000	3,000	3,000
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,197	2,600	2,600	2,600
415 RECRUITING EXPENSES	225	-	-	-
420 AWARDS	7,679	9,500	9,500	9,500
422 EMPLOYEE ACTIVITIES	1,005	1,000	1,000	1,000
430 TUITION & TRAINING	2,575	5,000	5,000	5,500
432 EDUCATION REIMBURSEMENT	7,547	11,400	11,400	17,100

**Notes:** Education Reimbursement-Tuition  
 There were 4 employees going through their undergrad program this year. One has received his bachelors degree. This program has gained momentum with the attention from the OD&T Admin and the development of IDPs. There have been 3 additional employees request to go through the program.

**CITY MANAGER'S COMMENTS:** Approved

435 EMPLOYEE DEVELOPMENT	10,961	14,200	14,200	14,200
436 TRAVEL	7,770	10,000	10,000	10,000

<i>OPERATIONS Totals</i>	39,958	53,700	53,700	59,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	06 Administrative Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	2,671	3,100	3,100	3,100
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<i>UTILITIES Totals</i>	2,671	3,100	3,100	3,100
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<b>ADMINISTRATIVE SERVICES Totals</b>	<b>513,013</b>	<b>560,300</b>	<b>563,200</b>	<b>587,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	09 Internal Operations

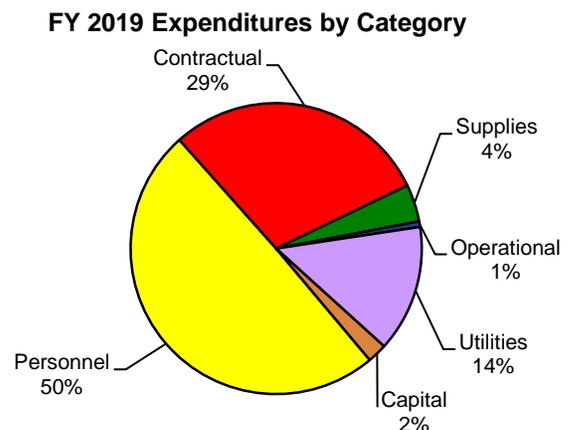
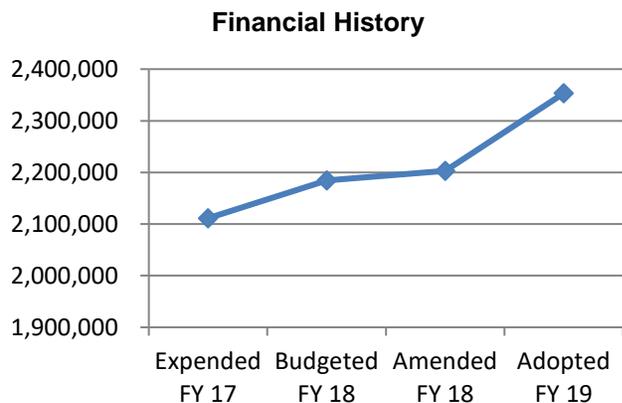
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	1,061,999	1,089,450	1,090,600	1,165,650
Contractual	544,341	553,500	568,100	692,700
Supplies	81,518	94,900	97,400	97,400
Operational	8,492	14,600	14,600	14,600
Utilities	389,953	362,800	362,800	331,800
Capital	24,950	69,400	69,400	51,000
<b>Total</b>	<b>2,111,252</b>	<b>2,184,650</b>	<b>2,202,900</b>	<b>2,353,150</b>

### Personnel Schedule

Position	Classification	FY 18 Approved	FY 19 Adopted
Director of Internal Operations	-	1	1
Facilities Superintendent	25	1	1
Network Administrator	27	1	1
PIO/Marketing Manager	22	1	1
Network Technician	19	1	2
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	216,245	228,050	228,050	233,700
104 SALARIES & WAGES-CLERICAL	272,243	282,900	282,900	342,500

<b>Notes:</b>	<b>Radio/Network Technician</b>
<p>The City of Rockwall is now a user of the Rockwall County Interoperability Radio Network. The Facilities Superintendent acts as the sole support person on the radio system for the Cities of Rockwall, Heath, and Fate. Rockwall County has 257 radios with one employee dedicated to internal customer service. The three Cities supported by the Internal Operations employee has 482 radios, 6 fire station alert systems, 3 tower sites, and other radio related functions. Providing customer service to the Police and Fire Departments of these 3 cities has become a full-time job in itself.</p> <p>We currently have two IT staff members: a Network Administrator and Network Technician. Day-to-day help desk demands almost completely consume the Network Administrator's time. This has pushed more of the Network Administration duties into morning (before 8am), evening, and weekends. The additional staff member would help with helpdesk, desktop, and project support allowing the Network Administrator to manage and maintain the network infrastructure more effectively and consistently during normal business hours. This position would also help the department provide quicker internal customer service to other City employees. While most IT requests are resolved within 30 minutes or less, many can take hours to resolve. The department is responsible for 60 servers, 200 PC's/Laptops, 25 network switches, 16 wireless access points, multiple software applications, printers and other peripheral devices and is almost completely reactive due to the volume of daily work demanded of the current staff.</p> <p>The City's Radio / IT support staff has not increased in 14 years while many internal customers, equipment, and devices have been added over the last several years. This will provide an additional staff member to provide customer service to both civilians and sworn public safety personnel of Rockwall and for the Cities of Heath and Fate that we support through separate contracts. This individual will also be available for call back after hours for both radio equipment and IT network related problems. In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member.</p> <p>Proposed Grade: 19                  \$64,300 Salary and Benefits                  1,800 Computer                  1,000 Cell Phone                  200 Uniforms                  \$67,300 Total</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

107 SALARIES & WAGES-LABOR	353,376	355,100	355,100	350,700
109 SALARIES & WAGES-OVERTIME	4,351	4,000	5,000	4,000

<b>Notes:</b>	<b>Amend Budget</b>
Amendment to current FY OT budget due to covering of shifts of co-workers. \$2,000	

113 EDUCATION/CERTIFICATE PAY	600	600	600	600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
114 LONGEVITY PAY	10,675	11,600	11,750	12,650
120 FICA & MEDICARE EXPENSE	63,667	65,500	65,500	69,900
122 T.M.R.S. RETIREMENT EXPENSE	140,841	141,700	141,700	151,600
<i>PERSONNEL SERVICES Totals</i>	1,061,999	1,089,450	1,090,600	1,165,650

*CONTRACTUAL*

213 CONSULTING FEES	-	-	-	11,000
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<b>Notes:</b>	<b>Trott Communication</b>
<p>Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system (\$5,000). Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$2,000 x 3 towers for a total of (\$6,000). Request: \$11,000</p> <p>This expense was previously shown in the Radio fund</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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217 IT SERVICE	187,553	284,650	284,650	330,750
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<b>Notes:</b>	IT Service
<p>Existing:</p> <ul style="list-style-type: none"> <li>\$ 1,350 Bomgar Remote Support Software</li> <li>42,250 Internet service for all locations</li> <li>6,175 I-Net Service to remote locations</li> <li>30,000 Datamax Network Consultant</li> <li>6,000 Bitdefender Antivirus Software</li> <li>45,300 Datto Siris BDR Cloud and Support</li> <li>7,860 Datto NAS Cloud and Support</li> <li>3,780 Adobe Creative Cloud</li> <li>1,475 AD Audit Plus Software</li> <li><u>30,000</u> Licensing - Audit and Renewals</li> <li>\$174,450 Total</li> </ul> <p>Proposed New Projects:</p> <p>MEMORY EXPANSION FOR 4 HYPER-V HOSTS</p> <p>\$25,410 - This request will expand memory from 256GB to 512GB on each Hyper-V host. The network is currently at 55% consumption with 35 servers currently in the cluster and 22 additional servers to migrate in the future from the old Hyper-V cluster built in 2012. Memory is consumed by both the Hosts and the VM's. This request would ensure that the network can effectively host all servers currently used by the City and future servers as needed. This will also allow for proper resource planning in a Hyper-V environment for optimization of failover, maintenance and performance. The Hyper-V environment hosts 95% of the City's technology resources. This will prevent future degradation of performance of network resources for the end-users.</p> <p>INCREASE STORAGE/PERFORMANCE IN COMPELLENT SAN</p> <p>\$30,332 - Scale storage and performance on Compellent SAN to accommodate present and future projects. This Storage Area Network device will host almost all servers and applications. Proper sizing and planning allows us to efficiently maintain and manage these resources.</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<p><b>BARRACUDA WEB SECURITY DEVICE</b></p> <p>\$6,914 - This device will filter web traffic and provide an additional layer of security against malware and virus infiltration onto the City network. It also provides comprehensive reporting on web activity by user, device or other granular criteria. The City's current Watchguard web filter is built into the Firewall as an all-in-one solution. Reporting is very basic making it hard to extract granular information regarding web activity. In addition, Barracuda provides a more robust layer of security which is very important in today's security landscape. This will also allow the IT Department to secure laptops and mobile devices remotely. Currently these devices have unimpeded access to the internet when in the field.</p> <p><b>SOLAR WINDS PATCH MANAGEMENT SOFTWARE</b></p> <p>\$6,900 - This software automates patching and reporting on most servers and workstations. Patch installation typically has to be done manually outside of business hours. Currently this task is being done by the Network Administrator before 8am, evening hours, and weekends. This software would automate most of these tasks allowing Network Administrator to perform migratory and maintenance tasks in these hours. This software is considered a security enhancement as patches are most often addressing security vulnerabilities in Windows and 3rd party applications.</p> <p><b>APC SMART-UPS 20KVA</b></p> <p>\$26,000 - APC Smart - Uninterruptible Power Supply for Network Datacenter. This appliance would power the core technical infrastructure in the Datacenter located at the Police Department. The existing APC UPS device is out of warranty and has a battery module in a failed state. This module can no longer be purchased due to age of the device. Furthermore, the existing device is a 4kVA unit which is undersized for the equipment plugged into it through growth of the network over several years. The new device would provide one point of maintenance, management, and life cycle replacement. It would also provide intuitive interface for insight and alerting.</p> <p>\$61,000 - GETAC Backup Device - The Police Department recently deployed new GETAC body and in-car cameras approved by Council earlier this year. While videos are saved on the server for 90 days, and can be copied if needed for court cases, a backup copy is not being made. Recent ransomware virus attacks at other cities have exposed this as a problem as all Police videos were lost since they were not being backed up. This price includes the appliance and annually recurring cloud storage costs of \$43,200.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
231 SERVICE MAINTENANCE CONTRACTS	148,189	154,600	154,600	225,850

<b>Notes:</b>	County Radio System Maintenance
<p>The City is now a customer of the Rockwall County Interoperability Radio Network. Rockwall County has entered into a multi-year system maintenance agreement with Harris Corporation. The City's costs are based on the number of radios it has on the system. There is a two-year warranty on system infrastructure and three year warranty on radio equipment and accessories. The City must pay its portion of preventative maintenance on 376 radios, 13 control stations, and fire alerting equipment for 4 stations.</p> <p>Total Service Maintenance Contract Request: \$71,234</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	4,229	5,500	5,500	5,500
240 EQUIPMENT REPAIRS	8,396	8,000	8,000	8,000
242 EQUIPMENT RENTAL & LEASE	2,165	500	500	600
244 BUILDING REPAIRS	176,180	83,250	95,850	94,000

<b>Notes:</b>	Police 1st Floor Remodel
<p>\$19,000 to cover the cost of a remodeling project at the police department. The project would include adding space to the Administrative Sergeant's office and adding an interior door between the Records and Evidence Collection area. The Administrative Sergeant oversees the department's hiring process and he is also the quarter master. The sergeant's office is 10ft X 9ft and does not allow him adequate space to hold interviews with new applicants or store needed equipment. There is a 9ft x 8ft records closet directly behind the office which we could remove the wall to increase his office space. The closet originally housed file cabinets for officer's personnel records but those records are now electronic records and the large filing cabinets are empty. We believe the space would be better utilized by increasing the size of the Administrative Sergeant's office.</p> <p>The second part of the remodel project would be to add an interior door between the Records Unit and the Evidence Processing Area. The evidence room has a separate ventilation and air conditioning systems to reduce odor and contamination. The evidence room is secure at all times but the evidence collection area which is on the same air and ventilation system is next to Records and there is no separation. Adding a door between the two rooms would help by creating two separate work spaces and also help with the controlling of the air temperature for both rooms.</p> <p><b>CITY MANAGER'S COMMENTS: Approved, from General Fund Reserves</b></p>	

246 VEHICLE REPAIRS	5,837	5,000	7,000	5,000
272 JANITORIAL SERVICES	11,792	12,000	12,000	12,000
<i>CONTRACTUAL Totals</i>	<u>544,341</u>	<u>553,500</u>	<u>568,100</u>	<u>692,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 General Government	09 Internal Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	397	400	400	400
303 COMPUTER SUPPLIES	20,383	20,000	20,000	20,000
323 SMALL TOOLS	1,478	1,500	1,500	1,500
331 FUEL & LUBRICANTS	10,130	11,000	13,500	13,500
345 CLEANING SUPPLIES	20,384	22,000	22,000	22,000
347 GENERAL MAINTENANCE SUPPLIES	28,746	40,000	40,000	40,000
<i>SUPPLIES Totals</i>	<u>81,518</u>	<u>94,900</u>	<u>97,400</u>	<u>97,400</u>
<i>OPERATIONS</i>				
430 TUITION & TRAINING	1,500	7,600	7,600	7,600
436 TRAVEL	6,962	7,000	7,000	7,000
<i>OPERATIONS Totals</i>	<u>8,492</u>	<u>14,600</u>	<u>14,600</u>	<u>14,600</u>
<i>UTILITIES</i>				
501 ELECTRICITY	211,296	180,000	180,000	150,000
507 CELLULAR TELEPHONE	8,550	10,900	10,900	10,900
508 TELEPHONE SERVICE	101,466	94,400	94,400	94,400
510 NATURAL GAS SERVICE	11,331	17,500	17,500	16,500
513 WATER	57,310	60,000	60,000	60,000
<i>UTILITIES Totals</i>	<u>389,953</u>	<u>362,800</u>	<u>362,800</u>	<u>331,800</u>
<i>CAPITAL</i>				
603 BUILDINGS	-	-	-	51,000
621 FIELD MACHINERY & EQUIPMENT	24,950	21,400	21,400	-
623 VEHICLES	-	48,000	48,000	-
<i>CAPITAL Totals</i>	<u>24,950</u>	<u>69,400</u>	<u>69,400</u>	<u>51,000</u>
<b>INTERNAL OPERATIONS Totals</b>	<b>2,111,252</b>	<b>2,184,650</b>	<b>2,202,900</b>	<b>2,353,150</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

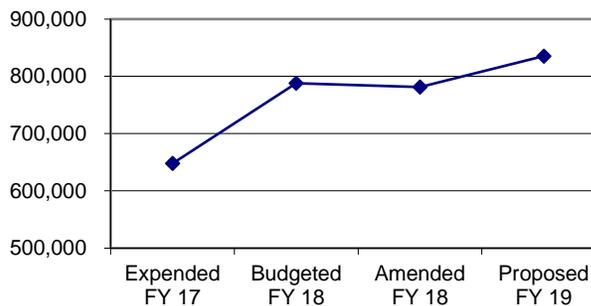
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	328,082	415,800	415,800	444,650
Contractual	257,999	299,750	292,750	315,800
Supplies	52,531	62,250	62,250	64,750
Operational	7,963	9,000	9,000	9,000
Utilities	1,222	1,250	1,250	1,250
<b>Total</b>	<b>647,798</b>	<b>788,050</b>	<b>781,050</b>	<b>835,450</b>

### Personnel Schedule

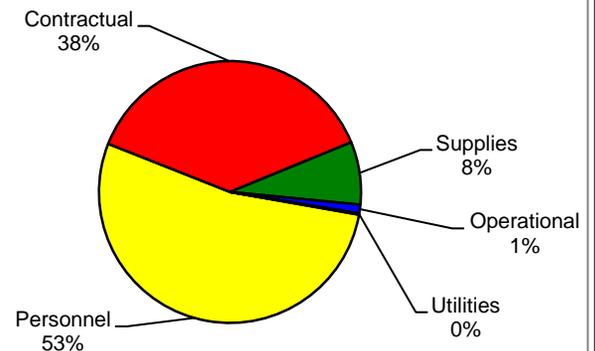
<u>Position</u>	<u>Classification</u>	FY 18 <u>Approved</u>	FY 19 <u>Proposed</u>
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	18	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

104 SALARIES & WAGES-CLERICAL	263,952	347,500	347,500	354,350
109 SALARIES & WAGES-OVERTIME	265	300	300	300
113 EDUCATION/CERTIFICATE PAY	300	300	300	300
114 LONGEVITY PAY	4,053	4,350	4,350	4,650
120 FICA & MEDICARE EXPENSE	19,661	20,200	20,200	27,100
122 T.M.R.S. RETIREMENT EXPENSE	39,850	43,150	43,150	57,950
<i>PERSONNEL SERVICES Totals</i>	<u>328,082</u>	<u>415,800</u>	<u>415,800</u>	<u>444,650</u>

*CONTRACTUAL*

210 AUDITING	20,000	31,000	31,000	31,000
223 INSURANCE-SURETY BONDS	504	500	500	500
225 INSURANCE-AUTOMOBILES	46,727	54,050	54,050	59,500
227 INSURANCE-REAL PROPERTY	42,360	50,000	50,000	56,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	30,541	35,000	35,000	35,000
229 INSURANCE-LIABILITY	46,304	48,000	41,000	42,000
231 SERVICE MAINTENANCE CONTRACTS	64,451	72,000	72,000	82,600

<b>Notes:</b>	<b>Current Contracts</b>
Tyler Tech \$70,400	
Air card \$500	
Copiers \$11,700	
<b>CITY MANAGER'S COMMENTS: APPROVED</b>	

233 ADVERTISING	910	1,000	1,000	1,000
235 BANK CHARGES	4,292	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,912	2,700	2,700	2,700
<i>CONTRACTUAL Totals</i>	<u>257,999</u>	<u>299,750</u>	<u>292,750</u>	<u>315,800</u>

*SUPPLIES*

301 OFFICE SUPPLIES	1,902	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	25,731	28,000	28,000	28,000
307 POSTAGE	23,184	29,500	29,500	32,000
310 PRINTING & BINDING	1,322	2,000	2,000	2,000
347 GENERAL MAINTENANCE SUPPLIES	392	750	750	750
<i>SUPPLIES Totals</i>	<u>52,531</u>	<u>62,250</u>	<u>62,250</u>	<u>64,750</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,207	2,500	2,500	2,500
430 TUITION & TRAINING	2,263	2,500	2,500	2,500
436 TRAVEL	4,494	4,000	4,000	4,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>OPERATIONS Totals</i>	7,963	9,000	9,000	9,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	1,222	1,250	1,250	1,250
<i>UTILITIES Totals</i>	1,222	1,250	1,250	1,250
<b>FINANCE Totals</b>	<b>647,798</b>	<b>788,050</b>	<b>781,050</b>	<b>835,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

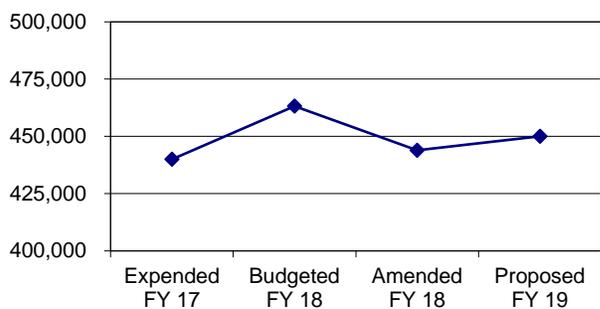
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	347,082	356,550	337,350	343,450
Contractual	84,097	93,900	93,900	93,900
Supplies	5,727	7,250	7,250	7,250
Operational	3,081	5,500	5,500	5,500
<b>Total</b>	<b>439,986</b>	<b>463,200</b>	<b>444,000</b>	<b>450,100</b>

### Personnel Schedule

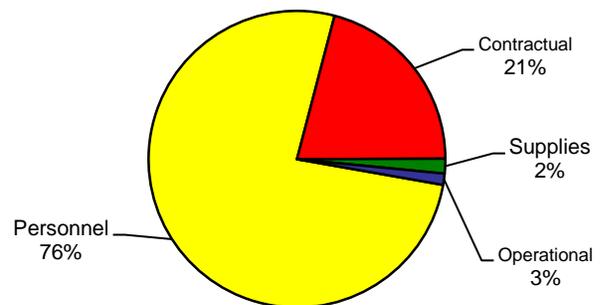
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	79,822	79,850	79,850	79,850
104 SALARIES & WAGES-CLERICAL	195,832	201,000	184,000	191,850
109 SALARIES & WAGES-OVERTIME	-	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,050	5,400	6,200	4,400
120 FICA & MEDICARE EXPENSE	20,562	21,700	20,700	20,800
122 T.M.R.S. RETIREMENT EXPENSE	45,216	46,500	44,500	44,450

<i>PERSONNEL SERVICES Totals</i>	347,082	356,550	337,350	343,450
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*CONTRACTUAL*

211 LEGAL	79,397	88,000	88,000	88,000
240 EQUIPMENT REPAIRS	95	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,605	5,400	5,400	5,400

<i>CONTRACTUAL Totals</i>	84,097	93,900	93,900	93,900
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*SUPPLIES*

301 OFFICE SUPPLIES	1,457	1,500	1,500	1,500
310 PRINTING & BINDING	4,270	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	-	750	750	750

<i>SUPPLIES Totals</i>	5,727	7,250	7,250	7,250
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*OPERATIONS*

407 JURY EXPENSE	660	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	336	500	500	500
415 RECRUITING EXPENSES	73	-	-	-
430 TUITION & TRAINING	700	1,000	1,000	1,000
436 TRAVEL	1,313	2,500	2,500	2,500

<i>OPERATIONS Totals</i>	3,081	5,500	5,500	5,500
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<b>MUNICIPAL COURT Totals</b>	<b>439,986</b>	<b>463,200</b>	<b>444,000</b>	<b>450,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

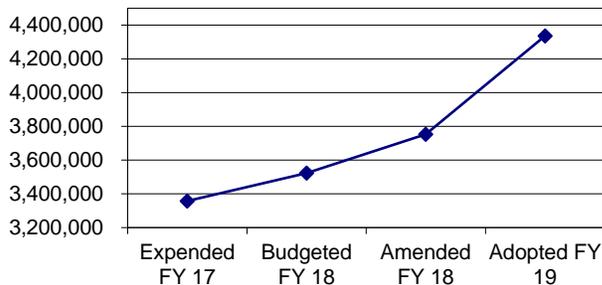
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	3,058,269	3,156,150	3,405,450	3,826,800
Contractual	189,022	211,800	208,800	249,700
Supplies	79,325	99,400	103,400	121,800
Operational	28,845	32,000	32,000	63,700
Utilities	2,197	2,800	2,800	2,800
Capital	-	20,100	-	70,900
<b>Total</b>	<b>3,357,657</b>	<b>3,522,250</b>	<b>3,752,450</b>	<b>4,335,700</b>

### Personnel Schedule

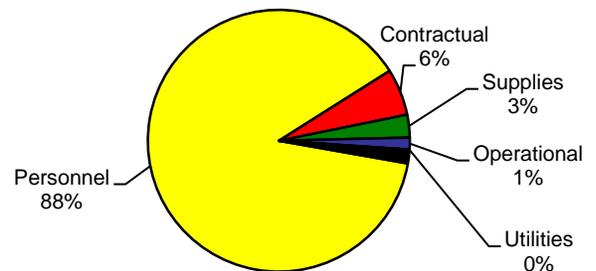
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Fire Chief	-	1	1
Assistant Fire Chief	33	1	1
Batallion Chief	F9	-	1
Captain	F8	3	3
Lieutenant	F7	-	3
Driver	F6	18	15
Firefighter	F5	-	6
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	173,911	271,850	271,850	283,800
104 SALARIES & WAGES-CLERICAL	58,693	45,200	45,200	46,200
107 SALARIES & WAGES-LABOR	1,878,729	1,891,700	1,862,200	2,304,500

<b>Notes:</b>	<b>New Positions</b>
<p>In keeping with our strategic goal of providing sufficient on-duty staffing to respond to a structure fire in a single family home and a second incident simultaneously we are requesting funding for 6 new Firefighter positions.</p> <p>In addition, we would like to create three new Lieutenant positions which would come from the current Driver Engineers who are promoted to Lieutenant, they will not be new bodies.</p> <p>Additionally, in keeping with one of our specific strategic initiatives we are requesting a new Battalion Chief position to perform in the role of a Training/Safety Officer. It is also anticipated that this individual will play a significant role in assisting the organization move toward attaining a Best Practices Recognition by the Texas Fire Chiefs Association.</p> <p>\$66,300 Salary and Benefits          1,650 Uniform cleaning  <u>15,000</u> Bunker Gear, etc          \$79,950 Total for each firefighter</p> <p>\$110,200 Battalion Chief Salary and Benefits</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
109 SALARIES & WAGES-OVERTIME	204,816	207,000	369,000	253,000

<b>Notes:</b>	Amended Overtime
<p>We've had 1632 hours of injury leave (workers comp) and 696 hours of Family Medical Leave which resulted in shifts having to be filled by others on an overtime basis. This resulted in over \$90,800 in unanticipated overtime expense. In past years we have averaged less than 350 hours for these types of leave.</p> <p>In addition, as of January 1, 2018 we had 15 part-time drivers. In 2015, 2016, and 2017 we had 16, 18, and 18 part-time drivers respectively. We've increased the full-time staffing (increasing the number of shifts that need to be backfilled when members are on leave) while the number of part-time drivers has slightly decreased. This is one of those numbers that's a bit difficult to quantify as this number fluctuates based on members being added to and leaving the department. It is also difficult to evaluate as it doesn't necessarily capture the members' standing in the department, i.e. if their required participation level falls below minimum standards they are not eligible to earn compensation as a driver. Over the years some of the full-time staff has been hired from the volunteer ranks where they performed as a part-time driver.</p> <p>The amount paid to the part-time staff has been consistent during the time period analyzed – approximately \$230k each year. However, if the pay to the part-time members remains constant the percentage of shifts they're covering is likely decreasing because of the increased staffing of full-time members.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Overtime
<p>Overtime will be needed for 11 holidays to cover holiday premium pay, call-in of full-time members for emergency incidents, FLSA overtime, members to attend training, backfill for members taking vacation days/holidays, and other special events. Part time members will cover some number of these hours; however, the specific number of hours is unknown.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

113	EDUCATION/CERTIFICATE PAY	44,208	45,000	45,000	55,050
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<b>Notes:</b>	Certification Pay
<p>During FY'18 a total of 29 certifications have either increased, e.g. moved from Basic Firefighter to Intermediate Firefighter, or been added as new certifications. It is also anticipated that additional certifications or more advanced certifications will be added during FY'19.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

114	LONGEVITY PAY	38,532	40,200	38,000	42,250
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
115 VOLUNTEER-INCENTIVE PAY	86,000	99,500	99,500	92,500

<b>Notes:</b>	<b>Volunteer Incentive Pay</b>
<p>Proposing a reduction of the budget for this account by \$7000. Recommend reallocating \$5000 to Training (account 430) as members are now required to obtain a Basic Firefighter and EMT certification if they are not currently certified. Also recommend a reduction of \$2000 for the incentive program for the recruitment of volunteers.</p> <p><b>CITY MANAGER'S COMMENTS:</b> <i>Approved</i></p>	

120 FICA & MEDICARE EXPENSE	183,168	164,300	194,300	224,900
122 T.M.R.S. RETIREMENT EXPENSE	337,562	304,900	393,900	452,300
126 VOLUNTEER PENSION	52,650	86,500	86,500	72,300
<i>PERSONNEL SERVICES Totals</i>	<u>3,058,269</u>	<u>3,156,150</u>	<u>3,405,450</u>	<u>3,826,800</u>

*CONTRACTUAL*

222 DISABILITY INSURANCE	46,202	50,000	47,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	46,409	37,000	37,000	76,250

<b>Notes:</b>	<b>Advanced PPE Inspections and Huguley Assessments</b>
<p>While we are eliminating some of the funding needs in this account there is a net increase in the request due to increases in vendor charges as well as the addition of 2 new programs. Vendor price increases are associated with the gas detector maintenance program as well as the respiratory protection program (maintenance for SCBA fill stations).</p> <p>We are requesting an additional \$2,250 to perform advanced inspections on PPE in keeping with our health and safety strategic initiative concerning cleaning and inspections of PPE.</p> <p>The additional programs include recruit/promotional testing and wellness/fitness assessments. In keeping with the strategic plan of the organization and adding additional staffing (full-time and/or part-time) we need the ability to test new recruits and current members seeking promotion to Lieutenant. Also, in keeping with one of our specific strategic initiatives as part of the overall strategic plan we are requesting funding for the Huguley Wellness/Fitness Assessment. The assessment will include: physical examination by the contracted physician, a graded exercise treadmill test with consistent monitoring of a 12-lead electrocardiogram to screen for heart disease using the standard Bruce treadmill protocol, Blood Analysis to include Chemistry &amp; Complete Blood Count (CBC), Urinalysis, pulmonary function testing to evaluate for lung disease, audiometric screening, vision screening, fitness testing including body fat percentage, flexibility, and muscular endurance (push-ups and abdominal crunches), Hepatitis B Titer test, immunizations (Hepatitis B and Tetanus as needed), and a lateral chest X-Ray.</p> <p><b>CITY MANAGER'S COMMENTS:</b> <i>Approved</i></p>	

237 UNIFORM SERVICE	1,261	3,000	3,000	4,150
238 TRAINING REIMBURSEMENT	3,347	5,000	5,000	2,500
240 EQUIPMENT REPAIRS	8,351	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	4,488	5,300	5,300	5,300
246 VEHICLE REPAIRS	78,965	95,000	95,000	95,000
<i>CONTRACTUAL Totals</i>	<u>189,022</u>	<u>211,800</u>	<u>208,800</u>	<u>249,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

301	OFFICE SUPPLIES	1,045	1,500	1,500	1,500
310	PRINTING & BINDING	68	500	500	500
321	UNIFORMS	10,352	15,500	15,500	31,900

<b>Notes:</b>	Uniforms
<p>This is to accommodate complete uniforms for 12 new part-time Firefighters and 3 new full-time Firefighters. This will also fund winter coats for the part-time Driver Engineers like those worn by the full-time staff. This is something they have not ever been provided. There has been a wide variety of uniforms worn by both full-time and part-time staff for a variety of reasons. In order to achieve consistency and a new look for the organization we changed uniforms in FY'18. This will provide long sleeve shirts for the full-time and part-time staff that could not be funded in FY'18.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

323	SMALL TOOLS	141	3,000	3,000	3,000
331	FUEL & LUBRICANTS	21,000	24,000	28,000	30,000
347	GENERAL MAINTENANCE SUPPLIES	5,777	9,900	9,900	9,900
378	FIRE PREVENTION SUPPLIES	250	1,000	1,000	1,000
379	FIRE FIGHTING SUPPLIES	40,692	44,000	44,000	44,000

<i>SUPPLIES Totals</i>	79,325	99,400	103,400	121,800
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	3,910	9,000	9,000	7,950
415	RECRUITING EXPENSES	8,343	4,000	4,000	4,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
430 TUITION & TRAINING	12,380	9,000	9,000	41,750

<b>Notes:</b>	Tuition & Training
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Our members are asked to perform in the role of an incident commander and yet we have provided little, if any, formalized incident command system training. After evaluating the benefit of certifying members in Blue Card ICS (a specific strategic initiative of the department) a significant need for this training has been identified. This funding will certify all full-time and those part-time members who may perform in the role of an incident commander or unit leader in Blue Card ICS, a blended course experience that incorporates 50 hours of online instruction with three days of classroom simulation training. The Blue Card Command Certification Program is a training and certification solution that teaches Incident Commanders and other officers how to standardize local incident operations across their organization. Standardization is particularly important to our organization because of the number of different professional organizations that are represented on our department. The cost will be \$5,000 for "train the trainer" and an additional \$400 per participant who receives the training.

We are also requesting \$9,000 to fund the Public Safety Leadership Academy. The academy will be made up of representatives from the police department and the fire department. It is a six month program designed to enhance leadership skills by providing important tools, training and resources to assist in the development of future leaders in both departments. The cost of the total program is \$18,0000 which is being shared between the two departments.

The department has required that all volunteers get their basic firefighter and EMT certifications which is paid from this line item as well.

Finally, we are requesting a reallocation of \$15,000 (\$5000 reallocated from account 115 and \$10,000 from account 107).

**CITY MANAGER'S COMMENTS:** Public Safety Leadership program is Disapproved, remaining requests are Approved.

436 TRAVEL	4,212	10,000	10,000	10,000
<i>OPERATIONS Totals</i>	<u>28,845</u>	<u>32,000</u>	<u>32,000</u>	<u>63,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*UTILITIES*

507 CELLULAR TELEPHONE	2,197	2,800	2,800	2,800
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<i>UTILITIES Totals</i>	2,197	2,800	2,800	2,800
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*CAPITAL*

610 FURNITURE & FIXTURES	-	20,100	-	-
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623 VEHICLES	-	-	-	70,900
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**Notes:** Truck for Training/Safety Officer  
 \$70,880 is being requested to purchase a replacement pickup to be used by the Training/Safety Officer for daily operations. This pickup can also be used by the Fire Marshal's Division to pull the "smoke house" and fulfill other needs that require a pickup. The truck is a one ton, 4WD, quad cab with bed enclosure to include the necessary safety and emergency lights and equipment.  
  
 CITY MANAGER'S COMMENTS: Approved from General Fund Reserves

<i>CAPITAL Totals</i>	-	20,100	-	70,900
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<b>FIRE OPERATIONS Totals</b>	<b>3,357,657</b>	<b>3,522,250</b>	<b>3,752,450</b>	<b>4,335,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

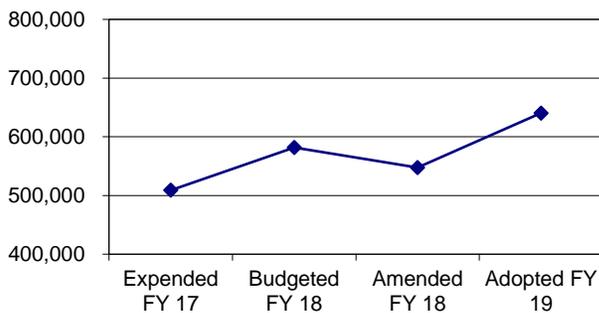
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	430,481	466,900	433,000	507,200
Contractual	12,004	16,500	16,500	16,500
Supplies	36,543	70,200	70,200	75,300
Operational	17,349	23,000	23,000	23,000
Utilities	4,888	5,000	5,000	5,000
Capital	7,602	-	-	13,500
<b>Total</b>	<b>508,866</b>	<b>581,600</b>	<b>547,700</b>	<b>640,500</b>

### Personnel Schedule

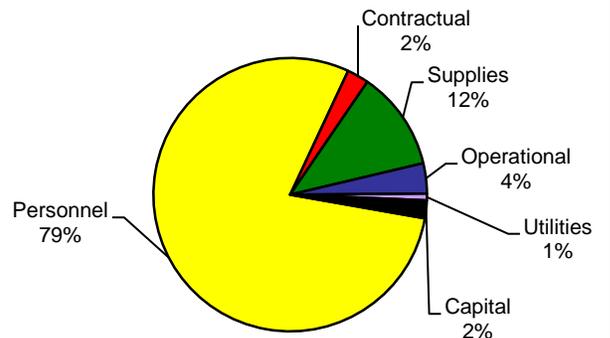
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Fire Marshal	33	1	1
Senior Fire Inspector-Captain	FM8	1	1
Fire Inspector/Investigator/Educator	FM7	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	112,335	123,850	123,850	129,800
104 SALARIES & WAGES-CLERICAL	36,816	38,300	38,300	39,850
107 SALARIES & WAGES-LABOR	190,716	206,100	176,100	231,000
109 SALARIES & WAGES-OVERTIME	3,346	5,000	5,000	5,000
113 EDUCATION/CERTIFICATE PAY	3,277	3,600	3,600	3,600
114 LONGEVITY PAY	1,305	1,600	1,700	1,950
120 FICA & MEDICARE EXPENSE	25,787	28,200	28,200	30,500
122 T.M.R.S. RETIREMENT EXPENSE	56,899	60,250	56,250	65,500

<i>PERSONNEL SERVICES Totals</i>	430,481	466,900	433,000	507,200
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*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	3,181	3,500	3,500	3,500
237 UNIFORM SERVICE	2,008	3,500	3,500	3,500
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	3,001	3,500	3,500	3,500
246 VEHICLE REPAIRS	3,814	5,000	5,000	5,000
261 CRIME SCENE SERVICES	-	500	500	500

<i>CONTRACTUAL Totals</i>	12,004	16,500	16,500	16,500
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*SUPPLIES*

301 OFFICE SUPPLIES	1,551	1,500	1,500	1,500
310 PRINTING & BINDING	1,771	2,000	2,000	2,000
321 UNIFORMS	3,968	5,500	5,500	5,500
331 FUEL & LUBRICANTS	8,252	9,000	9,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	139	500	500	500
373 INVESTIGATION SUPPLIES	1,556	3,000	3,000	3,000
376 CANINE EXPENSE	-	-	-	3,000

<b>Notes:</b>	Fire/Arson Canine Expense
Provide food, supplies, and veterinary care, to include an annual physical and heartworm check, etc. , for the canine.	
CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
378 FIRE PREVENTION SUPPLIES	15,194	20,500	20,500	36,500

<b>Notes:</b>	<b>Fire Extinguisher Training Unit</b>
<p>We are requesting \$16,000 to purchase a virtual fire extinguisher training unit. We currently utilize a live fire training unit that is propane fueled and used real fire extinguishers. Currently, the customer has to pay for the fuel used and to have the fire extinguishers serviced. The unit can only be operated outdoors and requires extensive cleanup. The proposed new virtual system will allow us to conduct the classes indoors and at no cost to the customer. The proposed system will also allow us to take this valuable life safety training into the classrooms, which is no an option for us today.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

379 FIRE FIGHTING SUPPLIES	4,111	28,200	28,200	13,300
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<b>Notes:</b>	<b>CFA Replacement Gear</b>
<p>Including \$8,900 for the continued gear replacement project for the Citizen's Fire Academy. This funding will allow us to purchase 6 sets of complete firefighting gear, taking our total to 11 updated complete sets of gear for use by this program and by the Fire Explorers program, if needed.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

	<i>SUPPLIES Totals</i>	36,543	70,200	70,200	75,300
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	2,493	3,000	3,000	3,000
430	TUITION & TRAINING	5,386	7,000	7,000	7,000
436	TRAVEL	9,470	13,000	13,000	13,000
	<i>OPERATIONS Totals</i>	17,349	23,000	23,000	23,000
<i>UTILITIES</i>					
507	CELLULAR TELEPHONE	4,888	5,000	5,000	5,000
	<i>UTILITIES Totals</i>	4,888	5,000	5,000	5,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CAPITAL*

612 COMPUTER EQUIPMENT	7,602	-	-	13,500
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<b>Notes:</b>	<b>Fire Inspection Software</b>
<p>We are requesting to purchase life-safety inspection software called MobileEyes to allow us to conduct paperless fire inspections. The first year expenses are \$13,500. This amount includes the training for the user and the administrators and the data migration into the program. Recurring annual costs will be \$8,700, which includes all licensing fees for the software and codes, all related upgrades, data center infrastructure, and help desk support.</p> <p>This software has integration capabilities into our existing records management software and provides us the capabilities and functionalities that we need to complete the transition to a more efficient and effective paperless inspection program. MobileEyes comes with our existing occupancy or facility records pre-loaded. The software will run on our current mobile devices so no new hardware is needed. The software will provide the ability to quickly and easily review the inspection history of a given facility or location without having to spend a lot of time digging through paper files or making phone calls. MobileEyes allows us to access and review our inspection history records anytime, anywhere with the ability to pull up prior reports and attachments so that we have the full story before beginning a new inspection.</p> <p>Performing a complete and accurate inspection often requires code research and verification. MobileEyes provides onboard code delivery that provides our specific codes, standards, and local amendments within the MobileEyes Inspection application—fast and simple. They have entered into license agreements that allow them to provide us their intellectual property as part of the MobileEyes solution.</p> <p>Most importantly, we can use Standard NFPA, ICC, custom, or hybrid inspection checklists with MobileEyes Inspector software, which is how we currently operate. With MobileEyes, we can incorporate custom inspection checklists and forms to fit our process. We can print or email reports from the field which will dramatically improve our processes. MobileEyes has a complete set of management reports that make it fast and easy to generate monthly, quarterly, and annual reports.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>CAPITAL Totals</i>	7,602	-	-	13,500
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<b>FIRE MARSHAL Totals</b>	<b>508,866</b>	<b>581,600</b>	<b>547,700</b>	<b>640,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

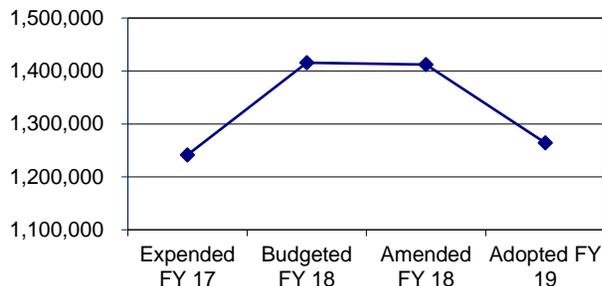
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	1,010,907	1,094,200	1,094,600	1,111,650
Contractual	54,213	63,000	52,000	59,000
Supplies	19,887	12,600	19,800	17,600
Operational	40,333	32,150	32,150	32,150
Utilities	7,874	8,600	8,600	8,600
Capital	108,353	205,030	205,050	35,000
<b>Total</b>	<b>1,241,567</b>	<b>1,415,580</b>	<b>1,412,200</b>	<b>1,264,000</b>

### Personnel Schedule

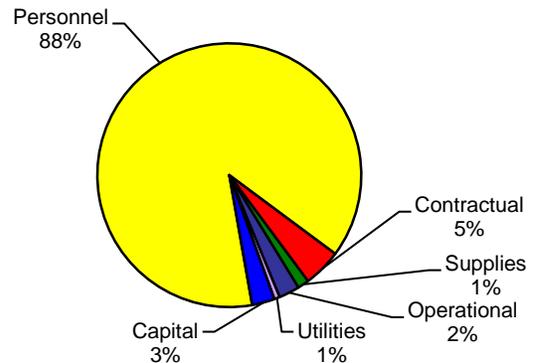
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Police Chief	-	1	1
Assistant Police Chief	34	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	152,485	154,500	154,500	294,900
104 SALARIES & WAGES-CLERICAL	54,037	54,000	54,000	54,000
107 SALARIES & WAGES-LABOR	584,456	652,100	652,100	524,850
109 SALARIES & WAGES-OVERTIME	11,059	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	7,499	7,200	7,200	8,100
114 LONGEVITY PAY	8,160	9,450	9,850	10,350
120 FICA & MEDICARE EXPENSE	58,295	64,150	64,150	64,500
122 T.M.R.S. RETIREMENT EXPENSE	134,915	140,800	140,800	142,950

<i>PERSONNEL SERVICES Totals</i>	1,010,907	1,094,200	1,094,600	1,111,650
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*CONTRACTUAL*

226 INSURANCE-LAW ENFORCEMENT	37,689	39,000	35,000	35,000
237 UNIFORM SERVICE	1,500	2,000	2,000	2,000
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	3,202	3,000	5,000	3,000
263 COUNTY JAIL CONTRACT	11,822	18,000	9,000	18,000
265 MEDICAL SERVICE-PRISONER	-	500	500	500

<i>CONTRACTUAL Totals</i>	54,213	63,000	52,000	59,000
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*SUPPLIES*

301 OFFICE SUPPLIES	964	1,000	1,000	1,000
310 PRINTING & BINDING	1,192	1,500	1,500	1,500
321 UNIFORMS	10,865	1,600	3,800	1,600
331 FUEL & LUBRICANTS	6,517	7,000	12,000	12,000
347 GENERAL MAINTENANCE SUPPLIES	350	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	19,887	12,600	19,800	17,600
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	4,730	4,400	4,400	4,400
420 AWARDS	5,652	5,000	5,000	5,000
430 TUITION & TRAINING	15,840	11,000	11,000	11,000
436 TRAVEL	14,111	11,750	11,750	11,750

<i>OPERATIONS Totals</i>	40,333	32,150	32,150	32,150
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*UTILITIES*

507 CELLULAR TELEPHONE	7,874	8,600	8,600	8,600
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Fund	Department	Division
01 General Fund	30 Police	31 Administration

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<i>UTILITIES Totals</i>	7,874	8,600	8,600	8,600
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*CAPITAL*

603 BUILDINGS	72,969	177,030	177,050	-
610 FURNITURE & FIXTURES	5,719	-	-	-
623 VEHICLES	29,665	28,000	28,000	35,000

<b>Notes:</b>	<a href="#">New Admin Vehicle</a>
<p>Replace an existing administrative vehicle. The Tahoe has over 105,000 miles, and we are requesting to replace with a Tahoe, since this vehicle is set up for our SWAT Commander equipment.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> <a href="#">Approved, from General Fund Reserves</a></p>	

<i>CAPITAL Totals</i>	108,353	205,030	205,050	35,000
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,241,567</b>	<b>1,415,580</b>	<b>1,412,200</b>	<b>1,264,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

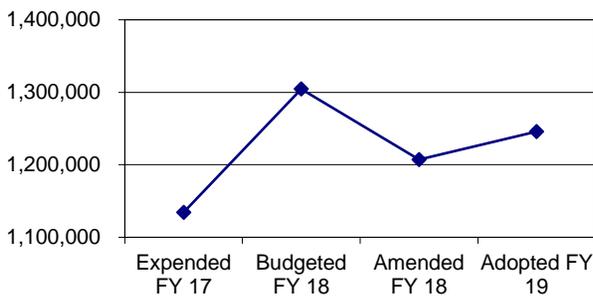
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	969,290	1,013,750	916,550	959,650
Contractual	157,465	269,500	269,500	265,000
Supplies	888	5,950	5,950	5,950
Operational	3,811	11,550	11,550	11,550
Utilities	3,055	3,700	3,700	3,700
<b>Total</b>	<b>1,134,509</b>	<b>1,304,450</b>	<b>1,207,250</b>	<b>1,245,850</b>

### Personnel Schedule

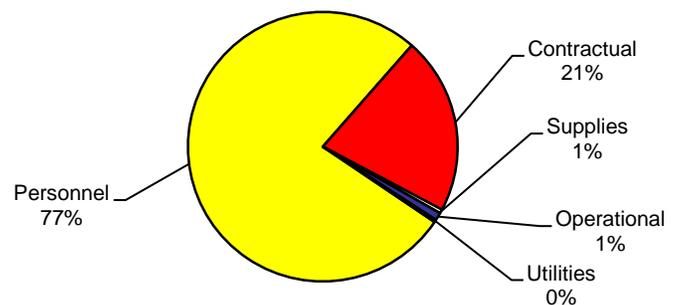
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Communications Supervisor	18	3	3
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>G/L Account</b>	<b>2017 Amount</b>	<b>2018 Budget</b>	<b>2018 Budget</b>	<b>2019 City Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	174,022	201,150	173,650	178,200
104 SALARIES & WAGES-CLERICAL	478,599	554,750	478,750	539,300
109 SALARIES & WAGES-OVERTIME	130,673	60,000	78,500	60,000
113 EDUCATION/CERTIFICATE PAY	796	5,000	5,000	5,100
114 LONGEVITY PAY	5,255	6,050	3,850	4,750
120 FICA & MEDICARE EXPENSE	55,950	60,800	55,800	54,900
122 T.M.R.S. RETIREMENT EXPENSE	123,995	126,000	121,000	64,500
<i>PERSONNEL SERVICES Totals</i>	<u>969,290</u>	<u>1,013,750</u>	<u>916,550</u>	<u>959,650</u>
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	157,465	269,500	269,500	265,000
<i>CONTRACTUAL Totals</i>	<u>157,465</u>	<u>269,500</u>	<u>269,500</u>	<u>265,000</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	262	900	900	900
310 PRINTING & BINDING	-	100	100	100
321 UNIFORMS	-	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	626	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	<u>888</u>	<u>5,950</u>	<u>5,950</u>	<u>5,950</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	810	2,000	2,000	2,000
415 RECRUITING EXPENSES	1,015	3,300	3,300	3,300
430 TUITION & TRAINING	919	4,250	4,250	4,250
436 TRAVEL	1,066	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	<u>3,811</u>	<u>11,550</u>	<u>11,550</u>	<u>11,550</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,055	3,700	3,700	3,700
<i>UTILITIES Totals</i>	<u>3,055</u>	<u>3,700</u>	<u>3,700</u>	<u>3,700</u>
<b>COMMUNICATIONS Totals</b>	<b>1,134,509</b>	<b>1,304,450</b>	<b>1,207,250</b>	<b>1,245,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

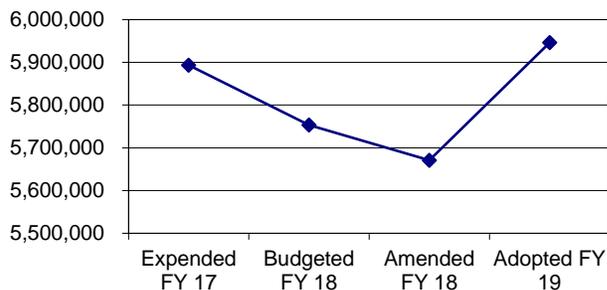
	Actual 16-17	Budgeted 17-18	Amended 17-18	Proposed 18-19
Personnel	4,752,428	5,094,000	4,948,000	5,211,750
Contractual	109,589	77,800	117,800	77,800
Supplies	243,139	293,400	308,400	316,600
Operational	48,228	36,800	36,800	36,800
Utilities	7,390	9,000	9,000	10,000
Capital	732,410	242,500	250,900	293,000
<b>Total</b>	<b>5,893,184</b>	<b>5,753,500</b>	<b>5,670,900</b>	<b>5,945,950</b>

### Personnel Schedule

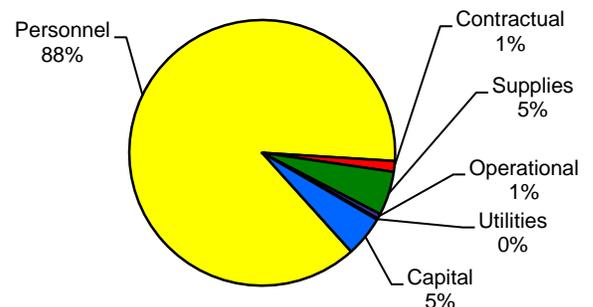
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Patrol Sergeant	P7	7	7
Traffic Sergeant	P7	1	1
Patrol Officer	P5	43	44

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	710,349	731,650	731,650	732,750
107 SALARIES & WAGES-LABOR	2,738,885	3,048,600	2,773,100	3,113,450
108 OVERTIME-STEP	59,164	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	266,815	260,000	357,500	275,000
113 EDUCATION/CERTIFICATE PAY	39,414	39,000	39,000	39,000
114 LONGEVITY PAY	23,868	27,050	25,050	28,100
120 FICA & MEDICARE EXPENSE	282,351	289,200	301,200	304,200
122 T.M.R.S. RETIREMENT EXPENSE	631,582	618,500	640,500	639,250

*PERSONNEL SERVICES Totals*      4,752,428      5,094,000      4,948,000      5,211,750

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	5,558	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	4,630	6,800	6,800	6,800
246 VEHICLE REPAIRS	99,400	65,000	105,000	65,000

*CONTRACTUAL Totals*      109,589      77,800      117,800      77,800

*SUPPLIES*

301 OFFICE SUPPLIES	381	1,000	1,000	1,000
310 PRINTING & BINDING	2,114	3,900	3,900	3,900
315 TRAINING SUPPLIES	28,591	55,000	55,000	55,000
321 UNIFORMS	62,922	79,100	79,100	79,100
331 FUEL & LUBRICANTS	120,612	125,000	140,000	145,000
347 GENERAL MAINTENANCE SUPPLIES	13,271	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	9,822	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	5,426	6,000	6,000	9,200

<b>Notes:</b>	K-9 Kennel
Requesting \$3200 be added to the K-9 budget to purchase and build a kennel for the K-9 we purchased last year.	
CITY MANAGER'S COMMENTS: Approved	

*SUPPLIES Totals*      243,139      293,400      308,400      316,600

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	80	400	400	400
415 RECRUITING EXPENSES	23,865	10,400	10,400	10,400
430 TUITION & TRAINING	20,950	20,000	20,000	20,000

<b>Notes:</b>	Public Safety Leadership Academy
<p>Requesting \$9,000 to fund the Public Safety Leadership Academy. The academy will be made up of representatives from the Police department and the Fire department. It is a six month program designed to enhance leadership skills by providing important tools, training and resources to assist in the development of future leaders in both departments. The cost of the total program is \$18,000 which is being shared between the two departments.</p>	
<p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

436 TRAVEL	3,333	6,000	6,000	6,000
<i>OPERATIONS Totals</i>	<u>48,228</u>	<u>36,800</u>	<u>36,800</u>	<u>36,800</u>

*UTILITIES*

507 CELLULAR TELEPHONE	7,390	9,000	9,000	10,000
<i>UTILITIES Totals</i>	<u>7,390</u>	<u>9,000</u>	<u>9,000</u>	<u>10,000</u>

*CAPITAL*

623 VEHICLES	365,333	227,500	235,900	260,600
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<b>Notes:</b>	Patrol Vehicles
<p>We request to replace 4 patrol vehicles from the current fleet. These all have high mileage and continued mechanical issues. The cost to replace the four (4) existing patrol vehicles will be \$127,000 plus \$54,600 for the necessary equipment to outfit the four (4) patrol vehicle. These funds will pay for the equipment, striping package and all installation costs.</p>	
<p>In addition, we are requesting the funds to replace one (1) patrol motorcycle, which is five (5) years old, has 46,000 mile and has exceeded it special use vehicle mechanical and safe life expectancy. We request \$38,200 to pay for the motorcycle, equipment, striping package and all installation costs. The projected cost of all vehicles includes the required Buy Board Fees and a 3% projected cost increase as allowed by the Buy Board Contract.</p>	
<p>We are requesting a replacement ¾ ton truck which is utilized in the patrol division to transport the SkyWatch, traffic reconstruction and crime scene equipment and investigatory supplies to process crime scenes and traffic related offenses (Fatalities, Intoxication Manslaughter, Intoxication Assault, etc.). The existing 2006 Police truck currently has over 115,500 miles. The cost to replace the existing truck will be \$32,500. We are also requesting \$8,300 to pay for all the necessary equipment, striping and installation costs. The projected cost of the truck includes the required Buy Board Fee and a 3% projected cost increase as allowed by the Buy Board Contract.</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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624 POLICE EQUIPMENT - - - 17,400

<b>Notes:</b>	X2 Tasers for officers
<p>Request \$17,387 in this year's budget - we will request an additional \$24,825 years 2-5 of this replacement program in order to purchase 75 Taser X2 less lethal weapons, 75 holsters and 150 cartridges. The Taser X2 is an electroshock weapon sold by Axon. The "Less Lethal" weapon fires (2) two small dart-like electrodes, which stay connected to the main unit by conductors, to deliver electric current to disrupt voluntary control of muscles, temporarily causing "neuromuscular incapacitation". We currently issue officers the Taser X26 model which has not been manufactured since 2014. The weapons are out of warranty and the Axon Corporation will no longer service them. The batteries and cartridges which are required to operate the Tasers have become difficult to find and/or purchase. Axon offers a discount program that allows department's to spread the cost of new devices over a five year period. The package also includes a \$7,500 price discount and three data port download kits which are used to download critical data for court purposes when the Taser is deployed.</p> <p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

624 SWAT EQUIPMENT 367,077 15,000 15,000 15,000

*CAPITAL Totals* 732,410 242,500 250,900 293,000

<b>PATROL Totals</b>	<b>5,893,184</b>	<b>5,753,500</b>	<b>5,670,900</b>	<b>5,945,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

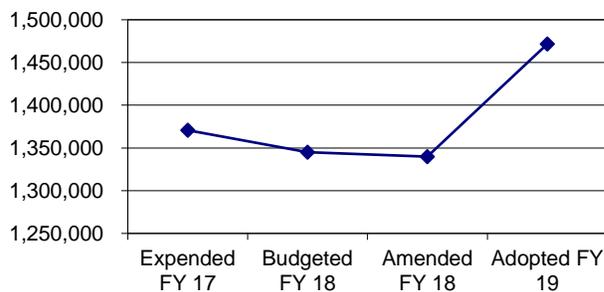
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	1,279,101	1,245,700	1,237,200	1,268,250
Contractual	28,114	25,300	25,300	36,700
Supplies	36,125	45,300	48,300	53,350
Operational	12,211	13,700	14,000	13,700
Utilities	15,148	15,050	15,050	15,050
Capital	-	-	-	84,500
<b>Total</b>	<b>1,370,698</b>	<b>1,345,050</b>	<b>1,339,850</b>	<b>1,471,550</b>

### Personnel Schedule

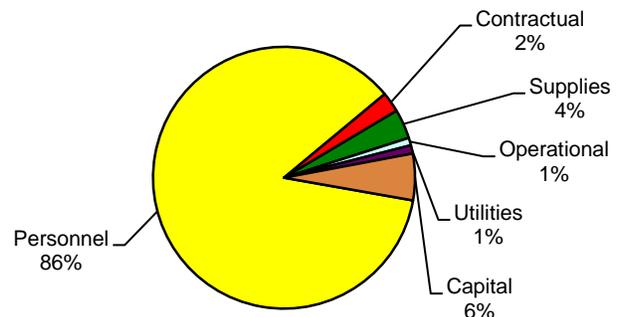
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Sergeant	P7	2	2
Investigator	P5	6	6
Investigator - Narcotics	P5	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	178,564	184,000	184,000	184,300
104 SALARIES & WAGES-CLERICAL	46,385	48,050	48,050	49,500
107 SALARIES & WAGES-LABOR	709,015	724,000	689,000	739,150
109 SALARIES & WAGES-OVERTIME	78,690	40,000	71,500	40,000
113 EDUCATION/CERTIFICATE PAY	9,598	8,400	8,400	9,600
114 LONGEVITY PAY	10,660	11,700	11,700	12,200
120 FICA & MEDICARE EXPENSE	75,874	73,150	72,150	74,400
122 T.M.R.S. RETIREMENT EXPENSE	170,315	156,400	152,400	159,100

*PERSONNEL SERVICES Totals*      1,279,101      1,245,700      1,237,200      1,268,250

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	1,320	3,600	3,600	15,000
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Notes:	Increase Service Contracts
Request an \$11,400 increase in the CID Service Maintenance Contracts. These annual forensic subscriptions are invaluable investigative tools used for tracking property, suspect vehicles, and gathering intelligence information about potential suspect(s) of a crime. These service agreements have been paid out of seized funds over the past several years.	
Callyo-\$1500	
Covert Trac-\$2,400	
Leads Online-\$792	
Transunion-\$1,320	
ZETX-\$2,000	
Cellbrite-\$3,400	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

237 UNIFORM SERVICE	4,200	4,200	4,200	4,200
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	11,886	11,000	11,000	11,000
261 CRIME SCENE SERVICES	10,708	6,000	6,000	6,000

*CONTRACTUAL Totals*      28,114      25,300      25,300      36,700

*SUPPLIES*

301 OFFICE SUPPLIES	1,971	2,000	2,000	2,000
310 PRINTING & BINDING	98	500	500	500
321 UNIFORMS	1,467	7,300	7,300	7,300
331 FUEL & LUBRICANTS	24,103	25,000	28,000	28,000
347 GENERAL MAINTENANCE SUPPLIES	184	500	500	500

Fund	Department	Division
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
373 INVESTIGATION SUPPLIES	8,302	10,000	10,000	15,050

Notes:	Investigation Equipment
Request \$2050 for the purchase of a DSLR camera, telescopic lens, and memory card for the department's narcotics unit. This item will be used during criminal investigations to take photographs from a long distance for surveillance purposes. This camera will help ensure successful prosecution of drug trafficking cases.	
Request \$2,995 to replace our Cellbrite device because the company is unable to support this model of technology after June 2017. The new Cellbrite Touch, will allow investigators to continue to secure forensically sound access in real-time to retrieve cell phone texts, call logs, and emails, while ensuring the chain of custody is preserved.	
CITY MANAGER'S COMMENTS: Approved	

	<i>SUPPLIES Totals</i>	36,125	45,300	48,300	53,350
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	210	200	350	200
415	RECRUITING EXPENSES	-	-	150	-
430	TUITION & TRAINING	5,730	5,000	5,000	5,000
436	TRAVEL	6,271	8,000	8,000	8,000
447	DRUG TESTING	-	500	500	500
	<i>OPERATIONS Totals</i>	12,211	13,700	14,000	13,700
<i>UTILITIES</i>					
507	CELLULAR TELEPHONE	15,148	15,050	15,050	15,050
	<i>UTILITIES Totals</i>	15,148	15,050	15,050	15,050
<i>CAPITAL</i>					
623	VEHICLES	-	-	-	84,500

Notes:	CID Vehicles
Three of the existing CID vehicles have reached the end of their life expectancy and are no longer sound vehicles. The three vehicles, 2006, 2007 and 2008 models with mileage, which will reach 100,000 by the end of the fiscal year, are beginning to result in higher additional maintenance costs. We requests funds in the amount of \$84,500 to replace these three vehicles. This cost includes the Buy Board Fee and cost to install radio equipment in each vehicle.	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

<i>CAPITAL Totals</i>	-	-	-	84,500
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<b>CRIMINAL INVESTIGATIONS Totals</b>	<b>1,370,698</b>	<b>1,345,050</b>	<b>1,339,850</b>	<b>1,471,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

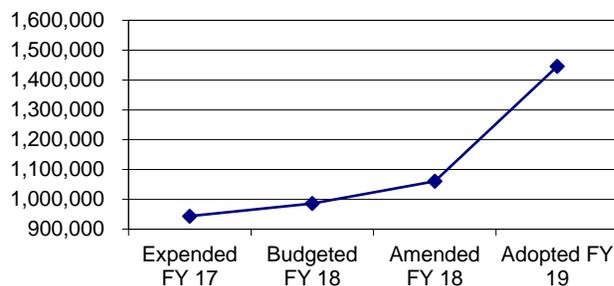
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	869,181	882,650	952,400	1,318,350
Contractual	27,111	29,650	29,650	33,150
Supplies	36,450	59,950	64,950	79,550
Operational	7,555	9,900	9,900	9,900
Utilities	3,666	3,700	3,700	4,900
<b>Total</b>	<b>943,962</b>	<b>985,850</b>	<b>1,060,600</b>	<b>1,445,850</b>

### Personnel Schedule

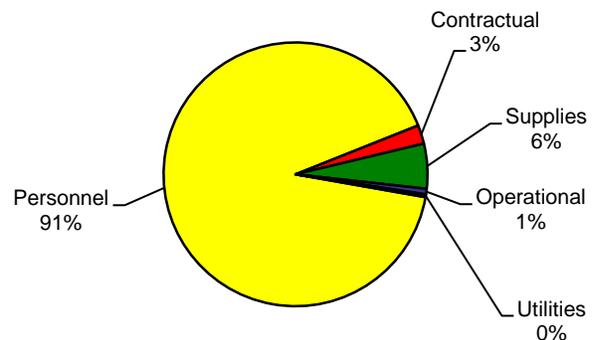
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Sergeant - Juvenile/Crime Prevention	P7	1	2
School Resource Officer	P5	9	9
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	35 Community Services

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	88,791	92,000	92,000	184,300
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<b>Notes:</b>	Community Services Sergeant
<p>Having added 3 School Resource Officers in the amended budget ( to be in place for the new school year), we request an additional Community Services Sergeant position to assist with managing the growth and expectations placed on the unit over the years. We currently have 11 officers assigned to the unit, nine SROs and two crime prevention officers. An additional sergeant will allow us to assign one of the sergeants six SROs and the other three SROs and the two crime prevention officers. The new position will provided an additional level of supervision and experience in the field to handle critical incidents in our community as they arise.</p> <p>\$114,250 Salary and Benefits                  3,300 Uniforms                  1,200 Cell Phone</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

107 SALARIES & WAGES-LABOR	562,815	596,150	626,150	844,100
109 SALARIES & WAGES-OVERTIME	34,049	15,000	45,000	23,000

<b>Notes:</b>	Overtime Increase
<p>With the three additional officers and sergeant added to the Community Services Unit, we request an \$8,000 increase to fund any necessary overtime.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

113 EDUCATION/CERTIFICATE PAY	8,018	6,600	9,600	9,600
114 LONGEVITY PAY	7,490	7,650	7,400	7,900
120 FICA & MEDICARE EXPENSE	51,811	52,650	54,650	79,700
122 T.M.R.S. RETIREMENT EXPENSE	116,207	112,600	117,600	169,750

<i>PERSONNEL SERVICES Totals</i>	<u>869,181</u>	<u>882,650</u>	<u>952,400</u>	<u>1,318,350</u>
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*CONTRACTUAL*

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,274	1,650	1,650	1,650
243 BUILDING LEASE	20,253	22,500	22,500	26,000

<b>Notes:</b>	Facility rental
<p>\$3,500 for the Ranch Trail training house to cover cost of 12 month lease and mowing.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

246 VEHICLE REPAIRS	5,583	5,000	5,000	5,000
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<i>CONTRACTUAL Totals</i>	<u>27,111</u>	<u>29,650</u>	<u>29,650</u>	<u>33,150</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	520	1,000	1,000	1,000
310 PRINTING & BINDING	68	600	600	600
321 UNIFORMS	2,050	13,050	13,050	26,450

<b>Notes:</b>	Uniform Increase
With three additional SROs positions approved, we request an increase of \$9,900. If the sergeant position is approved, we will need an additional \$3,300 for a total of \$13,400 increase to this budget line.	
CITY MANAGER'S COMMENTS: Approved	

331 FUEL & LUBRICANTS	10,066	9,800	14,800	16,000
347 GENERAL MAINTENANCE SUPPLIES	721	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	7,580	7,500	7,500	7,500
371 CRIME PREVENTION SUPPLIES	14,095	22,700	22,700	22,700
372 CPA PROGRAM SUPPLIES	1,349	2,500	2,500	2,500

<i>SUPPLIES Totals</i>	36,450	59,950	64,950	79,550
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	470	900	900	900
430 TUITION & TRAINING	3,489	4,000	4,000	4,000
436 TRAVEL	3,596	5,000	5,000	5,000

<i>OPERATIONS Totals</i>	7,555	9,900	9,900	9,900
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*UTILITIES*

507 CELLULAR TELEPHONE	3,666	3,700	3,700	4,900
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<i>UTILITIES Totals</i>	3,666	3,700	3,700	4,900
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<b>COMMUNITY SERVICES Totals</b>	<b>943,962</b>	<b>985,850</b>	<b>1,060,600</b>	<b>1,445,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

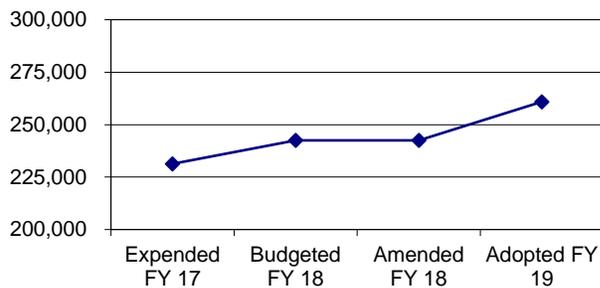
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	227,335	236,250	236,250	254,700
Contractual	1,595	2,600	2,600	2,600
Supplies	1,479	2,700	2,700	2,700
Utilities	902	900	900	900
<b>Total</b>	<b>231,312</b>	<b>242,450</b>	<b>242,450</b>	<b>260,900</b>

### Personnel Schedule

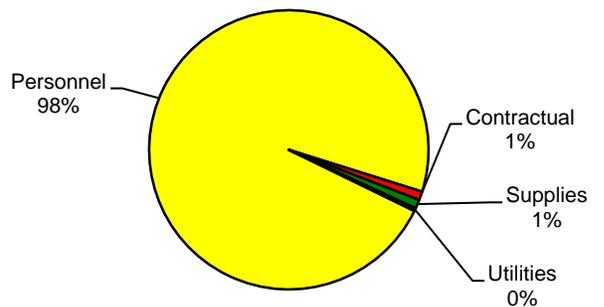
<u>Position</u>	Classification	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Warrant Officer	P5	1	1
Warrant Clerk	12	1	1
Bailiff	P5	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

104 SALARIES & WAGES-CLERICAL	46,748	46,400	46,400	46,700
107 SALARIES & WAGES-LABOR	141,745	149,050	149,050	153,500
109 SALARIES & WAGES-OVERTIME	268	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,500
114 LONGEVITY PAY	3,078	3,300	3,300	3,450
120 FICA & MEDICARE EXPENSE	14,131	14,950	14,950	15,300
122 T.M.R.S. RETIREMENT EXP.	20,165	19,850	19,850	32,750

<i>PERSONNEL SERVICES Totals</i>	227,335	236,250	236,250	254,700
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*CONTRACTUAL*

231 SERVICE-MAINTENANCE CONTRACTS	900	900	900	900
240 EQUIPMENT REPAIRS	-	200	200	200
246 VEHICLE REPAIRS	695	1,500	1,500	1,500

<i>CONTRACTUAL Totals</i>	1,595	2,600	2,600	2,600
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*SUPPLIES*

301 OFFICE SUPPLIES	-	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	446	1,000	1,000	1,000
331 FUEL & LUBRICANTS	1,033	1,250	1,250	1,250

<i>SUPPLIES Totals</i>	1,479	2,700	2,700	2,700
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*UTILITIES*

507 CELLULAR TELEPHONE	902	900	900	900
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<i>UTILITIES Totals</i>	902	900	900	900
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<b>WARRANTS Totals</b>	<b>231,312</b>	<b>242,450</b>	<b>242,450</b>	<b>260,900</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

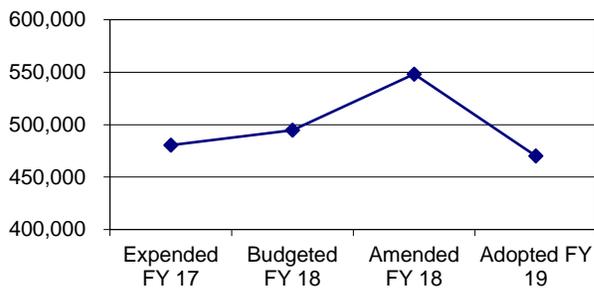
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	463,347	474,850	528,400	450,350
Contractual	6,521	7,350	7,350	7,350
Supplies	1,276	1,450	1,450	1,450
Operational	5,710	7,600	7,600	7,600
Utilities	3,666	3,400	3,400	3,400
<b>Total</b>	480,518	494,650	548,200	470,150

### Personnel Schedule

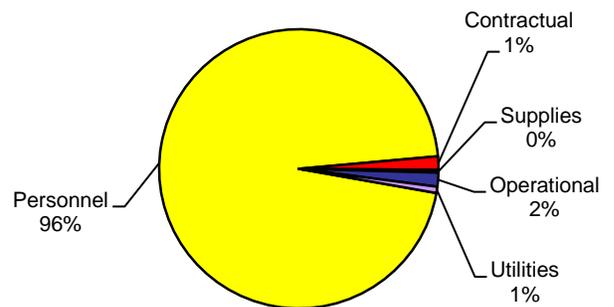
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Personnel Sergeant	-	1	1
Public Safety Computer Manager	27	1	1
Network Technician	19	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Police Records

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	177,303	184,250	224,250	179,850
104 SALARIES & WAGES-CLERICAL	184,242	188,500	179,700	173,150
109 SALARIES & WAGES-OVERTIME	5,549	5,500	16,000	5,500
113 EDUCATION/CERTIFICATE PAY	3,000	2,400	2,400	2,400
114 LONGEVITY PAY	4,385	4,750	6,000	4,600
120 FICA & MEDICARE EXPENSE	27,038	28,500	31,100	27,050
122 T.M.R.S. RETIREMENT EXPENSE	61,830	60,950	68,950	57,800
<i>PERSONNEL SERVICES Totals</i>	<u>463,347</u>	<u>474,850</u>	<u>528,400</u>	<u>450,350</u>
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	1,980	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	255	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,286	4,200	4,200	4,200
246 VEHICLE REPAIRS	-	250	250	250
<i>CONTRACTUAL Totals</i>	<u>6,521</u>	<u>7,350</u>	<u>7,350</u>	<u>7,350</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	827	750	750	750
310 PRINTING & BINDING	198	200	200	200
331 FUEL & LUBRICANTS	251	500	500	500
<i>SUPPLIES Totals</i>	<u>1,276</u>	<u>1,450</u>	<u>1,450</u>	<u>1,450</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	30	100	100	100
430 TUITION & TRAINING	3,207	4,000	4,000	4,000
436 TRAVEL	2,473	3,500	3,500	3,500
<i>OPERATIONS Totals</i>	<u>5,710</u>	<u>7,600</u>	<u>7,600</u>	<u>7,600</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,666	3,400	3,400	3,400
<i>UTILITIES Totals</i>	<u>3,666</u>	<u>3,400</u>	<u>3,400</u>	<u>3,400</u>
<b>POLICE RECORDS Totals</b>	<b>480,518</b>	<b>494,650</b>	<b>548,200</b>	<b>470,150</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

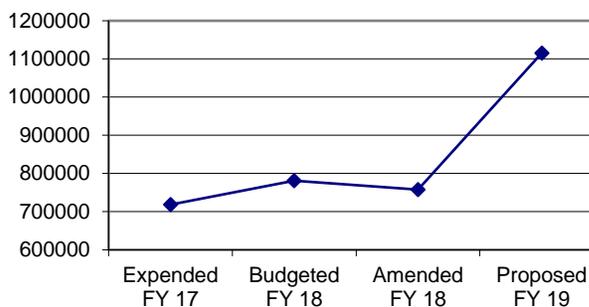
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	644,466	693,050	669,150	756,800
Contractual	54,968	60,600	60,600	121,600
Supplies	1,715	2,750	2,750	4,400
Operational	16,077	23,550	23,550	23,550
Utilities	1,222	1,350	1,350	1,350
Capital	-	-	-	202,500
<b>Total</b>	<b>718,448</b>	<b>781,300</b>	<b>757,400</b>	<b>1,110,200</b>

### Personnel Schedule

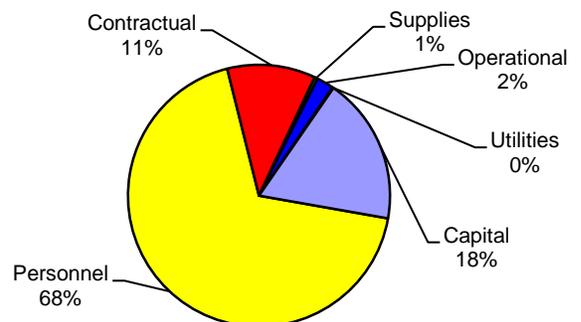
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Adopted</u>
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	25	-	1
GIS Supervisor	24	1	1
Senior Planner	24	1	1
Planner	20	1	1
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	130,008	140,000	140,000	145,600
104 SALARIES & WAGES-CLERICAL	384,306	410,850	380,850	456,400

<b>Notes:</b>	<b>New Planner</b>
<p>The Director is requesting to add an additional Planner position. The position would require at a minimum two (2) years' experience and a bachelor's degree in urban planning or a related field. The primary reasons for this request is the increased caseload and the focus on long-range/comprehensive planning. Since 2011, the Planning Department has seen a steady increase in the number of development cases submitted, and anticipates this trend to continue through 2019. In addition, the Planning and Zoning Department has undertaken several long-range planning responsibilities (i.e. the Comprehensive Plan, IH-30 Corridor Study, and a revised Master Plan of the Historic District) and various text amendments, which have required the attention of the Director. This leaves two (2) case managers responsible for all development cases (i.e. platting, site plan, miscellaneous, specific use permit, and zoning cases), historic cases (i.e. Certificates of Appropriateness, Building Permit Fee Waivers, and Small Matching Grants), building permit plan review, Certificates of Occupancy (CO), and site visits. It is anticipated that the new position will be responsible for all the aforementioned items, as well as, assisting the Director with all long-range planning objectives.</p> <p>\$67,430 Salary and Benefits                  2,500 Computer                  500 Desk                  70,340 Total</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	<b>Planning Manager</b>
<p>The Director is requesting the ability to promote David Gonzales from Senior Planner to Planning Manager. This would put Mr. Gonzales into a limited supervisory role over the Planner and Planning and Zoning Coordinator, freeing up the Director to focus on the Departments recent long-range initiatives (i.e. Comprehensive Plan Implementation, IH-30 Corridor Plan, Downtown Plan, etc.). In addition, over the last three (3) years, Mr. Gonzales has demonstrated a willingness to take on a larger role in the Department, and -- it is the Director's opinion that -- Mr. Gonzales would benefit from the added responsibility. Based on this assessment the Director is recommending to elevate Mr. Gonzales to a Grade 25/Step 15 \$4,200 increase.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	<b>Senior Planner Position</b>
<p>The Director is requesting to promote Korey Brooks from Planner to Senior Planner. When Mr. Brooks originally applied to work for the City of Rockwall, the Director had advertised for a Senior Planner position. At that time, Mr. Brooks had not received his certification with the American Institute of Certified Planners (AICP), did not have a Master degree, and had less than three (3) years of work experience in the Planning field. Ultimately, the Director was unable to identify a viable candidate for the Senior Planner position and reduced the positions' role to Planner. Mr. Brooks again applied and was hired by the Director for this position in February 2016. Since his hire date, Mr. Brooks has demonstrated a high aptitude for municipal planning and has contributed to the Department's success during a period of rapid growth. In May of 2018, Mr. Brooks received certification to the American Institute of Certified Planners (AICP) and now has the requisite amount of work experience to meet the requirements of the Senior Planner position. In addition, Mr. Brooks recently received his Masters degree in City &amp; Regional Planning. Based on these advances, the Director is of the opinion that Mr. Brooks is ready for the challenges that are offered by this promotion and is recommending to elevate him to a Grade 24/Step 1 \$6,400 increase.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

109	SALARIES & WAGES-OVERTIME	1,032	5,000	5,000	5,000
113	EDUCATION/CERTIFICATE PAY	1,604	1,800	1,800	1,800
114	LONGEVITY PAY	3,485	3,900	4,000	4,500
120	FICA & MEDICARE EXPENSE	38,814	41,400	43,400	45,000
122	T.M.R.S. RETIREMENT EXPENSE	85,217	90,100	94,100	98,500
	<i>PERSONNEL SERVICES Totals</i>	644,466	693,050	669,150	756,800

CONTRACTUAL

213	CONSULTING FEES	18,817	13,000	13,000	72,300
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<b>Notes:</b>	<b>Update of Roadway Impact Fees</b>
<p>Section 395.052(a) of the Texas Local Government Code requires that a municipality that imposes an impact fee must update the land use assumptions and capital improvements plan at least every five (5) years. The City last updated the Roadway Impact Fees in 2013 for \$30,000. Staff is requesting \$40,000 in funding to initiate an update of the City's Roadway Impact Fees in accordance with the updated Land Use Assumptions and Section 395.052(a) of the TLGC.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	32,431	40,600	40,600	42,300

<b>Notes:</b>	Service Maintenance Contracts
\$35,000 ESRI ArcGIS Enterprise for Small Government 900 Air Card 1,250 New Edge ID Tool Renewal (Required for Asset Management) 675 CommunityViz Annual Maintenance 240 Sketchup Pro Annual Maintenance 1,600 Copier/Plotter 2,600 Adobe Cloud Maintenance  CITY MANAGER'S COMMENTS: Approved	

233 ADVERTISING	3,721	7,000	7,000	7,000
<i>CONTRACTUAL Totals</i>		<u>54,968</u>	<u>60,600</u>	<u>60,600</u>
				<u>121,600</u>

SUPPLIES

301 OFFICE SUPPLIES	1,026	1,550	1,550	1,600
310 PRINTING & BINDING	265	700	700	800
347 GENERAL MAINTENANCE SUPPLIES	425	500	500	2,000

<b>Notes:</b>	General Maintenance
\$1,000 Zoning Magnets for Zoning Signs 500 Chair and Desk for Planner Position 500 Standard General Maintenance  CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>		<u>1,715</u>	<u>2,750</u>	<u>2,750</u>	<u>4,400</u>
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OPERATIONS

410 DUES & SUBSCRIPTIONS	1,480	3,050	3,050	3,050
428 MEETING EXPENSES	1,431	3,000	3,000	3,000
430 TUITION & TRAINING	8,675	9,000	9,000	9,000
436 TRAVEL	<u>4,490</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>

<i>OPERATIONS Totals</i>		<u>16,077</u>	<u>23,550</u>	<u>23,550</u>	<u>23,550</u>
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UTILITIES

507 CELLULAR TELEPHONE	<u>1,222</u>	<u>1,350</u>	<u>1,350</u>	<u>1,350</u>
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<i>UTILITIES Totals</i>		<u>1,222</u>	<u>1,350</u>	<u>1,350</u>	<u>1,350</u>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improv.

### Expenditure Summary

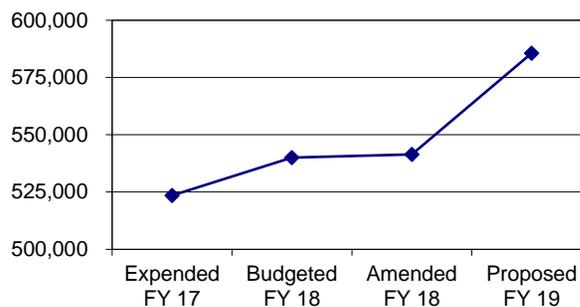
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	345,188	352,200	345,200	342,800
Contractual	134,359	155,750	162,150	159,750
Supplies	13,675	19,550	21,550	20,050
Operational	6,019	9,650	9,650	9,650
Utilities	3,016	2,950	2,950	2,950
Capital	21,268	-	-	50,450
<b>Total</b>	<b>523,525</b>	<b>540,100</b>	<b>541,500</b>	<b>585,650</b>

### Personnel Schedule

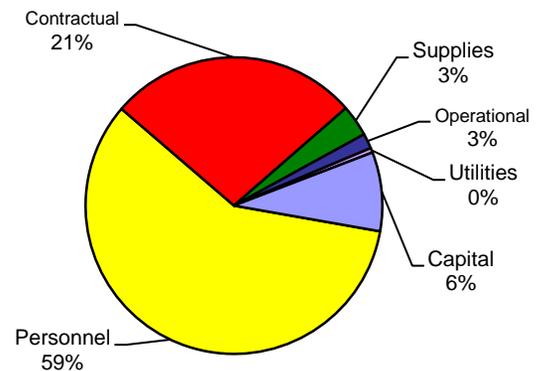
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	61,140	63,050	63,050	65,600
104 SALARIES & WAGES-CLERICAL	50,151	51,950	44,950	39,450
107 SALARIES & WAGES-LABOR	163,796	165,900	165,900	168,050
109 SALARIES & WAGES-OVERTIME	1,180	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	1,980	2,250	2,250	2,600
120 FICA & MEDICARE EXPENSE	20,674	21,500	21,500	20,900
122 T.M.R.S. RETIREMENT EXPENSE	45,668	45,950	45,950	44,600

*PERSONNEL SERVICES Totals*      345,188      352,200      345,200      342,800

*CONTRACTUAL*

213 CONSULTING FEES	432	3,000	3,000	3,000
231 SERVICE MAINTENANCE CONTRACTS	2,279	2,900	2,900	2,900
240 EQUIPMENT REPAIRS	180	250	250	250
242 EQUIPMENT RENTAL & LEASE	3,032	3,600	3,600	3,600
246 VEHICLE REPAIRS	7,897	5,000	5,000	5,000
255 CODE ENFORCEMENT CONTRACT	37,814	32,000	32,000	32,000
256 HEALTH INSPECTION SERVICE	76,300	89,000	89,000	93,000

**Notes:**      Increased workload

The increase is due to the addition of 11 new food service establishments, 2 public pools/spas, 2 new Child Care Facilities and their associated routine, follow up and complaint inspections. In addition, our special event permits and those associated Health Inspection work has increased roughly 30% over the last year.

**CITY MANAGER'S COMMENTS:** Approved

257 DEMOLITION SERVICES	6,424	20,000	26,400	20,000
<i>CONTRACTUAL Totals</i>	134,359	155,750	162,150	159,750

*SUPPLIES*

301 OFFICE SUPPLIES	1,591	2,550	2,550	2,550
310 PRINTING & BINDING	2,188	3,500	3,500	2,000
321 UNIFORMS	781	1,750	1,750	1,750
323 SMALL TOOLS	443	750	750	750
325 SAFETY SUPPLIES	5	1,500	1,500	1,500
331 FUEL & LUBRICANTS	8,643	9,000	11,000	11,000
347 GENERAL MAINTENANCE SUPPLIES	23	500	500	500

*SUPPLIES Totals*      13,675      19,550      21,550      20,050

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	3,891	3,250	3,250	3,250
415 RECRUITING EXPENSES	75	-	-	-
430 TUITION & TRAINING	785	3,200	3,200	3,200
436 TRAVEL	<u>1,268</u>	<u>3,200</u>	<u>3,200</u>	<u>3,200</u>
<i>OPERATIONS Totals</i>	6,019	9,650	9,650	9,650
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	<u>3,016</u>	<u>2,950</u>	<u>2,950</u>	<u>2,950</u>
<i>UTILITIES Totals</i>	3,016	2,950	2,950	2,950
<i>CAPITAL</i>				
623 VEHICLES	21,268	-	-	50,450

<b>Notes:</b>	New vehicles
Request to purchase a new ½ ton pickup to replace a 2005 ½ ton pickup with 125,000 miles. The vehicle has been utilized daily for over 12 years and is pretty worn.	
\$23,500 Vehicle 1,500 Safety lights <u>210</u> Decals \$25,210 Total cost	
Request to purchase a new ½ ton pickup to replace a 2011 police patrol unit with 102,000 miles. The existing unit was used in PD for approximately 5 years and was being cycled out of PD to be placed in the City’s auction when NIS needed to acquire it. The car has been driven hard and is pretty rough around the edges. In addition, one of the primary motivations to replace this particular unit is because we currently have our Neighborhood Improvement Services Supervisor driving throughout the City in a police vehicle, which I believe does not accurately represent the N.I.S. Department. I understand that PD has released a 2011 Crown Vic which could be utilized if funding for this new vehicle is not available.	
\$23,500 Vehicle 1,500 Safety lights <u>210</u> Decals \$25,210 Total cost	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

*CAPITAL Totals*      21,268      -      -      50,450

<b>NIS Totals</b>	<b>523,525</b>	<b>540,100</b>	<b>541,500</b>	<b>585,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

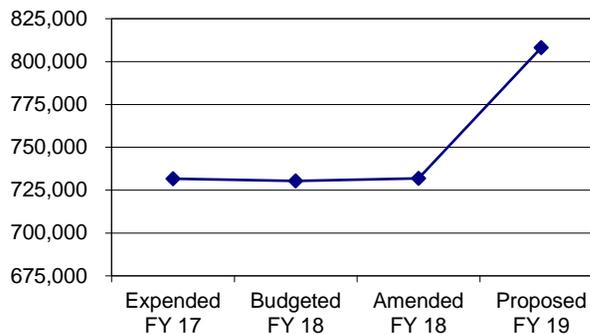
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	636,738	650,550	634,750	651,800
Contractual	51,676	54,600	68,600	74,900
Supplies	10,055	11,350	13,850	13,600
Operational	6,016	9,750	10,050	9,750
Utilities	4,186	4,100	4,600	4,600
Capital	22,962	-	-	53,450
<b>Total</b>	<b>731,634</b>	<b>730,350</b>	<b>731,850</b>	<b>808,100</b>

### Personnel Schedule

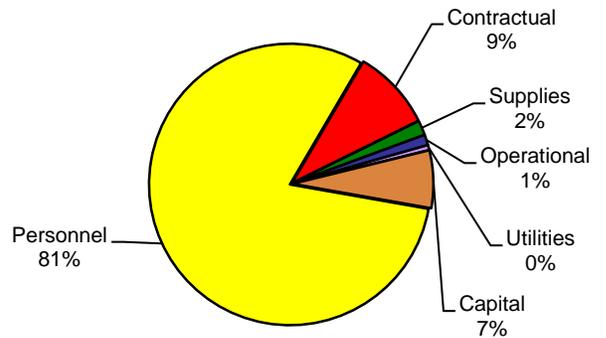
Position	Classification	FY 18 Approved	FY 19 Proposed
Building Official	33	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	203,313	188,950	197,750	202,500
104 SALARIES & WAGES-CLERICAL	95,666	86,500	86,500	88,150
107 SALARIES & WAGES-LABOR	206,846	241,950	219,950	227,950
109 SALARIES & WAGES-OVERTIME	14	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	1,800	3,000	3,000	2,400
114 LONGEVITY PAY	6,106	4,900	5,300	5,400
120 FICA & MEDICARE EXPENSE	38,572	39,600	38,600	39,600
122 T.M.R.S. RETIREMENT EXPENSE	84,422	84,650	82,650	84,800
<i>PERSONNEL SERVICES Totals</i>	<u>636,738</u>	<u>650,550</u>	<u>634,750</u>	<u>651,800</u>

*CONTRACTUAL*

213 CONSULTING FEES	3,539	-	14,000	20,000
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<b>Notes:</b>	Plan review services funding
BI utilized a third party to perform plan review services on the Harbor Urban Center Condominiums and the new Reinhardt Elementary School. I'm requesting to budget some funds for future use of third party plan review service providers.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

231 SERVICE MAINTENANCE CONTRACTS	37,380	46,400	46,400	46,400
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,695	2,700	2,700	3,000
246 VEHICLE REPAIRS	8,062	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	<u>51,676</u>	<u>54,600</u>	<u>68,600</u>	<u>74,900</u>

*SUPPLIES*

301 OFFICE SUPPLIES	1,264	1,250	1,250	1,250
310 PRINTING & BINDING	337	1,250	1,250	1,000
321 UNIFORMS	900	1,250	1,250	1,250
323 SMALL TOOLS	877	1,000	1,000	1,000
331 FUEL & LUBRICANTS	6,445	6,100	8,600	8,600
347 GENERAL MAINTENANCE SUPPLIES	232	500	500	500
<i>SUPPLIES Totals</i>	<u>10,055</u>	<u>11,350</u>	<u>13,850</u>	<u>13,600</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,675	2,500	2,500	2,500
415 RECRUITING EXPENSES	53	-	300	-
430 TUITION & TRAINING	2,235	4,000	4,000	4,000
436 TRAVEL	2,054	3,250	3,250	3,250
<i>OPERATIONS Totals</i>	<u>6,016</u>	<u>9,750</u>	<u>10,050</u>	<u>9,750</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,186	4,100	4,600	4,600
<i>UTILITIES Totals</i>	<u>4,186</u>	<u>4,100</u>	<u>4,600</u>	<u>4,600</u>
<i>CAPITAL</i>				
623 VEHICLES	22,962	-	-	53,450

<b>Notes:</b>	<a href="#">New 1/2 ton pickup</a>
<p>Request to purchase a new 1/2 ton pickup to replace a 2006 unit with 83,200 miles.                  The existing unit has various issues including an oil leak (timing cover/gasket and oil pan gasket) which will cost \$630.                  Due to the fact that our employee has to add a quart of oil to the vehicle every 3 weeks, our Mechanic suspects the engine may be burning oil as well.</p> <p>\$23,500 Vehicle                  1,500 Safety lights                  1,500 Bed cover                  210 Decals                  \$26,710 Total cost</p> <p>Request to purchase a new 1/2 ton pickup to replace a 2005 unit with 58,000 miles.                  The existing unit has various issues including an electrical short that we have not been able to fix. The short causes the A/C to work sporadically and the instrument panel to go dark.</p> <p>\$23,500 Vehicle                  1,500 Safety lights                  1,500 Bed cover                  210 Decals                  \$26,710 Total cost</p> <p><b>CITY MANAGER'S COMMENTS:</b> <a href="#">Approved from General Fund Reserves</a></p>	

*CAPITAL Totals*      22,962      -      -      53,450

<b>BUILDING INSPECTIONS Totals</b>	<b>731,634</b>	<b>730,350</b>	<b>731,850</b>	<b>808,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

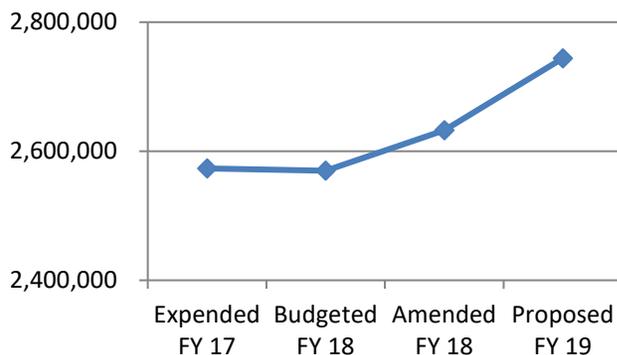
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	974,277	1,019,150	1,017,550	1,070,550
Contractual	601,210	655,500	665,500	669,000
Supplies	497,236	375,200	418,200	438,750
Operational	11,327	11,500	11,750	15,750
Utilities	331,848	328,400	328,400	330,900
Capital	157,567	180,000	191,000	219,150
<b>Total</b>	<b>2,573,465</b>	<b>2,569,750</b>	<b>2,632,400</b>	<b>2,744,100</b>

### Personnel Schedule

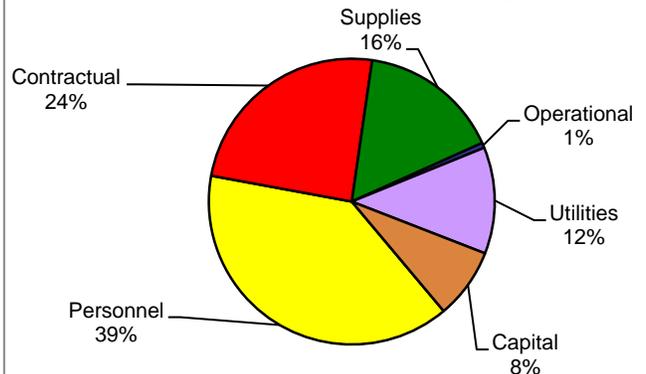
<u>Position</u>	<u>Classification</u>	FY 18 <u>Approved</u>	FY 19 <u>Proposed</u>
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	16	2	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	3
Maintenance Worker II	9	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

#### Financial History



#### FY 2019 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	67,495	70,950	75,950	84,600
107 SALARIES & WAGES-LABOR	695,615	733,750	719,750	754,650

<b>Notes:</b>	<u>Contracts/Projects Supervisor</u>
<p>Request is to add a grade 17 Contracts and Project Supervisor. The Parks department has approximately \$550,000 in maintenance contracts for maintaining two parks, all City facilities, ROW's, medians and aquatic vegetation management.</p> <p>This person would oversee the scheduling, inspections, and payment duties for all contract functions. This position would also perform monthly safety inspections on 20 playgrounds, and security lighting in all park facilities. This position would greatly improve the quality and consistency of contracted services as well as the safety of park facilities.</p> <p>\$57,250 Salary and Benefits                  1,650 Laptop                  Phone                  Radio</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	<u>Parks Department Reorganization</u>
<p>This request is to reorganize the parks department to effectively meet changing work load demands and improve efficiency, There are two immediate needs that this request addresses.</p> <p>Promote one grade 13 Parks worker to a grade 15 Crew Leader. The primary landscape maintenance crew of 8 employees performs weekly mowing and landscape maintenance for over 460 total park acres that includes 130 acres of irrigated turf, 82,000 square feet of playground surfacing and 12,000 square feet of landscape beds. This crew has one crew leader and is broken up into two groups. One has four workers assigned to the northern parks and trails, the other is assigned three workers to the southern properties.</p> <p>One Crew Leader splits his time supervising and assisting both crews. We are requesting to add a second Crew Leader role, creating two crews of four each with a Crew Leader.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
109 SALARIES & WAGES-OVERTIME	19,579	16,000	25,000	25,000

<b>Notes:</b>	<b>Overtime Increase</b>
<p>\$9,000 - This year's overtime budget was impacted significantly by the flood response to LRE. In addition to the flood event itself, it impacted ballfield preparations for leagues and tournaments along with general park clean up and repair.</p> <p>With the inability to predict how weather events and other factors will impact our need to respond, and along with the increasing number and size of our programs and events, the need to increase overtime is important to our service level.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

113 EDUCATION/CERTIFICATE PAY	300	1,800	1,800	1,800
114 LONGEVITY PAY	7,004	7,800	6,200	7,400
120 FICA & MEDICARE EXPENSE	59,156	61,600	61,600	64,200
122 T.M.R.S. RETIREMENT EXPENSE	125,127	127,250	127,250	132,900
<i>PERSONNEL SERVICES Totals</i>	<u>974,277</u>	<u>1,019,150</u>	<u>1,017,550</u>	<u>1,070,550</u>

*CONTRACTUAL*

213 SERVICE MAINTENANCE CONTRACTS	-	-	-	1,000
237 UNIFORM SERVICE	11,781	15,200	15,200	15,200
240 EQUIPMENT REPAIRS	25,841	19,500	19,500	19,500
242 EQUIPMENT RENTAL & LEASE	5,810	11,800	11,800	11,800
244 BUILDING REPAIRS	23,033	27,700	27,700	27,700
246 VEHICLE REPAIRS	10,298	10,500	20,500	10,500

<b>Notes:</b>	<b>Vehicle Repairs</b>
<p>This year's overage in vehicle repairs was due to replacement of unsafe tires prior to the winter on several vehicles as well as a major transmission repair on Parks Superintendent's Tahoe.</p>	

247 GROUNDS MAINTENANCE	513,143	559,300	559,300	571,800
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<b>Notes:</b>	<b>Backflow Preventers</b>
<p>\$12,500 - This request is for the cost of an outside contractor to provide inspection and repair services to over 100 backflow prevention devices. This task is necessary to continue to be in compliance with state requirements.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

270 WASTE DISPOSAL SERVICE	11,304	11,500	11,500	11,500
<i>CONTRACTUAL Totals</i>	<u>601,210</u>	<u>655,500</u>	<u>665,500</u>	<u>669,000</u>

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

301	OFFICE SUPPLIES	173	150	150	200
310	PRINTING & BINDING	171	200	200	200
323	SMALL TOOLS	20,877	20,500	20,500	20,500
325	SAFETY SUPPLIES	7,916	8,000	8,000	8,000
331	FUEL & LUBRICANTS	27,881	27,000	32,000	32,000
333	CHEMICAL	31,512	31,500	31,500	70,000

<b>Notes:</b>	Turf Management Program
<p>\$38,500 - This request is to establish a consistent and professional turf management program that meets the adopted standards for all 175 acres of City facilities, irrigated medians, and parks. This line item is used for mosquito vector control program, pesticides for trees, shrubs and turf, as well pre-emergent and post-emergent herbicides.</p> <p>The primary herbicide for persistent grassy weeds like Dallis grass and KR Bluestem has been removed from the market. The replacement chemical has a more significant cost but has proven to be effective.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

341	CONSTRUCTION & REPAIR SUP	120,072	78,500	78,500	78,500
347	GENERAL MAINT. SUPPLY	100,106	104,050	104,050	104,050
349	AGRICULTURAL SUPPLIES	157,936	75,000	113,000	95,000

<b>Notes:</b>	Tree and Shrub Replacement
<p>\$25,000 - This request is to transfer tree mitigation funds into the Agriculture Supply account to address any tree and shrub replacement or City initiated planting projects.</p> <p>\$70,000 - The remaining base budget is allocated annually for the following items: spring/summer and fall/winter annual program; tulip bulb program; mulch, soils and aggregates as needed; and fertilizer program to meet adopted standards for 175 acres of City facilities, irrigated parks, and medians.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

350	IRRIGATION SYSTEM SUPPLIES	30,592	30,300	30,300	30,300
<i>SUPPLIES Totals</i>		<u>497,236</u>	<u>375,200</u>	<u>418,200</u>	<u>438,750</u>

*OPERATIONS*

415	RECRUITING EXPENSES	1,167	500	750	500
430	TUITION & TRAINING	4,262	3,500	3,500	7,750

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	Certifications and Training
<p>\$4,250 - Dues, training, and certification exams associated with required training for crew leaders, Harbor technician, irrigator technician, operations supervisor and park superintendent positions.</p> <p>Current superintendent maintains the following certifications not held by previous personnel in that position: Certified Arborist, Master Certified Turf Manager, Licensed Irrigator, certified applicator with Texas Department of Agriculture.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

436 TRAVEL	1,036	2,500	2,500	2,500
480 VOLUNTEER PROGRAM	4,861	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	11,327	11,500	11,750	15,750

*UTILITIES*

507 CELLULAR TELEPHONE	2,491	3,400	3,400	5,900
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<b>Notes:</b>	Communication plan
<p>\$2,500 - Two additional phone reimbursement plans.</p> <p>Among the crew leaders and supervisors, all but one have cell phone reimbursement plans for work related phones. The irrigation technician also needs a phone plan in order to operate a smart phone to control many of our remote irrigation controllers as well access to email for work orders and customer response.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

513 WATER	329,357	325,000	325,000	325,000
<i>UTILITIES Totals</i>	331,848	328,400	328,400	330,900

*CAPITAL*

612 COMPUTER EQUIPMENT	-	-	-	1,650
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<b>Notes:</b>	Computers for Supervisors
<p>\$1,625 - Laptop for Field Operations Supervisor. This position currently uses a terminal server computer in the Service Center breakroom to answer emails, prepare spreadsheets, track inspections and contract workers. The position requires the use of a computer, but the Parks office area does not have connectivity. A laptop would allow both office and field use to perform their job.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>Notes:</b>	Downtown Music/PA
<p>\$35,000 Wifi based system to play continuous music and to have available for emergency PA announcements during special events. Includes music subscription service with licensing.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

621 FIELD MACHINERY & EQUIPMENT	61,043	103,000	114,000	89,000
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<b>Notes:</b>	City Hall Christmas Tree
<p>\$8,975 - This request is to replace the Christmas Tree used at City Hall that is over 30 years old with an 16' tall and 10' wide LED lighted tree with lighted star top. Also requested is lighted garland for the three antique light poles added to the downtown area along SH 205.</p>	
<p>\$10,000 - to replace the current incandescent Christmas lights around the City Hall roofline with permanent LED lights. This will reduce the need to rent a sky track lift each year which causes damage to turf and concrete around the building. Lighting system can change colors remotely from a smart phone.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Equipment
<p>\$57,500 - Replace a 2007 Toro batwing self propelled mower unit with a combination of a Kubota tractor and a Trimaxx pull behind PTO driven unit. The Toro unit is 11 years old and has had significant repairs and has overheating issues.</p>	
<p>The replacement requested provides the following benefits: the tractor used to pull it will have usefulness year round for off-season projects; cutting unit has no electrical or fuel systems to fail and breakdown thus reducing downtime; provides a faster and superior cut to current units; and costs less than the Toro replacement value.</p>	
<p>\$12,500 - Turf renovator is a PTO driven machine pulled behind a small tractor that has multiple uses that improve the safety and quality of infield surfaces, leveling ballfield lips, leveling uneven turf areas, relieving soil compaction and soil preparation for seeding.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

Fund	Department	Division
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
623 VEHICLES	13,863	-	-	79,000

<b>Notes:</b>	<b>Vehicle Replacements</b>
<p>\$48,000 - Replace unit #169 with a four door 1 ton pickup with utility bed and goose neck trailer adapter. Unit 169 is a 2008 four door with 81,000 miles on it. It is used by one of the landscape maintenance crews and tows a large mower, a smaller mower and all the daily equipment needs.</p> <p>\$31,000 - Replace unit #173 with a two door 3/4 ton pickup with standard bed. Unit 173 is a 2005 with 103,000 miles. It is used seven days a week for daily bathroom cleaning and litter/debris removal.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

633 INFRASTRUCTURE IMPROVEMENTS	82,661	77,000	77,000	49,500
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<b>Notes:</b>	<b>Drainage Channel Repair</b>
<p>\$125,000 - Repair and stabilize drainage channel behind Harry Myers Community Center. Channel erosion has increased and is impacting stability of sanitary sewer line that crosses the creek.</p> <p>\$43,000 - Repair cracked wing walls of archway drainage channel that has cracked.</p> <p>\$44,000 - Remove old concrete low water crossing that is crumbling. Once removed the channel erosion will be repaired and stabilized.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

<b>Notes:</b>	<b>Lighting Updates</b>
<p>\$43,000 - to replace 7 light poles at the SH 66 boat ramp with LED fixtures and poles that match the downtown fixtures.</p> <p>\$6,500 - replace outdated light pole at Myers Park near the west pavilion. The proposed pole will match downtown. A new LED fixture will cover a larger area and provide safer coverage near the restroom and pavilion.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

*CAPITAL Totals*      157,567      180,000      191,000      219,150

<b>PARKS Totals</b>	<b>2,573,465</b>	<b>2,569,750</b>	<b>2,632,400</b>	<b>2,744,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

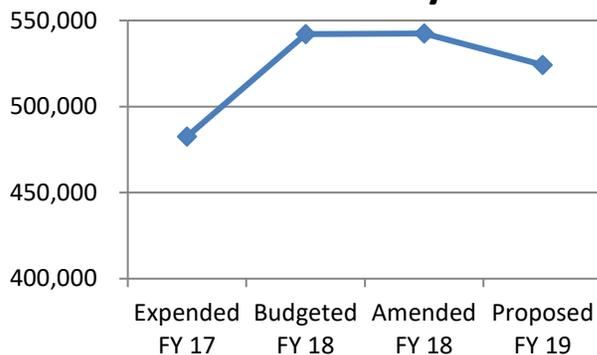
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	117,131	117,300	117,300	122,550
Contractual	127,043	168,800	168,800	169,300
Supplies	58,738	70,000	70,000	78,000
Operational	2,848	4,300	4,650	4,550
Utilities	148,903	165,700	165,700	149,700
Capital	27,917	16,000	16,000	-
<b>Total</b>	<b>482,581</b>	<b>542,100</b>	<b>542,450</b>	<b>524,100</b>

### Personnel Schedule

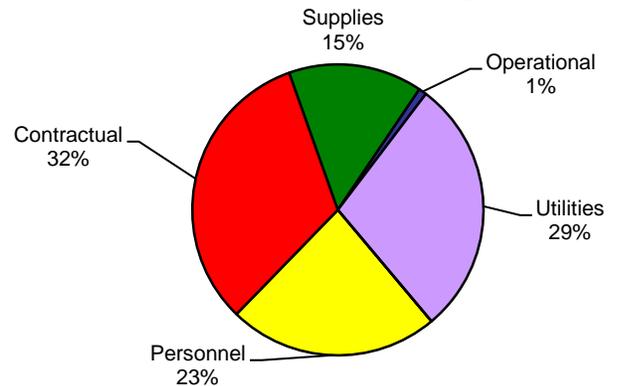
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Harbor Technician	16	1	1
Maintenance Worker II	9	1	1

### Activity Trends

**Financial History**



**FY 19 Expenditures by Category**



Fund	Department	Division
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

107	SALARIES & WAGES-LABOR	89,298	90,500	90,500	94,650
109	SALARIES & WAGES-OVERTIME	4,504	4,000	4,000	4,000
114	LONGEVITY PAY	900	1,050	1,050	1,150
120	FICA & MEDICARE EXPENSE	6,830	6,900	6,900	7,250
122	T.M.R.S. RETIREMENT EXPENSE	15,600	14,850	14,850	15,500

<i>PERSONNEL SERVICES Totals</i>	<u>117,131</u>	<u>117,300</u>	<u>117,300</u>	<u>122,550</u>
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*CONTRACTUAL*

237	UNIFORM SERVICE	822	2,800	2,800	2,800
240	EQUIPMENT REPAIRS	7,322	7,500	7,500	7,500
242	EQUIPMENT RENTAL & LEASE	3,879	6,000	6,000	6,000
244	BUILDING REPAIRS	24,739	50,000	50,000	31,500

<b>Notes:</b>	<b>LED Light Conversion</b>
<p>\$16,500 - Request is to convert existing lighting at The Harbor from metal halide and halogen to an all LED type lamp and ballast. This project will address safety and trip hazards as a result of frequent light outages as well as reduce the number of outages experienced.</p> <p>\$15,000 - This is the base budget from previous year for building/structure repairs.</p> <p>Total request is for \$31,500</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

245	POOL REPAIR & MAINTENANCE	16,972	25,000	25,000	43,000
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<b>Notes:</b>	<b>Pump Repair</b>
<p>\$18,000 - Estimated cost to repair 30 HP pump that is submerged in the lake and feeds the recirculating waterfall feature. Cost covers two days of crane rental, divers, pump technician and parts.</p> <p>\$25,000 - Base budget for unforeseeable repairs.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

246	VEHICLE REPAIRS	2,775	1,500	1,500	2,500
247	GROUNDS MAINTENANCE	70,533	76,000	76,000	76,000

<i>CONTRACTUAL Totals</i>	<u>127,043</u>	<u>168,800</u>	<u>168,800</u>	<u>169,300</u>
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Fund	Department	Division
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

323	SMALL TOOLS	2,220	2,000	2,000	2,000
325	SAFETY SUPPLIES	140	500	500	500
331	FUEL & LUBRICANTS	3,776	4,000	4,000	4,500
333	CHEMICAL	15,662	20,000	20,000	20,000
347	GENERAL MAINT. SUPPLES	6,258	7,000	7,000	7,000
349	AGRICULTURAL SUPPLIES	1,313	7,500	7,500	15,000

<b>Notes:</b>	Ongoing Plant Replacement
\$7,500 - Increase to provide funds to replace trees and shrubs as needed. Request to come from Tree Mitigation account.	
CITY MANAGER'S COMMENTS: Approved	

350	IRRIGATION SYSTEM SUPPLIES	610	1,000	1,000	1,000
390	SWIMMING POOL SUPPLIES	28,760	28,000	28,000	28,000
<i>SUPPLIES Totals</i>		<u>58,738</u>	<u>70,000</u>	<u>70,000</u>	<u>78,000</u>

*OPERATIONS*

410	DUES & SUBSCRIPTIONS	75	100	100	-
430	TUITION & TRAINING	-	500	500	500
436	TRAVEL	203	200	550	550
489	HARBOR RENTAL SUPPLIES	2,571	3,500	3,500	3,500
<i>OPERATIONS Totals</i>		<u>2,848</u>	<u>4,300</u>	<u>4,650</u>	<u>4,550</u>

*UTILITIES*

501	ELECTRICITY	82,127	92,000	72,000	72,000
507	CELLULAR TELEPHONE	1,159	2,700	2,700	2,700
513	WATER	65,617	71,000	91,000	75,000
<i>UTILITIES Totals</i>		<u>148,903</u>	<u>165,700</u>	<u>165,700</u>	<u>149,700</u>

*CAPITAL*

621	FIELD MACHINERY & EQUIPMENT	-	16,000	16,000	-
623	VEHICLES	27,917	-	-	-
<i>CAPITAL Totals</i>		<u>27,917</u>	<u>16,000</u>	<u>16,000</u>	<u>-</u>

<b>HARBOR O &amp; M Total</b>	<b>482,581</b>	<b>542,100</b>	<b>542,450</b>	<b>524,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

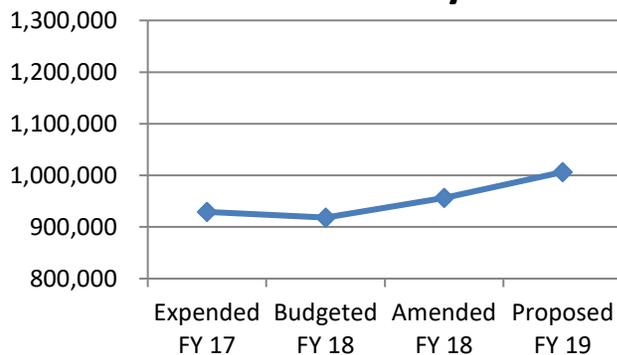
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	669,973	659,750	683,750	715,050
Contractual	51,891	38,550	38,550	41,550
Supplies	56,577	57,550	57,550	61,650
Operational	67,965	76,700	76,700	76,700
Utilities	82,995	63,700	77,700	77,700
Capital	-	22,000	22,000	33,700
<b>Total</b>	<b>929,400</b>	<b>918,250</b>	<b>956,250</b>	<b>1,006,350</b>

### Personnel Schedule

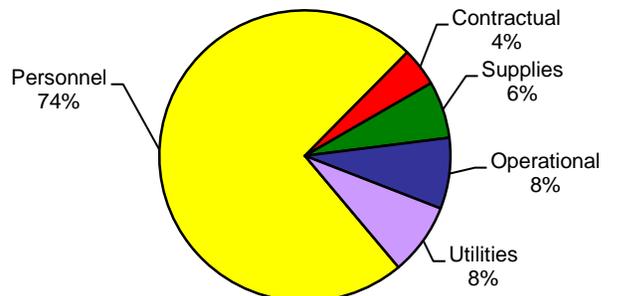
Position	Classification	FY 18 Approved	FY 19 Proposed
Parks & Recreation Director		1	1
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

#### Financial History



#### FY 19 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	248,619	267,600	267,600	275,800
104 SALARIES & WAGES-CLERICAL	127,960	131,350	131,350	134,750
107 SALARIES & WAGES-LABOR	183,110	149,750	171,750	189,000

<b>Notes:</b>	<b>Part-time Staff</b>
<p>\$25,500 - Request is to increase the base budget for part time staff due to the increasing number and size of programs, and events. The Recreation Division operates over 20 ongoing music, youth and family programs and events. Also included in this budget is operation of The Center front desk for nights and weekend hours of service; athletic league and tournament field steward staff and three months of aquatic operations staff.</p> <p>\$6,000 - This request is for additional hours associated with an Outdoor Recreation Program Intern. Staff proposes to offer ongoing summer programs to teach youth and families outdoor skills and local ecology. Program will complement the Go Outside and Play initiative, the WILD trailer and Pettinger Preserve land.</p> <p>\$7,500 - This request is for lifeguard incentive pay to remain committed to working until end of August pool season which corresponds to the end of the advertised aquatic offerings - swim lessons, public swim, and rentals. Staff retention has been an ongoing challenge for the last several years.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

109 SALARIES & WAGES-OVERTIME	2,547	2,600	2,600	2,600
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	1,735	2,100	2,100	2,550
120 FICA & MEDICARE EXPENSE	42,924	40,500	42,500	41,950
122 T.M.R.S. RETIREMENT EXPENSE	62,478	65,250	65,250	67,800

*PERSONNEL SERVICES Totals*      669,973      659,750      683,750      715,050

*CONTRACTUAL*

213 CONSULTING FEES	-	3,000	3,000	3,000
231 SERVICE MAINTENANCE CONTRACTS	1,378	7,250	7,250	7,250
239 RECREATION CONTRACTS	5,822	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	11,137	9,300	9,300	12,300

<b>Notes:</b>	<b>Storage Unit for Supplies</b>
<p>\$3,000 - This request is for annual storage unit rental to store program and event supplies. The current storage options are completely full including closets at The Center. This would free up program space and reduce unsafe clutter at The Center.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
245 POOL REPAIR & MAINTENANCE	29,786	7,000	7,000	7,000
246 VEHICLE REPAIRS	3,767	6,000	6,000	6,000
<i>CONTRACTUAL Totals</i>	51,891	38,550	38,550	41,550

*SUPPLIES*

301 OFFICE SUPPLIES	1,815	2,000	2,000	2,000
307 POSTAGE	88	2,000	2,000	2,000
310 PRINTING & BINDING	12,270	16,500	16,500	16,500
321 UNIFORMS	1,050	2,100	2,100	6,200

<b>Notes:</b>	<b>Uniform Account</b>
<p>\$4,100 - This request reflects the uniform needs of five full time staff, 50 part time staff, aquatics staff and the associated City logo embroidery as required by the IRS regulations.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

331 FUEL & LUBRICANTS	1,728	2,000	2,000	2,000
333 CHEMICAL	12,070	10,000	10,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	3,160	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	12,775	4,000	4,000	4,000
391 RECREATION PROGRAM SUPPLIES	11,622	12,500	12,500	12,500
<i>SUPPLIES Totals</i>	56,577	57,550	57,550	61,650

*OPERATIONS*

406 SPECIAL EVENTS	49,330	57,750	57,750	57,750
410 DUES & SUBSCRIPTIONS	2,015	2,500	2,500	2,500
415 RECRUITING EXPENSES	3,604	2,000	2,000	2,000
428 MEETING EXPENSES	813	1,000	1,000	1,000
430 TUITION & TRAINING	5,833	6,300	6,300	6,300
436 TRAVEL	6,369	7,150	7,150	7,150
<i>OPERATIONS Totals</i>	67,965	76,700	76,700	76,700

*UTILITIES*

501 ELECTRICITY	78,514	60,000	73,000	73,000
507 CELLULAR TELEPHONE	4,482	3,700	4,700	4,700
<i>UTILITIES Totals</i>	82,995	63,700	77,700	77,700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*CAPITAL*

610 FURNITURE & FIXTURES	-	22,000	22,000	-
623 VEHICLES	-	-	-	33,700

<b>Notes:</b>	<b>New Recreation Truck</b>
<p>\$33,700 - This request is for an additional truck 1/2 ton heavy duty quad cab with Tommy Lift Gate that would be utilized by Recreation Division staff to load, transport and unload program and event supplies.</p> <p>This truck will also tow the dual axle 16' box supply trailer. Typical items hauled are: bounce house, inflatable archway, sound system, tents, games, tools, etc.</p> <p>This truck would eliminate the need to use the 10 passenger van to haul gear and supplies which damages the interior. Since many of the supplies are heavy, the Tommy Lift Gate will make it safer for staff to load and unload gear.</p> <p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

*CAPITAL Totals*      -      22,000      22,000      33,700

<b>RECREATION Total</b>	<b>929,400</b>	<b>918,250</b>	<b>956,250</b>	<b>1,006,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

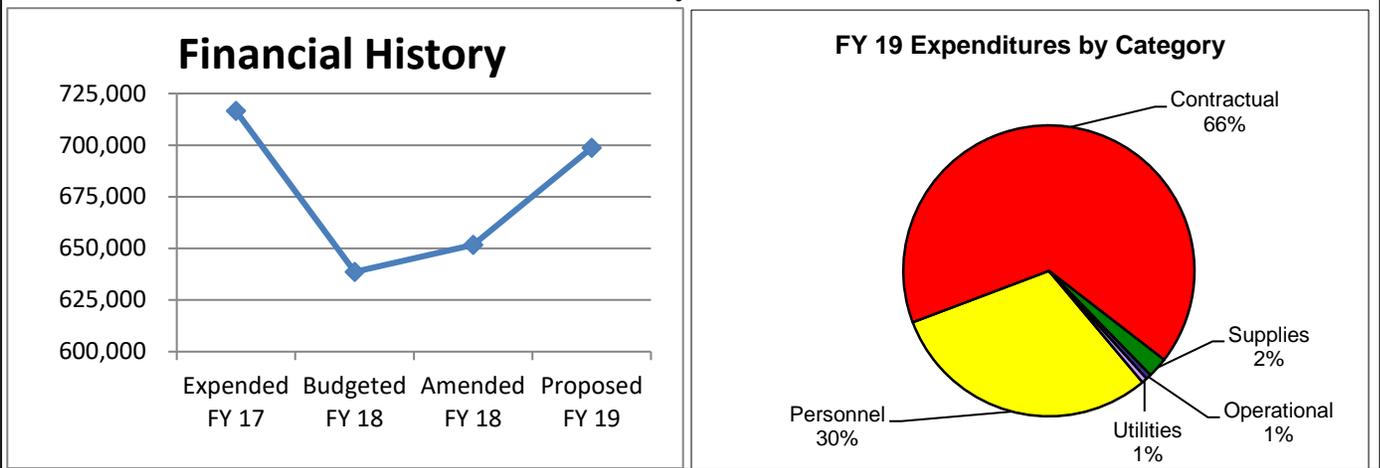
### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	195,860	190,900	202,900	195,050
Contractual	431,049	425,500	425,500	425,500
Supplies	8,213	15,900	16,900	14,400
Operational	665	2,550	2,550	3,750
Utilities	3,376	3,800	3,800	3,800
Capital	77,332	-	-	56,150
<b>Total</b>	<b>716,495</b>	<b>638,650</b>	<b>651,650</b>	<b>698,650</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Proposed</u>
Animal Services Crewleader	16	1	1
Animal Services Officer	12	2	2

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	148,497	146,500	157,300	150,000
109 SALARIES & WAGES-OVERTIME	6,451	5,000	5,000	5,000
114 LONGEVITY PAY	3,640	3,900	3,900	4,050
120 FICA & MEDICARE EXPENSE	11,163	11,300	12,300	11,450
122 T.M.R.S. RETIREMENT EXPENSE	26,109	24,200	24,400	24,550
<i>PERSONNEL SERVICES Totals</i>	195,860	190,900	202,900	195,050

*CONTRACTUAL*

213 CONSULTING FEES	410,472	410,500	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	14,813	7,500	7,500	7,500
237 UNIFORM SERVICE	2,425	3,000	3,000	3,000
240 EQUIPMENT REPAIRS	-	750	750	750
246 VEHICLE REPAIRS	3,251	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	89	250	250	250
<i>CONTRACTUAL Totals</i>	431,049	425,500	425,500	425,500

*SUPPLIES*

301 OFFICE SUPPLIES	310	500	500	500
310 PRINTING & BINDING	941	2,000	2,000	2,000
321 UNIFORMS	-	3,000	3,000	3,000
325 SAFETY SUPPLIES	463	750	750	750
331 FUEL & LUBRICANTS	4,759	4,650	5,650	5,650
347 GENERAL MAINTENANCE SUPPLIES	1,740	5,000	5,000	2,500
<i>SUPPLIES Totals</i>	8,213	15,900	16,900	14,400

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	206	-	-	-
430 TUITION & TRAINING	459	1,500	1,500	2,250

<b>Notes:</b>	Animal Services Training / Travel
Additional funds requested for director to attend annual animal control conference.	
CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	-	1,050	1,050	1,500
<i>OPERATIONS Totals</i>	665	2,550	2,550	3,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	3,376	3,800	3,800	3,800
<i>UTILITIES Totals</i>	<u>3,376</u>	<u>3,800</u>	<u>3,800</u>	<u>3,800</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	2,894	-	-	-
621 FIELD MACHINERY & EQUIPMENT	20,490	-	-	-
623 VEHICLES	53,948	-	-	56,150

<b>Notes:</b>	<a href="#">Animal Control Van Replacement</a>
Request to replace 2006 Ford Van Animal Control vehicle with 125,000 miles. Mechanical condition is fair, appearance is poor. Replacement vehicle proposed is a new Ford Van with interior conversion for cages, work lights, safety lights and logos.	
<b>CITY MANAGER'S COMMENTS:</b> <a href="#">Approved from General Fund Reserves</a>	

<i>CAPITAL Totals</i>	<u>77,332</u>	<u>-</u>	<u>-</u>	<u>56,150</u>
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<b>ANIMAL SERVICES Total</b>	<b>716,495</b>	<b>638,650</b>	<b>651,650</b>	<b>698,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

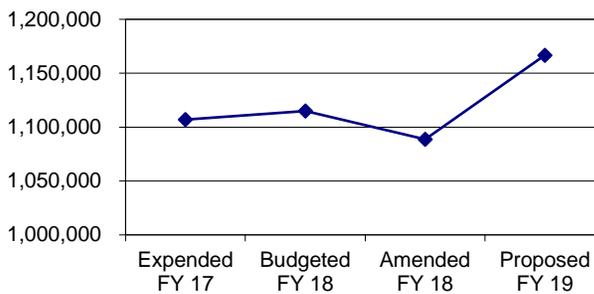
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	860,780	835,900	809,400	827,900
Contractual	172,711	214,450	214,450	285,200
Supplies	17,542	23,450	23,450	19,850
Operational	20,644	23,700	23,800	23,700
Utilities	9,212	10,050	10,050	10,050
Capital	26,146	7,500	7,500	-
<b>Total</b>	<b>1,107,034</b>	<b>1,115,050</b>	<b>1,088,650</b>	<b>1,166,700</b>

### Personnel Schedule

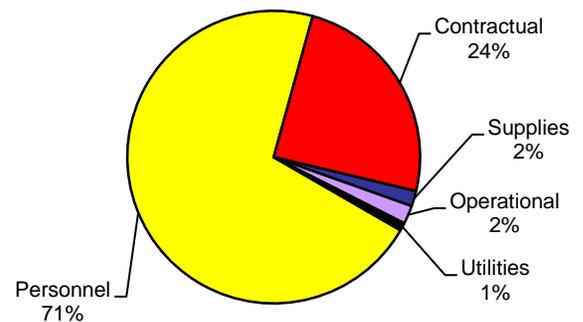
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Adopted</u>
Public Works Director/City Engineer	-	1	1
Civil Engineer	28	2	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	165,978	139,000	139,000	145,600
104 SALARIES & WAGES-CLERICAL	231,637	231,400	220,400	223,050
107 SALARIES & WAGES-LABOR	278,849	288,350	279,350	285,500
109 SALARIES & WAGES-OVERTIME	11,975	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	900	900	900	900
114 LONGEVITY PAY	6,546	6,750	4,250	4,800
120 FICA & MEDICARE EXPENSE	50,984	49,750	48,750	49,000
122 T.M.R.S. RETIREMENT EXPENSE	113,912	107,750	104,750	107,050
<i>PERSONNEL SERVICES Totals</i>	860,780	835,900	809,400	827,900

*CONTRACTUAL*

213 CONSULTING FEES	147,436	178,000	178,000	247,000
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<b>Notes:</b>	<b>Consulting Fees</b>
<p>The increase in the consulting fee budget item is due to the five year impact fee study along with the master water and sewer update which will need to be completed in 2019. Birkhoff, Hendricks, and Carter has given us an estimate of \$132,000 to update the studies. Some of these studies should be completed in 2017-2018 budget year and the remainder (\$76,000) in 2018-2019 budget year. Additional drainage money to assist the Parks Department with drainage concerns in Myers Park.</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</b></p>	

231 SERVICE MAINTENANCE CONTRACTS	8,197	12,000	12,000	17,000
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<b>Notes:</b>	<b>Service Maintenance Contracts</b>
<p>2019 GIS aerials are being requested to update the GIS maps for the City - \$5,000</p>	
<p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

240 EQUIPMENT REPAIRS	29	600	600	600
242 EQUIPMENT RENTAL & LEASE	2,842	3,500	3,500	3,500
246 VEHICLE REPAIRS	4,456	6,500	6,500	6,500
276 STORMWATER PROGRAM COSTS	9,751	13,850	13,850	10,600
<i>CONTRACTUAL Totals</i>	172,711	214,450	214,450	285,200

*SUPPLIES*

301 OFFICE SUPPLIES	1,722	1,800	1,800	1,800
310 PRINTING & BINDING	830	1,500	1,500	1,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
321 UNIFORMS	998	1,050	1,050	1,050
323 SMALL TOOLS	1,326	1,500	1,500	1,500
325 SAFETY SUPPLIES	133	500	500	500
331 FUEL & LUBRICANTS	8,916	10,000	10,000	10,000
341 CONSTRUCTION & REPAIR SUPPLIES	3,500	6,600	6,600	3,000
347 GENERAL MAINTENANCE SUPPLIES	116	500	500	500
<i>SUPPLIES Totals</i>	<u>17,542</u>	<u>23,450</u>	<u>23,450</u>	<u>19,850</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	10,315	8,000	8,000	8,000
415 RECRUITING EXPENSES	327	-	100	-
430 TUITION & TRAINING	2,440	7,000	7,000	7,000
436 TRAVEL	7,562	8,700	8,700	8,700
<i>OPERATIONS Totals</i>	<u>20,644</u>	<u>23,700</u>	<u>23,800</u>	<u>23,700</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	9,212	10,050	10,050	10,050
<i>UTILITIES Totals</i>	<u>9,212</u>	<u>10,050</u>	<u>10,050</u>	<u>10,050</u>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	7,500	7,500	-
623 VEHICLES	26,146	-	-	-
<i>CAPITAL Totals</i>	<u>26,146</u>	<u>7,500</u>	<u>7,500</u>	<u>-</u>
<b>ENGINEERING Totals</b>	<b>1,107,034</b>	<b>1,115,050</b>	<b>1,088,650</b>	<b>1,166,700</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

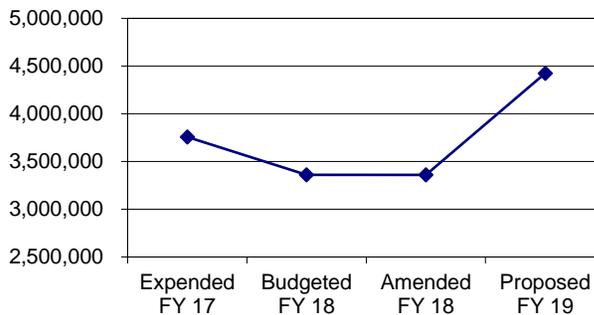
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	718,009	742,900	742,150	771,600
Contractual	163,644	227,050	227,050	270,750
Supplies	2,075,730	1,638,350	1,638,350	2,760,550
Operational	7,559	11,300	11,300	11,500
Utilities	498,820	522,700	522,700	522,700
Capital	294,163	218,650	218,650	87,800
<b>Total</b>	<b>3,757,926</b>	<b>3,360,950</b>	<b>3,360,200</b>	<b>4,424,900</b>

### Personnel Schedule

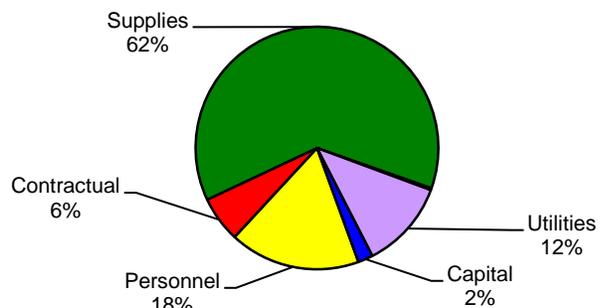
Position	Classification	FY 18 Approved	FY 19 Adopted
Superintendent	25	1	1
Field Supervisor	21	1	2
Crew Leader	16	2	1
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	88,021	87,850	87,850	88,050
107 SALARIES & WAGES-LABOR	468,008	491,100	480,100	511,700

<b>Notes:</b>	<b>Stormwater Operations</b>
<p>The position would provide stormwater system inspections and coordinate the maintenance activities for our stormwater system operations. The City of Rockwall is permitted as a small Municipal Separate Storm Sewer System (MS4) and operates under TPDES General Permit No. TXR040278. The addition of this position allows us to implement a storm water system inspection and maintenance plan. Develop programs which follow the established Best Management Practices for Pollution Prevention and Good Housekeeping for our Municipal Operations. The position would oversee and coordinate the proposed Closed Circuit Television Inspections – (CCTV) and the proposed Storm Sewer Cleaning and Repair Program which would be performed by outside contract services.</p> <p>The position would also provide quality control inspections and oversight for the various outside contractors working for the division. The position's duties would consist of coordinating with contractors, franchise utility companies, inspecting all projects, checking elevations/grades, measure completed work, review/calculate pay estimates, interpret contract documents, inspect work zone traffic control, provide construction notices, verify compliance with plans/specifications etc. The streets division utilizes a variety of outside service contractors in its day to day operations. These contractors perform work on such items as asphalt and concrete pavement repairs, sidewalk repairs, pavement lift/stabilization, crack sealing, micro-surfacing, slurry seals, pavement marking, right of way maintenance, debris removal, storm sewer cleaning/repair, grading, street sweeping etc. It is necessary for our division to have the ability to perform visual inspections of our stormwater inlets, pipes and outfall structures as well as providing quality control inspections and oversight for our outside service contractors.</p> <p>\$55,024 Salary and Benefits</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	<b>Technical Field Supervisor</b>
<p>Upgrade the Signs crewleader to the Technical Supervisor position is needed to administer the division's traffic operations systems to include: SCADA system, traffic signals, school zone beacons, pedestrian crosswalk RFBs, pavement markings, and the maintenance of our streets and regulatory signage network. Additional position duties consist of generating and distributing speed data reports, traffic counts, project management, contract management, and other administrative duties necessary to meet the needs of our current traffic operation responsibilities, along with supervising the daily activity of our sign technicians.</p> <p>This position requires extensive computer/technical skills and systems knowledge. This position is comparable to the existing "Tech Supervisor" position currently in the wastewater division of the public works department. Understand and translate technical data. Must be familiar with technical equipment such as modems, programmers, LED technology, solar powered equipment, wiring schematics, Bluetooth capable equipment, cloud capable programs, web based programs, data collection programs, and asset management software. The position is responsible for assisting with the overall operational costs, procurements, and special programs. Must be able to provide accurate cost analysis, administer contracts, manage inventory, and coordinate purchases.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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109	SALARIES & WAGES-OVERTIME	15,276	15,200	25,200	17,200
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<b>Notes:</b>	<b>OVERTIME</b>
Request 20% increase in the general overtime fund from \$10,000 to \$12,000 to cover the cost of increased after hour demands.	
\$5,200 Duty Man/On Call.	
CITY MANAGER'S COMMENTS: Approved	

113	EDUCATION/CERTIFICATE PAY	1,500	2,400	2,400	2,400
114	LONGEVITY PAY	6,560	7,300	7,550	8,250
120	FICA & MEDICARE EXPENSE	43,163	44,300	44,300	45,900
122	T.M.R.S. RETIREMENT EXPENSE	95,481	94,750	94,750	98,100

<i>PERSONNEL SERVICES Totals</i>	718,009	742,900	742,150	771,600
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*CONTRACTUAL*

213	CONSULTING FEES	-	5,000	5,000	5,000
231	SERVICE MAINTENANCE CONTRACTS	5,145	42,300	42,300	86,000

<b>Notes:</b>	<b>Service Contracts</b>
\$6,240 Verizon Lite Air card Connections for laptops.	
5,700 SCADA System Technical Support	
3,720 SCADA System – Cell Charges for 31 Modems.	
4,000 SCADA System Maintenance miscellaneous supplies and parts for the maintenance and repair of the school light SCADA System.	
4,500 Cloud Access Network “Subscription Fee” for Pole Mounted Radar Signs. Web Director, Cloud Data Collection and Analysis Report Software.	
180 WANCO Mobile Message Signs cell modems	
15,000 The Cityworks maintenance contract for Public Works is \$45,000. This amount is to be budget shared in a 3-way split by the Water, Wastewater and Streets Divisions.	
\$25,000-for Right-of-Way Maintenance - (Tree Trimming). These funds will be used for the maintenance of city right-of-ways. The maintenance will consist of the trimming of low and/or over-hanging tree limbs and shrubs including miscellaneous vegetation (excluding grass) encroaching the roadways.	
CITY MANAGER'S COMMENTS: Approved	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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Notes:	Stormwater Programs
<p>\$153,500 - Annual Storm Sewer Camera Inspection Program. Closed Circuit Television Inspections – (CCTV) to determine the condition of storm sewer lines. The interior of the pipes are inspected using (CCTV). The camera unit is navigated between the inlet structures and manholes. Analysis of what is viewed in the pipeline is conducted in real time by the camera truck operator. The inspection is also recorded, saved and entered into the Division's GIS system for maintenance purposes: This process can identify sections of pipe that may require cleaning, lining, repair, replacement, etc.</p> <p>To get a baseline of cost for the first year of the inspection program, we considered a 5-year system inspection and cleaning plan. Based on pricing from Acme Utility Inspection Services, Inc. with the average cost of television inspection at \$1.00 per LF. The City wide storm sewer network consists of approximately 766,044 linear feet of storm sewer pipe. 766,044 LF x (\$1.00) divided by 5 yrs. = \$153,208 per year for video inspection not including cleaning.</p> <p>\$70,000 - Annual Storm Sewer Cleaning and Repair Program. The ACME Utility rate for Vector Truck Cleaning is \$185.00 per hr. for 4-hr minimum. While we do not yet know the internal condition of the storm sewer system to be inspected related to cleaning and repair cost, we can assume that there will be a need to budget a significant amount of funding to allow for the cleaning and repair of the issues identified with the camera inspections. At \$185.00 per hr. the daily cleaning rate for the Vector Truck would be \$1,480. Using a baseline cost of \$1,500 per day, the per week cost (\$1,500x5 = \$7,500). We are budgeting for 30 full days (6-weeks) of pipe cleaning at \$1,500 per day/\$7,500 per week at a projected cleaning cost of \$45,000. It will also be necessary to budget funds for any miscellaneous system repairs that may be discovered during the camera inspection process. This total includes \$30,000 for miscellaneous storm sewer system repairs.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

237	UNIFORM SERVICE	6,697	9,550	9,550	9,550
240	EQUIPMENT REPAIRS	22,520	42,000	42,000	42,000
242	EQUIPMENT RENTAL & LEASE	2,465	5,000	5,000	5,000
246	VEHICLE REPAIRS	24,892	25,000	25,000	25,000
270	WASTE DISPOSAL SERVICE	101,925	98,000	98,000	98,000
271	LANDFILL MAINTENANCE	-	200	200	200
	<i>CONTRACTUAL Totals</i>	<u>163,644</u>	<u>227,050</u>	<u>227,050</u>	<u>270,750</u>

*SUPPLIES*

301	OFFICE SUPPLIES	200	500	500	500
310	PRINTING & BINDING	136	500	500	500
323	SMALL TOOLS	10,971	11,100	11,100	11,100
325	SAFETY SUPPLIES	4,032	6,000	6,000	6,000
331	FUEL & LUBRICANTS	29,685	30,000	30,000	30,000
333	CHEMICAL	15,499	15,500	15,500	15,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
341 CONSTRUCTION & REPAIR SUPPLIES	1,480,589	1,400,000	1,400,000	2,524,950

<b>Notes:</b>	ADA Transition Plan
<p>\$244,000 - Year 1 of 5 Year ADA Transition Plan Americans with Disabilities Act (ADA) Transition Plan. The Plan is to be used to bring related deficiencies within the Rights-of-Way into compliance with the (ADA). Staff has identified approximately 500 applicable locations where barrier free ramps are listed as fair, poor, or non-existent. We are requesting funds to begin year (1) of a five-year plan to bring the identified locations into compliance with (ADA) Standards</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	Construction Supplies
<p>\$525,000 - Asphalt Street Repair/ Reclamation/ Mill &amp; Overlay / Maintenance Overlay</p> <p>\$150,000 - Miscellaneous Asphalt Pavement Repairs - To cover miscellaneous asphalt street sectional repairs at various locations as determined.</p> <p>\$40,000 - Preservative Surface Treatments - Budget funds to be used for preservative surface treatments such as Slurry Seals, Micro surfacing and Reclamite Rejuvenators.</p> <p>\$100,000 - Pavement Preservation Crack Seal Program – The funds will be used to crack seal asphalt streets, concrete streets and alleys.</p> <p>\$48,000 - Springer Road/Mims Road – Dust Control Program - The funds will be used to place RD Prime (Dust Control) over the unpaved driving sections of Mims Road and Springer Road. These funds will cover the cost to treat the unpaved road surface 3-times each per year primarily in the Spring, Summer and Fall.</p> <p>\$400,000 - Concrete Repairs - Miscellaneous streets. This account will cover concrete pavement segmental repairs.</p> <p>\$100,000 - Miscellaneous Sidewalk Repairs - Miscellaneous sidewalk repairs and trip hazards at various locations.</p> <p>\$100,000 - Pavement Lift and Stabilization The pavement lifting process uses polyurethane foam injections to re-level concrete slabs in street and alley pavements sections that have become uneven. The foam injections are also used to eliminate ponding and to reestablish drainage flow. This funding will also address miscellaneous locations as needed.</p> <p>\$25,000 - Miscellaneous Sidewalk Repair (Mud-Jacking) - Lifting and leveling uneven sidewalks.</p> <p>\$50,000 - Pavement Marking - Maintain and upgrade pavement markings on various roadways throughout town. The pavement markings consist of traffic lane striping, raised buttons, directional arrows, turn lanes, stop blocks etc.</p> <p>\$180,000 - Construction Materials and Supplies - Staff Operations - These supplies/materials include, hot mix asphalt, cold mix asphalt, asphalt tac, concrete, rock, flexbase, gravel and other miscellaneous material used for in-house construction and maintenance activities.</p> <p>\$300,000 Concrete alley repairs specifically utilizing Republic Waste ROW fees to begin a program to rehabilitate failing alley segments.</p> <p><b>CITY MANAGER' S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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Notes:	Facility Parking Lot Rehab
<p>\$92,200 The City purchased and constructed the south parking lot at the Police Department several years ago. This request is to resurface and stripe the parking lot on Washington Street where both employee and police vehicles are parked.</p> <p>\$39,750 - Repave Community Center Drive - west entrance to Myers Park leading to the pool and community center.</p> <p>\$375,000 - Service Center Pavement Repairs - funds for the replacement of the failed asphalt pavement at the Service Center. Phase (A) will consist of removing the existing asphalt pavement located directly behind the entry gates of the service yard back to the front of building D. the asphalt pavement will be replace with 8" reinforced concrete pavement.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

347	GENERAL MAINT. SUPPLIES	8,676	7,500	7,500	10,000
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Notes:	General Maintenance Supplies
<p>\$10,000 - Request the adjustment of this account up from \$7,500 to \$10,000. This account is used to purchase general miscellaneous items that do not necessarily fall into any other budgeted categories. Purchased out of this account are: Trash bags, screws, nuts, bolts, small batteries, buckets, brushes, hand cleaners, towels, tape, extension cords etc.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
384 DRAINAGE SYSTEM REPAIR SUPPLIES	19,955	20,000	20,000	20,000
392 SIGNS AND SIGNALS	505,988	142,250	142,250	137,000

<b>Notes:</b>	Signs and Signals
<p>\$12,000 - Rapid Flashing Pedestrian Crossing System New RISD School Building (College and Career Academy)                  The RRFB (Rectangular Rapid Flashing Beacon) is a rectangular shaped, high intensity signal head, which flashes in a wig-wag, rapid flickering pattern. The alternating signals provide direct, ultra-bright concentration as well as wide-angle intensity. The beacons are pedestrian activated by push button. We are requesting to place RRFB,s at the proposed school zone crossing for John King Blvd at Trailview Drive. John King Blvd is a multi-lane divided major collector. Funds for this request are available from the fines generated by a fee added to traffic tickets in school zones.</p> <p>\$25,000 Crosswalk flashing-beacons at either end of Shores Park.</p> <p>\$60,000-Street and Regulatory Signs/Signals-This budget amount is used for the day to day maintenance and repair of our streets and regulatory sign network. Funding from this account covers the maintenance, repair and replacement costs of our school zone beacon network (31-flashing beacons) along with our flashing pedestrian crosswalk systems. Materials purchased out of this budget include, the replacement of random street and regulatory signage, sign blanks, sign poles (conventional and decorative), mounting brackets, street sign mounting crosses etc. This account a covers the cost of miscellaneous special signage projects for other city departments/divisions. and the periodic purchase of overhead signage at traffic signal locations. This budget is also used to for the bulk purchase of pre-fabricated signs with outsourced production including fixtures, mounts and poles.</p> <p>\$40,000 Contract Services - Sign Fabrication Strategic Sign Replacement Program                  High Intensity Prismatic sheeting on .080 aluminum street signs have an average durability lifespan of 10 years. By working off a grid system, the signs will systematically be replaced with new signs allowing the older signs to be rotated out of the inventory.</p> <p><b>CITY MANAGER'S COMMENTS: Approved, Crosswalks will be from General Fund Reserves</b></p>	

393 STREET LIGHTING SUPPLIES	-	5,000	5,000	5,000
<i>SUPPLIES Totals</i>	<u>2,075,730</u>	<u>1,638,350</u>	<u>1,638,350</u>	<u>2,760,550</u>
<b>OPERATIONS</b>				
410 DUES & SUBSCRIPTIONS	869	700	700	900
415 RECRUITING EXPENSES	117	-	-	-
430 TUITION & TRAINING	3,480	5,600	5,600	5,600
436 TRAVEL	3,093	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	<u>7,559</u>	<u>11,300</u>	<u>11,300</u>	<u>11,500</u>
<b>UTILITIES</b>				
504 STREET LIGHTING	493,802	515,750	515,750	515,750
507 CELLULAR TELEPHONE	5,019	6,950	6,950	6,950
<i>UTILITIES Totals</i>	<u>498,820</u>	<u>522,700</u>	<u>522,700</u>	<u>522,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>CAPITAL</i>				
610 FURNITURE & FIXTURES	-	-	-	7,800

<b>Notes:</b>	<b>Furniture and Fixtures</b>
<p>\$7,800 - Supervisor/Crew Leader Work Stations                  The streets division - supervisors/crew leaders need to be equipped with office furniture and workstations. The current office furniture consist of one old desk and two makeshift fold up tables that are used for desks. We are requesting the instillation of pre-fabricated work stations, so that these employees are equipped with standard workstations containing filing cabinets and desk drawers with an open and functional working surface.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

612 COMPUTER EQUIPMENT	-	2,800	2,800	-
621 FIELD MACHINERY & EQUIPMENT	89,551	99,600	99,600	34,000

<b>Notes:</b>	<b>Field Machinery &amp; Equipment</b>
<p>\$7,000 - 20 ft. Emergency Response/Special Event Trailer - The proposed trailer will be used to house and transport the Kubota utility vehicle along with traffic cones and other traffic control devices. This unit will be used by the Streets division when setting up large scale work zone traffic control where a substantial amount of traffic cones and advanced warning signs are required to be placed over a large area or extended distance. This trailer will also serve as a self-contained emergency traffic control unit when larger scale emergency traffic control is necessary.</p> <p>\$27,000 - Heavy Equipment Transport Trailer The proposed heavy duty trailer would be used to transport the John Deere rubber tire loader. Prior to the purchase of 12-14 yd. Kenworth dump truck, we lacked the capability to tow equipment of this size and weight (33,000 lbs.) This “tag along” trailer provides a 50,000 lb. load capacity and will facilitate the transport of the rubber tire loader. The rubber tire loader now has to be driven open road to each jobsite, often in traffic, using a shadow vehicle to follow it.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

623 VEHICLES	204,612	116,250	116,250	46,000
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<b>Notes:</b>	<b>Additions to Fleet</b>
<p>New Additions to Fleet – Vehicles for Proposed Employees</p> <p>\$30,000 - 2018/2019 Extended Cab equipped with headache rack, computer stand, tool box, safety lights for proposed Technical Supervisor – Signs and Signals/Traffic Operations. This vehicle will be used by the new position if approved.</p> <p>\$30,000 - 2018/2019 Extended Cab equipped with headache rack, computer stand, tool box, safety lights for proposed Stormwater Operations Coordinator/Contract Services Inspector This vehicle will be used by the new position if approved.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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Notes:	Replacement Vehicles
\$105,000-Replace 2002 Ford F-650 Dump Truck(Unit ST-158-02)-Proposed Replacement unit: 2018-2019 6-8 yard dump body w/6 yard sand spreader.	
This truck has had several costly mechanical issues within the last four years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc.	
\$180,000-Replace 2006 Ford F-650 Brush Truck (Unit ST-144-06). Proposed Replacement Unit: 2018/2019 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple.	
The existing truck has had mechanical issues that include electrical issues a/c issues. The vehicle is often out of service due to electrical issues.	
\$57,500 - Replace - 2009 Ford F-250 Ex Cab with Utility Bed – (Unit ST-150- 09) - Proposed Replacement Unit – 2018/2019 Ford F-450 Extended Cab Service Truck with 3000 lb remote control RKI crane needed for sign pole operations	
This truck has had mechanical issues within the last 1-2 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage.	
\$46,000 - Replace 2008 Ford F-450 Crew Cab Utility Bed – (Unit ST-142- 08) - Proposed Replacement Unit – 2018/2019 Ford F-450 Extended Cab Service Truck.	
This truck has had mechanical issues within the last 3-4 years, fuel injectors, turbo charger, tune up, breaks, a/c unit etc. This unit also has high mileage.	
CITY MANAGER'S COMMENTS: Replacement of the F250 is Approved from General Fund Reserves, remaining requests are Disapproved.	

*CAPITAL Totals*      294,163      218,650      218,650      87,800

<b>STREETS Totals</b>	<b>3,757,926</b>	<b>3,360,950</b>	<b>3,360,200</b>	<b>4,424,900</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$5,693,209,277 and includes senior values of \$548,693,772 and new improvements of \$198,269,729. The certified value reflects an increase of 8.69% over the prior year of which 3.79% is from new values.

A tax rate of 40.21 cents per hundred dollars of assessed value was used to prepare the 2018-19 Proposed Annual Budget.

The City's debt service rate is calculated to be 17.92 cents and the proposed operations rate would be 22.29 cents for a proposed combined rate of 40.21 cents per hundred dollars of assessed value. A penny on the tax rate generates \$514,989. Our Effective Tax Rate is 40.2197 cents and the Rollback Rate is 43.8897 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY18.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget anticipates issuance of \$16.5 million in new voter-approved debt during the fiscal year. These are construction dollars approved in the 2012 bond election road projects and initial engineering costs for 2018 bond projects. We may also elect to restructure some outstanding debt for interest savings but that will be market driven and determined later in the calendar year.

## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 40.21 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 4<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 17<sup>th</sup> Council agenda.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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04 Debt Service
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	10,852,630	9,216,300	9,769,300	10,367,200
Total Expenditures	9,225,217	11,223,500	11,223,500	10,290,950
Excess Revenues Over (Under) Expenditures	1,627,413	(2,007,200)	(1,454,200)	76,250
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	1,627,413	(2,007,200)	(1,454,200)	76,250
Fund Balance - Beginning	2,201,436	3,312,355	3,828,849	2,374,649
Fund Balance - Ending	3,828,849	1,305,155	2,374,649	2,450,899

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4001	Interest Earnings	46,234	12,000	33,000	33,000
4100	Current Taxes	9,831,781	8,734,300	8,786,300	9,864,200
4105	Delinquent Taxes	93,468	70,000	85,000	70,000
4110	Penalty & Interest	57,894	50,000	50,000	50,000
4460	Building Lease	10,000	-	-	-
4674	Roadway Impact Fees	813,253	350,000	815,000	350,000
<b>Total Revenues</b>		<b>10,852,630</b>	<b>9,216,300</b>	<b>9,769,300</b>	<b>10,367,200</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Debt Service	9,580,639	11,223,500	11,223,500	10,290,950
<b>Total Expenditures</b>	<b>9,225,217</b>	<b>11,223,500</b>	<b>11,223,500</b>	<b>10,290,950</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
750	Admin. Fees	14,000	20,000	20,000	20,000
752	Bonds - Principal	5,105,000	5,850,500	5,850,500	6,275,500
754	Bonds - Interest	3,240,404	3,368,100	3,368,100	3,346,650
768	Certificates - Principal	680,000	1,820,000	1,820,000	500,000
770	Certificates - Interest	185,813	164,900	164,900	148,800
<b>Total Debt Service</b>		<b>9,225,217</b>	<b>11,223,500</b>	<b>11,223,500</b>	<b>10,290,950</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

---

**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** July 31, 2018  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$100,062,005, resulting in a captured value of \$88,732,580. This is a valuation increase of 6.02%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. City property taxes to the Zone should total \$370,200.

Sales taxes have been estimated for fiscal year 2019 at \$298,000. 100% of the City's sales tax generated in the TIF is revenue to the zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	1,376,713	702,250	702,250	717,250
Total Expenditures	697,327	705,100	705,100	1,086,550
Excess Revenues Over (Under) Expenditures	679,386	(2,850)	(2,850)	(369,300)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	679,386	(2,850)	(2,850)	(369,300)
Fund Balance - Beginning	(86,775)	766,398	592,610	589,760
Fund Balance - Ending	592,610	763,548	589,760	220,460

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4100	Current Taxes	355,924	365,850	365,850	370,200
4105	Delinquent Taxes	1,739	-	-	-
4150	Sales Taxes	297,938	281,500	281,500	298,000
4155	Beverage Sales Taxes	48,426	33,000	33,000	33,000
4680	Developers Contribution	672,686	21,900	21,900	16,050
<b>Total Revenues</b>		<b>1,376,713</b>	<b>702,250</b>	<b>702,250</b>	<b>717,250</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Debt Service	950,973	705,100	705,100	1,086,550
<b>Total Expenditures</b>	<b>697,327</b>	<b>705,100</b>	<b>705,100</b>	<b>1,086,550</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
768	Certificates - Principal	255,000	270,000	270,000	860,000
770	Certificates - Interest	442,327	435,100	435,100	226,550
<b>Total Debt Service</b>		<b>697,327</b>	<b>705,100</b>	<b>705,100</b>	<b>1,086,550</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** July 30, 2018  
**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District is still finalizing the increase for treated water for 2019. Initial projections supplied by the District show the increase to be about 10% from the current 2.78 to 3.06 per thousand gallons of treated water. A recent email from the District indicated they were working on some changes which might result in a slight decrease from that rate. We do not have an idea when the actual rate will be released. The District has previously established a long-range rate model and it was incorporated into the City's most recent rate study which is being finished now.

The charges for Wastewater treatment by the District is increasing from the original 2018 budget by more than 63% due to projects which are being done at the Mesquite Regional Plant and the City's increased flow into that plant.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past several years and while consumption was low for many years we have rebounded this year and have set a new minimum with the District under their minimum take or pay contract. We will know our new minimum later next week but expect it to be at least 15% more than the current minimum set back in 2011.

The City raised rates effective January 1, 2017 and held off raising rates in 2018, opting instead to undertake an outside rate study in order to have estimates for the next several years. The consultant is finishing his work now and will make a presentation to staff on Monday August 6<sup>th</sup> so we will have that information for Council at the worksession. The proposed budget assumes a 10% rate increase as a placeholder at this time.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2014 and which is being updated at this time as well. These rates are designed to completely cover our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase based on study findings. The wholesale contracts with Blackland and RCH were extended at the end of 2014 and both expire at the end of 2019 unless renewed. The City of Heath's contract with Rockwall provides for rate increases as NTMWD adjusts the District's rate to member cities and includes a minimum take provision which was implemented in FY2017. Heath will likely come within just a few million gallons of setting a new minimum.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Revenues	24,626,265	24,482,100	27,060,600	29,538,000
Operating Expenses	17,912,544	19,050,950	19,733,250	23,503,550
<b>Operating Income (Loss)</b>	<b>6,713,721</b>	<b>5,431,150</b>	<b>7,327,350</b>	<b>6,034,450</b>
Non-Operating Revenues	1,943,940	1,093,200	1,618,200	1,465,000
Non-Operating Expenses	4,225,334	3,765,200	3,765,200	5,119,850
<b>Non-Operating Income (Loss)</b>	<b>(2,281,394)</b>	<b>(2,672,000)</b>	<b>(2,147,000)</b>	<b>(3,654,850)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>4,432,329</b>	<b>2,759,150</b>	<b>5,180,350</b>	<b>2,379,600</b>
Net Transfers In (Out)	(986,650)	(1,015,050)	(1,015,050)	(1,023,100)
<b>Net Income (Loss)</b>	<b>3,445,679</b>	<b>1,744,100</b>	<b>4,165,300</b>	<b>1,356,500</b>
Working Capital - Beginning	2,059,881	950,336	5,505,560	9,670,860
<b>Working Capital - Ending</b>	<b>5,505,560</b>	<b>2,694,436</b>	<b>9,670,860</b>	<b>11,027,360</b>

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Available Operating Revenues:					
4601	Retail Water Sales	13,443,511	13,333,850	14,901,350	16,390,000
4603	Sewer Charges	7,092,057	7,308,400	7,708,400	8,400,000
4605	Pretreatment Charges	41,349	18,000	44,000	53,000
4609	HHW Fees	114,451	100,000	121,000	125,000
4610	Penalties	288,948	220,000	330,000	250,000
4611	Portable Meter Sales	117,559	20,000	97,000	100,000
Total Utility Sales		21,097,876	21,000,250	23,201,750	25,318,000
4622	RCH Water Sales	1,202,372	1,032,350	1,182,350	1,300,000
4632	Blackland Water Sales	714,542	701,450	821,450	903,000
4640	Mclendon Chisholm Sewer	22,327	7,000	14,000	15,000
4650	City of Heath Water Sales	1,388,659	1,564,050	1,664,050	1,830,000
Total Contract Sales		3,327,899	3,304,850	3,681,850	4,048,000
4660	Water Taps	149,892	120,000	120,000	120,000
4662	Sewer Taps	29,898	35,000	35,000	30,000
4665	Meter Rental Fees	20,700	22,000	22,000	22,000
Total Other Receipts		200,490	177,000	177,000	172,000
<b>Total Operating Revenues</b>		<b>24,626,265</b>	<b>24,482,100</b>	<b>27,060,600</b>	<b>29,538,000</b>
Available Non-Operating Revenues					
4001	Interest Earnings	100,444	50,000	85,000	85,000
4010	Auction/Scrap Proceeds	44,582	5,000	5,000	15,000
4019	Miscellaneous	6,278	15,000	15,000	15,000
4450	Land Sales	265,455	-	-	-
4480	Tower Leases	236,847	188,200	238,200	200,000
4670	Water Impact Fees	982,499	625,000	825,000	700,000
4672	Sewer Impact Fees	307,835	210,000	450,000	450,000
Total Non-Operating Revenue		1,943,940	1,093,200	1,618,200	1,465,000
<b>Total Available Revenues</b>		<b>26,570,205</b>	<b>25,575,300</b>	<b>28,678,800</b>	<b>31,003,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Transfers In				
From Bond Funds	-	-	-	-
Operating Transfers Out				
To General Fund	-	-	-	-
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	50,000	55,000	55,000	55,000
To Vehicle Replacement Fund	25,000	50,000	50,000	50,000
To Tech Replacement Fund	11,650	10,050	10,050	18,100
<b>Total Transfers Out</b>	<b>986,650</b>	<b>1,015,050</b>	<b>1,015,050</b>	<b>1,023,100</b>
<b>Net Operating Transfers</b>				
<b>In (Out)</b>	<b>(986,650)</b>	<b>(1,015,050)</b>	<b>(1,015,050)</b>	<b>(1,023,100)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,140,107	1,155,700	1,175,450	1,212,050
63 Water Operations	10,570,006	11,492,800	11,421,600	13,589,200
67 Sewer Operations	6,202,431	6,402,450	7,136,200	8,702,300
Total Dept. Expenses	17,912,544	19,050,950	19,733,250	23,503,550
Non Operating Expenses				
62 Long Term Debt	4,225,334	3,765,200	3,765,200	5,119,850
Total Non-Operating Expenses	4,225,334	3,765,200	3,765,200	5,119,850
Total Expenses	22,137,878	22,816,150	23,498,450	28,623,400

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Debt Service	4,225,334	3,765,200	3,765,200	5,119,850
<b>Total</b>	<b>4,225,334</b>	<b>3,765,200</b>	<b>3,765,200</b>	<b>5,119,850</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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**70 Debt Service**

0750	BOND ADMINISTRATION FEES	2,181	10,000	10,000	10,000
0752	BOND - PRINCIPAL	2,490,000	1,761,000	1,761,000	3,211,000
0754	BOND - INTEREST	1,192,085	1,424,200	1,424,200	1,332,000
0772	NTMWD - PRINCIPAL	331,191	346,650	346,650	373,350
0774	NTMWD - INTEREST	209,877	223,350	223,350	193,500

<b>Debt Service TOTAL . . . . .:</b>	<b>4,225,334</b>	<b>3,765,200</b>	<b>3,765,200</b>	<b>5,119,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

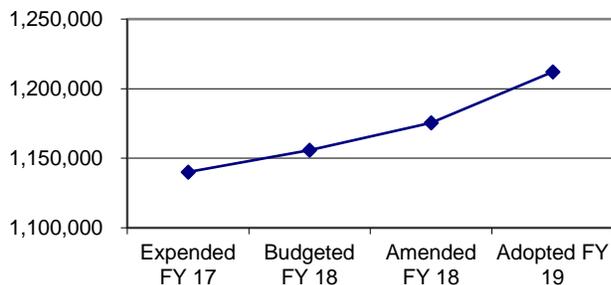
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	433,723	439,350	439,100	473,750
Contractual	406,666	491,250	491,250	493,200
Supplies	88,605	90,800	90,800	90,800
Operational	211,113	134,300	154,300	154,300
<b>Total</b>	<b>1,140,107</b>	<b>1,155,700</b>	<b>1,175,450</b>	<b>1,212,050</b>

### Personnel Schedule

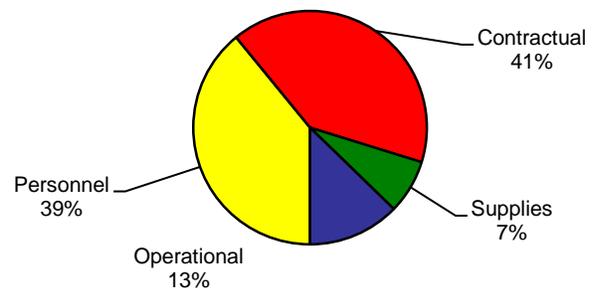
Position	Classification	FY 18 Approved	FY 19 Adopted
Utility Billing Supervisor	22	1	1
Crewleader	16	1	1
Customer Service Representative	12	3	3
Meter Technician	11	3	3

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	77,485	75,850	75,850	75,850
104 SALARIES & WAGES-CLERICAL	105,134	107,250	107,250	120,200
107 SALARIES & WAGES-LABOR	162,856	166,350	166,350	180,950
109 SALARIES & WAGES-OVERTIME	405	500	500	500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114 LONGEVITY PAY	3,690	4,250	4,000	4,450
120 FICA & MEDICARE EXPENSE	26,008	26,750	26,750	28,900
122 T.M.R.S. RETIREMENT EXPENSE	56,944	57,200	57,200	61,700
<i>PERSONNEL SERVICES Totals</i>	433,723	439,350	439,100	473,750

*CONTRACTUAL*

210 AUDITING	13,000	20,000	20,000	20,000
217 IT SERVICE	28,693	36,000	36,000	28,750
223 INSURANCE-SURETY BONDS	200	200	200	200
225 INSURANCE-AUTOMOBILES	20,026	27,500	27,500	30,250
227 INSURANCE-REAL PROPERTY	33,994	39,400	39,400	45,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	14,313	25,000	25,000	25,000
229 INSURANCE-LIABILITY	30,629	31,000	31,000	28,000
231 SERVICE MAINTENANCE CONTRACTS	260,896	297,050	297,050	305,000

<b>Notes:</b>	<b>Current Contracts</b>
\$ 49,600 Tyler Billing Software 6,500 Master Meter Handhelds 1,500 Neopost Postage Machine 115,000 Dataprose Billing Printing Service 125,000 Credit Card Processing Fees 5,000 Check Scanner 2,400 Itron (LRE) Meter Reading Device  <b>CITY MANAGER'S COMMENTS: Approved</b>	

235 BANK CHARGES	-	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	4,915	9,100	9,100	5,000
<i>CONTRACTUAL Totals</i>	406,666	491,250	491,250	493,200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,446	1,800	1,800	1,800
307 POSTAGE	78,926	80,000	80,000	80,000
310 PRINTING & BINDING	7,280	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	952	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	88,605	90,800	90,800	90,800

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	61	300	300	300
415 RECRUITING EXPENSES	43	-	-	-
430 TUITION & TRAINING	1,927	2,000	2,000	2,000
436 TRAVEL	1,960	2,000	2,000	2,000
450 BAD DEBT EXPENSE	123,293	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE	83,829	100,000	120,000	120,000
<i>OPERATIONS Totals</i>	211,113	134,300	154,300	154,300

<b>BILLING SERVICES Totals</b>	<b>1,140,107</b>	<b>1,155,700</b>	<b>1,175,450</b>	<b>1,212,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

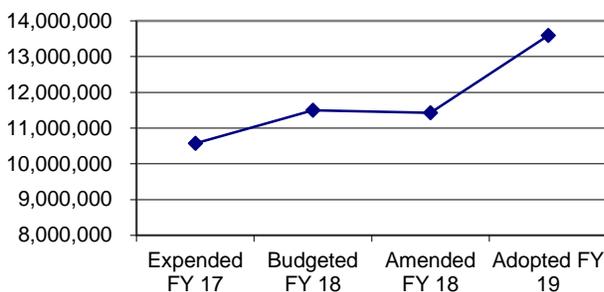
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	949,335	957,550	887,850	967,900
Contractual	8,595,690	9,692,600	9,700,600	11,837,650
Supplies	368,347	457,200	457,200	457,200
Operational	18,623	15,900	16,400	15,900
Utilities	340,890	290,550	280,550	280,550
Capital	297,122	79,000	79,000	30,000
<b>Total</b>	<b>10,570,006</b>	<b>11,492,800</b>	<b>11,421,600</b>	<b>13,589,200</b>

### Personnel Schedule

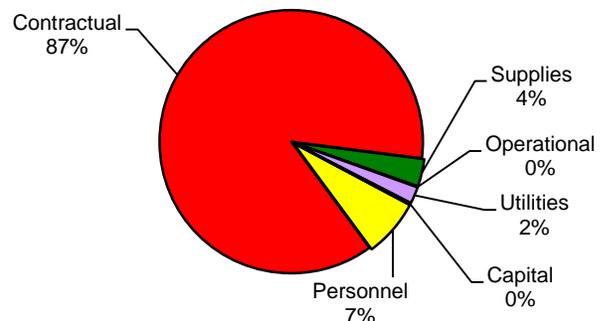
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Adopted</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	16	2	2
Water Quality Technician	12	2	2
Equipment Operator	13	1	1
Production Technician I	11	2	2
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	177,798	175,750	175,750	177,950
104 SALARIES & WAGES-CLERICAL	54,019	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	444,646	487,450	417,450	480,600
109 SALARIES & WAGES-OVERTIME	80,773	60,000	60,000	60,000
113 EDUCATION/CERTIFICATE PAY	3,000	3,600	3,600	3,600
114 LONGEVITY PAY	6,280	7,150	7,450	8,300
120 FICA & MEDICARE EXPENSE	57,298	54,850	54,850	60,550
122 T.M.R.S. RETIREMENT EXP.	125,520	117,300	117,300	125,450
<i>PERSONNEL SERVICES Totals</i>	<u>949,335</u>	<u>957,550</u>	<u>887,850</u>	<u>967,900</u>

*CONTRACTUAL*

211 LEGAL	44,622	50,000	58,000	50,000
213 CONSULTING FEES	3,230	20,000	20,000	20,000
231 SERVICE-MAINT. CONTRACTS	60,605	53,200	53,200	68,450

<b>Notes:</b>	<b>New Software and Services</b>
Cityworks maintenance and support renewal for work order system shared by the Wastewater and Streets Divisions of Public Works. (Split with Wastewater and Streets) \$45,000 divided by 3 = \$15,000.	
CITY MANAGER'S COMMENTS: Approved	

237 UNIFORM SERVICE	8,183	15,400	15,400	15,000
240 EQUIPMENT REPAIRS	12,845	13,000	13,000	13,000
242 EQUIPMENT RENTAL & LEASE	8,226	16,000	16,000	10,000
244 BUILDING REPAIRS	1,864	15,000	15,000	15,000

<b>Notes:</b>	<b>Addition of Structures</b>
3,500 sf. cover to protect pipe, fitting, and equipment \$35,900 416 sf. structure to hoist and store additional sand spreaders \$13,300 4,500 sf. cover for heavy equipment \$48,530	
CITY MANAGER'S COMMENTS: Disapproved	

246 VEHICLE REPAIRS	32,265	28,000	28,000	28,000
270 WASTE DISPOSAL SERVICE	6,841	10,000	10,000	10,000
280 STATE PERMITS	38,962	49,500	49,500	49,500
281 METER REPAIR & REPLACEMENT	3,420	12,000	12,000	12,000
287 WATER PURCHASES	8,282,578	9,259,850	9,259,850	11,204,700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
288 WATERLINE REPAIR & REPLAC	16,325	70,000	70,000	195,000

<b>Notes:</b>	Design, Repair and Replacement
Misc. = \$70,000 Services for design of water line replacement projects = \$125,000	
CITY MANAGER'S COMMENTS: Approved	

289 RESERVOIR MAINT. & REPAIR	75,723	80,650	80,650	147,000
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<b>Notes:</b>	Dismantle Boydston Water Tower
With the completion of the North Country Water Tower, the Boydston Water Tower was taken out of service. Boydston Water Tower is unsightly and needs painting. The estimated cost to sandblast and repaint the tower is \$600,000 to \$700,000. Dismantling the water tower is more cost effective with an estimate of \$200,000 for the demolition of the structure and makes sense since it is unusable in our system as it is now configured.	
Mounted on the tower are several communication antennas owned by cellular providers who pay rental fees to City. These antennas will move to the adjacent communication tower. A consultant evaluated the communications tower and determined it could hold the extra weight with a view upgrades estimated to cost of \$41,200.	
Dismantle Boydston water tower \$200,000 Upgrades to communication tower \$41,200	
CITY MANAGER'S COMMENTS: Disapproved	

<b>Notes:</b>	Maintenance and Upgrades
\$51,000 Rebuild water pumps 11,800 Tank inspection and Cleanings, 13,350 Replace motor starters / VFD's for pumps 5,550 Flow meter replacement on #4 pump at East Side 14,850 Heath Street Pump station pump control valve rebuild 11,960 East Side Pump station control valves rebuild 9,030 East Side 700 PLC upgrade and rewiring 7,820 Heath Street PLC upgrade and rewiring 4,500 Southside Tower Chlorine Analyzer 3,996 Springer Tower – replace security lights in parking lot 13,000 Miscellaneous repairs (Unexpected repairs to motors, pumps or electrical components)	
CITY MANAGER'S COMMENTS: Approved	

CONTRACTUAL Totals      8,595,690      9,692,600      9,700,600      11,837,650

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,344	2,550	2,550	2,550
310 PRINTING & BINDING	391	2,000	2,000	2,000
323 SMALL TOOLS	34,650	34,850	34,850	34,850
325 SAFETY SUPPLIES	3,931	8,000	8,000	8,000
331 FUEL & LUBRICANTS	43,349	42,300	42,300	42,300
333 CHEMICAL	6,656	13,500	13,500	13,500
335 PROPANE	10,565	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUP	49,124	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY	11,984	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY	8,836	11,000	11,000	11,000
381 WATER PIPE FITTINGS	49,505	50,000	50,000	50,000
382 METER SUPPLIES	148,013	190,000	190,000	190,000
<i>SUPPLIES Totals</i>	<u>368,347</u>	<u>457,200</u>	<u>457,200</u>	<u>457,200</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,480	2,400	2,400	2,400
415 RECRUITING EXPENSES	666	-	500	-
430 TUITION & TRAINING	12,518	8,500	8,500	8,500
436 TRAVEL	2,959	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	<u>18,623</u>	<u>15,900</u>	<u>16,400</u>	<u>15,900</u>

*UTILITIES*

501 ELECTRICITY	331,795	280,000	270,000	270,000
507 CELLULAR TELEPHONE	4,690	6,050	6,050	6,050
508 TELEPHONE SERVICE	4,405	4,500	4,500	4,500
<i>UTILITIES Totals</i>	<u>340,890</u>	<u>290,550</u>	<u>280,550</u>	<u>280,550</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CAPITAL*

621 FIELD MACHINERY & EQUIPMENT	66,083	26,000	26,000	-
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<b>Notes:</b>	<b>New Equipment</b>
Grand LX - Valve Maintenance Trailer	
<p>When valves are not accessible or operable, crews have to close more valves to isolate a line to make a repair which requires more time for the crews to isolate lines. Some of the impacts of not having a good valve exercise program are more customers without service, the buildup of tuberculation, and the potential for increased property damage.</p> <p>This machine is needed to ensure valves are operable and accessible. With the combination valve and hydro-excavation machine, the Water Division of Public Works would start a valve exercise program. Having such a program would allow the division to identify problem valves, collect information on the valves (including GPS) and locate missing valves.</p> <p>The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine. \$75,000</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

623 VEHICLES	231,039	53,000	53,000	30,000
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<b>Notes:</b>	<b>1/2 Ton Truck</b>
<p>Replace unit 114 with a 1/2 ton extended cab truck. This unit was an older vehicle acquired from another department. Unit 114 is a 2004 Ford Ranger with 99,861 miles uses oil, and the AC does not work correctly.</p> <p>Total replacement cost with emergency lights, headache rack, and toolboxes \$30,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>CAPITAL Totals</i>	297,122	79,000	79,000	30,000
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<b>WATER OPERATIONS Totals</b>	<b>10,570,006</b>	<b>11,492,800</b>	<b>11,421,600</b>	<b>13,589,200</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

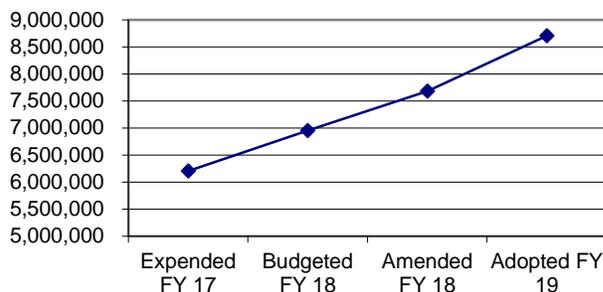
	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Personnel	822,572	884,200	807,200	1,016,650
Contractual	4,328,168	5,167,850	6,002,250	7,100,500
Supplies	182,996	197,950	202,950	218,000
Operational	10,572	14,450	15,800	14,650
Utilities	101,259	136,400	106,400	106,400
Capital	756,864	548,450	548,450	246,100
<b>Total</b>	<b>6,202,431</b>	<b>6,949,300</b>	<b>7,683,050</b>	<b>8,702,300</b>

### Personnel Schedule

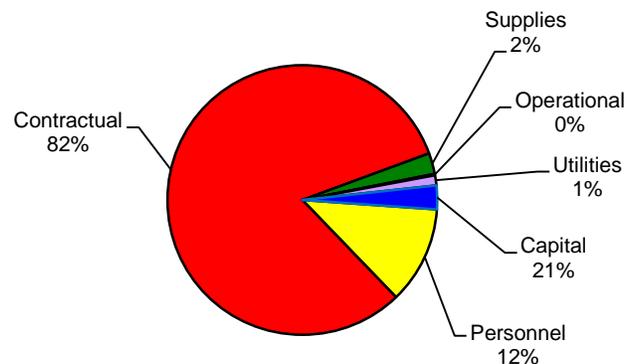
<u>Position</u>	<u>Classification</u>	<u>FY 18 Approved</u>	<u>FY 19 Adopted</u>
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	16	2	2
FOG Agent	15	1	1
Production Technician II	14	1	2
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	5

### Activity Trends

**Financial History**



**FY 2019 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	149,285	147,350	163,350	140,950
107 SALARIES & WAGES-LABOR	426,271	507,550	403,550	613,500

<b>Notes:</b>	Maintenance Worker
The Wastewater Division is requesting the addition of a Maintenance Worker. The new Maintenance Worker is needed to allow for two individuals to operate the current jet truck and assist with service calls.	
\$37,100 Salary	
2,000 Radio	
\$39,100 Total	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	Production Technician
The Production Division is requesting the addition of a pump technician. This individual would focus on scheduled preventative and predictive maintenance of the 76 wastewater pumps and 15 water pumps.	
\$52,383 Salary and Benefits	
2,000 Radio	
CITY MANAGER'S COMMENTS: Approved	

109 SALARIES & WAGES-OVERTIME	82,106	60,000	81,000	70,000
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<b>Notes:</b>	Overtime Increase
Over the past four years, Wastewater has exceeded the overtime budgeted. The trend over the four-year period indicates an increase from \$60,000 to \$70,000.	
CITY MANAGER'S COMMENTS: Approved	

113 EDUCATION/CERTIFICATE PAY	1,500	3,600	3,600	3,600
114 LONGEVITY PAY	6,825	7,700	6,700	7,500
120 FICA & MEDICARE EXPENSE	47,596	50,350	47,350	57,700
122 T.M.R.S. RETIREMENT EXPENSE	108,989	107,650	101,650	123,400

<i>PERSONNEL SERVICES Totals</i>	822,572	884,200	807,200	1,016,650
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*CONTRACTUAL*

213 CONSULTING FEES	42,974	50,000	50,000	50,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
231 SERVICE-MAINT. CONTRACTS	104,447	177,200	177,200	210,550

<b>Notes:</b>	<b>Mowing Contract for Easements</b>
<p>A sewer employee currently maintains the easements associated with the aerial crossings and sewer force mains. The tractor he uses needs replaced and his time would be better spent on sewer line maintenance tasks.</p> <p>In addition, the utility easements behind the homes in LRE is not well maintained and accessing the water and sewer lines in the easements is very difficult.</p> <p>We propose to contract for both of these services - the estimate cost for the aerial crossings is \$27,000 annually and the LRE easements is \$10,000. This will not allow for mowing on a regular cycle during the growing season but should provide clean-up about 5 times during the season.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	5,988	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	15,827	16,000	30,000	20,000

<b>Notes:</b>	<b>Equipment Repair Increase</b>
<p>Over the past four years, wastewater has exceeded the equipment repair budgeted. The trend over the four-year period indicates an increase from \$16,000 to \$19,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

242 EQUIPMENT RENTAL & LEASE	13,778	10,000	10,000	10,000
246 VEHICLE REPAIRS	29,858	21,600	28,000	25,000

<b>Notes:</b>	<b>Vehicle Repair Increase</b>
<p>Over the past four years, wastewater has exceeded the vehicle repair budgeted. The trend over the four-year period indicates an increase from \$21,600 to \$25,000.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

279 INDUSTRIAL PRE-TREATMENT	40,868	53,750	57,750	60,300
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
282 LIFT STATION MAINTENANCE	183,621	128,550	128,550	201,250

<b>Notes:</b>	Lift Station Upgrades
<p>Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed. \$20,000.</p> <p>Upgrade existing lift station fencing. Currently, 7 lift stations fencing do not meet TCEQ requirements. We propose to upgrade three stations per year until all stations meet compliance standards.</p> <p>Community Building Lift Station \$17,200.                  Kroger Lift Station \$26,800                  Justin Lift Station \$17,200</p> <p>Re - Line Lift Station Wet Wells                  FM 3097 #1 Lift Station \$43,550                  Fontana Ranch Lift Station \$11,480                  Preserve Lift Station \$15,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

284 SEWER LINE REPAIR REPLACEMENT	54,888	184,650	184,650	326,250
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<b>Notes:</b>	Improvements and maintenance
<p>Dukes Chemical Root Control \$15,500                  Wastewater infrastructure improvements \$125,000                  Miscellaneous \$50,000</p> <p>\$135,738 Evaluation of 119,423 LF of sewer pipe to include:</p> <ul style="list-style-type: none"> <li>• Inspect 362 manhole inspections</li> <li>• Smoke testing</li> <li>• Dye flooding</li> <li>• Evaluate data collected from City's cleaning and CCTV crews</li> <li>• Analysis of any defects</li> <li>• Mapping</li> <li>• Cost estimates for repair or rehab</li> <li>• Final report</li> </ul> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

285 SQUABBLE TREATMENT PLANT	307,639	461,850	431,850	520,350
286 BUFFALO CREEK TREATMENT PLANT	1,233,800	1,691,700	1,391,700	1,805,800
292 REGIONAL WASTEWATER SYSTEM	2,294,480	2,357,850	3,497,850	3,856,300

<i>CONTRACTUAL Totals</i>	4,328,168	5,167,850	6,002,250	7,100,500
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*SUPPLIES*

301 OFFICE SUPPLIES	636	1,500	1,500	1,500
323 SMALL TOOLS	13,713	15,300	15,300	30,350

<b>Notes:</b>	<b>New Items</b>
\$ 5,000 Add pressure washer to Crane Truck	
10,060 Tractor Camera Wheels set of 6" and 8"	
CITY MANAGER'S COMMENTS: Approved	

325 SAFETY SUPPLIES	4,818	11,400	11,400	11,400
331 FUEL & LUBRICANTS	30,015	34,000	39,000	39,000
333 CHEMICAL	2,140	7,900	7,900	7,900
341 CONSTRUCTION & REPAIR SUPPLIES	112,376	89,000	89,000	89,000
347 GENERAL MAINTENANCE SUPPLIES	12,264	16,250	16,250	16,250
385 LIFT STATION SUPPLIES	7,033	22,600	22,600	22,600

<i>SUPPLIES Totals</i>	<u>182,996</u>	<u>197,950</u>	<u>202,950</u>	<u>218,000</u>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,801	2,150	2,150	2,150
415 RECRUITING EXPENSES	53	-	1,350	200
430 TUITION & TRAINING	8,045	8,500	8,500	8,500
436 TRAVEL	673	3,800	3,800	3,800

<i>OPERATIONS Totals</i>	<u>10,572</u>	<u>14,450</u>	<u>15,800</u>	<u>14,650</u>
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*UTILITIES*

501 ELECTRICITY	97,098	130,000	100,000	100,000
507 CELLULAR TELEPHONE	4,161	6,400	6,400	6,400

<i>UTILITIES Totals</i>	<u>101,259</u>	<u>136,400</u>	<u>106,400</u>	<u>106,400</u>
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	1,600	1,600	1,600
617 RADIO EQUIPMENT	-	-	-	4,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	677,436	391,200	391,200	240,500

<b>Notes:</b>	Heavy Equipment
<p>Cat Model 305 E Compact Excavator and Trailer The compact excavator will replace a 2003 backhoe with 4,212 hours. The Water Division added a compact excavator to its fleet that allowed for excavation in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment.</p> <p>Cat Model 305 E Compact Excavator and Trailers Model 12TST \$ 85,250.00</p> <p>JOHN DEERE 5075E Utility Tractor The tractor will replace a 1981 Ford 3610 tractor that is in poor condition. Wastewater Division will use the tractor to mow easements to gain easy access to aerial crossings and sewer mains in remote locations. \$31,500.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	New Generators
<p>On Site Generators Lift Stations - Amity, Castle Ridge, and Chevy House Currently, the City has 42 lift stations, with only 21 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lessen the chances of having an adverse impact on personal property and the environment we are requesting to add three generators this year.</p> <p>Amity Lift Station \$73,000 Castle Ridge Lift Station \$89,000 Chevy House Lift Station \$78,500</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

623 VEHICLES	79,428	155,650	155,650	-
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<b>Notes:</b>	Vacuum Truck
<p>Vacuum Truck V 390/1000 L H A -P Currently, the Wastewater Division is using a 2002 jet truck for service calls when unstopping sewer lines. The jet truck is not equipped with a vac unit to remove debris that has broken loose from inside the sewer lines. The crew has to use a catch baskets or a 2001 vacuum trailer to remove the debris from the system. When the vac trailer is used, it requires another truck and crew members to operate.</p> <p>If this new piece of equipment is approved, the Wastewater Division will decommission the 16-year-old jet truck and 17-year-old vac trailer. These two pieces of equipment are prone to breaking down in a critical situation which requires the cleaning and camera crew to halt their operations and assist with the current combination vac and jet unit purchased in 2015 - 2016 budget year.</p> <p>Vacuum Truck V 390/1000 = \$384,500.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

*CAPITAL Totals*      756,864      548,450      548,450      246,100

<b>SEWER OPERATIONS Totals</b>	<b>6,202,431</b>	<b>6,949,300</b>	<b>7,683,050</b>	<b>8,702,300</b>
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## SUMMARY OF OPERATIONS

**Fund**

10 Cemetery

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	4,450	3,000	8,500	8,500
Total Expenditures	7,110	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	(2,660)	(7,000)	(1,500)	(1,500)
Fund Balance - Beginning	71,511	101,549	68,851	67,351
Fund Balance - Ending	68,851	94,549	67,351	65,851

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4720	Cemetery Receipts	3,600	2,000	7,000	7,000
4722	Registration & Permit Fees	850	1,000	1,500	1,500
<b>Total Revenues</b>		<b>4,450</b>	<b>3,000</b>	<b>8,500</b>	<b>8,500</b>

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	7,110	10,000	10,000	10,000
Capital	-	-	-	-
<b>Total</b>	<b>7,110</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

<b>Fund</b>
10 Cemetery

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	7,110	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	<u>7,110</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
633 INFRASTRUCTURE	-	-	-	-
<i>CAPITAL Totals</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CEMETERY FUND Totals</b>	<b>7,110</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	114,606	98,400	92,900	90,300
Total Expenditures	95,954	83,600	94,350	158,750
Excess Revenues Over (Under) Expenditures	18,652	14,800	(1,450)	(68,450)
Net Other Financing Sources (Uses)	(25,000)	(25,000)	(25,000)	35,500
Net Gain (Loss)	(6,348)	(10,200)	(26,450)	(32,950)
Fund Balance - Beginning	161,607	165,959	155,259	128,809
Fund Balance - Ending	155,259	155,759	128,809	95,859

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	7,721	1,000	4,000	1,000
4070	Donations - Silent Partners	8,840	1,000	1,500	1,000
4415	Court Security Fee	21,766	24,000	19,000	19,000
4420	Technology Fee	29,068	32,000	26,000	26,000
4425	Child Safety Fines	14,875	10,000	12,000	12,000
4520	Gun Range M&O	32,336	30,350	30,350	31,250
<b>Total Revenues</b>		<b>114,606</b>	<b>98,400</b>	<b>92,900</b>	<b>90,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Other Financing Sources				
Reserves Transfer In				
From General Fund	-	-	-	73,000
<b>Total Other Financing Sources</b>	-	-	-	<b>73,000</b>
Operating Transfers Out				
To General Fund	25,000	25,000	25,000	37,500
<b>Total Other Financing Uses</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>37,500</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>35,500</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	76,856	80,100	86,100	82,250
Operational	19,098	3,500	8,250	3,500
Capital Outlay	-	-	-	73,000
<b>Total Expenditures</b>	<b>95,954</b>	<b>83,600</b>	<b>94,350</b>	<b>158,750</b>

<b>Fund</b>
11 Public Safety

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CONTRACTUAL*

231	SERVICE-MAINT. CONTRACTS	51,238	45,000	51,000	51,000
208	ES CORP - GUN RANGE OPERATING	25,618	35,100	35,100	31,250

	<i>CONTRACTUAL Totals</i>	76,856	80,100	86,100	82,250
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*OPERATIONS*

406	SPECIAL EVENTS	8,111	1,000	1,000	1,000
430	TUITION & TRAINING	1,539	1,000	1,000	1,000
464	CERT EXPENSES	1,304	500	2,150	500
466	SILENT PARTNERS PROGRAM	3,644	1,000	4,100	1,000
467	CANINE EXPENSES	4,500	-	-	-

	<i>OPERATIONS Totals</i>	19,098	3,500	8,250	3,500
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*CAPITAL*

624	POLICE EQUIPMENT	-	-	-	73,000
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**Notes:** Brazos Ticket Writers

Requesting \$73,000 to purchase 24 new Brazos ticket writers and 24 printers. The police department currently has 18 ticket writers that have been in service since 2014. The current ticket writers have visibility problems because of dimming screens, worn-out keyboards that stick, and other issues. The operating system in the old ticket writers was a window based system that has been updated to a new Android system that is designed to operate faster and be more customizable for the department's needs. The new system will also be able to utilize our employee-based Wi-Fi connection to upload crash and ticket data to servers. This eliminates officers having to come to the station and physically dock the unit on its cradle to upload the information and complete a CR-3 Crash report. Instead, they only need to be in range of the city's Employee Wi-Fi and upload the data in the field. This will give them the capability of filling out a crash report in the car, instead of having to come to the station.

CITY MANAGER'S COMMENTS: Approved, General Fund Reserves will be transferred in to cover this expense and then repaid over several years from the Court technology fees added to traffic tickets.

	<i>CAPITAL Totals</i>	-	-	-	73,000
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<b>PUBLIC SAFETY FUNDS Totals</b>	<b>95,955</b>	<b>83,600</b>	<b>94,350</b>	<b>158,750</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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12 Recreational Development
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	1,633,904	984,750	1,442,750	1,044,500
Total Expenditures	1,378,091	1,013,450	1,019,450	1,086,500
Excess Revenues Over (Under) Expenditures	255,813	(28,700)	423,300	(42,000)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	255,813	(28,700)	423,300	(42,000)
Fund Balance - Beginning	(175,580)	75,575	80,234	503,534
Fund Balance - Ending	80,234	46,875	503,534	461,534

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4050	Donations	51,603	50,000	51,000	51,000
4250	Recreation Program Fees	203,730	150,000	200,000	200,000
4252	RBSL Revenues	225,187	215,500	253,500	253,500
4256	Rib Rub Revenues	-	-	15,000	15,000
4500	Grant Proceeds	505,480	393,250	687,250	-
4680	Developer Contributions	405,906	-	-	289,000
4700	Takeline Concessions	210,897	150,000	210,000	210,000
4750	Land Lease Revenues	31,100	26,000	26,000	26,000
<b>Total Revenues</b>		<b>1,633,904</b>	<b>984,750</b>	<b>1,442,750</b>	<b>1,044,500</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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12 Recreational Development
-----------------------------

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	294,386	302,600	302,600	353,500
Supplies	24,400	32,000	32,000	26,000
Operations	60,219	50,000	50,000	50,000
Capital Outlay	999,086	628,850	634,850	657,000
<b>Total Expenditures</b>	<b>1,378,091</b>	<b>1,013,450</b>	<b>1,019,450</b>	<b>1,086,500</b>

<b>Fund</b>
12 Recreation Development

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	28,178	13,000	13,000	72,500
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<b>Notes:</b>	Feasibility Study
\$70,000 - This request is for the athletic facility feasibility study.	
CITY MANAGER'S COMMENTS: Funds are included within the budgeted appropriation to perform the study pending determination by the Council whether to pursue the study at this time. Previous discussions with Council indicated this would be determined with the budget process.	

<b>Notes:</b>	Parkland appraisal
\$2,500 - The annual appraisal for the per-acre value of parkland in accordance with the Mandatory Parkland Dedication Ordinance.	

233 ADVERTISING	20,576	30,000	30,000	30,000
235 BANK CHARGES	15,167	20,000	20,000	20,000
239 RECREATION CONTRACT	122,674	80,000	80,000	80,000
245 POOL REPAIR & MAINTENANCE	-	29,000	29,000	-
260 ATHLETIC PROGRAMS	107,791	130,600	130,600	151,000

<b>Notes:</b>	Tournament Umpire Costs
Increase in costs is associated with the increased number of tournaments offered and teams participating. Tournament revenue also increased which covers the cost of awards and umpires.	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	Award Costs
Increase in costs is associated with the increased number of tournaments offered and teams participating. Tournament revenue also increased which covers the cost of awards and umpires.	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	294,386	302,600	302,600	353,500
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*SUPPLIES*

360 ATHLETIC PROGRAM SUPPLIES	19,325	20,000	20,000	20,000
391 RECREATION PROGRAM SUPPLIES	5,074	12,000	12,000	6,000

<i>SUPPLIES Totals</i>	24,400	32,000	32,000	26,000
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*OPERATIONS*

406 SPECIAL EVENTS	50,056	40,000	40,000	40,000
406 RIB RUB EXPENSES	10,163	10,000	10,000	10,000

<b>Fund</b>
12 Recreation Development

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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	60,219	50,000	50,000	50,000
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*CAPITAL*

610 FURNITURE & FIXTURES	-	29,500	35,500	-
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<b>Notes:</b>	Amended - Sound System Overage
Account overage is due to the final cost of the sound system project at The Center did not originally include the projector in the estimate and was provided by a separate company.	

633 INFRASTRUCTURE IMPROVEMENT	905,150	-	-	484,000
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<b>Notes:</b>	Harbor Neighborhood Park
\$484,000 - This request is for phase 1 development of the proposed Harbor Beach Park to serve the residents of park district 17. Current escrow balance from developer fees is \$104,000 with another \$380,000 to be expected in the near future. Initial cost estimates provided by MHS Planning and Design for the park are approximately \$815,000 in 2017 dollars.	
CITY MANAGER'S COMMENTS: Approved	

643 PLAYGROUND EQUIPMENT	80,471	75,000	75,000	173,000
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<b>Notes:</b>	Myers Park Pickle Ball Court
\$125,000 - This request is to repurpose the old concrete slab in Myers Park adjacent to the pool into three side-by-side pickle ball courts with shade structure, nets, perimeter fence, benches, and drinking fountain with cooling misters.	
Funds are available in the park district 21 escrow account which are fees paid by developers in accordance with the Mandatory Parkland Dedication Ordinance.	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	Northshore Neighborhood Park
\$52,000 - This request is for improvements to Northshore neighborhood park with the following amenities: improve function and appearance of drainage channels, expand irrigation system, and turf area.	
Storm water flowing into the park has caused significant erosion and may impact adjacent homes. Once the school demolition is complete, there is an opportunity to expand and improve the open play area that was previously occupied by a portable classroom.	
Funding source identified is a transfer from pro-rata equipment fees in park district #4 escrow account.	
CITY MANAGER'S COMMENTS: Approved	

669 BOAT RAMP IMPROVEMENTS	13,466	524,350	524,350	-
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	999,086	628,850	634,850	657,000
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<b>Fund</b>
12 Recreation Development

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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<b>RECREATION Totals</b>	<b>1,378,091</b>	<b>1,013,450</b>	<b>1,019,450</b>	<b>1,086,500</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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13 Radio System
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	40,959	19,200	33,050	-
Total Expenditures	557,708	199,150	266,450	-
Excess Revenues Over (Under) Expenditures	(516,749)	(179,950)	(233,400)	-
Net Other Financing Sources (Uses)	640,000	43,000	95,500	-
Net Gain (Loss)	123,251	(136,950)	(137,900)	-
Fund Balance - Beginning	14,817	7,088	138,068	168
Fund Balance - Ending	138,068	(129,862)	168	168

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4530	City Contracts	40,959	19,200	33,050	-
<b>Total Revenues</b>		<b>40,959</b>	<b>19,200</b>	<b>33,050</b>	<b>-</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Other Financing Sources				
Operating Transfers In				
From General Fund	640,000	43,000	95,500	-
*Expended in General Fund	75,200	75,200	75,200	-
Operating Transfers Out				
*Expended in General Fund	75,200	75,200	75,200	-
Net Other Financing Sources (Uses)	640,000	43,000	95,500	-

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	172,122	44,400	111,700	-
Supplies	4,803	44,700	44,700	-
Operational	10,802	10,050	10,050	-
Capital	369,981	100,000	100,000	-
<b>Total Expenditures</b>	<b>557,708</b>	<b>199,150</b>	<b>266,450</b>	<b>-</b>

<b>Fund</b>
13 Radio System

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	13,961	11,000	1,000	-
231 SERVICE-MAINT. CONTRACTS	158,161	33,400	111,700	-
<i>CONTRACTUAL Totals</i>	172,122	44,400	112,700	-
<i>SUPPLIES</i>				
347 GENERAL MAINT. SUPPLY	4,803	44,700	44,700	-
<i>SUPPLIES Totals</i>	4,803	44,700	44,700	-
<i>OPERATIONS</i>				
430 TUITION & TRAINING	-	5,300	5,300	-
436 TRAVEL	10,802	4,750	4,750	-
<i>OPERATIONS Totals</i>	10,802	10,050	10,050	-
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	4,945	-	-	-
617 RADIO EQUIPMENT	365,037	100,000	100,000	-
<i>CAPITAL Totals</i>	369,981	100,000	100,000	-
<b>RADIO SYSTEM FUND Totals</b>	557,709	199,150	267,450	-

<b>SUMMARY OF OPERATIONS</b>
------------------------------

<b>Fund</b>
-------------

14 Street Improvements
------------------------

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	173,389	-	5,300	-
Total Expenditures	150,552	23,150	23,900	73,500
Excess Revenues Over (Under) Expenditures	22,837	(23,150)	(18,600)	(73,500)
Net Other Financing Sources (Uses)		-	-	-
Net Gain (Loss)	22,837	(23,150)	(18,600)	(73,500)
Fund Balance - Beginning	276,201	281,399	299,038	280,438
Fund Balance - Ending	299,038	258,249	280,438	206,938

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4001	Interest Earnings	-	-	-	-
4800	Assessments	8,010	-	-	-
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.	-	-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	165,379	-	5,300	-
<b>Total Revenues</b>		<b>173,389</b>	<b>-</b>	<b>5,300</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	-	-	-	-
Capital Outlay	150,552	23,150	23,900	73,500
<b>Total Expenditures</b>	150,552	23,150	23,900	73,500

<b>Fund</b> 14 Street Improvement
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G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CAPITAL*

633	INRASTRUCTURE IMPROVEMENTS	-	-	-	73,500
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<b>Notes:</b>	<a href="#">Street/Traffic Lighting Upgrades</a>
<p>\$48,500 - to replace 8 light poles on the Lakeshore bridge at SH 66 (Stone Bridge) with LED fixtures and poles that match the downtown fixtures.</p> <p>\$25,000 - Traffic Signal Upgrade - TX Services recommends that we upgrade the signal system at Ralph Hall Parkway and Mims Road by replacing the outdated equipment at this intersection with a new radar system which consist of the latest technology.</p> <p><b>CITY MANAGER'S COMMENTS:</b> <i>Approved</i></p>	

635	STREET CONSTRUCTION	19,459	23,150	23,900	-
645	SH205 BYPASS IMPROVEMENTS	74,940	-	-	-

<i>CAPITAL Totals</i>	94,399	23,150	23,900	73,500
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*OPERATING TRANSFERS*

845	TRANSFERS OUT - JOHN KING BLVD	56,155	-	-	-
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<i>OPERATING TRANSFERS Totals</i>	56,155	-	-	-
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<b>STREET IMPROVEMENT FUND Totals</b>	<b>150,554</b>	<b>23,150</b>	<b>23,900</b>	<b>73,500</b>
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## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	64,941	58,250	58,250	58,250
Total Expenditures	79,255	156,850	106,850	137,400
Excess Revenues Over (Under) Expenditures	(14,314)	(98,600)	(48,600)	(79,150)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(14,314)	(98,600)	(48,600)	(79,150)
Fund Balance - Beginning	216,595	226,904	202,281	153,681
Fund Balance - Ending	202,281	128,304	153,681	74,531

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4001	Interest Earnings	6,691	-	-	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
<b>Total Revenues</b>		<b>64,941</b>	<b>58,250</b>	<b>58,250</b>	<b>58,250</b>

<b>SUMMARY OF EXPENDITURES</b>
--------------------------------

<b>Fund</b>
-------------

16 Fire Equipment Fund
------------------------

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	-	-	-	5,000
Supplies	9,588	11,000	11,000	11,000
Capital Outlay	69,667	145,850	95,850	121,400
<b>Total Expenditures</b>	<b>79,255</b>	<b>156,850</b>	<b>106,850</b>	<b>137,400</b>

<b>Fund</b> 16 Fire Equipment
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G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	-	-	-	5,000
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<b>Notes:</b>	Consulting Fees
Evaluate the possibility of remodeling Fire Station 1 to accommodate additional staffing. Additional bedrooms, restrooms, and expansions to the kitchen will be needed with additional staffing.	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	-	-	-	5,000
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*SUPPLIES*

377 VOLUNTEER SERVICES	9,588	11,000	11,000	11,000
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<i>SUPPLIES Totals</i>	9,588	11,000	11,000	11,000
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*CAPITAL*

617 RADIO EQUIPMENT	11,276	54,950	24,950	27,500
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<b>Notes:</b>	Radio Equipment
\$27,000 Purchase additional portable radios to account for additional staffing and reserve radios.	
CITY MANAGER'S COMMENTS: Approved	

621 FIELD MACHINERY & EQUIPME	34,160	90,900	60,900	93,900
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<b>Notes:</b>	Field Machinery & Equipment
\$50,000 - New signal light preemption equipment being added at the intersections of S. Goliad and Damascus, John King and 552, John King and 1141.	
\$43,900 - Replacement Personal Protection/Equipment and uniform for 10 current members and new PPE for 5 new members.	
CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 16 Fire Equipment
----------------------------------

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
623 VEHICLES	24,231	-	10,000	-

<b>Notes:</b>	<b>Amended Budget</b>
The final invoice for the approved repairs to the 1959 fire engine were paid in FY18 to Texas Fire Museum.	

<b>Notes:</b>	<b>New Engine</b>
<p>\$720,000 - We recently purchased a new engine to replace a 2007 Engine that was in front-line status. We have a second 2007 engine that is in need of replacement. The second 2007 model engine will be approximately 13 years old when the replacement apparatus arrives. We can receive the same pricing as the engine that was purchased in FY'18 if ordered prior to November 1; otherwise, there will be a 7% cost increase. We will be able to reuse some of the loose equipment on the existing engine; however, there will need to be loose equipment purchased as well.</p> <p style="color: green;">CITY MANAGER'S COMMENTS: Approved, financed with Certificates of Obligation</p>	

<i>CAPITAL Totals</i>	69,667	145,850	95,850	121,400
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<b>FIRE EQUIPMENT FUND Totals</b>	<b>79,255</b>	<b>156,850</b>	<b>106,850</b>	<b>137,400</b>
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	36,560	53,000	54,000	85,300
Total Expenditures	127,268	49,000	54,150	105,500
Excess Revenues Over (Under) Expenditures	(90,708)	4,000	(150)	(20,200)
Net Other Financing Sources (Uses)	30,000	-	10,000	-
Net Gain (Loss)	(60,708)	4,000	9,850	(20,200)
Fund Balance - Beginning	77,917	49,762	17,209	27,059
Fund Balance - Ending	17,209	53,762	27,059	6,859

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4500	Grant Proceeds	6,533	17,000	17,000	45,300
4680	Developer Contributions	-	-	-	3,000
4750	Land Lease	23,955	30,000	30,000	30,000
4752	F.B.O. Lease	6,072	6,000	7,000	7,000
<b>Total Revenues</b>		<b>36,560</b>	<b>53,000</b>	<b>54,000</b>	<b>85,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Other Financing Sources				
Operating Transfers In				
From General Fund	30,000	-	10,000	-
<b>Total Other Financing Sources</b>	30,000	-	10,000	-
Net Other Financing Sources (Uses)	30,000	-	10,000	-

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 16-17	Budgeted 17-18	Amended 17-18
Contractual	38,228	10,250	16,750
Supplies	1,776	2,750	1,650
Operational	85,876	33,750	33,750
Utilities	1,388	2,250	2,000
<b>Total Expenditures</b>	<b>127,268</b>	<b>49,000</b>	<b>54,150</b>

Annual Budget

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Adopted 18-19
12,150
750
90,600
2,000
105,500

<b>Fund</b>
17 Aviation

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	25,150	-	-	-
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<b>Notes:</b>	Professional Services for Land
<p>The Airport Development Plan shows the need for additional land adjacent to the airport for future expansion and airport improvements. There is approximately 19 acres on the each side of the airport that has been for sale for many years. The budget request is for professional services related to preparation to purchase the land. There is \$600,000 authorized in 2009 for purchase of the land. TXDOT Aviation has indicated they would act as the City's agent for land acquisition at such time as the City is ready to proceed. It is proposed the City use TXDOT's procedure for land acquisition in order to be eligible for a 90% reimbursement at such time the airport expands or the funds used for land acquisition can act as local grant matching for future airport CIP projects.</p> <p>\$ 8,500 Appraisal / Surveying Services          3,000 Environmental Due Diligence Audit          15,000 Legal          17,000 Closing costs          \$43,500 Total:</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

227 INSURANCE-REAL PROPERTY	1,521	1,200	1,200	1,000
229 INSURANCE-LIABILITY	-	1,500	1,500	1,000
240 EQUIPMENT REPAIRS	801	2,100	5,100	2,100
242 EQUIPMENT RENTAL & LEASE	-	250	250	250
244 BUILDING REPAIRS	6,994	2,500	2,500	2,500
246 VEHICLE REPAIRS	3,762	2,400	5,900	5,000

<b>Notes:</b>	Amend Budget
<p>Amendment to line item for costs associated with two aging fuel trucks. Amount: \$4,000</p> <p>Increase budget for aging vehicles to \$5,000</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

280 STATE PERMITS	-	300	300	300
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<i>CONTRACTUAL Totals</i>	<u>38,228</u>	<u>10,250</u>	<u>16,750</u>	<u>12,150</u>
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*SUPPLIES*

331 FUEL & LUBRICANTS	1,776	2,000	-	-
339 FUEL TANK REPAIRS	-	250	250	250
341 CONSTRUCTION & REPAIR SUPPLIES	-	500	1,400	500

<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
<i>SUPPLIES Totals</i>	1,776	2,750	1,650	750

<b>Fund</b>
17 Aviation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*OPERATIONS*

409 GRANT MATCHING	85,876	33,750	33,750	90,600
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<b>Notes:</b>	<u>Grant Matching</u>
<p>Routine Airport Maintenance Program - 50/50 match</p> <p>\$780 - AWOS - Automated Weather Observation System. As an AWOS owner, the City is obligated to operate and maintain the system according to FAA AC No. 150/5220-16D. The City will contract directly with DBT Transportation Services to provide maintenance on the AWOS at the airport. Currently each airport contracts individually for the NADIN interface service connection that links the AWOS weather data with FAA Flight Services and the National Weather Service. The NADIN connection is also used for remote daily monitoring of the AWOS system to perform maintenance functions. Both items are reimbursable at 50% under the Routine Airport Maintenance Program. AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service</p> <p>\$5,966 - AWOS Maintenance Agreement – 4 quarterly inspections required.</p> <p>\$40,200 - Hangar Surface Improvements There are several hangars that are not able to be rented due to poor parking surface and poor drainage. It is proposed that funds be allocated to rebuild 5 hangar pads at \$8,040 per space.</p> <p>\$6,000 - Landscaping – natural landscape barriers to eliminate the possibility of aircraft and vehicle incursions. Placement of a landscape barrier along the entry road from the terminal parking lot down the length of the entry road will serve as a natural safety barrier between the entry road and Hangar 1. Tenants and frequent visitors drive on the taxiway south of the terminal onto the grass and onto the entry road when leaving, or enter the airport from the entry road through the grass and onto the taxiways. It will also add to the beautification of the airport. Irrigation, plant materials, and edging</p>	

<b>Fund</b>
17 Aviation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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\$15,000 - Security motion sensor camera system with recording capabilities. The FBO / Airport Manager has had reports from tenants of missing fuel from aircraft tanks and a complaint of an aircraft part being stolen another tenant's airplane. The airport is open from 8 am to Dusk, Monday-Sunday and also has a combination code for pilots to enter the terminal after hours. The Ralph M Hall / Rockwall Municipal Airport doesn't currently have video security surveillance either in the terminal or in the vehicle or aircraft parking areas.

\$22,635 - Hangar Door - There is a box hangar at the southern end of Hangar 3 that currently uses a cable pulley system and winch to open the door. The door outrigger support poles that are antiquated, unsafe and not user-friendly. For many years, this hangar was used as a maintenance shop, but has transitioned back to a hangar for 2 aircraft with an estimated combined value of \$260,000. The tenants and FBO staff opens and closes the door with some apprehension to the cable snapping, cutting through someone or something, or the weight of the door coming down on persons or property. It is recommended the City purchase a new hydraulic door system for this facility.

\$90,581 Total RAMP Grant Matching Request

**CITY MANAGER'S COMMENTS: Approved**

<i>SUPPLIES Totals</i>	85,876	33,750	33,750	90,600
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<b>Fund</b>
17 Aviation

<b>G/L Account</b>	<b>2017 Actual Amount</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 City Manager Approved</b>
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*UTILITIES*

501 ELECTRICITY

1,388

2,250

2,000

2,000

*UTILITIES Totals*

1,388

2,250

2,000

2,000

<b>AVIATION FUND Totals</b>	<b>127,269</b>	<b>49,000</b>	<b>54,150</b>	<b>105,500</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	-	-	-	-
Total Expenditures	3,840	-	3,850	5,000
Excess Revenues Over (Under) Expenditures	(3,840)	-	(3,850)	(5,000)
Net Other Financing Sources (Uses)	(20,432)	-	-	-
Net Gain (Loss)	(24,272)	-	(3,850)	(5,000)
Fund Balance - Beginning	134,978	130,579	110,706	106,856
Fund Balance - Ending	110,706	130,579	106,856	101,856

**SUMMARY OF REVENUES**

**Fund**  
18 Recycling

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4780	Recycling Revenue	-	-	-	-
Total Revenues		-	-	-	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Other Financing Uses				
Operating Transfers Out To General Fund	20,432	-	-	-
Total Other Financing Sources	(20,432)	-	-	-
Net Other Financing Sources (Uses)	(20,432)	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**  
18 Recycling

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operational	3,840	-	3,850	5,000
<b>Total Expenditures</b>	<b>3,840</b>	<b>-</b>	<b>3,850</b>	<b>5,000</b>

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	12,500	10,000	10,000	10,000
Total Expenditures	9,136	8,500	11,000	12,500
Excess Revenues Over (Under) Expenditures	3,364	1,500	(1,000)	(2,500)
Net Gain (Loss)	3,364	1,500	(1,000)	(2,500)
Fund Balance - Beginning	7,132	56,121	10,496	9,496
Fund Balance - Ending	10,496	57,621	9,496	6,996

### SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4050	Donations	10,000	10,000	10,000	10,000
4500	Grant Proceeds	2,500	-	-	-
<b>Total Revenues</b>		<b>12,500</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	3,136	5,000	5,000	5,000
Supplies	-	1,000	1,000	2,500
Operational	6,000	2,500	5,000	5,000
<b>Total Expenditures</b>	<b>9,136</b>	<b>8,500</b>	<b>11,000</b>	<b>12,500</b>

<b>Fund</b> 24 Downtown Improvement
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G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved						
<i>CONTRACTUAL</i>										
293 GRANT PROGRAM	3,136	5,000	5,000	5,000						
<i>CONTRACTUAL Totals</i>	3,136	5,000	5,000	5,000						
<i>SUPPLIES</i>										
347 GENERAL MAINT. SUPPLY	-	1,000	1,000	2,500						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-right: 1px solid black; padding: 2px;"><b>Notes:</b></td> <td style="padding: 2px;">Dumpster Maintenance</td> </tr> <tr> <td colspan="2" style="padding: 2px;">\$2,500 Materials to repair and replace as needed to keep the enclosures looking good.</td> </tr> <tr> <td colspan="2" style="padding: 2px; color: green;">CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Dumpster Maintenance	\$2,500 Materials to repair and replace as needed to keep the enclosures looking good.		CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Dumpster Maintenance									
\$2,500 Materials to repair and replace as needed to keep the enclosures looking good.										
CITY MANAGER'S COMMENTS: Approved										
<i>SUPPLIES Totals</i>	-	1,000	1,000	2,500						
<i>OPERATIONS</i>										
406 SPECIAL EVENTS	-	-	-	2,500						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-right: 1px solid black; padding: 2px;"><b>Notes:</b></td> <td style="padding: 2px;">Special Event Support</td> </tr> <tr> <td colspan="2" style="padding: 2px;">\$2,500 - Funds to support downtown events as needed</td> </tr> <tr> <td colspan="2" style="padding: 2px; color: green;">CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Special Event Support	\$2,500 - Funds to support downtown events as needed		CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Special Event Support									
\$2,500 - Funds to support downtown events as needed										
CITY MANAGER'S COMMENTS: Approved										
469 PROMOTION EXPENSE	6,000	2,500	5,000	2,500						
<i>OPERATIONS Totals</i>	6,000	2,500	5,000	5,000						
<b>DOWNTOWN IMPROVEMENT Totals</b>										
	9,136	8,500	11,000	12,500						

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	117,865	-	10,000	-
Total Expenditures	90,020	83,000	92,200	72,000
Excess Revenues Over (Under) Expenditures	27,845	(83,000)	(82,200)	(72,000)
Net Other Financing Sources (Uses)	(208,500)	-	-	-
Net Gain (Loss)	(180,655)	(83,000)	(82,200)	(72,000)
Fund Balance - Beginning	445,667	181,117	265,012	182,812
Fund Balance - Ending	265,012	98,117	182,812	110,812

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
4010	Auction/Scrap Proceeds	8,287	-	-	-
4550	Seizure Revenue	109,578	-	10,000	-
Total Revenues		117,865	-	10,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Contractual	9,048	25,000	28,200	25,000
Supplies	1,150	-	-	-
Operational	17,000	20,000	20,000	20,000
Capital	62,823	38,000	44,000	27,000
<b>Total Expenditures</b>	<b>90,020</b>	<b>83,000</b>	<b>92,200</b>	<b>72,000</b>

**SUMMARY OF OPERATING TRANSFERS**

**Fund**

26 Narcotics - Seizure Awards

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Other Financing Sources				
Operating Transfers Out To General Fund	208,500	-	-	-
Total Other Financing Sources	208,500	-	-	-
Net Other Financing Sources (Uses)	208,500	-	-	-

<b>Fund</b>
26 Seized Funds

G/L Account	2017 Actual Amount	2018 Adopted Budget	2018 Amended Budget	2019 City Manager Approved
<i>CONTRACTUAL</i>				
218 COURT COSTS FOR SEIZED FUNDS	-	-	3,200	-
231 SERVICE-MAINT. CONTRACTS	2,906	25,000	25,000	25,000
246 VEHICLE REPAIRS	6,142	-	-	-
<i>CONTRACTUAL Totals</i>	9,048	25,000	28,200	25,000
<i>SUPPLIES</i>				
321 UNIFORMS	1,150	-	-	-
<i>SUPPLIES Totals</i>	1,150	-	-	-
<i>OPERATIONS</i>				
451 CONFIDENTIAL FUNDS	17,000	20,000	20,000	20,000
<i>OPERATIONS Totals</i>	17,000	20,000	20,000	20,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	4,555	-	-	-
623 VEHICLES	47,594	25,000	27,000	27,000
624 POLICE EQUIPMENT	10,674	13,000	17,000	-
<i>CAPITAL Totals</i>	62,823	38,000	44,000	27,000
<b>SEIZED FUNDS - NARCOTICS Totals</b>	<b>90,020</b>	<b>83,000</b>	<b>92,200</b>	<b>72,000</b>

**Notes:** New COP Vehicle  
 Purchase a Dodge Charger for our Citizens on Patrol. We implemented a four year replacement program that allowed us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal. This will be the last year of the replacement program.  
  
 Dodge Charger \$27,000  
  
 CITY MANAGER'S COMMENTS: Approved



City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 7, 2018**  
**SUBJECT: City's Health & Welfare Programs**

**General Overview**

The City of Rockwall has partnered with **Holmes Murphy** since January 2012 for broker and consultant services to ensure the City stays informed on local healthcare trends, vendor alternatives, expected cost projections, Healthcare Reform and other legal and legislative topics that impact the City's health plan. In January of 2017, the City changed third-party administrators for administration of the health plan from Group & Pension Administrators, Inc. (GPA) to **Cigna**. The RFP analysis showed that the City would experience greater network access and discounts, a more favorable prescription contract and decreased administration costs if it moved to Cigna, thereby lowering future healthcare expenses. The below 2017 results indicate that the City has benefited from this change in administrators for 2017.

**Health Care Cost Summary**

As the chart below indicates, the City has experienced a continued rise in healthcare claims and costs since the 2014 plan year, but claims have costs have decreased for now since the move to Cigna. Based on paid claims through May 2018, it is projected that the 2018 claim expense will be very similar to the 2017 expense.

**History of Claims Cost:**

<b>Cal Year</b>	<b>Claims Cost</b>	<b>Annual Cost PEPY</b>	<b># of EEs @ YR End</b>
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240
2017	\$2,143,055	\$8,607	249

**Prescription Benefits Plan**

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. However, based on paid claims data for 2017, costs have decreased due to improved discounts, rebates, and administrative fees. While the results are promising, the City will need to continue to review both plan and formulary changes to drive improved decision-making by employees to choose lowest cost drugs where available.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
2015	\$594,363	-5%
2016	\$741,688	24.8%
2017	\$662,776	-10.6%

Note: Claims cost does not include Admin Fees.

### Administrative Fees

The City also pays administrative fees to Cigna to administer the Medical, RX, and Dental benefits. For 2018, the estimated fees annually are:

- *Cigna Administrative fees - \$453,000*

### Healthcare Reform

The City also pays additional fees from the *Affordable Care Act*.

For 2017, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,470*

For 2018, the projected fees are as follows:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,410 (estimated)*

There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2022)**, if actually implemented.

### Pre-65 Retiree Insurance

In May of this year, the Pre-65 Retiree Health Insurance benefits were offered to eligible employees. Since that time, only two employees have retired and elected coverage through TMLIEBP. TMLIEBP will announce the new rates in September. However, we don't expect a significant increase since we have very low participation in the group plan.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Total Revenues	1,125,559	898,000	1,010,500	1,003,000
Total Expenditures	4,566,420	4,124,000	3,862,050	4,200,250
Operating Income (Loss)	(3,440,862)	(3,226,000)	(2,851,550)	(3,197,250)
Non-Operating Revenues	12,599	6,000	21,000	25,000
Non-Operating Income (Loss)	12,599	6,000	21,000	25,000
Net Income (Loss) Before Transfers	(3,428,263)	(3,220,000)	(2,830,550)	(3,172,250)
Net Transfers In (Out)	3,150,000	3,400,000	3,150,000	3,400,000
Net Income (Loss)	(278,263)	180,000	319,450	227,750
Retained Earnings - Beginning	900,009	582,953	621,746	941,196
Retained Earnings - Ending	621,746	762,953	941,196	1,168,946

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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31 Employee Benefits
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Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Revenues					
4019	Miscellaneous	28,000	28,000	28,000	28,000
4840	Retiree Premiums	-	-	7,500	25,000
4850	Employee Contributions	874,394	850,000	911,000	930,000
4860	Stop Loss Reimbursements	223,165	20,000	64,000	20,000
<b>Total Operating Revenues</b>		<b>1,125,559</b>	<b>898,000</b>	<b>1,010,500</b>	<b>1,003,000</b>
Non-Operating Revenues					
4001	Interest Earnings	12,599	6,000	21,000	25,000
<b>Total Non-Operating Revenues</b>		<b>12,599</b>	<b>6,000</b>	<b>21,000</b>	<b>25,000</b>
<b>Total Revenues</b>		<b>1,138,157</b>	<b>904,000</b>	<b>1,031,500</b>	<b>1,028,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Transfers In				
From General Fund	2,500,000	2,500,000	2,500,000	2,500,000
From Water & Sewer Fund	900,000	900,000	900,000	900,000
<b>Total Operating Transfers In</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>
Operating Transfers Out				
To Workers Compensation Fund	250,000	-	250,000	-
<b>Total Operating Transfers Out</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b>Net Operating Transfers In (Out)</b>	<b>3,150,000</b>	<b>3,400,000</b>	<b>3,150,000</b>	<b>3,400,000</b>

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Expenses				
Operations	4,566,420	4,124,000	3,862,050	4,200,250
<b>Total Expenditures</b>	<b>4,566,420</b>	<b>4,124,000</b>	<b>3,862,050</b>	<b>4,200,250</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2017 Actual Expense</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	3,265	5,000	5,000	5,000
440 ADMINISTRATION FEES	204,637	250,000	205,000	205,000
441 REINSURANCE PREMIUMS	342,873	345,000	380,000	399,000
442 PAID HEALTH CLAIMS	3,889,496	3,500,000	3,200,000	3,500,000
443 LIFE INSURANCE PREMIUMS	126,150	24,000	26,000	26,000
448 RETIREE INSURANCE PREMIUMS	-	-	46,050	65,250
<b>Operational TOTAL . . . . .:</b>	<b>4,566,420</b>	<b>4,124,000</b>	<b>3,862,050</b>	<b>4,200,250</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>4,566,420</b>	<b>4,124,000</b>	<b>3,862,050</b>	<b>4,200,250</b>



## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**CC:** Mary Smith, Asst. City Manager

**DATE:** August 7, 2018

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TMLIRP.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs*. In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

Although the *reportable incidents* have decreased slightly, the *number of days away from work* and the *days on restricted or light duty* have increased. The *medical claims cost* to-date is lower than last year and significantly lower than FY '15-'16. However, there was one claim pending from FY '15-'16 incurring costs through to June 2018. This claim has been challenged and appealed to the highest level with a favorable result to the City. TMLIRP has prepared a detailed audit and is negotiating the recovery from the State.

This year's data fully supports the recommendation to fund the safety incentive to employees.

### Workers' Compensation Claims Activity by Fiscal Year

Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
15/16	300	20	33	292	\$78,639	337	\$251,376	\$28,771	\$20,467	\$496,105	\$20,691	\$468,391
16/17	302	28	34	29	\$ 9,675	216	\$ 49,051	\$ 3,112	\$ 0	\$ 66,572	\$ 4,772	\$ 58,425
17/18	302	23	54	87	\$18,582	290	\$ 40,600	\$ 3,384	\$ 0	\$ 73,578	\$16,434	\$ 57,144

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We had a difficult year in FY '15-'16, primarily due to the one claim mentioned above. Even with the very good year this fiscal year, we are maintaining a fund balance inadequate to address unpredictable expenses. We will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Revenues	-	-	-	-
Operating Expenses	227,496	272,000	276,000	278,500
<b>Operating Income (Loss)</b>	<b>(227,496)</b>	<b>(272,000)</b>	<b>(276,000)</b>	<b>(278,500)</b>
Non-Operating Revenues	1,131	1,000	1,000	1,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>1,131</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(226,365)</b>	<b>(271,000)</b>	<b>(275,000)</b>	<b>(277,500)</b>
Net Transfers In (Out)	450,000	230,000	480,000	235,000
<b>Net Income (Loss)</b>	<b>223,635</b>	<b>(41,000)</b>	<b>205,000</b>	<b>(42,500)</b>
Retained Earnings - Beginning	(80,748)	392,946	142,887	347,887
<b>Retained Earnings - Ending</b>	<b>142,887</b>	<b>351,946</b>	<b>347,887</b>	<b>305,387</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Non-Operating Revenues					
4001	Interest Earnings	631	500	500	500
4019	Miscellaneous	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>1,131</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>1,131</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operating Transfers In				
From General Fund	150,000	175,000	175,000	180,000
From Water & Sewer Fund	50,000	55,000	55,000	55,000
From Employee Benefits Fund	250,000	-	250,000	-
<b>Net Operating Transfers In (Out)</b>	<b>450,000</b>	<b>230,000</b>	<b>480,000</b>	<b>235,000</b>

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensati

	Actual 16-17	Budgeted 17-18	Amended 17-18	Adopted 18-19
Operational	227,496	272,000	276,000	278,500
<b>Total Operating Expenses</b>	<b>227,496</b>	<b>272,000</b>	<b>276,000</b>	<b>278,500</b>
<b>Total Expenditures</b>	<b>227,496</b>	<b>272,000</b>	<b>276,000</b>	<b>278,500</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2017 Actual Expense</b>	<b>2018 Adopted Budget</b>	<b>2018 Amended Budget</b>	<b>2019 Manager Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	1,179	1,000	1,000	1,000
440 ADMINISTRATION FEES	46,933	66,000	70,000	72,500
444 PAID LOSSES	174,312	125,000	125,000	125,000
446 SAFETY INCENTIVES	-	75,000	75,000	75,000
447 DRUG TESTING	5,072	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>227,496</b>	<b>272,000</b>	<b>276,000</b>	<b>278,500</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>227,496</b>	<b>272,000</b>	<b>276,000</b>	<b>278,500</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 18, 2017  
**SUBJECT:** FY18 Budget

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Transmitted hereby, please accept the submission of the proposed FY2018 Annual Operating Budget. As required by the City of Rockwall Charter, the proposed FY2018 Annual Operating budget is a balanced budget. As in previous years, the proposed budget has been prepared to reflect a conservative approach to both estimated revenues and recommended expenditures for FY2018. The FY 2018 budget provides sufficient funding for maintaining current levels of services to our Citizens, but does not provide significant increases in service levels provided. Despite the positive aspects of achieving a reduced Tax Rate and adopting the Effective Tax Rate while maintaining current citizen service levels, this particular budget proposal has been among the more challenging of the budget proposals submitted over the course of the last several years.

### **DEBT SERVICE FUND**

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. Due to the refunding of existing debt to secure more favorable interest rates (without extending the term of the debt) and significant increases in Roadway Impact Fees (all allocated to debt service) collected by the City, the Debt Service Fund Reserve ends FY2017 at about twice that which is indicated as a maximum in the City's financial policies. These funds can only be used to meet debt service obligations of the City.

The FY2018 proposed budget indicates use of the portion of the Debt Service Fund Reserve which is over that indicated in the City's financial policies to pay Certificate of Obligation debt in the Water and Sewer Fund. Use of this \$1.3 million to service that debt for the coming year will effectively result in an increase of about \$1 million in working capital in the Water and Sewer Fund. In FY2019, it is anticipated that the Water and Sewer Fund will resume these debt payments from water and wastewater revenue collections. (Information as to financial recovery of the Water and Sewer Fund is provided below.)

**GENERAL FUND**

As has been the case for the past 4 years, the proposed budget, as directed by the City Council, assumes that adoption of the calculated Effective Tax Rate which will result in a tax rate decrease from the Current Tax Rate of 45.43 cents/\$100 valuation to the Effective Rate for the coming year of 42.36 cents/\$100 valuation – a rate decrease of 3.07 cents/\$100 valuation. Based on the state prescribed effective rate calculation formulas this is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1 cent/\$100 valuation produces about \$472,479 in Ad Valorem Tax revenue for FY2018. (Based also on the State-prescribed formula, the Roll Back Rate is 42.3729 cents/\$100 valuation. (An Effective Tax Rate increase to the Roll Back Rate – not proposed as directed by the Council – would increase total revenue from Ad Valorem Taxes of \$ 6,000.) Of course, the impact that the new rate will have on individual properties is a function not only of the tax rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process. A twenty-year review of historic tax rates are shown within the Debt Service section of the budget.

<b>Fiscal Year</b>	<b>Adopted Tax Rate</b>
FY2012	50.31
FY2013	50.25
FY2014	50.25
FY2015	49.55
FY2016	48.53
FY2017	45.43
FY2018 proposed	42.36

The City of Rockwall will end FY2017 in strong financial position. The City of Rockwall has had a good year in 2017 with overall revenues meeting budgeted expectation; however, revenues have not out-performed budget estimates for Sales Tax to the extent that they have in previous years. 2017 expenditures generally conform to the expenditure plan outlined in the FY2017 budget. Decisions to expend additional reserve funds during the course of the year have not resulted in compromising the City’s financial position, but rates of revenue increases, particularly in Sales Tax collection, have slowed as compared to previous year increases. Budgeted and actual total Sales Tax collections for the past several years are provided below:

<b>Fiscal Year</b>	<b>Proposed Budget</b>	<b>Actual Collections</b>	<b>% Change</b>
2013	\$12,076,200	\$13,271,760	9.97%
2014	\$12,998,000	\$13,515,016	3.97%
2015	\$13,617,300	\$14,302,831	5.03%
2016	\$14,941,000	\$15,378,895	2.92%
2017	\$15,791,200	\$15,977,050 <small>(projected)</small>	1.17%

Despite a continued increase from historic per capita sales tax collections (\$340/capita - noted in strategic planning data - to the FY2017 rate of about \$378/capita), due to the reduced overall rate of increase for the past year, the proposed budget indicates a cautious approach in estimating increased Sales Tax receipts for the coming year as the likelihood of increased online retail sales market share continues. A

somewhat cautious approach has also been taken in estimation of several other revenue categories, but these estimates generally reflect the continuation of a relatively strong economy for the coming year.

The proposed FY2018 budget projects ending that year within the adopted City Council policy for General Fund Reserves. While we expect to end the FY2017 increasing reserve about \$1,511,551 more than anticipated, no expenditures from General Fund Reserve have been proposed for Fiscal Year 2018 - responding to decreased trends of increase experienced in 2017 in some major revenue line items and our projections for continued more moderate rates of increase in some major revenue categories. Therefore, expenditures proposed in the FY18 Annual Operating Budget reflect use of only current (FY18) projected revenues. Over the course of the last four (4) proposed and adopted annual budgets, the City has avoided issuing short-term debt for vehicles and equipment purchases (except for more expensive fire trucks and other more expensive major equipment acquisitions) by making these purchases through budgeting use of General Fund Reserve. For FY2018 all such recommended equipment purchases (in the General Fund excluding a Fire Department replacement pumper truck for which short-term debt will be issued) have been recommended for purchase using current revenues.

As compared to previous years, this results in an increase in the number of "City Manager Disapproved" budget requests for both day-to-day operations as well as strategic initiatives (all of which do not require additional funding). The result includes deferring a number of vehicle and equipment purchases that, under different circumstances would have likely been recommended for approval. This conservative approach to FY2018 is warranted by estimates of revenue for the coming year and the City's desire to hold the Tax Rate to the Effective Tax Rate and other estimates of revenue sources for the coming year.

In some cases, shifts in expenditures and departmental focus have been made to address some of the identified strategic planning initiatives; however, if the proposed budget is adopted by the Council a number of those will need to be reconsidered for FY2019. Strategic initiatives that will not necessarily require additional funding will obviously be unaffected for FY2018. A total of 16 out of 107 major strategic initiatives required additional funding. 4 of those have been specifically addressed in the FY2018 budget proposal. Funding of another 9 strategic initiatives in park planning is recommended for deferral – after a determination as to the outlook for major park project funding. Sufficient funds are identified to accomplish the planning work in the Recreational Development Fund if project funding becomes apparent during the course of FY2018.

As a service organization, expenditures for personnel account for a large percentage of the City's operating budget. One new position in the General Fund is included in the proposed budget to address a strategic initiative associated with reducing vehicle accidents in the City. One new position required in the Water and Sewer Fund has also been added to meet regulatory requirements.

The proposed budget does include a continuation of the step-based merit compensation system which results in increases of \$728,440 across all of the departments. For many years, the City's compensation system has also included a comprehensive analysis of market conditions for the various job classifications in the City. This has included salary survey information used to compare Rockwall salaries to the pre-selected 8 "market cities" to ensure that salaries are maintained at a competitive level. Maintaining internal equity has also always been a major factor considered as part of the market analysis. The proposed budget includes market adjustments within the Police and Fire Departments and a limited number of General Fund positions. Notably, market adjustments in the Fire Department positions are

market survey based, and market increases in Police Department positions are largely based on maintenance of internal equity. Fire and Police market raises account for \$194,251 of the proposed budget with another \$110,948 in a limited number of positions in the other departments.

“Market cities” were selected to be representative of cities with which the City of Rockwall competes (literally and conceptually) for hiring and keeping employees. Annual increases in all market cities have strongly influenced rates of pay and market adjustments for the various job classifications in the City. These market surveys have continued to reflect increasing levels of pay generally – and specifically for some several job classifications.

It should be noted that the FY2018 budget proposal does not include the salary comparison of one of the previously identified “market city” (Coppell) to determine the positions for which market salary adjustments are recommended. Survey data indicates that, overall (although not universally), salaries in that City currently have reached a point such that the City of Rockwall cannot (and perhaps should not) remain competitive with that city. If survey data for that particular city is used the number of market adjustments noted above would have increased from \$305,199 to \$691,823 - not an affordable cost for FY2018. Given our estimate of available revenues for the coming fiscal year, the City’s desire to maintain the 2018 Tax Rate at the Effective Rate and not exceed the Roll Back Rate, and the desire to maintain current service levels to Citizens; I made the decision to exclude Coppell’s compensation levels for the purposes of the proposed budget.

I would recommend, however, that during the course of the upcoming fiscal year, several measures be taken to further evaluate Rockwall’s compensation levels. These include:

- An examination of mid-year revenue performance to determine if circumstances warrant adjustments to budgeted revenue projections
- A mid-year salary survey to determine actual salary-related decisions made by all market cities
- A report to the Council, shortly after mid-year, outlining mid-year findings and a recommendations as to any mid-year adjustments that should/can be made at that time

It is also my recommendation that since it has been several years since a full compensation study has been performed, the Staff work with the Council to begin the development of a comprehensive, in-house study of employee compensation for FY2019.

## **WATER AND SEWER FUND**

Due to frequent rainfall, demand for water remains about 25% below the base year of 2012. Increased costs of wholesale treated water will again be experienced. The proposed FY2018 Annual Operating Budget reflects a 10% increase in Water and Sewer Rates effective in January 2018.

Deferred programs and equipment replacement will continue; however, financial recovery allows for the funding of some of the items previously deferred. Significant increases in expenditures for Sewer operations also result from regulatory pressures as the City meets its obligations for system and operational improvements. One new position has been proposed in the Sewer Operations division. This position will administer a new program related to regulatory obligations for eliminating the unnecessary

introduction of fats, oils, and grease (FOG) into the system - which may cause line stoppage, sewer backups, discharges, and treatment issues for the collection and treatment systems.

Despite continued lower than base year sales, the Water and Sewer Fund is expected to fully financially recover in FY18 such that we will exceed the City's financial policy goals for working capital (reserve) which had dropped to unacceptable levels as a result of successful conservation during and after the drought. This will have been accomplished over the course of the last few years by:

- Rate Increases
- Purchase Deferrals
- Discontinuing the transfer to the General Fund
- Paying Certificate of Obligation debt service from taxes rather than current W&S revenues
- Use of Debt Service Reserve in FY2018 to pay Certificate of Obligation debt service requirements

The use of Debt Service Fund Reserve that is significantly in excess of the goals set by the City will allow for a net increase in Water and Sewer Fund working capital of about \$1.5 million. This results in the Debt Service Fund reserves at about 112 days of operating expenses with bond covenants prescribing a minimum of 60 days. Due to uncertain future sales and continuing increases in prices, regulatory requirements, and major capital projects that we now know will occur about three years earlier than originally anticipated, the 112 days of working capital is a reasonable goal for the end of FY2018.

Most of the Water and Sewer Fund expenditure increases are for non-reoccurring costs. It is anticipated that in FY2019, then-current system revenue will be available to resume the Water and Sewer debt service requirements proposed to be paid by excess Debt Service Fund reserves in FY2018. The Water and Sewer Fund could make those payments with current revenue in FY2018; however, the proposed course of action is recommended in the interest of strengthening the Water and Sewer Fund. No resumption of the transfer of funds from the Water and Sewer Fund to the General Fund is proposed or recommended in FY2018 budget. Increasing working capital in the Water and Sewer Fund is favorable over resumption of the transfer to the General Fund (which three years ago was about \$600,000 annually).

It will be necessary to begin planning and design on a parallel sewer interceptor line to the treatment plant in Mesquite during the FY2018. This will require that about \$1.2 million dollars to be deposited with North Texas Municipal Water District to begin that work. This line is owned and operated jointly with the City of Heath and the City of Forney who will participate proportionately with both the design and cost of the project to parallel the interceptor line to increase its capacity. The project is required several years in advance of the schedule that had been previously anticipated. The required funds for planning and design will be refunded to the City upon issuance of the debt to fund the project. Funds previously slated for other system capital improvements will be used for this purpose which will delay some planned projects. Once the debt is issued to fund the interceptor construction (probably FY2020) the new debt will have a major impact on the debt service requirements of the Water and Sewer Fund. This matter will be discussed further during the budget workshop.

## EMPLOYEE BENEFITS FUND

The City's health insurance fund continues to perform well as it has the last several budgets. Just a few years ago, the fund had a negative balance and through focus on increasing employer and employee contributions and refining offerings we have been able to build a reserve balance of about 25% of our expenditures. In order to bolster the Workers Compensation Fund, which had larger than expected claims in the last two years, a one-time transfer will be made from Employee Benefits to Workers Compensation Fund.

### Notable Program Enhancements and Equipment Acquisitions

The following major vehicle, equipment acquisitions, capital, and program enhancement expenditures are proposed for funding in FY2018:

Department	Acquisition	Cost	Funding Source
Internal Operations	Myers Community Building Repairs	\$ 29,000	General Fund
Police Patrol	Traffic Officer - Motorcycle	\$ 120,020	General Fund
Parks and Recreation	Complete final downtown block	\$ 77,000	General Fund
Parks and Recreation	The Center AV Equipment	\$ 29,500	Rec Development
Streets	Street Repair Projects	\$1,400,000	General Fund
Sewer Operations	Condition Assessment	\$ 129,650	Water Sewer Fund
Sewer Operations	Fixed Lift Station Generators	\$ 364,000	Water Sewer Fund

Deferral of a number of vehicle and equipment purchases obviously indicates for upcoming years one (or several) of the following will likely be required to fund future needs to avoid impacting citizen service levels:

- Adding revenue and/or new revenue sources to meet these and other future needs
- Using other methods of financing major equipment purchases will be required – such as resuming the previous practice of issuing a significant amount of short-term debt for equipment acquisitions annually
- Implementing certain strategic initiatives targeting increased revenue for the City some of which have been begun as a part of departmental Strategic Plans
- Experiencing “normal” water revenues such that the historic transfer from the Water and Sewer Fund may resume to the General Fund – a challenge considering the continued and upcoming increases in the costs of water and sewer supply and services (both over the course of the last several years and in the next several years) although despite the lack of “normal” water consumption years it is anticipated that FY2018 budget will complete the “recovery” of that fund to an acceptable financial condition.

I believe that the Proposed FY2018 Annual Budget is both a responsible and conservative approach to guiding the City's activities for the coming year. I would like to thank all Department Heads and all of those who contributed to the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager, Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

I would also like to thank the Mayor and Council in advance for the time and study that I know each of you will invest in the evaluation of the budget proposal. As always, if you have any questions about the proposed budget, please do not hesitate to contact Mary Smith or me.

Respectfully Submitted,

Rick Crowley  
City Manager



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Jeffrey Widmer, Director of Building Inspections and Code Enforcement  
**DATE:** July 14, 2017  
**SUBJECT:** Population Estimates

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COG reported our 1/1/17 population as 42,120. In keeping with adopted policy, we have calculated the population estimate for 1/1/2018. We averaged 33 single family permits per months from 1/1/17 – 5/31/17. Typically we have taken a conservative approach and assumed we will continue to issue the same average number of permits for the remainder of the calendar year. Using this premise, we will end the year with 396 single family permits issued. COG recognizes 2.897 residents per single family dwelling and an occupancy factor of .967 in the City of Rockwall. COG recognizes 1.835 residents per multi-family unit with an occupancy rate of .951.

1/1/17 COG Population Estimate	42,120	
396 X 2.897 X .967 =	1,109	Single family
0 X 1.835 X .951 =	<u>0</u>	Multi-family
1/1/18 Population Estimate	43,229	

**Using this methodology the City 1/1/2018 population will be 43,229.**



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2017  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$5,238,256,063 and includes senior values of \$513,283,494 and new improvements of \$141,776,810. The certified value reflects an increase of 11.11% over the prior year of which 3.01% is from new values.

A tax rate of 42.36 cents per hundred dollars of assessed value was used to prepare the 2017-18 Proposed Annual Budget.

The City's debt service rate is calculated to be 17.82 cents and the proposed operations rate would be 24.54 cents for a proposed combined rate of 42.36 cents per hundred dollars of assessed value. A penny on the tax rate generates \$472,479. Our Effective Tax Rate is 42.3671 cents and the Rollback Rate is 42.3729 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY17.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget anticipates issuance of \$11million in new voter-approved debt during the fiscal year. These are construction dollars approved in the 2012 bond election road projects. We may also elect to restructure some outstanding debt for interest savings but that will be market driven and determined later in the calendar year.

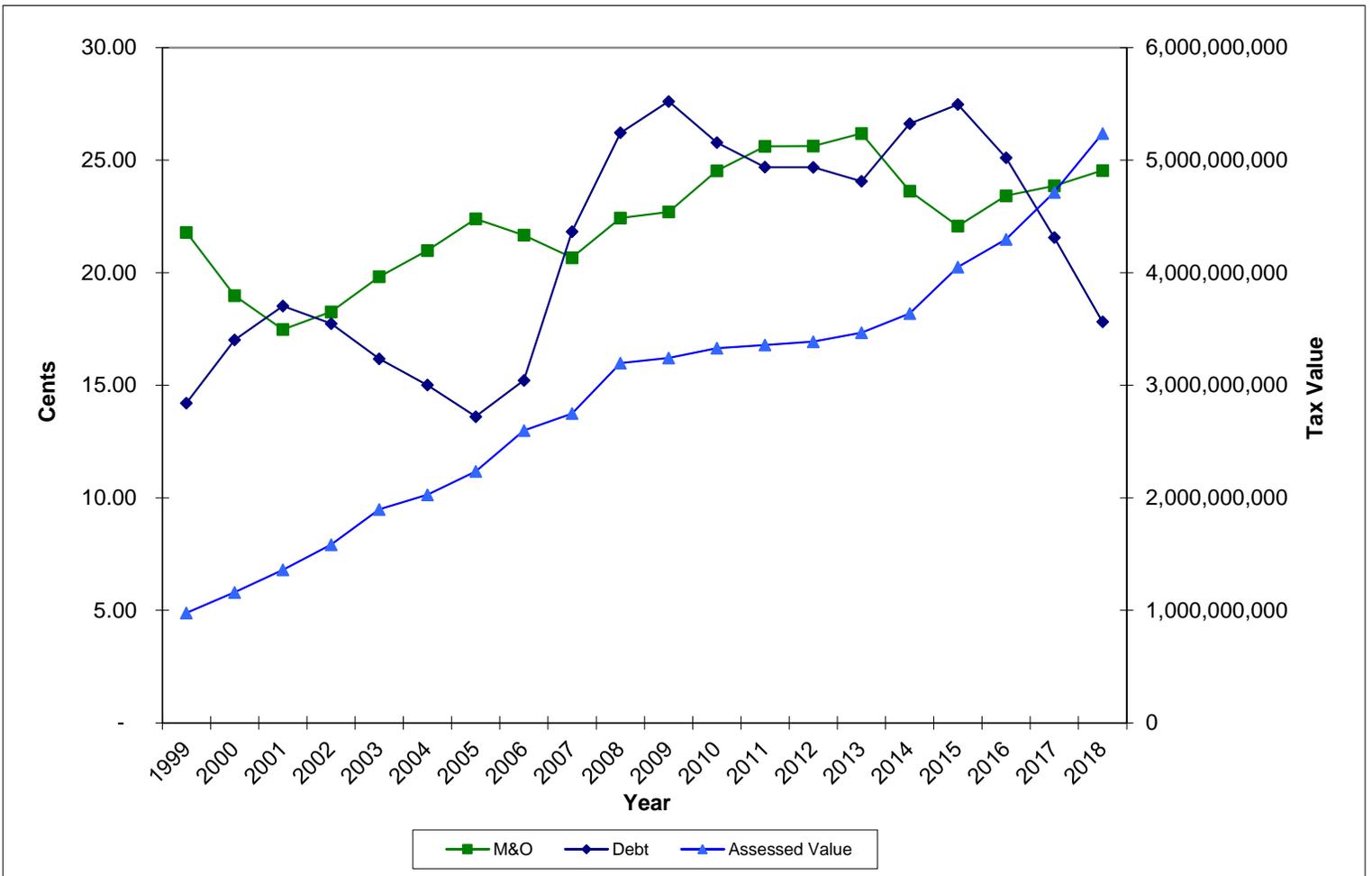
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 42.36 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 5<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 18<sup>th</sup> Council agenda.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.37	55.02
2015	4,050,756,693	11.35%	22.07	27.48	49.55	99.44%	49.55	51.98
2016	4,297,271,069	6.09%	23.42	25.11	48.53	99.56%	48.53	49.38
2017	4,714,674,107	9.71%	23.86	21.57	45.43	99.40%	45.4345	45.4373
2018	5,238,256,063	11.11%	24.54	17.82	42.36	proj 98.00%	42.3671	42.3729



## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	10,964,634	10,122,850	10,738,300	9,216,300
Total Expenditures	9,696,147	9,631,200	9,631,200	11,223,500
Excess Revenues Over (Under) Expenditures	1,268,487	491,650	1,107,100	(2,007,200)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	1,268,487	491,650	1,107,100	(2,007,200)
Fund Balance - Beginning	936,769	793,820	2,205,255	3,312,355
Fund Balance - Ending	2,205,255	1,285,470	3,312,355	1,305,155

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4001	Interest Earnings	12,502	250	17,250	12,000
4100	Current Taxes	10,408,698	9,662,600	9,787,900	8,734,300
4105	Delinquent Taxes	54,844	70,000	85,150	70,000
4110	Penalty & Interest	53,572	50,000	50,000	50,000
4460	Building Lease	13,905	15,000	15,000	-
4674	Roadway Impact Fees	421,113	325,000	783,000	350,000
<b>Total Revenues</b>		<b>10,964,634</b>	<b>10,122,850</b>	<b>10,738,300</b>	<b>9,216,300</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Debt Service	9,580,639	9,631,200	9,631,200	11,223,500
<b>Total Expenditures</b>	<b>9,696,147</b>	<b>9,631,200</b>	<b>9,631,200</b>	<b>11,223,500</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
208	E.S. Corp Contract	115,507	-	-	-
750	Admin. Fees	25,855	20,000	20,000	20,000
752	Bonds - Principal	4,910,000	5,105,000	5,105,000	5,850,500
754	Bonds - Interest	3,259,634	3,240,400	3,240,400	3,368,100
768	Certificates - Principal	1,085,000	1,080,000	1,080,000	1,820,000
770	Certificates - Interest	300,151	185,800	185,800	164,900
<b>Total Debt Service</b>		<b>9,696,147</b>	<b>9,631,200</b>	<b>9,631,200</b>	<b>11,223,500</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2017  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$94,380,072, resulting in a captured value of \$86,154,822. This is a valuation increase of 6.37%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. City property taxes to the Zone should total \$364,952. The recent amendment to the Amended and Restated agreement with the Hilton owners required an upfront payment of five years of payment in lieu of taxes which has been received.

Due to the significant savings generated from debt restructuring, the annual principal and interest payment to be covered by the TIF is nearly 50% lower than FY16. The next significant increase in payments will occur in FY2019.

Sales taxes have been estimated for fiscal year 2018 at \$281,500. 100% of the City's sales tax generated in the TIF is revenue to the zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	1,150,924	729,100	904,250	702,150
Total Expenditures	950,973	697,350	697,350	644,500
Excess Revenues Over (Under) Expenditures	199,951	31,750	206,900	57,650
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	199,951	31,750	206,900	57,650
Fund Balance - Beginning	127,659	766,398	327,610	534,510
Fund Balance - Ending	327,610	798,148	534,510	592,160

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4100	Current Taxes	621,858	336,050	349,450	365,850
4105	Delinquent Taxes	-	-	1,750	-
4150	Sales Taxes	290,923	276,000	276,000	281,500
4155	Beverage Sales Taxes	39,327	33,000	33,000	33,000
4680	Developers Contribution	198,816	84,050	244,050	21,800
<b>Total Revenues</b>		<b>1,150,924</b>	<b>729,100</b>	<b>904,250</b>	<b>702,150</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Debt Service	950,973	697,350	697,350	644,500
<b>Total Expenditures</b>	<b>950,973</b>	<b>697,350</b>	<b>697,350</b>	<b>644,500</b>

**LONG TERM DEBT**

**Fund**

05 Harbor Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
768	Certificates - Principal	565,000	315,000	315,000	270,000
770	Certificates - Interest	385,973	382,350	442,950	435,100
<b>Total Debt Service</b>		<b>950,973</b>	<b>697,350</b>	<b>757,950</b>	<b>705,100</b>

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	32,542,592	34,044,150	35,275,450	36,066,050
Total Operating Expenditures	29,703,433	31,315,550	31,802,350	32,723,950
Capital Reserve Expenditures	-	2,091,150	2,091,150	-
Excess Revenues Over (Under) Expenditures	2,839,158	637,450	1,381,950	3,342,100
Net Other Financing Sources (Uses)	(3,070,100)	(2,833,500)	(2,833,500)	(3,128,000)
Net Gain (Loss)	(230,942)	(2,196,050)	(1,451,550)	214,100
Fund Balance - Beginning	11,707,871	10,709,878	11,476,929	10,025,379
Fund Balance - Ending	11,476,929	8,513,828	10,025,379	10,239,479

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4100	Current Taxes	9,705,849	10,689,500	10,990,000	12,214,700
4105	Delinquent Taxes	48,743	60,000	79,000	60,000
4110	Penalty & Interest	49,597	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>9,804,189</b>	<b>10,809,500</b>	<b>11,129,000</b>	<b>12,334,700</b>
4150	Sales Taxes	15,373,514	15,791,200	15,977,050	16,190,000
4155	Beverage Taxes	233,188	245,000	233,000	245,000
<b>Total Sales Taxes</b>		<b>15,606,702</b>	<b>16,036,200</b>	<b>16,210,050</b>	<b>16,435,000</b>
4201	Electrical Franchise	1,727,420	1,795,000	1,795,000	1,795,000
4203	Telephone Franchise	143,322	150,000	150,000	150,000
4205	Gas Franchise	437,481	450,000	404,000	400,000
4207	Cable TV Franchise	624,089	775,000	680,000	625,000
4209	Garbage Franchise	255,348	235,000	235,000	235,000
<b>Total Franchise</b>		<b>3,187,660</b>	<b>3,405,000</b>	<b>3,264,000</b>	<b>3,205,000</b>
4250	Park & Recreation Fees	26,188	35,000	35,000	35,000
4251	Municipal Pool Fees	32,090	22,000	22,000	22,000
4253	Center Rentals	48,756	39,500	39,500	39,500
4255	Harbor Rentals	3,065	10,000	10,000	10,000
4260	Tax Certificate Fees	-	250	250	250
4270	Code Enforcement Fees	48,892	5,000	48,000	5,000
4280	Zoning Request Fees	46,841	35,000	52,000	35,000
4283	Construction Inspection	441,026	300,000	530,000	425,000
4295	Fire - Plans	12,323	15,000	4,500	4,500
<b>Total Fees</b>		<b>659,181</b>	<b>461,750</b>	<b>741,250</b>	<b>576,250</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4300	Building Permits	900,976	800,000	1,322,000	1,000,000
4302	Fence Permits	24,275	20,000	22,000	20,000
4304	Electrical Permits	27,774	30,000	26,000	30,000
4306	Plumbing Permits	48,307	40,000	40,000	40,000
4308	Mechanical Permits	48,928	39,000	49,500	39,000
4310	Daycare Center Permits	4,210	3,000	4,250	3,000
4312	Health Permits	89,505	89,550	91,700	102,000
4314	Sign Permits	19,181	26,000	20,000	20,000
4288	Beverage Permits	8,943	10,000	14,000	10,000
4320	Miscellaneous Permits	60,653	45,000	52,000	50,000
Total Permits		1,232,751	1,102,550	1,641,450	1,314,000
4400	Court Fines	542,176	500,000	500,000	525,000
4402	Court Fees	139,366	165,000	165,000	165,000
4404	Warrant Fees	82,951	90,000	90,000	90,000
4406	Court Deferral Fees	271,627	285,000	275,000	285,000
4408	Animal Registration Fees	5,843	7,000	7,000	7,000
4414	Alarm Fees and Fines	46,518	45,000	57,000	45,000
Total Municipal Court		1,088,481	1,092,000	1,094,000	1,117,000
4001	Interest Earnings	37,215	35,500	73,000	75,000
4007	Sale of Supplies	757	500	500	500
4010	Auction/Scrap Proceeds	136	40,000	46,050	40,000
4019	Miscellaneous	53,823	20,000	25,000	20,000
4480	Tower Leases	46,365	51,000	51,000	51,000
4680	Developer Contributions	-	104,000	104,000	-
Total Miscellaneous		138,296	251,000	299,550	186,500
4500	Grant Proceeds	120,860	86,000	96,000	-
4510	School Patrol	353,056	405,000	405,000	405,000
4520	County Contracts	1,200	1,000	1,000	1,000
4530	City Contracts	350,216	394,150	394,150	491,600
Total Intergovernmental		825,332	886,150	896,150	897,600
Total Revenues		32,542,592	34,044,150	35,275,450	36,066,050

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
<b>Other Financing Sources</b>				
Operating Transfers In:				
From Water & Sewer	-	-	-	-
From Recreational Development	-	-	-	-
From Court Security/Tech Fees	30,500	25,000	25,000	25,000
From Recycling Fund	-	33,000	33,000	-
From Seized Funds	-	208,500	208,500	-
From Siren Fund	-	25,000	25,000	-
<b>Total Other Financing Sources</b>	<b>30,500</b>	<b>291,500</b>	<b>291,500</b>	<b>25,000</b>
<b>Other Financing Uses</b>				
Operating Transfers Out:				
To Rec. Dev. Fund	168,600	-	-	-
To Radio Fund	160,000	640,000	640,000	43,000
To Airport Fund	15,000	30,000	30,000	-
To Employee Benefit Fund (Ins.)	2,500,000	2,500,000	2,500,000	2,500,000
To Workers Compensation Fund	100,000	150,000	150,000	175,000
To Tech. Replacement Fund	157,000	175,000	175,000	185,000
To Vehicle Replacement Fund	-	100,000	100,000	250,000
<b>Total Other Financing Uses</b>	<b>3,100,600</b>	<b>3,595,000</b>	<b>3,595,000</b>	<b>3,153,000</b>
Less Capital Reserve	-	470,000	470,000	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,070,100)</b>	<b>(2,833,500)</b>	<b>(2,833,500)</b>	<b>(3,128,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
10	01	Mayor/Council	107,997	124,450	134,400	125,950
10	05	Administration	1,738,077	1,883,350	2,009,600	1,979,500
10	06	Administrative Services	450,570	563,150	532,350	560,300
10	09	Internal Operations	1,828,916	2,103,000	2,108,800	2,162,750
15	11	Finance	619,172	750,100	681,250	781,050
15	15	Municipal Court	389,913	468,400	459,650	463,200
20	25	Fire Operations	3,332,177	3,371,800	3,379,800	3,522,250
20	29	Fire Marshal	424,699	519,200	520,750	581,600
30	31	Police Administration	1,031,806	1,440,650	1,405,650	1,238,550
30	32	Communications	1,126,084	1,215,550	1,192,500	1,300,650
30	33	Patrol	5,630,898	6,138,700	5,981,650	5,753,500
30	34	CID	1,259,265	1,281,450	1,353,900	1,345,050
30	35	Community Services	990,245	940,900	953,100	985,850
30	36	Warrants	230,532	237,050	237,750	254,600
30	37	Records	448,467	455,150	476,000	494,650
40	41	Planning	553,943	733,150	732,500	781,300
40	42	Neighborhood Improv.	487,584	532,950	536,150	540,100
40	43	Building Inspections	737,205	749,600	740,050	730,350
45	45	Parks	2,015,168	2,567,800	2,671,500	2,569,750
45	46	Harbor O&M	409,722	499,900	499,900	542,100
45	47	Recreation	863,348	914,200	906,700	896,250
45	48	Animal Services	631,884	712,550	718,700	638,650
50	53	Engineering	1,114,244	1,138,450	1,135,300	1,115,050
50	59	Streets	3,281,518	3,595,200	4,055,550	3,360,950
			29,703,433	32,936,700	33,423,500	32,723,950
Less Capital Reserve			-	1,621,150	1,621,150	-
<b>Total Operating Expenditures</b>			<b>29,703,433</b>	<b>31,315,550</b>	<b>31,802,350</b>	<b>32,723,950</b>

## DIVISION SUMMARY

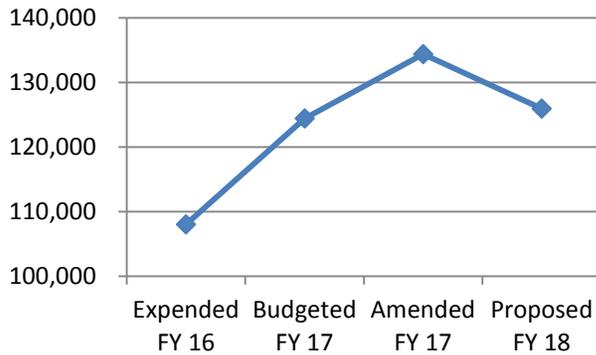
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

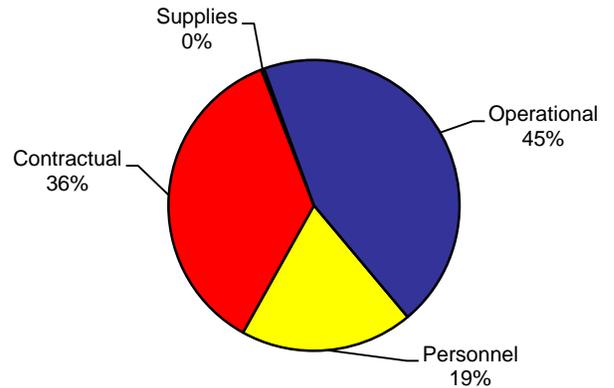
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	23,648	24,200	24,200	24,200
Contractual	48,722	43,850	47,400	45,350
Supplies	182	400	400	400
Operational	35,446	56,000	62,400	56,000
<b>Total</b>	<b>107,997</b>	<b>124,450</b>	<b>134,400</b>	<b>125,950</b>

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
101 SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	1,148	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	23,648	24,200	24,200	24,200
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIAL	45,435	40,500	44,050	42,000
231 SERVICE MAINTENANCE CONTRACTS	3,287	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	48,722	43,850	47,400	45,350
<i>SUPPLIES</i>				
310 PRINTING & BINDING	182	300	300	300
347 GENERAL MAINTENANCE SUPPLIES	-	100	100	100
<i>SUPPLIES Totals</i>	182	400	400	400
<i>OPERATIONS</i>				
402 YOUTH ADVISORY COUNCIL	2,942	3,000	3,000	3,000
404 ELECTION EXPENSES	3	10,500	10,500	10,500
410 DUES & SUBSCRIPTIONS	13,263	12,500	12,500	12,500
420 AWARDS	4,553	10,000	10,000	10,000
428 MEETING EXPENSES	3,289	3,000	3,000	3,000
430 TUITION & TRAINING	2,290	3,000	4,200	3,000
436 TRAVEL	9,106	14,000	19,200	14,000
<i>OPERATIONS Totals</i>	35,446	56,000	62,400	56,000
<b>MAYOR/COUNCIL Totals</b>				
	<b>107,997</b>	<b>124,450</b>	<b>134,400</b>	<b>125,950</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

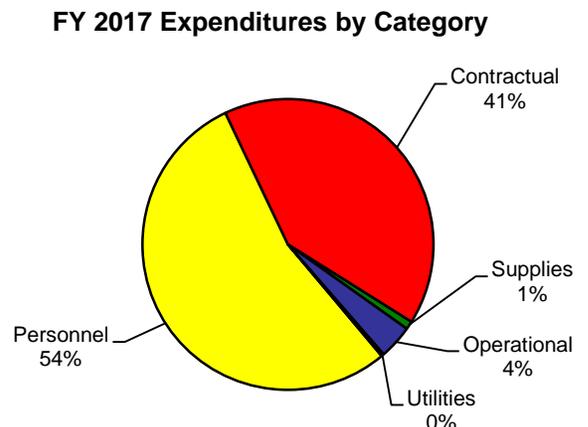
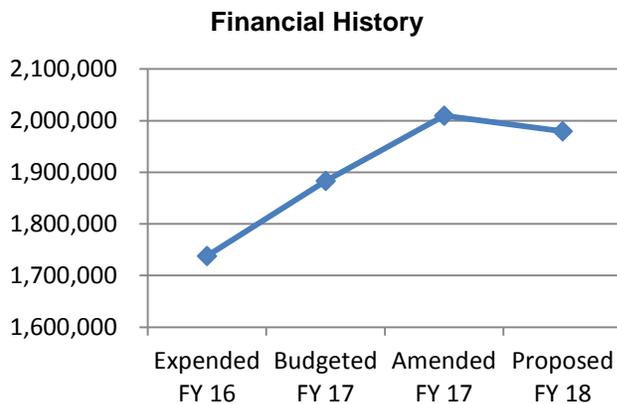
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	968,782	1,037,200	1,036,900	1,069,650
Contractual	701,906	748,800	879,150	811,500
Supplies	22,828	18,000	17,200	18,000
Operational	38,274	73,750	70,750	74,750
Utilities	6,289	5,600	5,600	5,600
<b>Total</b>	<b>1,738,078</b>	<b>1,883,350</b>	<b>2,009,600</b>	<b>1,979,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	534,218	551,350	551,350	558,450
104 SALARIES & WAGES-CLERICAL	239,730	264,900	264,900	288,050
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,759	6,150	5,850	6,250
120 FICA & MEDICARE EXPENSE	47,997	52,150	52,150	54,000
122 T.M.R.S. RETIREMENT EXPENSE	140,478	161,750	161,750	162,000
<i>PERSONNEL SERVICES Totals</i>	968,782	1,037,200	1,036,900	1,069,650

*CONTRACTUAL*

207 APPRAISAL & COLLECTION	233,309	250,000	216,500	243,750
208 EMERGENCY SERVICES CORP	182,836	170,150	185,900	60,200
211 LEGAL	127,128	140,000	203,000	200,000
213 CONSULTING FEES	14,399	42,700	42,700	42,700
231 SERVICE MAINTENANCE CONTRACTS	22,412	23,500	23,500	45,500

<b>Notes:</b>	Swagit Streaming Video
The Swagit streaming video service for Council and PZ meetings includes an annual maintenance agreement which is \$22,000.	
*CITY MANAGER'S COMMENTS: Approved	

233 ADVERTISING	3,411	6,000	6,000	6,000
236 COMMUNITY SERVICES	85,952	86,450	141,150	140,850

<b>Notes:</b>	Community Programs
Amended Budget: Star Transit increase approved mid-year increased budget by \$54,200	
Proposed Budget: \$102,099 STAR Transit (reduction of \$20,544) 35,000 Meals on Wheels Senior Services (increase of \$5,000) 3,000 Parades 750 Sheriff's Posse insurance	
\$140,850 Total	
*CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,656	5,000	5,000	5,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
243 BUILDING LEASE	20,500	20,500	50,100	63,000

<b>Notes:</b>	Parking Leases
\$30,000 Cain Restroom Building 20,000 Hance Parking lot 12,000 Cain Parking lot 1,000 Slaughter Access Easement  *CITY MANAGER'S COMMENTS: Approved	

254 RECORDING FEES	7,304	4,000	4,800	4,000
<i>CONTRACTUAL Totals</i>	701,906	748,800	879,150	811,500
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	2,219	3,000	2,200	3,000
310 PRINTING & BINDING	20,608	14,500	14,500	14,500
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	22,828	18,000	17,200	18,000
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	10,907	20,000	15,000	20,000
422 EMPLOYEE ACTIVITIES	-	14,000	14,000	14,000
428 MEETING EXPENSES	10,576	9,500	11,500	10,500
430 TUITION & TRAINING	5,772	8,450	8,450	8,450
436 TRAVEL	11,018	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	38,274	73,750	70,750	74,750
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	6,289	5,600	5,600	5,600
<i>UTILITIES Totals</i>	6,289	5,600	5,600	5,600
<b>ADMINISTRATION Totals</b>	<b>1,738,078</b>	<b>1,883,350</b>	<b>2,009,600</b>	<b>1,979,500</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

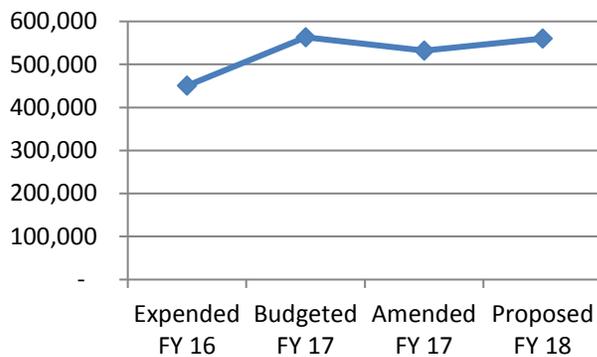
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	388,615	502,600	471,550	493,450
Contractual	3,509	7,050	7,050	7,050
Supplies	862	2,500	2,500	3,000
Operational	54,586	48,200	48,450	53,700
Utilities	2,998	2,800	2,800	3,100
<b>Total</b>	<b>450,570</b>	<b>563,150</b>	<b>532,350</b>	<b>560,300</b>

### Personnel Schedule

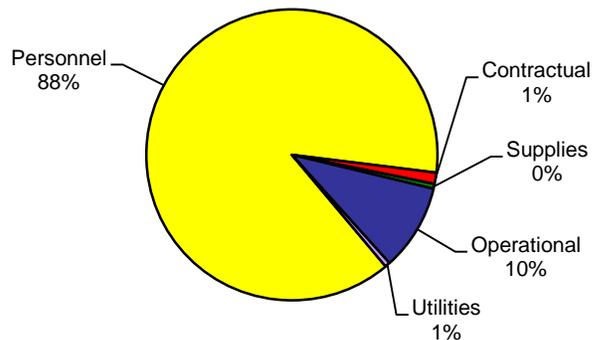
<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	22	1	1
HR Analyst	18	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 06 Administrative Services
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	141,734	146,300	146,300	146,300
104 SALARIES & WAGES-CLERICAL	160,098	242,950	212,950	236,900
112 INCENTIVE PAY	4,135	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	1,500
114 LONGEVITY PAY	2,815	4,200	3,150	2,850
120 FICA & MEDICARE EXPENSE	21,668	28,650	28,650	28,200
122 T.M.R.S. RETIREMENT EXPENSE	50,459	63,700	63,700	62,700
128 UNEMPLOYMENT INSURANCE	6,506	5,000	5,000	5,000

*PERSONNEL SERVICES Totals*      388,615      502,600      471,550      493,450

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	3,509	7,050	7,050	7,050
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*CONTRACTUAL Totals*      3,509      7,050      7,050      7,050

*SUPPLIES*

301 OFFICE SUPPLIES	296	1,000	1,000	1,000
310 PRINTING & BINDING	566	1,000	1,000	1,500

<b>Notes:</b>	<a href="#">Additional Materials</a>
<a href="#">Additional in-house training &amp; development programs course materials</a>	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
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*SUPPLIES Totals*      862      2,500      2,500      3,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,202	2,600	2,600	2,600
415 RECRUITING EXPENSES	55	-	250	-
420 AWARDS	6,320	7,500	7,500	9,500

<b>Notes:</b>	<a href="#">Service &amp; Recognition</a>
<a href="#">There are more 20, 25, 30, 35 and 40 year award recipients this year. The cost of plaques and gifts have increased.</a>	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

422 EMPLOYEE ACTIVITIES	14,102	1,000	1,000	1,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Administrative Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
430 TUITION & TRAINING	4,277	3,500	3,500	5,000

<b>Notes:</b>	Increase staff training
Advanced training sessions for new Organizational Development administrator are included.	
*CITY MANAGER'S COMMENTS: Approved	

432 EDUCATION REIMBURSEMENT	3,800	11,400	11,400	11,400
435 EMPLOYEE DEVELOPMENT	15,412	14,200	14,200	14,200

<b>Notes:</b>	Employee Development
Leadership Academy - Police & Fire - \$18,000 Professional Development (city-wide) - \$22,000 (professional development programs for entry level positions and comprehensive program for supervisory positions - average cost per participant \$65, approx. 333 participants)	
*CITY MANAGER'S COMMENTS: Disapproved	

436 TRAVEL	8,418	8,000	8,000	10,000
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<b>Notes:</b>	Additional staff training
Travel associated with state and national conferences	
*CITY MANAGER'S COMMENTS: Approved	

<i>OPERATIONS Totals</i>	54,586	48,200	48,450	53,700
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*UTILITIES*

507 CELLULAR TELEPHONE	2,998	2,800	2,800	3,100
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<i>UTILITIES Totals</i>	2,998	2,800	2,800	3,100
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<b>ADMINISTRATIVE SERVICES Totals</b>	<b>450,570</b>	<b>563,150</b>	<b>532,350</b>	<b>560,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	09 Internal Operations

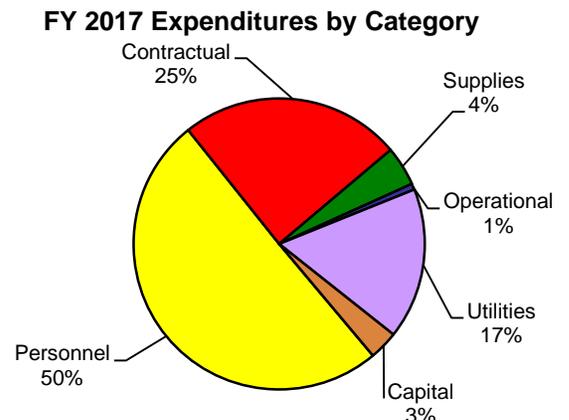
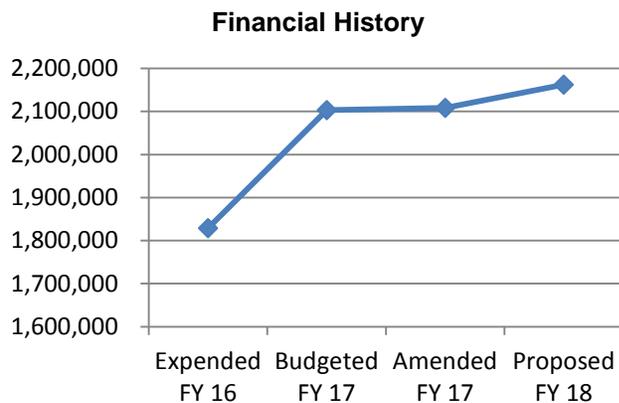
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	907,212	1,060,500	1,058,800	1,089,450
Contractual	451,663	537,300	537,300	531,600
Supplies	88,626	84,900	84,900	94,900
Operational	5,915	18,500	18,500	14,600
Utilities	374,897	376,800	384,300	362,800
Capital	604	25,000	25,000	69,400
<b>Total</b>	<b>1,828,916</b>	<b>2,103,000</b>	<b>2,108,800</b>	<b>2,162,750</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	25	1	1
Network Administrator	26	1	1
PIO/Marketing Manager	22	-	1
Network Technician	19	1	1
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	202,614	216,100	216,100	228,050
104 SALARIES & WAGES-CLERICAL	182,109	274,050	274,050	282,900

Notes:	Additional IT Technician
<p>A new position is requested in the Internal Operations Department to help with desktop support and IT network administration. While most requests are resolved within 30 minutes or less, many can take hours to resolve. This new position would provide valuable backup and provide knowledge about the network beyond more than one person in the department. The City's 2-member IT Network Team is currently responsible for desktop support, maintenance, and management for the following:</p> <ul style="list-style-type: none"> <li>- 303 network customers</li> <li>- 11 physical servers</li> <li>- 41 virtual servers</li> <li>- 2 SAN (storage area network)</li> <li>- 24 Network switches</li> <li>- 212 Desktop computers</li> <li>- 85 Laptops</li> <li>- 40+ iPads</li> <li>- 45 Printers</li> <li>- 215 VOIP phones</li> <li>- 7 - NAS Units</li> <li>- 17 Tier 1 applications</li> <li>- 16 Wireless access points</li> <li>- 30 UPS units</li> </ul> <p>The City's IT staff has not increased since 2004 and during this time, an additional 55 new employees have been added. Additionally, these two employees are also responsible for maintaining 3 websites and a multitude of specialized software applications. In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member.</p> <p>Proposed Grade: 19                      \$52,803 Salary                      12,678 Benefits                      200 Uniforms                      1,800 Computer                      1,000 Cell Phone                      \$68,481 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

107 SALARIES & WAGES-LABOR	331,590	349,900	349,900	355,100
109 SALARIES & WAGES-OVERTIME	3,849	6,000	6,000	4,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	9,895	12,350	10,650	11,600
120 FICA & MEDICARE EXPENSE	55,121	64,100	64,100	65,500
122 T.M.R.S. RETIREMENT EXPENSE	121,432	137,400	137,400	141,700
<i>PERSONNEL SERVICES Totals</i>	<u>907,212</u>	<u>1,060,500</u>	<u>1,058,800</u>	<u>1,089,450</u>

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
217 IT SERVICE	151,801	189,500	189,500	262,750

Notes:	New Projects
<p>\$55,020 Datamax – network consultant                      42,520 Internet service to all locations                      6,175 Charter Communications for I-Net                      17,000 Licensing (Client Access Licenses, Terminal Server, MS Windows)</p> <p>Datto Backup Solution                      The capacity of this appliance is 60TB. This request includes device, maintenance, support and off-site storage to Datto cloud. We currently backup approximately 15TB of data. Industry recommendation on sizing is 3 to 1. This allows for proper data retention and disaster recovery. Our current backup strategy is undersized and more suited to smaller environments. Our data retention is only 1 week in most cases. Data retention should be at least 30 days with monthly and annual snapshots. We have added 12 more servers in recent projects that we cannot backup with the existing system. The proposed solution would keep a local copy of our data as well as a replica set offsite using cloud technology. This would satisfy our Disaster Recovery needs. The current backup solution is unreliable and requires constant maintenance to try and accomplish at least a partial archival of our data. The City is and will continue to be at risk of data loss using the existing backup solution. The Department reviewed other backup solutions to compare costs: Barracuda (\$142,000), Unitrends (\$130,000) not including monthly costs.</p> <p>\$30,656 Siris3-60TB Datto Backup Appliance                      \$54,579 Monthly Support and Cloud Retention</p> <p>Datto 36TB NAS                      This device would provide storage for video and other high storage consumption file types. Examples: Sewer pipe video/photos, street assessment video/photos, parks video/photos, and all other video/photos associated with City Works asset management system. It is very expensive to keep these types of files on our Tier 1 storage device and backup. The proposed storage and backup strategies in this budget cannot accommodate these projects. This type of data will grow very quickly the next few years. We have no way to store with any sort of backup. This solution provides storage space and data protection through version control in the cloud. It will take many man hours to accumulate this data by various departments. We should offer some sort of protection of this data in the event of a virus, data corruption, hardware failure, etc.</p> <p>\$15,535 Datto NAS                      \$10,300 Support and Cloud Storage</p> <p>Barracuda Message Archiver                      Barracuda Message Archiver - We currently do not have an email message archiving solution in place. This device will help the IT Department to better manage email records and will also address capacity management Full Message Compression and deduplication to effectively manage storage limits.</p> <p>\$16,600 Barracuda Message Archiver</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
231 SERVICE MAINTENANCE CONTRACTS	160,236	141,800	141,800	154,600

<b>Notes:</b>	<b>Service Maintenance Contracts</b>
<p>The line item has increased due to security camera and door security increase of \$10,000. Several new door badge readers were added as well as the cameras and access control for Cain's Corner restrooms. Additional WiFi devices for IT \$2,000.</p> <p>Fire Alarms / Extinguishers \$5,215                  Fire Alarm Monitoring \$3,840                  Pest Control \$13,000                  Outdoor Warning Sirens \$11,775                  Emergency Generators \$6,560                  Coffee Service and Supplies \$19,500                  Bottled Water \$2,800                  Elevator Maintenance \$8,280                  (4 inspections)                  Access and Security (Securadyne) \$28,660                  Access and Sec Cameras (Tyco) \$33,548                  Telephone / Voicemail System \$14,556                  Verizon WiFi \$6,800</p> <p>Total: \$154,534</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

237 UNIFORM SERVICE	4,723	4,100	4,100	5,500
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<b>Notes:</b>	<b>Uniform Service</b>
<p>Increase in winter gear and uniform shirts.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

240 EQUIPMENT REPAIRS	7,646	8,000	8,000	8,000
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<b>Notes:</b>	<b>Budget Amendment</b>
<p>Additional \$1,000 to cover expenses for the remainder of the fiscal year.</p>	

242 EQUIPMENT RENTAL & LEASE	842	500	500	500
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Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
244 BUILDING REPAIRS	109,541	176,400	176,400	83,250

Notes:	New Projects
The additional funds are for the following:	
Harry Myers Community Center	
The foundation of this facility has shifted and needs to be repaired. It is also proposed that cosmetic upgrades be made to the flooring, interior painting, and ceiling of the rental portion of the facility (pool side enhancements will be proposed by PARD).	
\$ 9,000 Foundation repair 15,000 New vinyl flooring 2,000 Interior Painting <u>3,000</u> Partial deck removal and replacement \$29,000 Total	
Harry Myers Comm Center – Replace Broken Tables	
There are 20 tables at HMCC that need to be replaced. Most are cracked on the edges and are a hazard to those renting the facility.	
Total: \$4,250	
*CITY MANAGER'S COMMENTS: Approved	

246	VEHICLE REPAIRS	7,379	5,000	5,000	5,000
272	JANITORIAL SERVICES	9,496	12,000	12,000	12,000
	<i>CONTRACTUAL Totals</i>	451,663	537,300	537,300	531,600

*SUPPLIES*

301	OFFICE SUPPLIES	366	400	400	400
303	COMPUTER SUPPLIES	24,460	20,000	20,000	20,000
323	SMALL TOOLS	1,672	1,500	1,500	1,500
331	FUEL & LUBRICANTS	10,081	11,000	11,000	11,000
345	CLEANING SUPPLIES	21,879	22,000	22,000	22,000
347	GENERAL MAINTENANCE SUPPLIES	30,168	30,000	30,000	40,000

Notes:	Aging facilities
Request is to increase this line item due to aging facilities. This account supplies maintenance technicians with parts to repair a wide range of issues such as lights, electrical, plumbing, appliances.	
*CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	88,626	84,900	84,900	94,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	205	-	-	-
430 TUITION & TRAINING	2,150	4,000	4,000	7,600

<b>Notes:</b>	Additional Training
Dell Compellent Administration Training	
<p>This is a 4 day remote training class offering Administrator training on the Compellent 4020SC we purchased and deployed. This class is a comprehensive training program on how to properly manage and troubleshoot the Compellent SAN we purchased and deployed relative to the radio project. It is imperative we know how to manage this device as it is the storage hub of our network. This will allow the IT staff to properly manage and maintain our primary storage appliance. This training will be done online. \$4,995</p>	
*CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	3,560	14,500	14,500	7,000	
<i>OPERATIONS Totals</i>		<u>5,915</u>	<u>18,500</u>	<u>18,500</u>	<u>14,600</u>

*UTILITIES*

501 ELECTRICITY	211,679	202,000	202,000	180,000	
507 CELLULAR TELEPHONE	6,655	10,900	10,900	10,900	
508 TELEPHONE SERVICE	97,154	94,400	94,400	94,400	
510 NATURAL GAS SERVICE	8,403	17,500	17,500	17,500	
513 WATER	51,006	52,000	59,500	60,000	
<i>UTILITIES Totals</i>		<u>374,897</u>	<u>376,800</u>	<u>384,300</u>	<u>362,800</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	604	-	-	-
621 FIELD MACHINERY & EQUIPMENT	-	25,000	25,000	21,400

<b>Notes:</b>	New Field Equipment
Man Lift	
<p>The current man lift was purchased in 2002 and is experiencing problems with stability, lift safeties, outriggers not engaging properly and other issues which make use unsafe. The lift does not collapse in order to go under entry doors for interior use. Typical uses for this piece of equipment are repairing lights, electrical, maintaining and repairing cord reels in fire stations, aerial heater repairs, ceiling repairs, painting or any time ladders are not tall enough or at dangerous heights.</p>	
\$11,000	
New Hard Surface Floor Scrubber	
<p>The request is for a new Speed Scrub hard surface floor scrubber. The existing floor scrubber is 12 years old and experiencing more down time due to age and long-term use. The new unit will be used for daily scrubbing and for heavy stripping of vinyl flooring throughout the city's facilities.</p>	
\$10,400	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
623 VEHICLES	-	-	-	48,000

<b>Notes:</b>	<b>New Vehicles</b>
<p>Unit 185 – 2000 Chevrolet ½ Ton Truck. 104,700 Miles. Condition: Poor                      This vehicle is used by a custodian on the day shift and again by one on the night shift. This vehicle has been in service since 2000 and is in poor condition. Over the life of the vehicle, the City has spent \$12,900 on maintenance and repairs, including such items as an AC compressor, transmission repairs, new radiator, and water pump.                      Proposed Replacement Vehicle:                      2018 Chevrolet ½ Ton Truck with lift gate \$24,000</p>	
<p>Unit 183 - 2001 Ford Ranger. 116,344 Miles. Condition: Poor                      This vehicle is used by a custodian on the day shift and again by one on the night shift. This vehicle was purchased as a used vehicle in 2003. Over the life of the vehicle, the City has spent \$12,854 on maintenance and repairs. Staff is reporting that the transmission is beginning to have signs of shifting problems. This truck has severe cooling system issues that will be costly to repair/replace. Replacement of the transmission and cooling system would certainly cost more than the current value of the vehicle.                      Proposed Replacement Vehicle:                      2018 Chevrolet ½ Ton Truck with lift gate \$24,000</p>	
<p>*CITY MANAGER'S COMMENTS: Approved</p>	

*CAPITAL Totals*      604      25,000      25,000      69,400

<b>INTERNAL OPERATIONS Totals</b>	<b>1,828,916</b>	<b>2,103,000</b>	<b>2,108,800</b>	<b>2,162,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

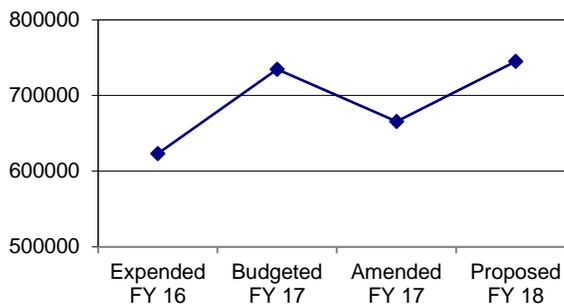
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	316,246	408,450	335,650	415,800
Contractual	240,152	261,150	273,100	292,750
Supplies	55,912	70,250	62,250	62,250
Operational	6,861	9,000	9,000	9,000
Utilities	-	1,250	1,250	1,250
<b>Total</b>	<b>619,171</b>	<b>750,100</b>	<b>681,250</b>	<b>781,050</b>

### Personnel Schedule

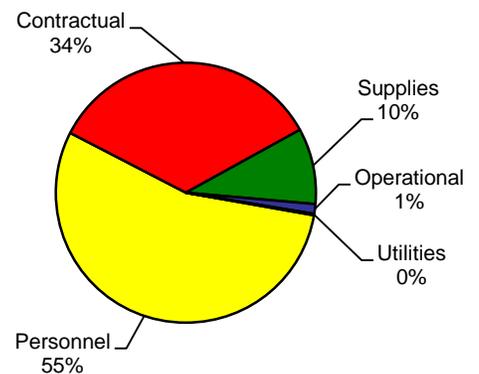
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	18	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	254,421	323,950	263,950	347,500
109 SALARIES & WAGES-OVERTIME	297	300	300	300
113 EDUCATION/CERTIFICATE PAY	-	-	300	300
114 LONGEVITY PAY	3,783	4,450	4,050	4,350
120 FICA & MEDICARE EXPENSE	19,070	25,400	22,200	20,200
122 T.M.R.S. RETIREMENT EXPENSE	38,676	54,350	44,850	43,150
<i>PERSONNEL SERVICES Totals</i>	<u>316,246</u>	<u>408,450</u>	<u>335,650</u>	<u>415,800</u>
<i>CONTRACTUAL</i>				
210 AUDITING	26,500	31,000	31,000	31,000
223 INSURANCE-SURETY BONDS	500	400	400	500
225 INSURANCE-AUTOMOBILES	39,101	41,000	46,750	49,050
227 INSURANCE-REAL PROPERTY	36,834	38,800	41,750	48,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	26,676	30,000	30,000	35,000
229 INSURANCE-LIABILITY	41,189	43,050	46,300	48,000
231 SERVICE MAINTENANCE CONTRACTS	61,316	68,200	68,200	72,000
233 ADVERTISING	818	1,000	1,000	1,000
235 BANK CHARGES	4,714	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	-	-	500
242 EQUIPMENT RENTAL & LEASE	2,504	2,700	2,700	2,700
<i>CONTRACTUAL Totals</i>	<u>240,152</u>	<u>261,150</u>	<u>273,100</u>	<u>292,750</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	2,004	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	29,095	28,000	28,000	28,000
307 POSTAGE	23,000	37,500	29,500	29,500
310 PRINTING & BINDING	1,212	2,000	2,000	2,000
347 GENERAL MAINTENANCE SUPPLIES	601	750	750	750
<i>SUPPLIES Totals</i>	<u>55,912</u>	<u>70,250</u>	<u>62,250</u>	<u>62,250</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,293	2,500	2,500	2,500
430 TUITION & TRAINING	2,496	2,500	2,500	2,500
436 TRAVEL	3,072	4,000	4,000	4,000
<i>OPERATIONS Totals</i>	<u>6,861</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	-	1,250	1,250	1,250
<i>UTILITIES Totals</i>	<u>-</u>	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>
<b>FINANCE Totals</b>	<b>619,171</b>	<b>750,100</b>	<b>681,250</b>	<b>781,050</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

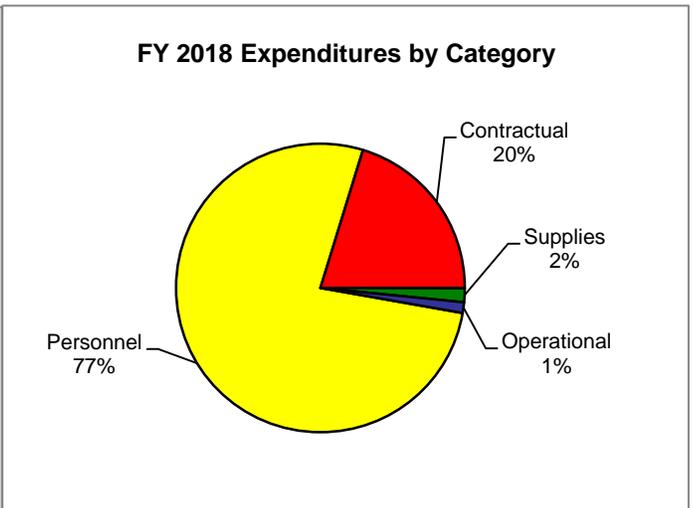
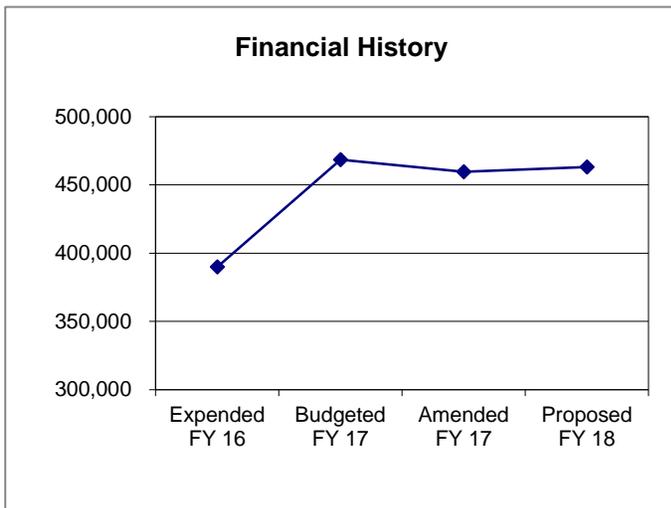
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	296,913	361,750	352,950	356,550
Contractual	86,640	93,900	93,900	93,900
Supplies	2,490	7,250	7,250	7,250
Operational	3,870	5,500	5,550	5,500
<b>Total</b>	<b>389,913</b>	<b>468,400</b>	<b>459,650</b>	<b>463,200</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	80,412	79,850	79,850	79,850
104 SALARIES & WAGES-CLERICAL	153,397	204,700	195,900	201,000
109 SALARIES & WAGES-OVERTIME	1,531	3,000	3,000	1,500
113 EDUCATION/CERTIFICATE PAY	900	900	900	600
114 LONGEVITY PAY	4,750	5,100	5,100	5,400
120 FICA & MEDICARE EXPENSE	17,802	21,700	21,700	21,700
122 T.M.R.S. RETIREMENT EXPENSE	38,121	46,500	46,500	46,500
<i>PERSONNEL SERVICES Totals</i>	<u>296,913</u>	<u>361,750</u>	<u>352,950</u>	<u>356,550</u>
<i>CONTRACTUAL</i>				
211 LEGAL	81,708	88,000	88,000	88,000
231 SERVICE MAINTENANCE CONTRACTS	150	-	-	-
240 EQUIPMENT REPAIRS	190	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,592	5,400	5,400	5,400
<i>CONTRACTUAL Totals</i>	<u>86,640</u>	<u>93,900</u>	<u>93,900</u>	<u>93,900</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	748	1,500	1,500	1,500
310 PRINTING & BINDING	1,742	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	-	750	750	750
<i>SUPPLIES Totals</i>	<u>2,490</u>	<u>7,250</u>	<u>7,250</u>	<u>7,250</u>
<i>OPERATIONS</i>				
407 JURY EXPENSE	530	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	318	500	500	500
415 RECRUITING EXPENSES	-	-	50	-
430 TUITION & TRAINING	840	1,000	1,000	1,000
436 TRAVEL	2,182	2,500	2,500	2,500
<i>OPERATIONS Totals</i>	<u>3,870</u>	<u>5,500</u>	<u>5,550</u>	<u>5,500</u>
<b>MUNICIPAL COURT Totals</b>	<b>389,913</b>	<b>468,400</b>	<b>459,650</b>	<b>463,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

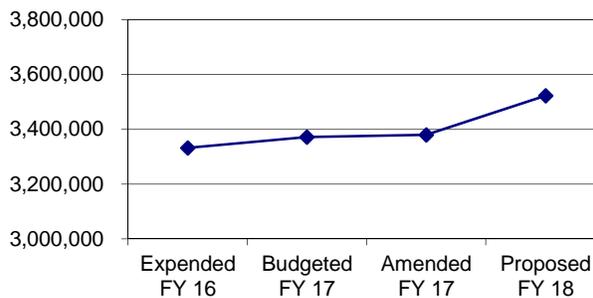
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	2,750,002	3,011,600	3,025,600	3,156,150
Contractual	162,417	220,000	218,000	211,800
Supplies	61,869	105,400	99,400	99,400
Operational	15,324	32,000	34,000	32,000
Utilities	2,674	2,800	2,800	2,800
Capital	339,893	-	-	20,100
<b>Total</b>	3,332,179	3,371,800	3,379,800	3,522,250

### Personnel Schedule

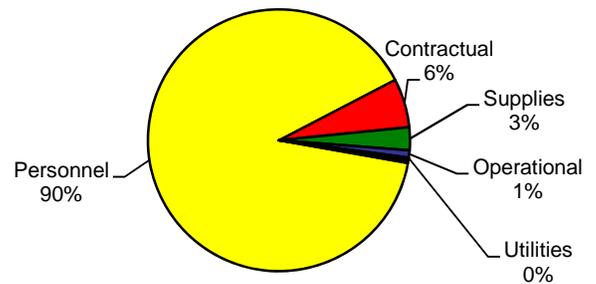
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Fire Chief	-	1	1
Assistant Fire Chief	32	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	18	18
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	153,658	152,500	176,500	148,050
104 SALARIES & WAGES-CLERICAL	88,837	54,050	58,650	45,200
107 SALARIES & WAGES-LABOR	1,617,014	1,782,700	1,782,700	2,015,500
109 SALARIES & WAGES-OVERTIME	240,925	297,000	297,000	207,000
113 EDUCATION/CERTIFICATE PAY	39,325	55,000	45,000	45,000
114 LONGEVITY PAY	35,825	43,200	38,600	40,200
115 VOLUNTEER-INCENTIVE PAY	85,367	99,500	99,500	99,500
120 FICA & MEDICARE EXPENSE	118,551	148,150	148,150	164,300
122 T.M.R.S. RETIREMENT EXPENSE	304,795	293,000	293,000	304,900
125 VOLUNTEER WATER DISCOUNT	3,030	-	-	-
126 VOLUNTEER PENSION	62,675	86,500	86,500	86,500
<i>PERSONNEL SERVICES Totals</i>	<u>2,750,002</u>	<u>3,011,600</u>	<u>3,025,600</u>	<u>3,156,150</u>
<i>CONTRACTUAL</i>				
222 DISABILITY INSURANCE	41,562	49,000	47,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	36,345	45,050	45,050	37,000
237 UNIFORM SERVICE	1,302	4,150	4,150	3,000
238 TRAINING REIMBURSEMENT	1,270	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	10,597	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	5,223	5,300	5,300	5,300
246 VEHICLE REPAIRS	66,118	95,000	95,000	95,000
<i>CONTRACTUAL Totals</i>	<u>162,417</u>	<u>220,000</u>	<u>218,000</u>	<u>211,800</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	726	1,500	1,500	1,500
310 PRINTING & BINDING	151	500	500	500
321 UNIFORMS	6,499	15,500	15,500	15,500
323 SMALL TOOLS	599	3,000	3,000	3,000
331 FUEL & LUBRICANTS	18,021	30,000	24,000	24,000
347 GENERAL MAINTENANCE SUPPLIES	4,799	9,900	9,900	9,900
378 FIRE PREVENTION SUPPLIES	197	1,000	1,000	1,000
379 FIRE FIGHTING SUPPLIES	30,877	44,000	44,000	44,000
<i>SUPPLIES Totals</i>	<u>61,869</u>	<u>105,400</u>	<u>99,400</u>	<u>99,400</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	4,742	9,000	9,000	9,000
415 RECRUITING EXPENSES	3,333	4,000	6,000	4,000
430 TUITION & TRAINING	4,229	9,000	9,000	9,000
436 TRAVEL	3,020	10,000	10,000	10,000
<i>OPERATIONS Totals</i>	<u>15,324</u>	<u>32,000</u>	<u>34,000</u>	<u>32,000</u>

UTILITIES

507	CELLULAR TELEPHONE	2,674	2,800	2,800	2,800
	<i>UTILITIES Totals</i>	2,674	2,800	2,800	2,800

CAPITAL

610	FURNITURE & FIXTURES	-	-	-	20,100
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<b>Notes:</b>	<b>Stair Stepping Machines</b>
<p>Fire Station 2, 3, and 4 need a stair stepping machine. In 2012 we purchased a Stairmaster Step mill machine for fire station 1 through a Fire Grant Program. Over the years this machine has received a lot of use and everyone realizes the multiple benefits of this machine. The Step mill has a lot of benefits. Firefighters need to have strong cardio and leg strength and this machine helps to provide that along with many other benefits. This machine is low impact and does not have the negative impact on the knees that running on the treadmill does. The fire station workout rooms are utilized by full time and volunteer firefighters as well as many members of our police department. \$20,100</p>	
<p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

617	RADIO EQUIPMENT	-	-	-	-
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<b>Notes:</b>	<b>Station Alerting Enhancements</b>
<p>The new radio system the County purchased included Station Alerting. The system included turning on lights in station, opening the speakers within the stations, having self-generated voice dispatching, turning off stoves / cook tops and opening bay doors. We were led to believe the system included three other components but we learned in May 2017 that the system and County contract did not include them. The components would allow the call information to be displayed on a 36" LED scrolling message board, allow the call message to be displayed on TV within station and a time out clock within the bay area. Displaying the call information on a TV and Message board takes the place of receiving the information on what we use to use as a rip and run printer. The rip and run was much too slow and caused delays in getting the apparatus enroute to the call. We are asking for these components to be placed into the budget so that we can have them as part of the station alerting package because it will assist in quicker response in being enroute to the call. \$24,000</p>	
<p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

621	FIELD MACHINERY & EQUIPMENT	339,893	-	-	-
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<b>Notes:</b>	<b>Total Field Equipment</b>
<p>Knox Key Secure Lock System and Tracking Software. The tracking software allows you to know when the key was removed, when it was returned and who removed it because each firefighter has a unique pass code. The box also has a strobe light to let you know the key has not been returned before you clear the scene. The Knox key opens the Knox lock box on all businesses with fire protection systems and some areas which do not have fire protection systems such as the downtown area. We also have Knox pad locks on all of the entry gates to subdivisions and businesses which have entry gates. Rockwall has 1,286 lock boxes and pad locks within our community. If a key is lost, all of the Knox lock box within the community would need the lock itself replaced which could cost thousands. It also can lose the trust of all of the business owners within the community if a key is lost and falls into the wrong hands. We have two chiefs, four engines, two ladders, three brush trucks which carry a key. So we would need 11 of the Knox Key Secure boxes, 11 magnetic mount antennas and the administrative software. This cost would be \$11,330 to outfit the fire operations with this secure lock box.</p>	
<p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<i>CAPITAL Totals</i>	339,893	-	-	20,100
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<b>FIRE OPERATIONS Totals</b>	<b>3,332,179</b>	<b>3,371,800</b>	<b>3,379,800</b>	<b>3,522,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

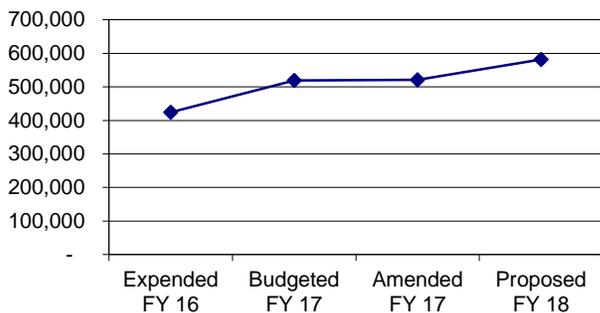
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	357,750	433,500	432,850	466,900
Contractual	8,034	17,200	17,200	16,500
Supplies	38,645	38,500	40,700	70,200
Operational	15,805	17,000	17,000	23,000
Utilities	4,465	5,000	5,000	5,000
Capital	-	8,000	8,000	-
<b>Total</b>	<b>424,699</b>	<b>519,200</b>	<b>520,750</b>	<b>581,600</b>

### Personnel Schedule

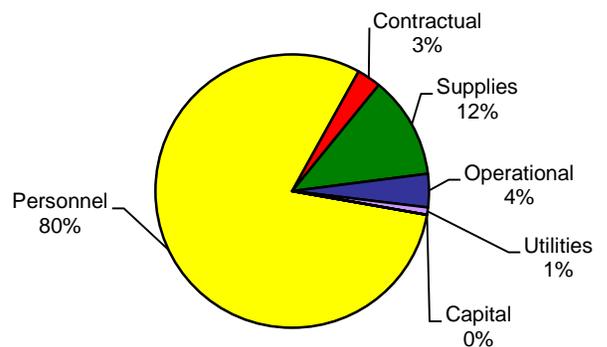
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Fire Marshal	32	1	1
Senior Fire Inspector-Captain	FM7	1	1
Fire Inspector/Investigator/Educator	FM6	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	108,204	112,350	112,350	123,850
104 SALARIES & WAGES-CLERICAL	-	37,550	37,550	38,300
107 SALARIES & WAGES-LABOR	171,673	189,500	189,500	206,100
109 SALARIES & WAGES-OVERTIME	3,168	7,000	7,000	5,000
113 EDUCATION/CERTIFICATE PAY	3,519	3,600	3,600	3,600
114 LONGEVITY PAY	1,988	2,000	1,350	1,600
120 FICA & MEDICARE EXPENSE	21,613	25,950	25,950	28,200
122 T.M.R.S. RETIREMENT EXPENSE	47,585	55,550	55,550	60,250

*PERSONNEL SERVICES Totals*      357,750      433,500      432,850      466,900

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,450	3,500	3,500	3,500
237 UNIFORM SERVICE	2,690	3,500	3,500	3,500
240 EQUIPMENT REPAIRS	208	500	500	500
242 EQUIPMENT RENTAL & LEASE	567	4,200	4,200	3,500
246 VEHICLE REPAIRS	2,119	5,000	5,000	5,000
261 CRIME SCENE SERVICES	-	500	500	500

*CONTRACTUAL Totals*      8,034      17,200      17,200      16,500

*SUPPLIES*

301 OFFICE SUPPLIES	1,319	1,500	1,500	1,500
310 PRINTING & BINDING	1,935	2,000	2,000	2,000
321 UNIFORMS	7,630	4,000	4,000	5,500
331 FUEL & LUBRICANTS	6,239	7,300	9,500	9,000
347 GENERAL MAINTENANCE SUPPLIES	237	500	500	500
373 INVESTIGATION SUPPLIES	2,629	3,000	3,000	3,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
378 FIRE PREVENTION SUPPLIES	14,810	16,000	16,000	20,500

<b>Notes:</b>	<b>Fire Explorer Program</b>
<p>We are requesting to add \$4,000 for training and application fees to establish a Fire Explorers Post so that young men and women can learn about the Rockwall Fire Department while providing a community service. The Post gives youth the opportunity to learn more about our volunteer fire fighter opportunities, community service, and become familiar with career opportunities available in the fire service. Members not only get a first-hand look at the fire service, they are given the opportunity to enjoy organized recreational activities, competitive events, and community interaction while working in a professional atmosphere. Exploring gives young people the opportunity to develop interpersonal, leadership and organizational skills. The objective of the training is to promote learning, teamwork, leadership and organization with a hands-on approach that allows the member to experience fire department operations under close supervision.</p> <p>The Rockwall Fire Marshal Division in partnership with the Fire Operations Division would support and operate its Explorer Post in accordance with the Explorer Leader Handbook published by the Boy Scouts of America. Every adult and youth member of the Post is expected to maintain a thorough knowledge of the policies, procedures, and guidelines provided in this publication. The Explorer Program would be open to young men and women ages 14 - 20. Items listed under Gear and most under Uniforms would not be annual expenses for the program. After the initial purchase, these items would only need to be replaced on a as-needed basis, making the program more cost effective after the first year.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	<b>Fire extinguisher training unit</b>
<p>We are requesting \$20,100 to purchase a Bullseye digital fire extinguisher training unit to replace our existing unit. We currently utilize a live fire-training unit that is a propane-fueled fire and uses real fire extinguishers. The current system can only be used outdoors and requires cleanup of the location after each use. While considering our options for repairing our existing unit, we decided that a fire extinguishing training unit that was cleaner, safer, cost effective, and easier to transport would serve our purpose better.</p> <p>The BullsEye extinguisher uses a conical laser to replicate discharge rather than depending on an actual extinguisher. The laser-driven extinguishers eliminate the need for time-consuming cleanup and allow training to take place entirely indoors, in any environment. LED-driven digital flames and a laser training extinguisher provides a dynamic and realistic simulation for trainees while eliminating the hazards associated with conventional fire extinguisher training.</p> <p>The R.A.C.E. Station includes a pull station, strobe light, smoke detector, annunciator, and an interactive 9-1-1 phone that allow our community to practice responding to an emergency from the moment they notice a fire.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
379 FIRE FIGHTING SUPPLIES	3,846	4,200	4,200	28,200

Notes:	New Gear various Programs
<p>Gear for Fire Explorers Adding \$16,500 for gear for our Fire Explorers program. This complete head-to-toe package provides all the proactive apparel needed. All equipment meets NFPA standards.</p> <p>Complete Firefighter Value Package includes: Turnout Coat Regular-rise pant Helmet with 4-inch Face Shield Nomex Fire Hood Rubber Fire Boots Gloves Suspenders Reflective Vest Accountability tags Protective Gear bag Flashlight</p> <p>Citizen Fire Academy Adding \$7,500 for replacement gear for our Citizen Fire Academy program. This complete head-to-toe package provides all the proactive apparel needed. All equipment meets NFPA standards.</p> <p>Complete Firefighter Value Package includes: Turnout Coat Regular-rise pant Helmet with 4-inch Face Shield Nomex Fire Hood Rubber Fire Boots</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

*SUPPLIES Totals*      38,645      38,500      40,700      70,200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,876	3,000	3,000	3,000
415 RECRUITING EXPENSES	685	-	-	-
430 TUITION & TRAINING	4,771	5,000	5,000	7,000

**Notes:** Training and Travel Increase  
 \$2,000 increase is requested in an effort to continue to broaden our leadership training for our management staff to include training such as the Executive Fire Management Training (FMET) through Sam Houston State University/LEMIT and the Fire Service Chief Executive Officer program offered by Texas A&M Mays Business School.  
 Travel increase \$4,000 to cover attendance at these training opportunities.  
 \*CITY MANAGER'S COMMENTS: Approved

436 TRAVEL	7,473	9,000	9,000	13,000
<i>OPERATIONS Totals</i>		15,805	17,000	17,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,465	5,000	5,000	5,000
<i>UTILITIES Totals</i>		4,465	5,000	5,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	8,000	8,000	-
<i>CAPITAL Totals</i>		-	8,000	-
<b>FIRE MARSHAL Totals</b>		<b>424,699</b>	<b>519,200</b>	<b>520,750</b>
<b>581,600</b>				

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

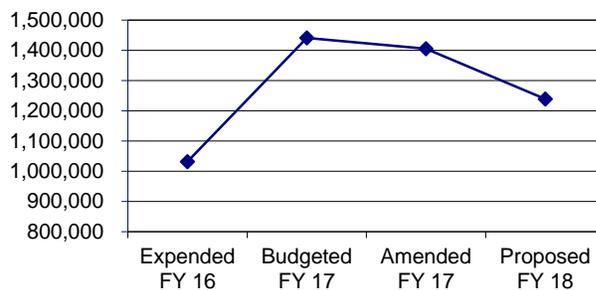
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	892,223	1,002,750	1,003,900	1,094,200
Contractual	77,790	101,050	55,700	63,000
Supplies	10,534	12,600	19,100	12,600
Operational	20,491	32,150	34,850	32,150
Utilities	8,636	8,600	8,600	8,600
Capital	22,134	283,500	283,500	28,000
<b>Total</b>	<b>1,031,808</b>	<b>1,440,650</b>	<b>1,405,650</b>	<b>1,238,550</b>

### Personnel Schedule

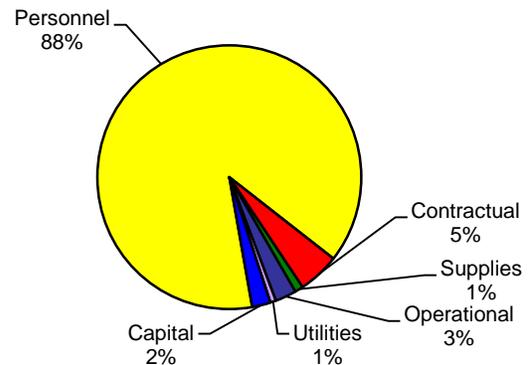
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Police Chief	-	1	1
Assistant Police Chief	33	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101	SALARIES & WAGES-SUPERVISOR	147,244	152,500	152,500	154,500
104	SALARIES & WAGES-CLERICAL	54,437	54,000	54,000	54,000
107	SALARIES & WAGES-LABOR	484,639	582,150	582,150	652,100
109	SALARIES & WAGES-OVERTIME	15,663	12,000	12,000	12,000
113	EDUCATION/CERTIFICATE PAY	7,176	5,250	7,200	7,200
114	LONGEVITY PAY	6,980	9,000	8,200	9,450
120	FICA & MEDICARE EXPENSE	53,896	58,850	58,850	64,150
122	T.M.R.S. RETIREMENT EXPENSE	122,188	129,000	129,000	140,800

<i>PERSONNEL SERVICES Totals</i>	892,223	1,002,750	1,003,900	1,094,200
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*CONTRACTUAL*

226	INSURANCE-LAW ENFORCEMENT	35,031	36,500	37,700	39,000
231	SERVICE MAINTENANCE CONTRACTS	27,280	40,550	-	-
237	UNIFORM SERVICE	1,200	2,000	2,000	2,000
240	EQUIPMENT REPAIRS	-	500	500	500
246	VEHICLE REPAIRS	2,079	3,000	3,000	3,000
263	COUNTY JAIL CONTRACT	11,187	18,000	12,000	18,000
265	MEDICAL SERVICE-PRISONER	1,013	500	500	500

<i>CONTRACTUAL Totals</i>	77,790	101,050	55,700	63,000
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*SUPPLIES*

301	OFFICE SUPPLIES	958	1,000	1,000	1,000
310	PRINTING & BINDING	1,481	1,500	1,500	1,500
321	UNIFORMS	1,619	1,600	8,100	1,600
331	FUEL & LUBRICANTS	5,607	7,000	7,000	7,000
347	GENERAL MAINTENANCE SUPPLIES	869	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	10,534	12,600	19,100	12,600
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	2,682	4,400	4,400	4,400
420	AWARDS	3,513	5,000	5,700	5,000
430	TUITION & TRAINING	5,013	11,000	11,000	11,000
436	TRAVEL	9,283	11,750	13,750	11,750

<i>OPERATIONS Totals</i>	20,491	32,150	34,850	32,150
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*UTILITIES*

507	CELLULAR TELEPHONE	8,636	8,600	8,600	8,600
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<i>UTILITIES Totals</i>	8,636	8,600	8,600	8,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CAPITAL*

603 BUILDINGS	22,134	250,000	250,000	-
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<b>Notes:</b>	<a href="#">Sun Port Shades for PD Parking</a>
\$44,000 to purchase two 35 x 35 Shade Structures for the PD Parking Lot. The shade structures will provide protection from UV Rays and harsh weather for the police department tactical vehicles and other equipment.	
*CITY MANAGER'S COMMENTS: Disapproved	

610 FURNITURE & FIXTURES	-	6,000	6,000	-
623 VEHICLES	-	27,500	27,500	28,000

<b>Notes:</b>	<a href="#">New Admin Vehicle</a>
Replace an existing administrative vehicle. The vehicle has over 120,000 miles and requesting to replace with a SUV. Cost is \$28,000	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	22,134	283,500	283,500	28,000
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,031,808</b>	<b>1,440,650</b>	<b>1,405,650</b>	<b>1,238,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

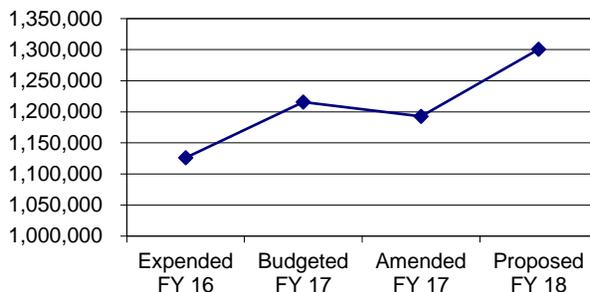
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	940,244	1,009,850	986,800	1,009,950
Contractual	165,980	184,500	184,500	269,500
Supplies	1,986	5,950	5,950	5,950
Operational	8,129	11,550	11,550	11,550
Utilities	3,807	3,700	3,700	3,700
Capital	5,940	-	-	-
<b>Total</b>	<b>1,126,086</b>	<b>1,215,550</b>	<b>1,192,500</b>	<b>1,300,650</b>

### Personnel Schedule

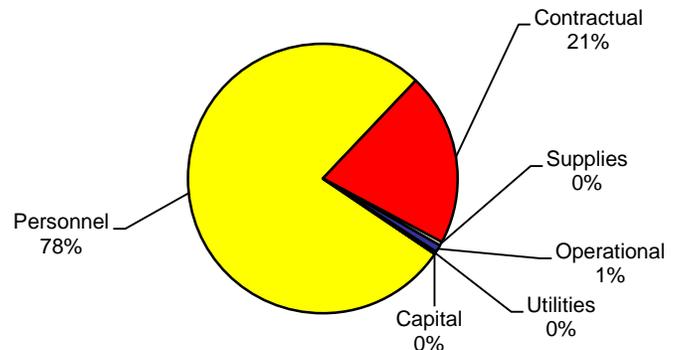
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Communications Manager	22	1	1
Communications Supervisor	18	2	2
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	187,144	198,850	183,350	201,150
104 SALARIES & WAGES-CLERICAL	425,507	561,150	467,150	554,750
109 SALARIES & WAGES-OVERTIME	149,761	60,000	147,300	60,000
113 EDUCATION/CERTIFICATE PAY	600	1,200	1,200	1,200
114 LONGEVITY PAY	5,155	6,150	5,300	6,050
120 FICA & MEDICARE EXPENSE	53,683	58,150	58,150	60,800
122 T.M.R.S. RETIREMENT EXPENSE	118,394	124,350	124,350	126,000
<i>PERSONNEL SERVICES Totals</i>	940,244	1,009,850	986,800	1,009,950

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	165,980	184,500	184,500	269,500
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**Notes:** Tyler Tech Software Maint  
 Several years ago when the Public Safety (police and fire) software migrated from the AS400 server to a Windows platform, we financed the software upgrade cost. It has been paid in full. During the payment period, approximately \$82,000 was payment on the new software and \$68,000 for maintenance each year. We've also purchased additional software modules and increased the number of user licenses. Our purchase agreement kept the maintenance agreement price down while the upgrade was financed thus the an increase of \$80,000 in annual software maintenance this year.

*\*CITY MANAGER'S COMMENTS: Approved*

<i>CONTRACTUAL Totals</i>	165,980	184,500	184,500	269,500
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*SUPPLIES*

301 OFFICE SUPPLIES	757	900	900	900
310 PRINTING & BINDING	94	100	100	100
321 UNIFORMS	976	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	159	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	1,986	5,950	5,950	5,950

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	902	2,000	2,000	2,000
415 RECRUITING EXPENSES	1,450	3,300	3,300	3,300
430 TUITION & TRAINING	4,197	4,250	4,250	4,250
436 TRAVEL	1,580	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	8,129	11,550	11,550	11,550

*UTILITIES*

507 CELLULAR TELEPHONE	3,807	3,700	3,700	3,700
<i>UTILITIES Totals</i>	3,807	3,700	3,700	3,700

*CAPITAL*

615 OFFICE MACHINERY & EQUIPMENT	5,940	-	-	-
<i>CAPITAL Totals</i>	5,940	-	-	-

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>COMMUNICATIONS Totals</b>	<b>1,126,086</b>	<b>1,215,550</b>	<b>1,192,500</b>	<b>1,300,650</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

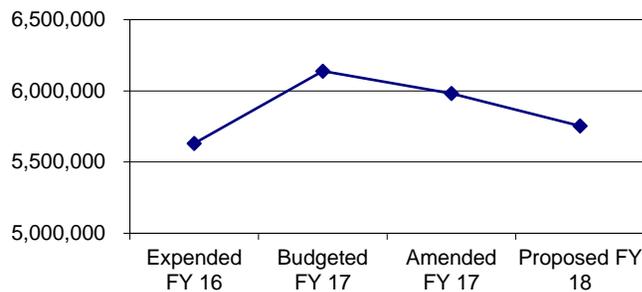
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	4,857,462	4,944,550	4,796,500	5,094,000
Contractual	111,165	77,800	92,800	77,800
Supplies	346,317	281,300	256,300	293,400
Operational	25,084	36,800	37,800	36,800
Utilities	7,343	9,000	9,000	9,000
Capital	283,526	789,250	789,250	242,500
<b>Total</b>	<b>5,630,897</b>	<b>6,138,700</b>	<b>5,981,650</b>	<b>5,753,500</b>

### Personnel Schedule

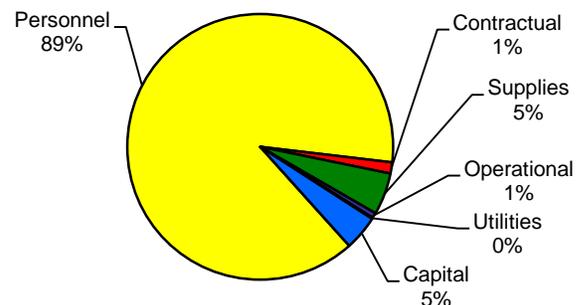
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Patrol Sergeant	P7	7	7
Traffic Sergeant	P7	1	1
Patrol Officer	P5	43	44

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	663,644	693,600	709,900	731,650
107 SALARIES & WAGES-LABOR	2,800,635	2,963,200	2,777,900	3,048,600

<b>Notes:</b>	<b>Traffic Officer</b>
<p>In order to meet one of our strategic initiatives, we are requesting one traffic officer to be added to the Patrol Division. The additional traffic officer will be utilized to work high traffic areas and hotspots where trending traffic problems have been identified such as traffic hazards, motor vehicle accidents and traffic violations. The additional traffic officer will also serve as a traffic accident investigator who will work hit and run investigations and fatality accidents</p> <p>\$ 64,367 Salary          14,053 Benefits          4,100 STALKER Radar          37,500 Motorcycle and Equipment  <u>\$120,020 Total</u></p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

108 OVERTIME-STEP	70,383	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	319,156	260,000	287,700	260,000
113 EDUCATION/CERTIFICATE PAY	37,450	39,000	39,000	39,000
114 LONGEVITY PAY	22,691	30,750	24,000	27,050
120 FICA & MEDICARE EXPENSE	291,162	279,750	279,750	289,200
122 T.M.R.S. RETIREMENT EXPENSE	652,341	598,250	598,250	618,500

*PERSONNEL SERVICES Totals*      4,857,462      4,944,550      4,796,500      5,094,000

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	5,363	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	3,086	6,800	6,800	6,800
246 VEHICLE REPAIRS	102,716	65,000	80,000	65,000

*CONTRACTUAL Totals*      111,165      77,800      92,800      77,800

*SUPPLIES*

301 OFFICE SUPPLIES	636	1,000	1,000	1,000
310 PRINTING & BINDING	2,789	3,900	3,900	3,900
315 TRAINING SUPPLIES	19,568	30,000	30,000	55,000

<b>Notes:</b>	<b>Ammunition</b>
<p>\$25,000 increase will be used to supply practice ammo, simunition rounds and other training supplies so all officers can attend additional training in use of force situations with their pistol, rifle and shotgun. The simunition rounds will be used in practical training scenarios for shoot, don't shoot situations.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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321 UNIFORMS	186,581	67,000	67,000	79,100
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<b>Notes:</b>	<b>New Equipment</b>
<p>\$8,000 to purchase 18 ballistic vests that are due to be replaced in the coming year. Ballistic Vests are guaranteed to perform as designed for a period of five years from their date of manufacture. After the five year period is over, vests warranties expire and no guarantee of performance are given. The cost to purchase 18 ballistic vests is \$16,000. The police department participates in a federal grant program that reimburses the department half the cost of each ballistic purchased so the \$8,000 requested will cover our portion of the cost.</p> <p>\$4,100 to purchase a Stalker Laser and Stalker Radar if the traffic officer position is funded. This equipment is standard for our motorcycle units.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

331 FUEL & LUBRICANTS	110,711	150,000	125,000	125,000
347 GENERAL MAINTENANCE SUPPLIES	12,078	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	6,606	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	7,348	6,000	6,000	6,000

<i>SUPPLIES Totals</i>	346,317	281,300	256,300	293,400
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	350	400	400	400
415 RECRUITING EXPENSES	3,937	10,400	11,400	10,400
430 TUITION & TRAINING	14,314	20,000	20,000	20,000
436 TRAVEL	6,483	6,000	6,000	6,000

<i>OPERATIONS Totals</i>	25,084	36,800	37,800	36,800
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*UTILITIES*

507 CELLULAR TELEPHONE	7,343	9,000	9,000	9,000
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<i>UTILITIES Totals</i>	7,343	9,000	9,000	9,000
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*CAPITAL*

623 VEHICLES	266,033	374,000	374,000	227,500
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<b>Notes:</b>	<b>Patrol Vehicles</b>
<p>We are requesting to replace 4 patrol vehicles in the fleet. These are high mileage patrol vehicles with mechanical issues. The cost for four vehicles is \$142,000.</p> <p>In addition, \$48,000 will be needed for equipment to outfit the 4 patrol vehicles. The funds will pay for equipment, decals and installation.</p> <p>We also are requesting one motorcycle if the traffic officer position is approved. The cost of the motorcycle is \$28,500 and \$9,000 will be needed for equipment and installation.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
624 POLICE EQUIPMENT	17,493	-	-	-
624 SWAT EQUIPMENT	-	415,250	415,250	15,000

<b>Notes:</b>	SWAT Equipment
We are requesting \$15,000 to replace equipment for the SWAT team. The items needing to be replaced are weapon lighting systems, gas masks, heavy ballistic vests, teargas canisters, and breaching materials.	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	283,526	789,250	789,250	242,500
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<b>PATROL Totals</b>	<b>5,630,897</b>	<b>6,138,700</b>	<b>5,981,650</b>	<b>5,753,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

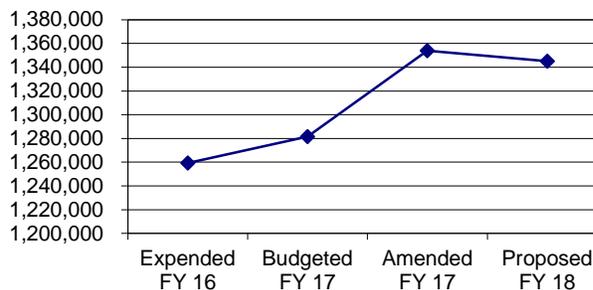
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	1,158,290	1,192,900	1,260,350	1,245,700
Contractual	24,680	25,300	26,800	25,300
Supplies	30,954	34,500	38,000	45,300
Operational	9,605	13,700	13,700	13,700
Utilities	15,734	15,050	15,050	15,050
Capital	20,002	-	-	-
<b>Total</b>	<b>1,259,265</b>	<b>1,281,450</b>	<b>1,353,900</b>	<b>1,345,050</b>

### Personnel Schedule

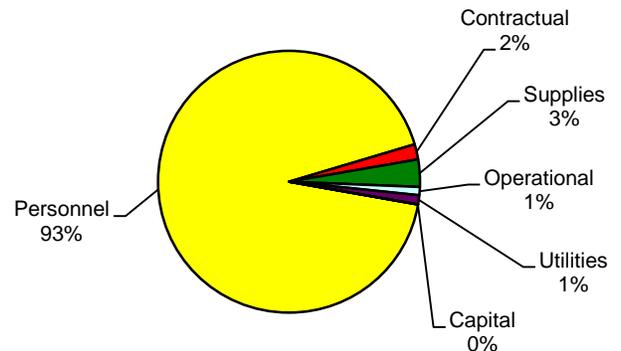
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Sergeant	P7	2	2
Investigator	P5	6	6
Investigator - Narcotics	P5	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	172,491	178,250	178,250	184,000
104 SALARIES & WAGES-CLERICAL	44,604	46,200	46,200	48,050
107 SALARIES & WAGES-LABOR	654,921	704,900	719,400	724,000
109 SALARIES & WAGES-OVERTIME	41,214	22,000	74,300	40,000
113 EDUCATION/CERTIFICATE PAY	9,368	8,400	8,400	8,400
114 LONGEVITY PAY	9,045	10,000	10,650	11,700
120 FICA & MEDICARE EXPENSE	70,484	71,100	71,100	73,150
122 T.M.R.S. RETIREMENT EXPENSE	156,163	152,050	152,050	156,400

*PERSONNEL SERVICES Totals* 1,158,290 1,192,900 1,260,350 1,245,700

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,120	3,600	3,600	3,600
237 UNIFORM SERVICE	4,200	4,200	4,200	4,200
240 EQUIPMENT REPAIRS	399	500	500	500
246 VEHICLE REPAIRS	11,863	11,000	11,000	11,000
261 CRIME SCENE SERVICES	6,098	6,000	7,500	6,000

*CONTRACTUAL Totals* 24,680 25,300 26,800 25,300

*SUPPLIES*

301 OFFICE SUPPLIES	1,551	2,000	2,000	2,000
310 PRINTING & BINDING	327	500	500	500
321 UNIFORMS	1,416	1,500	1,500	7,300

**Notes:** Body Cameras  
 In order to meet one of our strategic initiatives, we are asking for an additional \$5,775 to purchase 7 Coban Focus Body Cameras for all of the detectives. Body cams are becoming an industry standard and they help the department by promoting transparency and accountability. The detectives will utilize the body cameras while performing their investigative duties in the field and while assisting patrol officers on calls. These are the same cameras that have been issued to all the patrol officers to wear daily.  
 \*CITY MANAGER'S COMMENTS: Approved

331 FUEL & LUBRICANTS	17,752	20,000	25,000	25,000
347 GENERAL MAINTENANCE SUPPLIES	510	500	500	500
373 INVESTIGATION SUPPLIES	9,398	10,000	8,500	10,000

*SUPPLIES Totals* 30,954 34,500 38,000 45,300

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	160	200	200	200
415 RECRUITING EXPENSES	-	-	-	-
430 TUITION & TRAINING	3,172	5,000	5,000	5,000
436 TRAVEL	6,273	8,000	8,000	8,000
447 DRUG TESTING	-	500	500	500

*OPERATIONS Totals* 9,605 13,700 13,700 13,700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	15,734	15,050	15,050	15,050
<i>UTILITIES Totals</i>	15,734	15,050	15,050	15,050

*CAPITAL*

623 VEHICLES	-	-	-	-
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<b>Notes:</b>	<b>Crime Scene Van</b>
<p>As the City has grown so have the number of criminal and traffic related offenses that required crime scene processing to properly investigate and prosecute a criminal offense case. Currently, all crime scene and traffic investigatory equipment is stored in a variety of locations throughout the police department and when needed must be transported by multiple vehicles and officers to the required location. A van with a storage system would provide the police department with a vehicle to keep and store all equipment and investigatory supplies to process crime scenes and traffic related offenses (Fatalities, Intoxication Manslaughter, Intoxication Assault, etc.) in a timely and efficient manner.</p> <p>\$34,000 Ford Sprinter Van                  14,200 Equipment Cost                  3,700 Striping Package                  \$51,900 Total Cost</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

624 POLICE EQUIPMENT	20,002	-	-	-
<i>CAPITAL Totals</i>	20,002	-	-	-

<b>CRIMINAL INVESTIGATIONS Totals</b>	1,259,265	1,281,450	1,353,900	1,345,050
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

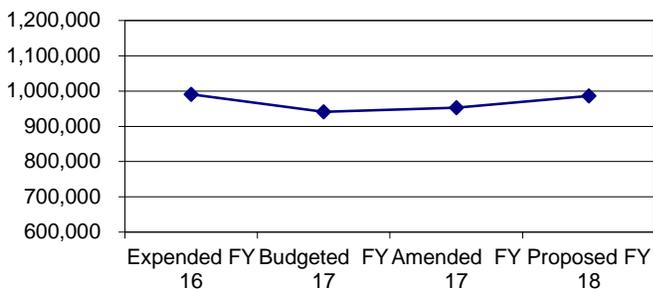
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	900,383	859,450	869,050	882,650
Contractual	28,222	29,650	29,650	29,650
Supplies	24,017	38,200	42,800	59,950
Operational	6,756	9,900	7,900	9,900
Utilities	3,807	3,700	3,700	3,700
Capital	27,060	-	-	-
<b>Total</b>	<b>990,245</b>	<b>940,900</b>	<b>953,100</b>	<b>985,850</b>

### Personnel Schedule

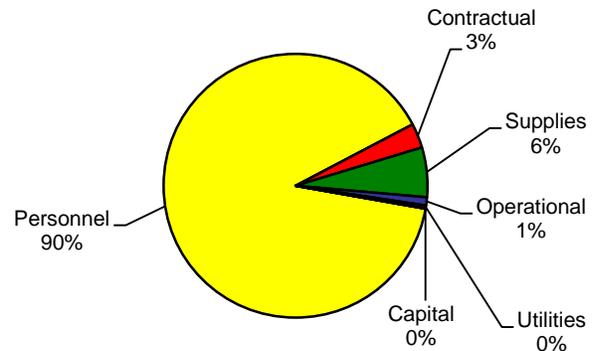
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Sergeant - Juvenile/Crime Prevention	P7	1	1
School Resource Officer	P5	6	6
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	86,570	89,100	89,100	92,000
107 SALARIES & WAGES-LABOR	583,531	580,800	556,600	596,150
109 SALARIES & WAGES-OVERTIME	40,281	15,000	47,400	15,000
113 EDUCATION/CERTIFICATE PAY	8,100	6,600	7,600	6,600
114 LONGEVITY PAY	6,950	7,100	7,500	7,650
120 FICA & MEDICARE EXPENSE	54,036	51,250	51,250	52,650
122 T.M.R.S. RETIREMENT EXPENSE	120,915	109,600	109,600	112,600

*PERSONNEL SERVICES Totals*      900,383      859,450      869,050      882,650

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	110	500	500	500
242 EQUIPMENT RENTAL & LEASE	810	1,650	1,650	1,650
243 BUILDING LEASE	22,067	22,500	22,500	22,500
246 VEHICLE REPAIRS	5,235	5,000	5,000	5,000

*CONTRACTUAL Totals*      28,222      29,650      29,650      29,650

*SUPPLIES*

301 OFFICE SUPPLIES	764	1,000	1,000	1,000
310 PRINTING & BINDING	68	600	600	600
321 UNIFORMS	2,878	5,600	5,600	13,050

**Notes:**      **Body Cameras**

In order to meet one of our strategic initiatives, we are asking for an additional \$7,450 to purchase 9 Coban Focus Body Cameras for the Community Service Officers and the School Resource Officers. Body cams are becoming an industry standard and they help the department by promoting transparency and accountability. The officers will utilize the body cameras while performing their duties at the schools and while assisting patrol officers during calls on the street. These are the same cameras that have been issued to all the patrol officers to wear daily.

*\*CITY MANAGER'S COMMENTS: Approved*

331 FUEL & LUBRICANTS	6,669	7,200	9,800	9,800
347 GENERAL MAINTENANCE SUPPLIES	700	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	4,476	7,500	7,500	7,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
371 CRIME PREVENTION SUPPLIES	7,547	12,700	14,200	22,700

<b>Notes:</b>	Crime Reduction Program
<p>In order to meet one of our strategic initiatives we request an increase of \$10,000 to the Crime Prevention Supplies Budget. The Community Service's Unit is continually being requested to present an assortment of educational and safety programs designed to reduce property and violent crime. This is accomplished through interactive outreach programs that bridge gaps in the community and foster positive relationships. The requests for these programs have included, but are not limited to the Property Identification Program, Child Safety Programs, Texas Night Out, and the new Rockwall Police Department Child Safety Summer Camp. The Crime Prevention Unit utilizes educational and crime prevention materials such as brochures, interactive workbooks, stickers, signs for the Property Identification Program, and child friendly materials in conjunction with existing programs and new and innovative initiatives to reduce crime.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

372 CPA PROGRAM SUPPLIES	915	800	1,300	2,500
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<b>Notes:</b>	CPA Supplies
<p>The Community Service's Unit hosts two Citizen's Police Academies (CPA) each year, which educates more than 40 citizens on the interworking's of the police department. In addition, the police department has developed a partnership with local clergy called the Rockwall Clergy and Police Partnership (RCAPP), which supports local initiatives within the community. We asked for an increase of \$1,700 to offset the costs of both programs, which includes printing of course materials and binders, shirts, ammunition for CPA Range Day, pamphlets, advertising, refreshments and graduation materials.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

	<i>SUPPLIES Totals</i>	24,017	38,200	42,800	59,950
<b>OPERATIONS</b>					
410	DUES & SUBSCRIPTIONS	305	900	900	900
430	TUITION & TRAINING	2,109	4,000	4,000	4,000
436	TRAVEL	4,342	5,000	3,000	5,000
	<i>OPERATIONS Totals</i>	6,756	9,900	7,900	9,900
<b>UTILITIES</b>					
507	CELLULAR TELEPHONE	3,807	3,700	3,700	3,700
	<i>UTILITIES Totals</i>	3,807	3,700	3,700	3,700
<b>CAPITAL</b>					
623	VEHICLES	27,060	-	-	-
	<i>CAPITAL Totals</i>	27,060	-	-	-
<b>COMMUNITY SERVICES Totals</b>		<b>990,245</b>	<b>940,900</b>	<b>953,100</b>	<b>985,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

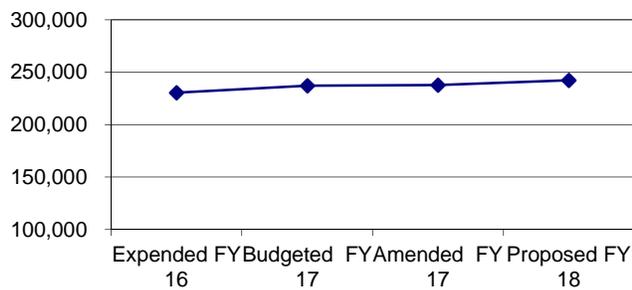
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	227,559	230,850	231,550	236,250
Contractual	1,183	2,600	2,600	2,600
Supplies	1,553	2,700	2,700	2,700
Utilities	238	900	900	900
<b>Total</b>	<b>230,533</b>	<b>237,050</b>	<b>237,750</b>	<b>242,450</b>

### Personnel Schedule

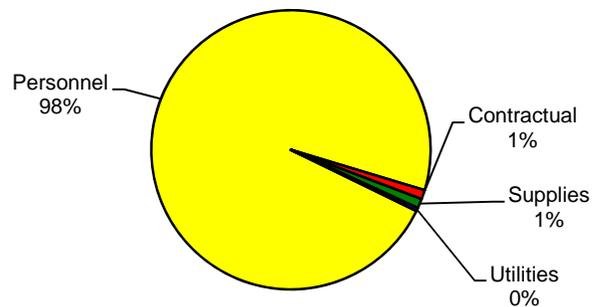
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Warrant Officer	P5	1	1
Warrant Clerk	12	1	1
Bailiff	P5	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

104 SALARIES & WAGES-CLERICAL	42,647	46,400	46,400	46,400
107 SALARIES & WAGES-LABOR	142,500	145,200	145,200	149,050
109 SALARIES & WAGES-OVERTIME	4,381	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114 LONGEVITY PAY	2,098	2,400	3,100	3,300
120 FICA & MEDICARE EXPENSE	14,485	14,650	14,650	14,950
122 T.M.R.S. RETIREMENT EXP.	20,248	19,500	19,500	19,850

*PERSONNEL SERVICES Totals*      227,559      230,850      231,550      236,250

*CONTRACTUAL*

231 SERVICE-MAINTENANCE CONTRACTS	876	900	900	900
240 EQUIPMENT REPAIRS	-	200	200	200
246 VEHICLE REPAIRS	307	1,500	1,500	1,500

*CONTRACTUAL Totals*      1,183      2,600      2,600      2,600

*SUPPLIES*

301 OFFICE SUPPLIES	130	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	508	1,000	1,000	1,000
331 FUEL & LUBRICANTS	915	1,250	1,250	1,250

*SUPPLIES Totals*      1,553      2,700      2,700      2,700

*UTILITIES*

507 CELLULAR TELEPHONE	238	900	900	900
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*UTILITIES Totals*      238      900      900      900

<b>WARRANTS Totals</b>	<b>230,533</b>	<b>237,050</b>	<b>237,750</b>	<b>242,450</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

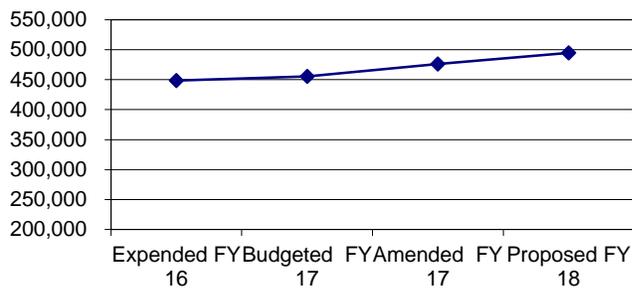
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	437,340	436,300	455,900	474,850
Contractual	2,620	7,350	7,350	7,350
Supplies	993	1,450	1,450	1,450
Operational	4,743	7,600	7,600	7,600
Utilities	2,773	2,450	3,700	3,400
<b>Total</b>	<b>448,469</b>	<b>455,150</b>	<b>476,000</b>	<b>494,650</b>

### Personnel Schedule

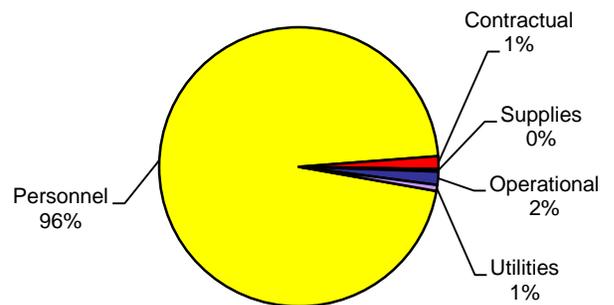
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Personnel Sergeant	-	1	1
Public Safety Computer Manager	26	1	1
Network Technician	19	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 POLICE RECORDS

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	171,329	172,000	172,000	184,250
104 SALARIES & WAGES-CLERICAL	177,164	185,600	185,600	188,500
109 SALARIES & WAGES-OVERTIME	2,140	5,500	5,500	5,500
113 EDUCATION/CERTIFICATE PAY	2,273	2,250	2,900	2,400
114 LONGEVITY PAY	3,435	5,300	4,400	4,750
120 FICA & MEDICARE EXPENSE	24,548	20,900	26,050	28,500
122 T.M.R.S. RETIREMENT EXPENSE	56,451	44,750	59,450	60,950
<i>PERSONNEL SERVICES Totals</i>	437,340	436,300	455,900	474,850
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	1,260	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	412	500	500	500
242 EQUIPMENT RENTAL & LEASE	948	4,200	4,200	4,200
246 VEHICLE REPAIRS	-	250	250	250
<i>CONTRACTUAL Totals</i>	2,620	7,350	7,350	7,350
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	672	750	750	750
310 PRINTING & BINDING	152	200	200	200
331 FUEL & LUBRICANTS	169	500	500	500
<i>SUPPLIES Totals</i>	993	1,450	1,450	1,450
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	171	100	100	100
430 TUITION & TRAINING	2,114	4,000	4,000	4,000
436 TRAVEL	2,458	3,500	3,500	3,500
<i>OPERATIONS Totals</i>	4,743	7,600	7,600	7,600
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,773	2,450	3,700	3,400
<i>UTILITIES Totals</i>	2,773	2,450	3,700	3,400
<b>POLICE RECORDS Totals</b>	<b>448,469</b>	<b>455,150</b>	<b>476,000</b>	<b>494,650</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

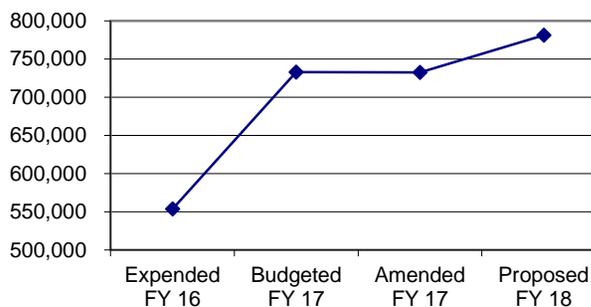
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	500,530	647,800	647,150	693,050
Contractual	30,742	60,650	60,650	60,600
Supplies	2,085	2,150	2,150	2,750
Operational	13,410	21,200	21,200	23,550
Utilities	1,269	1,350	1,350	1,350
Capital	5,907	-	-	-
<b>Total</b>	<b>553,943</b>	<b>733,150</b>	<b>732,500</b>	<b>781,300</b>

### Personnel Schedule

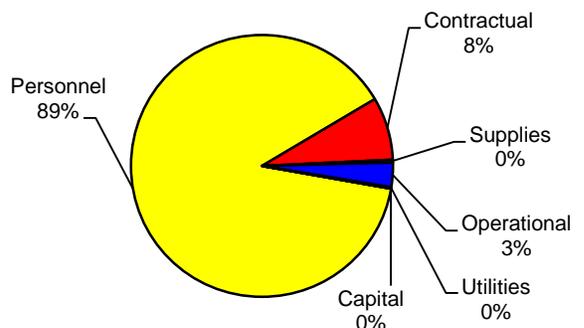
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Planning and Zoning Director	-	1	1
GIS Supervisor	24	1	1
Senior Planner	24	1	1
Planner	20	1	1
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	125,970	130,000	130,000	140,000
104 SALARIES & WAGES-CLERICAL	274,414	386,800	386,800	410,850

<b>Notes:</b>	Planner
Requesting an additional Planner	
<p>Primary reason for this staffing increase is increased case load. Since 2011, the Planning Department has seen a steady increase in the number of development cases submitted, and anticipates this trend to continue through 2018. In addition, the Planning and Zoning Department has undertaken several long-range planning responsibilities (i.e. the Comprehensive Plan, IH-30 Corridor Study, and a revised Master Plan of the Historic District) and text amendments, which have required the attention of the Director. This leaves two (2) case managers responsible for all development cases (i.e. platting, site plan, miscellaneous, specific use permit, and zoning cases), historic cases (i.e. Certificates of Appropriateness, Building Permit Fee Waivers, and Small Matching Grants), building permit plan review, Certificates of Occupancy (CO), and site visits. It is anticipated that the new position will be responsible for all the aforementioned items, as well as, assisting the Director with all long-range planning objectives.</p>	
<p>\$50,641 Salary                  12,159 Benefits                  2,500 Computer                  \$65,300 Total</p>	
*CITY MANAGER'S COMMENTS: Disapproved	

109 SALARIES & WAGES-OVERTIME	-	1,000	1,000	5,000
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<b>Notes:</b>	Coordinator overtime
<p>Currently, the Planning Coordinator is required to attend all Planning and Zoning Commission and Historic Preservation Advisory Board (HPAB) meetings to provide clerical support and document/record the minutes of the meetings. The position is non-exempt and with staff anticipating an increase in caseload and meeting hours will require this additional overtime pay.</p>	
*CITY MANAGER'S COMMENTS: Approved	

113 EDUCATION/CERTIFICATE PAY	1,477	1,800	1,800	1,800
114 LONGEVITY PAY	2,225	4,150	3,500	3,900
120 FICA & MEDICARE EXPENSE	29,848	39,500	39,500	41,400
122 T.M.R.S. RETIREMENT EXPENSE	66,596	84,550	84,550	90,100

<i>PERSONNEL SERVICES Totals</i>	500,530	647,800	647,150	693,050
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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CONTRACTUAL

213 CONSULTING FEES	-	21,500	21,500	13,000
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<b>Notes:</b>	<b>New Contracts</b>
<p>\$ 5,000 Miscellaneous Consulting Fees for Comprehensive Plan, Corridor Studies, traffic studies, etc.                  \$ 500 ESRI SAAS Business Analyst for business and consumer information reports.                  \$ 2,600 GIS Enterprise Install Consultation                  \$ 10,000 Small Matching Grants</p> <p>\$200,000 -City Works PLL - to replace current Planning, Building Inspection and NIS software which has been in use for about 15 years and is inadequate to meet the City's needs. The City's Development Services Departments have utilized TRAKiT since 2003 and with the exception of a DotNet upgrade in 2009 and miscellaneous upgrades to various modules -- the core software has remained relatively unchanged (i.e. the software is 14-years old). Currently, TRAKiT is used to record all development cases, engineering projects, neighborhood improvement service cases, and issue Certificate of Occupancies (CO's) and building permits. Recently, staff has experienced issues within the program that have ranged from small (e.g. reports no longer generating, fields needing to be re-entered multiple times) to larger problems relating to record loss. The biggest issue has been the GIS staff's inability to update the ownership information contained in TRAKiT, which is now more than a 1½-years out of date. The City does pay an annual support contract of \$26,994 through the Building Inspections Department's budget. Staff has attributed the lack of support to the fact that CRW (i.e. TRAKiT) was acquired by SunGard in June 2015, SunGard was acquired by FIS in August 2015, FIS sold SunGard (and by proxy TRAKiT) to Vista Equity in December of 2016, and finally Vista Equity rebranded to Superior in August 2017. With the number of issues experienced by staff with TRAKiT over the last year, the Development Services Departments are requesting to discontinue TRAKiT in favor of purchasing CityWorks Permitting, Licensing and Land (PLL) software. The City accepted proposals from various companies for an Asset Management Software (AMS) solution, and eventually chose CityWorks. This was due to the recommendation of the software by several comparable cities, and the compatibility with the City's Geographic Information Systems (GIS) software. When looking at an alternative to TRAKiT, staff formed an internal committee that included representatives from the Planning, Building Inspections, Engineering, and Information Technology Departments. This committee reviewed various software options and eventually choose CityWorks as the best possible solution to replace TRAKiT.</p> <p><i>*CITY MANAGER'S COMMENTS: City Works software is Disapproved, other requests are Approved</i></p>	

Fund	Department	Division
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	27,223	34,150	34,150	40,600

<b>Notes:</b>	<a href="#">ESRI ArcGIS Software changes</a>
<p>\$35,000 ESRI ArcGIS Enterprise for Small Government which will replace the ESRI Annual Maintenance Fee which was \$12,050 and the need for any additional stand alone licenses connect users. New Edge (the City's Asset Management Software [AMS] consultant) has recommended that the City switch to ESRI ArcGIS Enterprise for Small Governments, which would also alleviate some of the current issues with GIS maxing out the SQL database storage causing editing issues and user restrictions. In addition, staff would need additional desktop licenses and some substantial server software improvements. Staff estimates that over the next two (2) years the additional cost would amount to about \$42,220 and increase our annual maintenance cost to around \$22,500. This would be avoided by implementing ESRI ArcGIS Enterprise for Small Governments.</p> <p>The Enterprise level of ArcGIS Server supports an unlimited number of users via either direct connect or connection to an application server. An Enterprise Agreement (EA) is a fast track to organization-wide GIS, and is scalable solution for growing cities; however, and EA requires a minimum of a three (3) year commitment. The EA solution also offers more tools, better performance, and allows for system growth with limited costs.</p> <p>\$ 675 CommunityViz Annual Maintenance Fee                  240 SketchUp Pro Annual Maintenance Fee                  1,500 App Studio Annual Maintenance Fee                  1,600 Copier/Plotter                  1,600 Adobe Cloud Annual Maintenance Fee</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

233 ADVERTISING	3,519	5,000	5,000	7,000
<i>CONTRACTUAL Totals</i>	30,742	60,650	60,650	60,600

*SUPPLIES*

301 OFFICE SUPPLIES	760	950	950	1,550
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<b>Notes:</b>	<a href="#">Program Expansion</a>
<p>GIS Day Program \$400                  Increase in case files \$200</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

310 PRINTING & BINDING	373	700	700	700
347 GENERAL MAINTENANCE SUPPLIES	952	500	500	500
<i>SUPPLIES Totals</i>	2,085	2,150	2,150	2,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,442	2,200	2,200	3,050
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<b>Notes:</b>	APA
\$870 increase in dues. APA and TX APA are increasing their fees this year. Changing from a flat fee to a scaled fee (up to 25%) of the National dues.	
*CITY MANAGER'S COMMENTS: Approved	

415 RECRUITING EXPENSES	93	-	-	-
428 MEETING EXPENSES	-	1,500	1,500	3,000

<b>Notes:</b>	CPAC and P&Z Meals
\$1,500 increase to cover the cost of CPAC and P&Z meals. This will also be used to cover cost for HPAB meals for annual training and work sessions.	
*CITY MANAGER'S COMMENTS: Approved	

430 TUITION & TRAINING	6,769	9,000	9,000	9,000
436 TRAVEL	5,106	8,500	8,500	8,500

<i>OPERATIONS Totals</i>	13,410	21,200	21,200	23,550
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*UTILITIES*

507 CELLULAR TELEPHONE	1,269	1,350	1,350	1,350
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<i>UTILITIES Totals</i>	1,269	1,350	1,350	1,350
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*CAPITAL*

612 COMPUTER EQUIPMENT	5,907	-	-	-
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<b>Notes:</b>	Tablets
Surface Pro Tablets for Planner and Senior Planner (\$2,495.96) Will be used for meetings and working from home.	
*CITY MANAGER'S COMMENTS: Disapproved	

<i>CAPITAL Totals</i>	5,907	-	-	-
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<b>PLANNING Totals</b>	<b>553,943</b>	<b>733,150</b>	<b>732,500</b>	<b>781,300</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

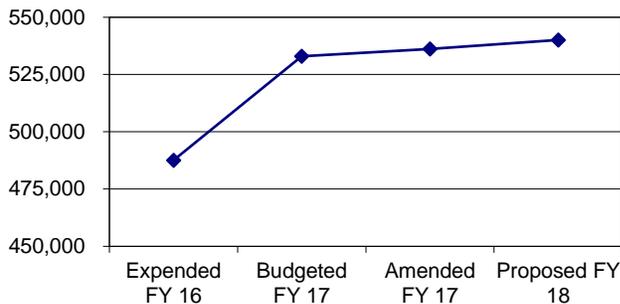
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	340,291	348,050	346,250	352,200
Contractual	99,816	129,750	134,750	155,750
Supplies	14,114	19,550	19,550	19,550
Operational	8,089	9,650	9,650	9,650
Utilities	3,133	2,950	2,950	2,950
Capital	22,141	23,000	23,000	-
<b>Total</b>	<b>487,584</b>	<b>532,950</b>	<b>536,150</b>	<b>540,100</b>

### Personnel Schedule

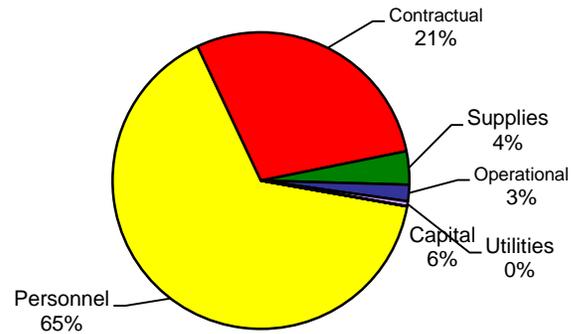
<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	59,224	60,600	60,600	63,050
104 SALARIES & WAGES-CLERICAL	50,535	51,950	51,950	51,950
107 SALARIES & WAGES-LABOR	160,693	163,850	163,850	165,900
109 SALARIES & WAGES-OVERTIME	1,467	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	900	2,400	600	600
114 LONGEVITY PAY	1,575	1,900	1,900	2,250
120 FICA & MEDICARE EXPENSE	20,570	21,150	21,150	21,500
122 T.M.R.S. RETIREMENT EXPENSE	45,327	45,200	45,200	45,950

*PERSONNEL SERVICES Totals*      340,291      348,050      346,250      352,200

*CONTRACTUAL*

213 CONSULTING FEES	432	3,000	3,000	3,000
231 SERVICEMAINTEANCE CONTRACTS	2,526	2,900	2,900	2,900
240 EQUIPMENT REPAIRS	25	250	250	250
242 EQUIPMENT RENTAL & LEASE	2,472	3,600	3,600	3,600
246 VEHICLE REPAIRS	7,991	5,000	5,000	5,000
255 CODE ENFORCEMENT CONTRACT	10,745	25,000	25,000	32,000

<b>Notes:</b>	Increased contract mowing prices
The contractor who has been performing tractor mowing for Parks and forced mowing for code compliance for the past 15 years retired this year. The City went out for bid for a new company and council awarded the bid/contract in May 2017. The new contract prices are more than double the old contract prices. Requesting an increase in this line item per new contract prices.	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

256 HEALTH INSPECTION SERVICE	70,585	70,000	75,000	89,000
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<b>Notes:</b>	Increase in Inspections
The amended increase is due to the addition of 22 new food service establishments, 4 public pools/spas and the associated routine, follow up and complaint inspections. In addition, our special event permits and the related Health Inspection work have increased roughly 10% over the last year.	
In addition, our contractor has not raised her rates since 2004. The rates for routine inspections from \$40 to \$60 and follow-up inspections from \$30 to \$40.	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

257 DEMOLITION SERVICES	5,040	20,000	20,000	20,000
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*CONTRACTUAL Totals*      99,816      129,750      134,750      155,750

Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,857	2,550	2,550	2,550
310 PRINTING & BINDING	1,085	3,500	3,500	3,500
321 UNIFORMS	1,512	1,750	1,750	1,750
323 SMALL TOOLS	636	750	750	750
325 SAFETY SUPPLIES	920	1,500	1,500	1,500
331 FUEL & LUBRICANTS	8,104	9,000	9,000	9,000
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	14,114	19,550	19,550	19,550
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	3,711	3,250	3,250	3,250
415 RECRUITING EXPENSES	197	-	-	-
430 TUITION & TRAINING	1,955	3,200	3,200	3,200
436 TRAVEL	2,226	3,200	3,200	3,200
<i>OPERATIONS Totals</i>	8,089	9,650	9,650	9,650
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,133	2,950	2,950	2,950
<i>UTILITIES Totals</i>	3,133	2,950	2,950	2,950
<i>CAPITAL</i>				
623 VEHICLES	22,141	23,000	23,000	-

**Notes:** Two 1/2 ton pickups

Request to purchase a new 1/2 ton pickup to replace a 2005 1/2 ton pickup with 112,000 miles. The City's independent vehicle evaluator has stated that the vehicle is an overall good truck; however the vehicle has been utilized daily for over 11 years and is pretty worn.

\$24,150 Vehicle with safety lights and decals

Request to purchase a new 1/2 ton pickup to replace a 2011 police patrol unit with 97,000 miles. The existing unit was used in PD for approximately 5 years and was being cycled out of PD to be placed in the City's auction when NIS needed to acquire it. The City's independent vehicle evaluator has stated that the vehicle runs and drives well; however the car has been driven hard and is pretty rough around the edges. With that being said, one of the primary motivations to replace this particular unit is because we currently have our Neighborhood Improvement Services Supervisor driving throughout the City in a police vehicle, which I believe does not accurately represent the N.I.S. Department.

\$24,150 Vehicle with safety lights and decals

\*CITY MANAGER'S COMMENTS: Disapproved

<i>CAPITAL Totals</i>	22,141	23,000	23,000	-
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<b>NIS Total</b>	<b>487,584</b>	<b>532,950</b>	<b>536,150</b>	<b>540,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

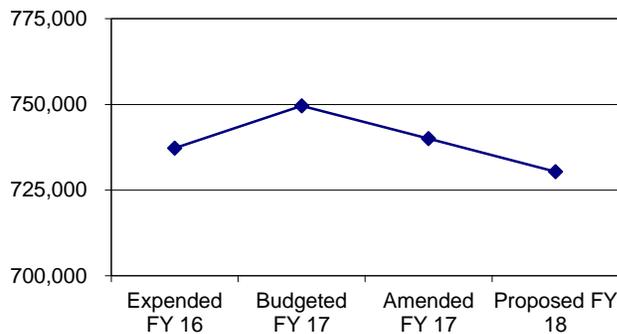
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	643,663	644,600	635,050	650,550
Contractual	44,968	54,600	54,600	54,600
Supplies	9,108	12,250	12,250	11,350
Operational	9,786	9,750	9,750	9,750
Utilities	4,756	4,100	4,100	4,100
Capital	24,925	24,300	24,300	-
<b>Total</b>	<b>737,205</b>	<b>749,600</b>	<b>740,050</b>	<b>730,350</b>

### Personnel Schedule

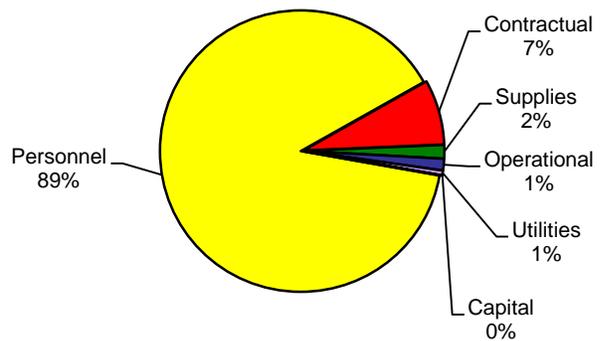
Position	Classification	FY 17 Approved	FY 18 Proposed
Building Official	31	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 18 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	189,704	184,600	203,300	188,950
104 SALARIES & WAGES-CLERICAL	94,054	93,400	93,400	86,500
107 SALARIES & WAGES-LABOR	228,185	234,250	205,250	241,950
109 SALARIES & WAGES-OVERTIME	-	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	2,100	3,000	3,000	3,000
114 LONGEVITY PAY	4,840	5,350	6,100	4,900
120 FICA & MEDICARE EXPENSE	39,053	39,200	39,200	39,600
122 T.M.R.S. RETIREMENT EXPENSE	85,727	83,800	83,800	84,650
	<u>643,663</u>	<u>644,600</u>	<u>635,050</u>	<u>650,550</u>
<i>PERSONNEL SERVICES Totals</i>				
<i>CONTRACTUAL</i>				
231 SERVICEMAINTEANCE CONTRACTS	36,100	46,400	46,400	46,400
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,114	2,700	2,700	2,700
246 VEHICLE REPAIRS	6,754	5,000	5,000	5,000
	<u>44,968</u>	<u>54,600</u>	<u>54,600</u>	<u>54,600</u>
<i>CONTRACTUAL Totals</i>				
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,133	1,250	1,250	1,250
310 PRINTING & BINDING	1,191	1,250	1,250	1,250
321 UNIFORMS	1,032	1,250	1,250	1,250
323 SMALL TOOLS	137	1,000	1,000	1,000
331 FUEL & LUBRICANTS	5,615	7,000	7,000	6,100
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
	<u>9,108</u>	<u>12,250</u>	<u>12,250</u>	<u>11,350</u>
<i>SUPPLIES Totals</i>				
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,329	2,500	2,500	2,500
430 TUITION & TRAINING	4,375	4,000	4,000	4,000
436 TRAVEL	3,082	3,250	3,250	3,250
	<u>9,786</u>	<u>9,750</u>	<u>9,750</u>	<u>9,750</u>
<i>OPERATIONS Totals</i>				
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,756	4,100	4,100	4,100
	<u>4,756</u>	<u>4,100</u>	<u>4,100</u>	<u>4,100</u>
<i>UTILITIES Totals</i>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CAPITAL</i>				
623 VEHICLES	24,925	24,300	24,300	-

<b>Notes:</b>	1/2 ton truck
Request to purchase a new 1/2 ton pickup to replace a 2006 unit with 80,000 miles. The existing unit has various issues including performing a repair on the camshaft which will cost \$525 and an oil leak (timing cover/gasket and oil pan gasket) which will cost \$630. Due to the fact that our employee has to add a quart of oil to the vehicle every 3 weeks, our Mechanic suspects the engine may be burning oil as well.	
\$25,515 Vehicle with bed cover, safety lights and decals	
*CITY MANAGER'S COMMENTS: Disapproved	

<i>CAPITAL Totals</i>	24,925	24,300	24,300	-
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<b>BUILDING INSPECTIONS Totals</b>	<b>737,205</b>	<b>749,600</b>	<b>740,050</b>	<b>730,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

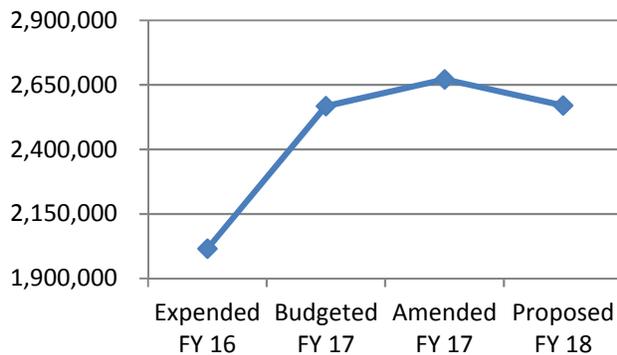
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	957,139	1,025,150	993,350	1,019,150
Contractual	368,980	596,600	596,600	655,500
Supplies	283,627	538,550	574,550	375,200
Operational	7,594	11,500	11,500	11,500
Utilities	282,078	248,400	308,400	328,400
Capital	115,751	147,600	187,100	180,000
<b>Total</b>	<b>2,015,168</b>	<b>2,567,800</b>	<b>2,671,500</b>	<b>2,569,750</b>

### Personnel Schedule

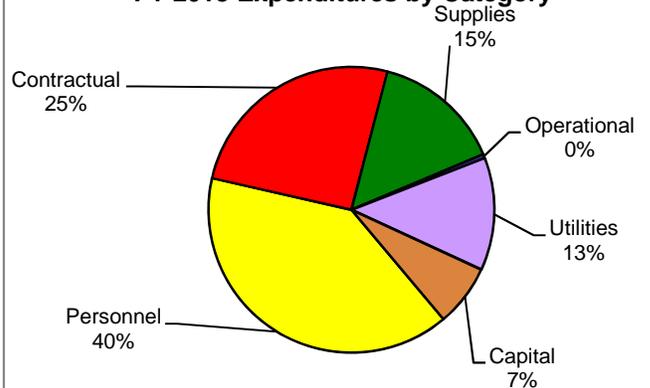
Position	Classification	2017 Approved	2018 Proposed
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	15	2	2
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	4
Maintenance Worker II	9	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

#### Financial History



#### FY 2018 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	77,268	72,100	72,100	70,950
107 SALARIES & WAGES-LABOR	665,464	736,650	700,650	733,750
109 SALARIES & WAGES-OVERTIME	21,978	16,000	22,000	16,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
114 LONGEVITY PAY	6,784	8,800	7,000	7,800
120 FICA & MEDICARE EXPENSE	58,685	61,900	61,900	61,600
122 T.M.R.S. RETIREMENT EXPENSE	125,460	127,900	127,900	127,250

<i>PERSONNEL SERVICES Totals</i>	957,139	1,025,150	993,350	1,019,150
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*CONTRACTUAL*

237 UNIFORM SERVICE	9,282	15,200	15,200	15,200
240 EQUIPMENT REPAIRS	23,691	19,500	19,500	19,500
242 EQUIPMENT RENTAL & LEASE	5,616	11,800	11,800	11,800
244 BUILDING REPAIRS	5,367	23,300	23,300	27,700
246 VEHICLE REPAIRS	23,390	10,500	10,500	10,500
247 GROUNDS MAINTENANCE	295,685	504,800	504,800	559,300

**Notes:** Maintenance Contracts Increases

Additional funds request include:

\$6,500 for monthly pond weed control in two new parks; Stone Creek and Breezy Hill.

\$32,000 to increase large area tractor mowing contract. Park staff currently performs this service on approximately 20 properties around the City during the primary growing season between April and October. A complete mowing cycle by one staff person takes approximately three weeks out of every month. By contracting out this work load, the staff hours saved would be allocated to the project crew which is responsible for construction, major repairs, renovations, unscheduled repairs and customer service calls.

\$16,000 to continue the ability for grounds maintenance contractor to apply herbicides to City facilities such as City Hall, Fire Stations, The Center etc. The grounds maintenance contract is up for renewal at the end of September. This service drastically improves approves and reduces work load on City staff related to herbicide tasks.

**\*CITY MANAGER'S COMMENTS:** Approved

270 WASTE DISPOSAL SERVICE	5,950	11,500	11,500	11,500
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<i>CONTRACTUAL Totals</i>	368,980	596,600	596,600	655,500
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*SUPPLIES*

301 OFFICE SUPPLIES	155	150	150	150
310 PRINTING & BINDING	187	200	200	200
323 SMALL TOOLS	13,677	20,500	20,500	20,500
325 SAFETY SUPPLIES	9,664	8,000	8,000	8,000
331 FUEL & LUBRICANTS	24,563	28,100	28,100	27,000
333 CHEMICAL	30,666	31,500	31,500	31,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
341 CONSTRUCTION & REPAIR SUP	73,832	126,850	126,850	78,500
347 GENERAL MAINT. SUPPLY	33,411	104,050	104,050	104,050
349 AGRICULTURAL SUPPLIES	89,967	188,900	224,900	75,000
350 IRRIGATION SYSTEM SUPPLIES	7,505	30,300	30,300	30,300
<i>SUPPLIES Totals</i>	283,627	538,550	574,550	375,200
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	1,062	500	500	500
430 TUITION & TRAINING	2,114	3,500	3,500	3,500
436 TRAVEL	1,581	2,500	2,500	2,500
480 VOLUNTEER PROGRAM	2,838	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	7,594	11,500	11,500	11,500
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,657	3,400	3,400	3,400
513 WATER	279,421	245,000	305,000	325,000
<i>UTILITIES Totals</i>	282,078	248,400	308,400	328,400
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	-

<b>Notes:</b>	<b>Tablets</b>
<p>\$5,200 to provide tablets to three crew leaders and one field operations supervisor. These tablets are necessary for staff to have access to the new work order and asset management system. Currently they do not have access to computers and the parks maintenance building is not wired for computer access.</p> <p>The tablets will be used to communicate the creation and completion of work orders associated with scheduled tasks, unscheduled tasks, customer requests/complaints, updating status of assets (adding or removing fixed assets such as benches, fountains, play equipment etc. in the GIS database), tracking asset repair history, and costs associated with repairs, projects and equipment/vehicle maintenance.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	39,145	70,850	70,850	103,000

<b>Notes:</b>	<b>Equipment</b>
<p>\$43,000 - Replace Toro Dingo which was purchased around 2002. Due to heavy use and wear and tear, the Dingo has required major engine repairs, hydraulic repairs and a reduction in power when using certain attachments. This equipment has been critical in the performance of numerous tasks such as: tree planting, grading, playground installation, ball field work, storm clean up, debris removal from concrete surfaces and trail repair. Attachments included in this amount is a stump grinder, auger and auger power adapter for tree installation and maintenance.</p> <p>\$11,000 - PTO Driven Turf Renovator is an adjustable machine with variable depth high RPM vertical blades on a shaft that is used to blend infield conditioner, level infields, reinvigorates turf by dethatching and relieving compacted soil, level infield/outfield lips and prepare bare soil for hydro-mulching.</p> <p>\$71,000 - CAT 303-5E2 Mini Excavator. This is a new equipment request that would be used in the performance of repairs, renovation, tree/brush removal and construction projects. Currently this equipment is not available to park maintenance staff and must be rented or are performed by hand equipment. Cost includes trailer.</p> <p>\$56,500 - CAT 262D SSL Skid Steer Loader with tilt trailer. This is a request to replace the current skid loader that park staff uses which has been older equipment from by other departments. The one we currently use is unreliable and is difficult to keep running.</p> <p><i>*CITY MANAGER'S COMMENTS: Dingo and Mini Excavator are Approved, remaining equipment is Disapproved</i></p>	

623 VEHICLES	76,606	15,750	15,750	-
633 INFRASTRUCTURE IMPROVEMENTS	-	61,000	100,500	77,000

<b>Notes:</b>	<b>Downtown Lights and Sidewalks</b>
<p>\$77,000 to remove three existing antique street lights along SH 205 south of Rusk and replace with light poles that match the rest of downtown. Also propose to power wash brick and stain existing concrete sidewalks to match newer concrete.</p> <p>\$30,000 - remove and replace three light poles                      45,000 - resurface approximately 4,000 square feet of sidewalk to match.                      2,000 - power wash bricks and sidewalks on both sides of SH 205 between Washington and Rusk.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<i>CAPITAL Totals</i>	115,751	147,600	187,100	180,000
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<b>PARKS Totals</b>	<b>2,015,168</b>	<b>2,567,800</b>	<b>2,671,500</b>	<b>2,569,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

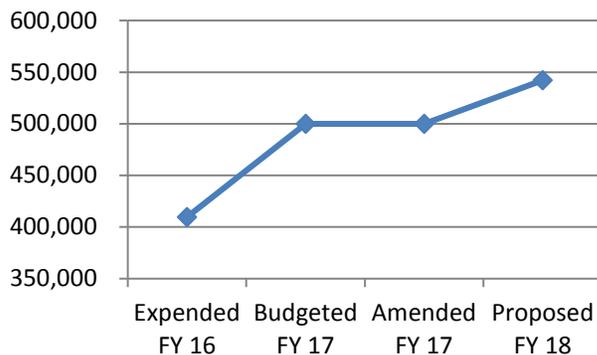
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	115,610	115,350	115,350	117,300
Contractual	104,120	123,800	123,800	168,800
Supplies	33,764	70,000	70,000	70,000
Operational	5,814	4,250	4,250	4,300
Utilities	139,138	158,500	158,500	165,700
Capital	11,275	28,000	28,000	16,000
<b>Total</b>	<b>409,721</b>	<b>499,900</b>	<b>499,900</b>	<b>542,100</b>

### Personnel Schedule

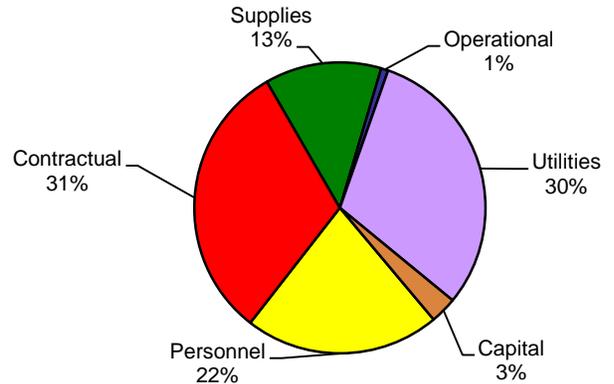
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Harbor Technician	15	1	1
Maintenance Worker II	9	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	88,589	89,100	89,100	90,500
109 SALARIES & WAGES-OVERTIME	3,694	4,000	4,000	4,000
114 LONGEVITY PAY	780	950	950	1,050
120 FICA & MEDICARE EXPENSE	7,009	6,800	6,800	6,900
122 T.M.R.S. RETIREMENT EXPENSE	15,538	14,500	14,500	14,850

<i>PERSONNEL SERVICES Totals</i>	115,610	115,350	115,350	117,300
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*CONTRACTUAL*

237 UNIFORM SERVICE	980	2,800	2,800	2,800
240 EQUIPMENT REPAIRS	3,663	7,500	7,500	7,500
242 EQUIPMENT RENTAL & LEASE	533	1,000	1,000	6,000

<b>Notes:</b>	Work Boat Rental
<p>\$5,000 requested for a skiff or barge rental to perform necessary repairs to boat docks. Routine and storm damage repairs often cannot be performed from the dock surface itself and requires staff in a boat to complete difficult tasks.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

244 BUILDING REPAIRS	31,988	30,000	30,000	50,000
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<b>Notes:</b>	Boat Dock Maintenance
<p>\$20,000 - Additional funds requested for ongoing boat dock maintenance and repairs. Repairs and supplies include tie rods, wooden walers, steel plates, miscellaneous hardware, bumper replacements and lighting repairs.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

245 POOL REPAIR & MAINTENANCE	1,762	5,000	5,000	25,000
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<b>Notes:</b>	Budget Amendment
<p>\$12,000 additional was spent on spray plaza pump vault repairs due to flooding. Insurance claim was filed and funds received.</p>	

<b>Notes:</b>	Fountain Equipment Repairs
<p>\$10,500 is needed to replace corroded and aging butterfly valves, Y-strainers and other components in the spray plaza.</p> <p>\$3,500 - request is to install an auto dialer alarm system for the sump pumps in the spray plaza vault. System will alert staff in the event that flooding occurs and sump pumps fail or can't maintain flow. This new system will require cell phone service causing an increase in the Harbor cell phone budget. Staff will also research the possibility of adding this function to the SCADA system. Either system would require a cost associated with the install.</p> <p>\$6,000 - increase base budget to account for aging equipment, pump repair and controls.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
246 VEHICLE REPAIRS	868	1,500	1,500	1,500

<b>Notes:</b>	<b>Budget Amendment</b>
Budget overage is attributed to vehicle accident that resulted in body damage. Repair cost was within the insurance deductible amount.	

247	GROUNDS MAINTENANCE	64,326	76,000	76,000	76,000
	<i>CONTRACTUAL Totals</i>	<u>104,120</u>	<u>123,800</u>	<u>123,800</u>	<u>168,800</u>
<i>SUPPLIES</i>					
323	SMALL TOOLS	1,229	2,000	2,000	2,000
325	SAFETY SUPPLIES	-	500	500	500
331	FUEL & LUBRICANTS	3,161	4,000	4,000	4,000
333	CHEMICAL	18,816	20,000	20,000	20,000
347	GENERAL MAINT. SUPPLES	6,471	7,000	7,000	7,000
349	AGRICULTURAL SUPPLIES	3,745	7,500	7,500	7,500
350	IRRIGATION SYSTEM SUPPLIES	343	1,000	1,000	1,000
390	SWIMMING POOL SUPPLIES	-	28,000	28,000	28,000
392	SIGNS AND SIGNALS	-	-	-	-
	<i>SUPPLIES Totals</i>	<u>33,764</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	-	50	50	100
430	TUITION & TRAINING	-	500	500	500
436	TRAVEL	14	200	200	200
469	PROMOTION EXPENSE	5,800	-	-	-
489	HARBOR RENTAL SUPPLIES	-	3,500	3,500	3,500
	<i>OPERATIONS Totals</i>	<u>5,814</u>	<u>4,250</u>	<u>4,250</u>	<u>4,300</u>
<i>UTILITIES</i>					
501	ELECTRICITY	101,637	102,000	92,000	92,000
507	CELLULAR TELEPHONE	1,151	1,500	1,500	2,700
513	WATER	36,350	55,000	65,000	71,000
	<i>UTILITIES Totals</i>	<u>139,138</u>	<u>158,500</u>	<u>158,500</u>	<u>165,700</u>
<i>CAPITAL</i>					
621	FIELD MACHINERY EQUIPMENT	-	-	-	16,000

<b>Notes:</b>	<b>Replace Utility Vehicle</b>
\$16,000 - Replace 2006 Toro Workman with new Kubota Diesel utility vehicle. The Toro is in need of \$5,000 to \$7,000 in repairs. The 2006 model is discontinued and have not been able to get OEM replacement parts. Estimated repair costs include major engine overhaul, bed tailgate repair, clutch cable, push bar and fender repairs.	
*CITY MANAGER'S COMMENTS: Approved	

623	VEHICLES	11,275	28,000	28,000	-
	<i>CAPITAL Totals</i>	<u>11,275</u>	<u>28,000</u>	<u>28,000</u>	<u>16,000</u>

<b>HARBOR O &amp; M Total</b>	<b>409,721</b>	<b>499,900</b>	<b>499,900</b>	<b>542,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

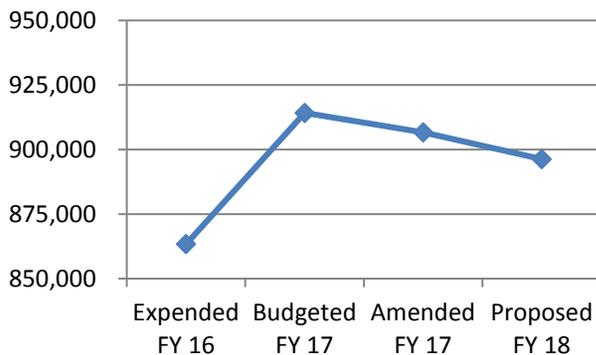
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	622,147	630,300	621,800	659,750
Contractual	40,239	70,400	70,400	38,550
Supplies	51,374	68,600	68,600	57,550
Operational	70,309	69,200	69,700	76,700
Utilities	79,280	75,700	76,200	63,700
<b>Total</b>	<b>863,348</b>	<b>914,200</b>	<b>906,700</b>	<b>896,250</b>

### Personnel Schedule

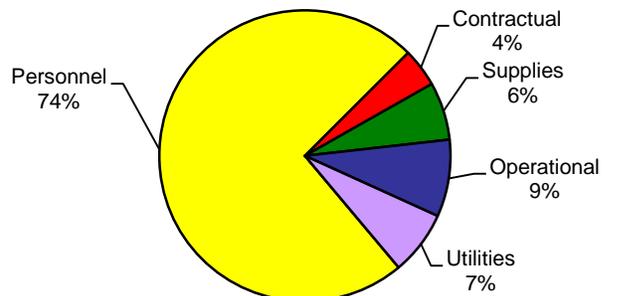
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Parks & Recreation Director	33	-	1
Parks & Recreation Manager	31	1	-
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	228,781	247,200	247,200	267,600
104 SALARIES & WAGES-CLERICAL	120,168	128,900	118,900	131,350
107 SALARIES & WAGES-LABOR	171,786	149,750	150,750	149,750
109 SALARIES & WAGES-OVERTIME	1,662	1,500	2,000	2,600

<b>Notes:</b>	<b>Additional OT</b>
<p>\$1,100 - The Administrative Secretary and front desk secretary work certain scheduled programs and meetings such as Park Board and senior trips. In addition, they are utilized and a necessary staff member to assist with Founders Day, Rib Rub, July 4th and early morning rentals, setup or community meetings.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	1,375	1,950	1,950	2,100
120 FICA & MEDICARE EXPENSE	39,731	38,900	38,900	40,500
122 T.M.R.S. RETIREMENT EXPENSE	58,045	61,500	61,500	65,250

<i>PERSONNEL SERVICES Totals</i>	<u>622,147</u>	<u>630,300</u>	<u>621,800</u>	<u>659,750</u>
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*CONTRACTUAL*

213 CONSULTING FEES	3,646	3,500	3,500	3,000
231 SERVICE MAINTENANCE CONTRACTS	5,153	7,250	7,250	7,250
239 RECREATION CONTRACTS	6,334	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	12,175	9,300	9,300	9,300
245 POOL REPAIR & MAINTENANCE	3,924	38,350	38,350	7,000
246 VEHICLE REPAIRS	9,007	6,000	6,000	6,000

<i>CONTRACTUAL Totals</i>	<u>40,239</u>	<u>70,400</u>	<u>70,400</u>	<u>38,550</u>
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*SUPPLIES*

301 OFFICE SUPPLIES	2,026	2,000	2,000	2,000
307 POSTAGE	92	2,000	2,000	2,000
310 PRINTING & BINDING	13,630	16,500	16,500	16,500
321 UNIFORMS	2,007	2,100	2,100	2,100
331 FUEL & LUBRICANTS	1,291	2,600	2,600	2,000
333 CHEMICAL	10,918	10,000	10,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	6,394	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	3,307	14,450	14,450	4,000
391 RECREATION PROGRAM SUPPLIES	11,708	12,500	12,500	12,500

<i>SUPPLIES Totals</i>	<u>51,374</u>	<u>68,600</u>	<u>68,600</u>	<u>57,550</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

406 SPECIAL EVENTS	49,874	50,250	50,250	57,750
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<b>Notes:</b>	<b>Additional Special Events</b>
<p>\$7,500 - Additional funds for non-fee based free to the public events. Additional funds would be used for supplies for Special Needs Prom and Easter programs; expand Family Fun Friday games, activities and inflatables; as well as program supplies for pet events and shot clinics.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

410 DUES & SUBSCRIPTIONS	2,013	2,500	2,500	2,500
415 RECRUITING EXPENSES	4,137	2,000	2,500	2,000
428 MEETING EXPENSES	818	1,000	1,000	1,000
430 TUITION & TRAINING	8,613	6,300	6,300	6,300
436 TRAVEL	4,854	7,150	7,150	7,150

<i>OPERATIONS Totals</i>	<u>70,309</u>	<u>69,200</u>	<u>69,700</u>	<u>76,700</u>
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*UTILITIES*

501 ELECTRICITY	74,625	72,000	72,000	60,000
507 CELLULAR TELEPHONE	4,655	3,700	4,200	3,700

<i>UTILITIES Totals</i>	<u>79,280</u>	<u>75,700</u>	<u>76,200</u>	<u>63,700</u>
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*CAPITAL*

610 FURNITURE & FIXTURES	-	-	-	22,000
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<b>Notes:</b>	<b>The Center Furniture</b>
<p>\$22,000 - Replace 250 broken or damaged chairs and 16 tables in The Center. This furniture is used on a daily basis for senior programs, rentals, special events, community meetings and presentations.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

<i>CAPITAL Totals</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,000</u>
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<b>RECREATION Total</b>	<b>863,348</b>	<b>914,200</b>	<b>906,700</b>	<b>918,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

### Expenditure Summary

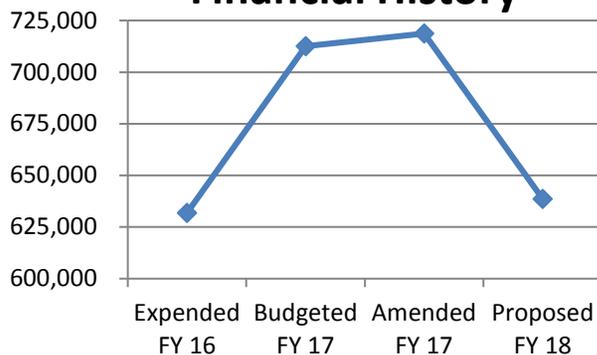
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	202,990	190,700	191,850	190,900
Contractual	416,667	427,400	432,400	425,500
Supplies	6,829	9,750	9,750	15,900
Operational	2,021	2,550	2,550	2,550
Utilities	3,377	3,800	3,800	3,800
Capital	-	78,350	78,350	-
<b>Total</b>	<b>631,883</b>	<b>712,550</b>	<b>718,700</b>	<b>638,650</b>

### Personnel Schedule

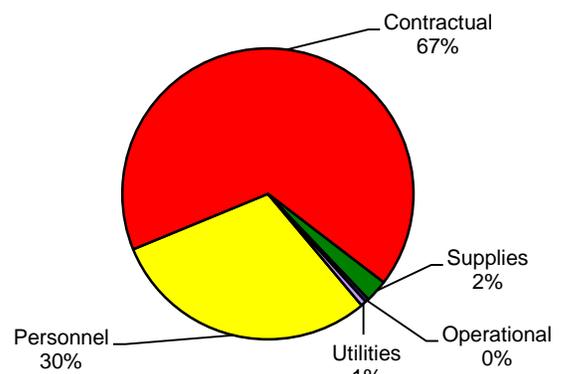
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Animal Services Crewleader	15	1	1
Animal Services Officer	12	2	2

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	152,176	146,500	146,500	146,500
109 SALARIES & WAGES-OVERTIME	8,826	5,000	5,950	5,000
114 LONGEVITY PAY	3,460	3,700	3,900	3,900
120 FICA & MEDICARE EXPENSE	11,795	11,300	11,300	11,300
122 T.M.R.S. RETIREMENT EXPENSE	26,733	24,200	24,200	24,200

<i>PERSONNEL SERVICES Totals</i>	202,990	190,700	191,850	190,900
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*CONTRACTUAL*

213 CONSULTING FEES	410,472	410,500	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	-	9,400	14,400	7,500
237 UNIFORM SERVICE	2,122	3,000	3,000	3,000
240 EQUIPMENT REPAIRS	314	750	750	750
246 VEHICLE REPAIRS	3,674	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	85	250	250	250

<i>CONTRACTUAL Totals</i>	416,667	427,400	432,400	425,500
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*SUPPLIES*

301 OFFICE SUPPLIES	163	500	500	500
310 PRINTING & BINDING	-	1,000	1,000	2,000

<b>Notes:</b>	Increase in printed material
\$1,000 - increase printing budget for the WILD program. Printed material would include, educational brochures, flyers and promotional material for participants.	
*CITY MANAGER'S COMMENTS: Approved	

321 UNIFORMS	-	-	-	3,000
325 SAFETY SUPPLIES	-	750	750	750
331 FUEL & LUBRICANTS	4,196	5,500	5,500	4,650
347 GENERAL MAINTENANCE SUPPLIES	2,470	2,000	2,000	5,000

<b>Notes:</b>	New Equipment
\$1,250 for three scanners that are used to scan pets for chip implants that contain owner information. This equipment is helpful in our Return to Home strategic initiative to reduce unnecessary shelter intakes.	
\$1,250 for replacing animal traps that are in disrepair as well as purchasing additional traps. These traps are proposed to be loaned to residents under certain conditions as a courtesy service to help remove wildlife on private property that are most prone to carry rabies.	
\$5,000 - Additional supplies are needed to complete the outfitting of the WILD Trailer. In 2017 there were only enough funds to complete one side of the trailer displays with signage, animal mounts and skins. This request is to complete the other side with additional signage, skins, mounts and sound system.	
*CITY MANAGER'S COMMENTS: Scanners and Traps are Approved. Trailer supplies are Disapproved	

<i>SUPPLIES Totals</i>	6,829	9,750	9,750	15,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	65	-	-	-
415 RECRUITING EXPENSES	98	-	-	-
430 TUITION & TRAINING	524	1,500	1,500	1,500
436 TRAVEL	1,335	1,050	1,050	1,050

<i>OPERATIONS Totals</i>	2,021	2,550	2,550	2,550
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*UTILITIES*

507 CELLULAR TELEPHONE	3,377	3,800	3,800	3,800
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<i>UTILITIES Totals</i>	3,377	3,800	3,800	3,800
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	3,000	3,000	-
621 FIELD MACHINERY & EQUIPMENT	-	25,000	25,000	-
623 VEHICLES	-	50,350	50,350	-

**Notes:** [Vehicle Replacement](#)  
 \$54,000 - Request to replace 2006 Ford Van Animal Control vehicle with 117,000 miles. Mechanical condition is fair, appearance is poor. Replacement vehicle proposed is a new Ford Van with interior conversion with cages, work lights, safety lights and logos.  
 \*CITY MANAGER'S COMMENTS: Disapproved

<i>CAPITAL Totals</i>	-	78,350	78,350	-
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<b>ANIMAL SERVICES Totals</b>	<b>631,883</b>	<b>712,550</b>	<b>718,700</b>	<b>638,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

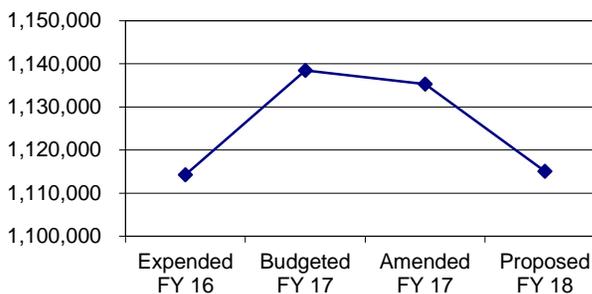
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	941,143	887,200	885,650	835,900
Contractual	122,410	164,950	164,950	214,450
Supplies	14,022	21,950	23,450	23,450
Operational	18,648	27,650	24,550	23,700
Utilities	9,575	10,050	10,050	10,050
Capital	8,445	26,650	26,650	7,500
<b>Total</b>	<b>1,114,243</b>	<b>1,138,450</b>	<b>1,135,300</b>	<b>1,115,050</b>

### Personnel Schedule

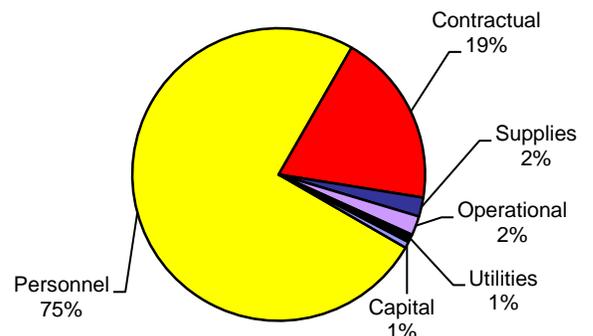
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	-	1	-
Civil Engineer	28	1	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	141,734	146,300	146,300	139,000
104 SALARIES & WAGES-CLERICAL	305,357	257,250	249,650	231,400
107 SALARIES & WAGES-LABOR	294,619	297,950	303,650	288,350

<b>Notes:</b>	<b>Additional Engineering Inspector</b>
<p>Since 2010, there has been a 14% growth in number of engineering projects and 28% growth since last year. Approximately 17 projects (private development and capital improvement) are being inspected daily by each inspector. The number of inspections to be performed daily does not allow sufficient time to be spent on each project nor does it allow for time to solve any unforeseen issues with these projects. The implementation of the Strategic Plan includes additional capital improvement projects to improve the water, sanitary sewer, and street systems within the City. These additional projects will increase the number of inspections for the engineering division to undertake daily. An additional engineering inspector will supplement the department and allow for comprehensive inspections to be done throughout the City.</p> <p>\$42,037 Salary 9,178 Benefits \$51,215 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved. As strategic projects are funded we will need to consider funding this position at that time.</i></p>	

109 SALARIES & WAGES-OVERTIME	11,688	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	1,200	900	900	900
114 LONGEVITY PAY	6,070	6,200	6,550	6,750
120 FICA & MEDICARE EXPENSE	54,919	52,500	52,500	49,750
122 T.M.R.S. RETIREMENT EXPENSE	125,557	114,100	114,100	107,750

*PERSONNEL SERVICES Totals*      941,143      887,200      885,650      835,900

*CONTRACTUAL*

213 CONSULTING FEES	97,004	130,000	130,000	178,000
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<b>Notes:</b>	<b>Consultants</b>
<p>\$50,000 Birkhoff Hendricks and Carter lift station reviews, water/sewer hydraulic modeling, and miscellaneous requests</p> <p>\$80,000 Dwayne Stubblefield reviews all flood studies and storm water data for private and capital improvement projects. The City has been reimbursed \$40,000 in FY17 for these studies therefore only the net \$40,000 is included here.</p> <p>\$20,000 Traffic Consultant to do speed and signal studies</p> <p>\$60,000 Drainage Consultant to review drainage issues</p> <p>\$8,000 Survey to do miscellaneous tasks and to survey drainage at the service center.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	11,733	11,000	11,000	12,000

<b>Notes:</b>	Licenses
AutoCAD licenses \$4295 DGNO Annual Crossing \$800 HP DesignJet Service \$2,545 Air Card for 5 laptops \$2,400 Data Packages for 2 iPads \$960 LIDAR Software \$1,000* *Adding the LIDAR software to profile the floodplain to help distinguish the water surface elevation and flow lines of streams in floodplain regions.  *CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	-	600	600	600
242 EQUIPMENT RENTAL & LEASE	2,689	3,500	3,500	3,500
246 VEHICLE REPAIRS	4,954	6,000	6,000	6,500
276 STORMWATER PROGRAM COSTS	6,031	13,850	13,850	13,850
<i>CONTRACTUAL Totals</i>	122,410	164,950	164,950	214,450

*SUPPLIES*

301 OFFICE SUPPLIES	1,617	1,800	1,800	1,800
310 PRINTING & BINDING	551	1,500	1,500	1,500
321 UNIFORMS	939	1,050	1,050	1,050
323 SMALL TOOLS	1,347	1,500	1,500	1,500
325 SAFETY SUPPLIES	93	500	500	500
331 FUEL & LUBRICANTS	7,850	8,500	10,000	10,000
341 CONSTRUCTION & REPAIR SUPPLIES	1,625	6,600	6,600	6,600
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	14,022	21,950	23,450	23,450

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	7,314	13,400	10,000	8,000
415 RECRUITING EXPENSES	-	-	300	-
430 TUITION & TRAINING	5,249	6,000	6,000	7,000

<b>Notes:</b>	Additional Training and Travel
There has been an increase in the costs of several of engineering conferences and there is an additional conference that was added (Institute of Transportation Engineers-Texas) as well as travel to TPWA and Floodplain management associations.  *CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	6,084	8,250	8,250	8,700
<i>OPERATIONS Totals</i>	18,648	27,650	24,550	23,700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	9,575	10,050	10,050	10,050
<i>UTILITIES Totals</i>	<u>9,575</u>	<u>10,050</u>	<u>10,050</u>	<u>10,050</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	8,445	-	-	7,500
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<b>Notes:</b>	Trimble/GPS Unit
This would be a replacement of a 7 year old GPS unit. It would be trade-in and upgrade to a new 2017 Trimble Geo-7 high-accuracy handheld GPS unit and related desktop software. The new unit will allow for GIS staff to collect and maintain utility, parks assets, and 911 addressing data in the field, utilizing the newest technology up to decimeter accuracy. \$7,500	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

623 VEHICLES	-	26,650	26,650	-
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<b>Notes:</b>	1/2 ton Truck
Replace 2003 Ford Expedition (99,000 miles) with a 1/2 ton crew/quad cab Ford truck with light bar and decals \$31,000	
<i>*CITY MANAGER'S COMMENTS: Disapproved</i>	

<i>CAPITAL Totals</i>	<u>8,445</u>	<u>26,650</u>	<u>26,650</u>	<u>7,500</u>
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<b>ENGINEERING Totals</b>	<b>1,114,243</b>	<b>1,138,450</b>	<b>1,135,300</b>	<b>1,115,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

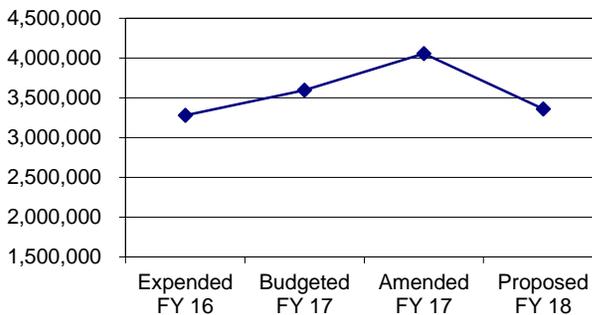
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	634,849	698,350	696,850	742,900
Contractual	161,765	223,150	223,150	227,050
Supplies	1,060,006	1,842,600	2,327,100	1,638,350
Operational	4,913	9,000	10,100	11,300
Utilities	480,987	522,550	498,800	522,700
Capital	938,997	299,550	299,550	218,650
<b>Total</b>	<b>3,281,517</b>	<b>3,595,200</b>	<b>4,055,550</b>	<b>3,360,950</b>

### Personnel Schedule

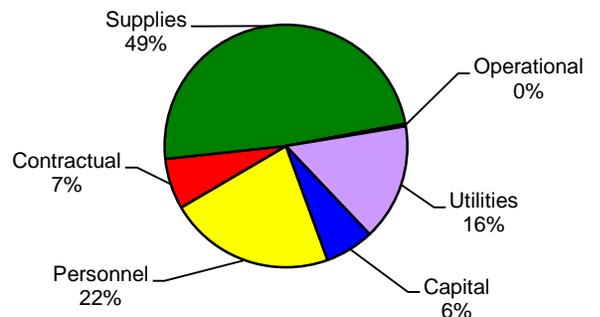
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	15	2	2
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	84,444	87,850	87,850	87,850
107 SALARIES & WAGES-LABOR	403,384	455,100	455,100	491,100

<b>Notes:</b>	Field Supervisor - Signs
<p>The addition of this Supervisor position is needed to, manage and coordinate all activities that include: Street Signs, Regulatory Signs, Traffic Signals, School Lights, Pedestrian Crosswalk Lights, Pavement Markings, Project Management, Contract Management, Asset Management and other Administrative duties necessary to meet all Traffic Operation requirements.</p> <p>This position will be responsible for maintaining an existing inventory of over 10,000 street and regulatory signs. This position will also develop and administer the implementation and fabrication of all mandatory retro-reflective signage to ensure compliance with the current "Texas Manual on Uniform Traffic Control Devices" and the "Standard Highway Sign Designs for the State of Texas."</p> <p>The position will also be responsible for assisting with overall operational costs including special programs, major street projects, major inventory expenditures, vehicle and equipment replacement costs, fleet maintenance costs, sign inventory costs and must be able to provide accurate cost analysis for our annual budgetary process. We are attempting to substantially scale down our internal sign fabrication activities by outsourcing all pre-fabricated signs when possible thus allowing this position to facilitate that transition and be responsible for administering these contracts, manage inventory, and coordinate purchases.</p> <p>This position will also require coordinating with various contractors and utility companies such as setting up line locates, dispatching service contractors to diagnose and repair issues with all City owned traffic signals. Will also perform daily monitoring through our SCADA program for 31 solar powered school lights for all 11 Public Schools within the City of Rockwall, effectively diagnose, troubleshoot and repair school light deficiencies expeditiously and in a cost effective manner, will also maintain adequate inventory for all signage, fixtures and materials relative to our school lights, pedestrian crosswalk signals, traffic signals, etc.</p> <p>\$ 53,788 Salary          1 1,743 Benefits          1,400 Computer          1,700 Radio  <u>33,000</u> Truck          \$101,631 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	<b>Stormwater Crew</b>			
Establish a two person maintenance crew for the Stormwater System Maintenance Program. This position would serve as the crew leader for a two-man crew to operate the proposed stormwater vacuum truck for servicing and maintaining the (MS4) stormwater system.				
Crewleader and Equipment Operator				
\$ 71,698 Salaries				
15,653 Benefits				
1,400 Computer				
3,400 Radios				
<u>\$ 92,151 Total</u>				
<b>*CITY MANAGER'S COMMENTS: Disapproved</b>				

109	SALARIES & WAGES-OVERTIME	13,426	15,200	15,200	15,200
113	EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	2,400

<b>Notes:</b>	<b>Certification Pay</b>			
Bilingual /Certification Pay				
3-Bilingual Translation Certifications at \$600 each				
1-Bilingual Conversational Certification at \$300				
Pesticide Applicator Certification Pay				
1-Non Commercial Political Pesticide Applicator License/Certification \$300				
<b>*CITY MANAGER'S COMMENTS: Approved</b>				

114	LONGEVITY PAY	7,710	8,100	6,600	7,300
120	FICA & MEDICARE EXPENSE	39,133	41,500	41,500	44,300
122	T.M.R.S. RETIREMENT EXPENSE	85,252	88,800	88,800	94,750
		634,849	698,350	696,850	742,900

*CONTRACTUAL*

213	CONSULTING FEES	-	5,000	5,000	5,000
231	SERVICE MAINTENANCE CONTRACTS	22,325	38,400	38,400	42,300

<b>Notes:</b>	<b>Service Maintenance</b>			
\$21,335 Annual Traffic Signal Maintenance Contract - Maintain (Four) City Owned Traffic Signals at \$4,267. each				
5,200 Verizon Lite Air cards				
9,120 Scada Technical support				
3,720 Scada modem cell charges				
3,000 Cloud Access Network Subscription Fee				
<b>*CITY MANAGER'S COMMENTS: Approved</b>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<b>Notes:</b>	<b>Storm Sewer Inspections/Repair</b>			
<p>\$153,000 Storm Sewer Inspection Program – Year 1 of 5</p> <p>Closed Circuit Television Inspections – (CCTV) to determine the condition of storm sewer lines, the interior of the pipes are inspected using (CCTV). The camera unit is navigated between the inlet structures and manholes. Analysis of what is viewed in the pipeline is conducted in real time by the camera truck operator. The inspection is also recorded, saved and entered into the Divisions GIS system for maintenance purposes: This process can identify sections of pipe that may require cleaning, pipe lining, pipe repair, pipe replacement, etc. To get a baseline of cost for the first year of the inspection program, we used pricing from Acme Utility Inspection Services, Inc. with the average cost of television inspection at \$1.00 per LF. The City wide storm sewer network consists of approximately 764,661 linear feet of storm sewer pipe. 764,661 LF x (\$1.00)/ 5 yrs. = \$152,932.20 per year for video inspection not including cleaning.</p> <p>\$45,000 Storm Sewer Cleaning and Repair Program – Year 1 of 5 Year Program</p> <p>The current ACME rate shows a cost of \$185.00 per hr. for 4-hr minimum for a Vactor Truck. While we do not yet know the internal condition of the storm sewer system to be inspected related to cleaning and repair cost, we can assume that there will be a substantial need to budget a significant amount of funding to allow for the cleaning and repair of the issues identified with the camera inspections. At \$185.00 per hr. the daily cleaning rate for the Vactor Truck would be \$1,480. Using a baseline cost of \$1,500 per day, the per week cost (\$1,500x5 = \$7,500). We are budgeting for 30 full days (6-weeks) of pipe cleaning at 1,500 per day/\$7,500 per week. As this process moves forward, we will be better able to determine more exact cost estimates, as we begin to determine the congestive nature of our storm sewer system we will be able to develop a cleaning cost per/ft. ratio.</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>				

237	UNIFORM SERVICE	7,720	9,550	9,550	9,550
240	EQUIPMENT REPAIRS	21,507	42,000	42,000	42,000
242	EQUIPMENT RENTAL & LEASE	2,831	5,000	5,000	5,000
246	VEHICLE REPAIRS	41,822	25,000	25,000	25,000
270	WASTE DISPOSAL SERVICE	65,560	98,000	98,000	98,000
271	LANDFILL MAINTENANCE	-	200	200	200
		161,765	223,150	223,150	227,050
<i>SUPPLIES</i>					
301	OFFICE SUPPLIES	674	500	500	500
310	PRINTING & BINDING	-	400	400	500
323	SMALL TOOLS	6,240	11,100	11,100	11,100
325	SAFETY SUPPLIES	5,094	6,000	6,000	6,000
331	FUEL & LUBRICANTS	21,089	30,000	30,000	30,000
333	CHEMICAL	14,900	15,500	15,500	15,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
341 CONSTRUCTION & REPAIR SUPPLIES	875,904	1,400,000	1,692,000	1,400,000

<b>Notes:</b>	Construction Supplies
<p>\$522,000 Asphalt Street Repair/ Reclamation/Mill &amp; Overlay/Maintenance Overlay                  Full Depth Reclamation - Full depth pavement reclamation consists of pulverizing the existing asphalt pavement back into the road base. The pulverized material is then stabilized with cement and compacted. This process is followed by an asphalt overlay. Other asphalt repair projects will consist of standard 2” surface maintenance overlays along with mill and fill overlay.                  Proposed Full Depth Reclamation Projects:</p> <ol style="list-style-type: none"> <li>1.Parks Avenue \$93,197</li> <li>2.Kernodle Street \$103,180</li> <li>3.Heath Street \$227,808</li> <li>4.Hays Lane \$ 55,000</li> <li>5. To Be Determined \$43,000</li> </ol> <p>\$400,000 Concrete Repairs of streets/alleys                  \$100,000 Miscellaneous Sidewalk Construction                  \$100,000 Pavement Lift and Stabilization</p> <p>\$25,000 Miscellaneous Sidewalk Repair (Mud Jacking) These funds will be used to establish an annual maintenance contract for lifting and leveling uneven sidewalks.</p> <p>\$50,000 Pavement Marking                  Maintain and upgrade pavement markings on various roadways throughout town.</p> <p>\$28,000 Pavement Preservation – Surface Treatments                  Preservative surface treatments such as Slurry Seals, Micro surfacing and Reclamite Rejuvenators, and crack sealing.</p> <p>\$175,000 The cost for construction materials and supplies used by city staff in its day to day maintenance operations. These supplies/materials include, hot mix asphalt, cold mix asphalt, asphalt tac, concrete, rock, flexbase, gravel and other miscellaneous material used for in-house construction and maintenance activities.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

347 GENERAL MAINT. SUPPLIES	6,922	7,500	7,500	7,500
384 DRAINAGE SYSTEM REPAIR SUPPLIES	19,762	20,000	20,000	20,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016	2017	2017	2018 City
	Actual Amount	Adopted Budget	Amended Budget	Manager Approved
392 SIGNS AND SIGNALS	109,422	351,600	544,100	142,250

<b>Notes:</b>	Signs and Signals
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\$11,660 Opticom Traffic Signal equipment for New Intersections. FM 1141 at SH 552 along with FM 3097 at County Line Road.

\$7,983 Purchase (2) Solar Power High Intensity LED Radar Signs. The pole mounted radar signs will be used to monitor traffic and address speeding concerns on designated streets that meet placement criteria. The signs will increase community awareness of speed, while providing critical speed data to our engineering and police departments.

\$22,622 Rapid Flashing Pedestrian Crossing System  
 The RRFB (Rectangular Rapid Flashing Beacon) is a rectangular shaped, high intensity signal head which flashes in a wig-wag, rapid flickering pattern. The alternating signals provide direct, ultra-bright concentration as well as wide-angle intensity. The beacons are pedestrian activated by push button. We are requesting to place additional RRFB,s at the school zone crosswalk crossing John King Blvd at Chesterwood Drive along with the school zone crosswalk located at North Lakeshore and Petaluma Drive. These streets are both multi lane divided collectors. By supplementing the existing crosswalk signs with the RRFB,s we can increase the walkability and safety of these crosswalks.

\$60,000 Maintenance and repair of our streets and regulatory sign network. Funding from this account also fund the maintenance, repair and replacement of our school zone beacon network (31-flashing beacons) along with our flashing crosswalk systems. The cost of sign materials and supplies continue to trend up through cost increases and accession. Materials purchased out of this budget include, The replacement of random street and regulatory signage, sign blanks, sign poles (conventional and decorative), mounting brackets, street sign mounting crosses etc. This account also covers the cost special signage projects for other city departments/divisions. Other than the in-house fabrication of random sign replacement this budget is directed to the bulk purchase of pre-fabricated signs with outsourced production including fixtures, mounts and poles.

\$40,000 (Contract Out Sign Fabrication)  
 10 – Year Strategic Sign Replacement Program – Incremental Signage Replacement  
 The reflective properties of sign materials decrease over time due to exposure to sunlight and other factors. As the reflective materials degrade, a sign becomes harder to see at night. This program would provide for the uniform replacement of all signs in a given area at specified intervals based on the signs expected lifespan above the minimum standards for retro reflectivity.  
 High Intensity Prismatic sheeting on.080 aluminum street signs have an average durability lifespan of 10 years. Over and above general maintenance, street and regulatory signs should be on a replacement schedule that insures that the signs are replaced within their designed lifespan. This program would consist of budgeting for and replacing approximately 10% of the in-field signage inventory each year (this would include both street and regulatory signage). By working off a grid system, the signs can systematically be replaced with new signs allowing the older signs to be rotated out of the inventory.  
 Incremental Sign Rotation - remove and replace 1,000 pre-fabricated street signs per budget year at a fabrication cost of \$40.00 per sign. 1,000 signs at \$40.00 per sign =40,000 per budget year. Incremental funding increases will be necessary each budget year to cover the cost of the additional signage added through accession and cost increases for pre-fabricated signs. The fabrication of these signs will be outsourced and purchased in bulk.

\*CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">Traffic Signal Installation</td> </tr> <tr> <td colspan="5">\$355,000 Traffic Signal Installation at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation.</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Disapproved. Intersection safety has been improved with the addition of flashing stop signs. When this becomes SH205, TxDOT will pay for and install signalization</td> </tr> </table>					<b>Notes:</b>	Traffic Signal Installation				\$355,000 Traffic Signal Installation at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation.					*CITY MANAGER'S COMMENTS: Disapproved. Intersection safety has been improved with the addition of flashing stop signs. When this becomes SH205, TxDOT will pay for and install signalization																			
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393 STREET LIGHTING SUPPLIES	-	-	-	5,000																														
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<i>OPERATIONS</i>																																		
410 DUES & SUBSCRIPTIONS	-	-	900	700																														
415 RECRUITING EXPENSES	137	-	200	-																														
430 TUITION & TRAINING	1,461	4,000	4,000	5,600																														
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436 TRAVEL	3,315	5,000	5,000	5,000																														
	4,913	9,000	10,100	11,300																														
<i>UTILITIES</i>																																		
504 STREET LIGHTING	477,039	515,750	492,000	515,750																														
507 CELLULAR TELEPHONE	3,948	6,800	6,800	6,950																														
	480,987	522,550	498,800	522,700																														
<i>CAPITAL</i>																																		
612 COMPUTER EQUIPMENT	6,050	-	-	2,800																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">New Laptops</td> </tr> <tr> <td colspan="5">2 - Dell Latitude E6440 laptops for the streets division (City Works Implementation) at \$1,400 each.</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	New Laptops				2 - Dell Latitude E6440 laptops for the streets division (City Works Implementation) at \$1,400 each.					*CITY MANAGER'S COMMENTS: Approved																			
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	378,131	93,600	93,600	99,600

Notes:	New Equipment
<p>\$8,600 STALKER/ Speed Awareness Monitor/ Trailer Mounted/Solar Powered/6000 Programmer Speed trailers promote safety by helping to control speeding but they are also an invaluable monitoring and tracking tool. The streets division would like to supplement the existing speed trailer with a second speed trailer.</p>	
<p>\$35,000 Replace (2) Mobile Message Sign Board Trailers These trailers provide us with very effective communication devices for conveying critical information to motorist and the public in general. When motorist need advanced warning notice of road construction, detour information, roadway hazards or emergency information the electronic message boards provide a highly visible and effective way to deliver that information. The electronic message signs also play a key role in large scale city sponsored special events such as The Founders Day Festival, and the July 4th Fireworks Show and HHW.  These trailers have been in service now for 9-years, which is really outdated for this type of equipment. The message programmers are now obsolete and no longer capable of being programmed electronically by laptop or Bluetooth app. While these message boards remain marginally functional, they are in bad condition. They are sun faded, have scaling paint, worn out and dated.. In some digital configurations the message display no longer produces smooth, full clear bold text.</p>	
<p>\$13,000 Replace –ST-103-03- Ingersoll Rand Trailer w/Jack Hammer This trailer ential piece of equipment. It is used for a backup jackhammer in cases whereby we require releasing backhoe spade, condition is fair. This trailer would require such repairs as lights, axle bearings, tires etc. It is 14 years old and meets the replacement criteria. Proposed Replacement Unit – 2017/2018 Doosan 185-HP compressor with jack hammer.</p>	
<p>\$17,000 Broom Attachment for Existing 2011 John Deere Front End Loader 524K Replaces Existing Construction Broom Out of Service/Worn Out. This attachment is used for road construction, emergency clean up of storm debris, silt dirt etc. Repair is no longer feasible</p>	
<p>\$13,000 - Replace the 1999 16-FT Belshe Trailer 12-K Model T-1 (black)  This trailer is used for transporting various pieces of equipment to the various jobsites. This trailer is in fair to poor condition and will require such repairs as electrical lights, axle bearings brakes. Considering frequency of use and condition, along with the amount of repairs it will need to keep it in service, replacement is warranted. Proposed Replacement Unit – 2017/2018 20-FT Interstate Tilt Trailer Model TST-16</p>	
<p>\$13,000 - Replace a 2001 16-FT Belshe Trailer 18-K Model T-18  This trailer is used for transporting various pieces of equipment to the various jobsites. This trailer is in fair to poor condition and will require such repairs as electrical lights, axle bearings brakes, etc. and should be considered unsafe for towing heavy equipment in its current condition. Considering frequency of use and condition, along with the amount of repairs it will need to keep it in service, replacement is warranted. This vehicle meets all of the established retirement criteria’s. Proposed Replacement Unit – 2017/2018 20-FT Interstate Tilt Trailer Model TST-16</p>	
<p>*CITY MANAGER'S COMMENTS: Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Vactor Truck
<p>\$365,000 Freightliner Vactor Truck Model 311E/11                  Proposed Specifically for Storm Drainage Maintenance Operations to implement a Storm Water System Maintenance Plan including procedures and maintenance schedules for structural controls. These controls include pipes, culverts, inlets, ditches and drainage swales. These systems along with other storm water conveyance systems are major components that serve an important function in safely conveying storm water.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

623 VEHICLES	192,709	205,950	205,950	116,250
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<b>Notes:</b>	Vehicle Replacements
<p>Replace - 2002 Ford F-650 Dump Truck                  Mileage: 33,661                  Condition: Fair/Poor</p> <p>This truck is vital to day to day operations. It is used for street sanding, transporting dirt, debris and hauling equipment to jobsites on a daily basis.                  This truck has had several costly mechanical issues within the last two years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc.</p> <p>Proposed Replacement unit: 2017-2018 Kenworth Chassis 12 yard dump body w/8 yard sand spreader, underbody tool box pass side, LED light bar, traffic advisor, 4-way strobe kit, etc.                  2nd Year Request. \$125,000</p> <p>Replace - 2006 Ford F-650 Brush Truck                  Mileage: 14,433                  Condition: Fair/Poor</p> <p>This truck is vital to day to day general maintenance operations and serves as a multi-purpose vehicle. The truck considered a daily use vehicle and is deployed primarily by the Streets and Parks Divisions. In emergency situations, such as severe weather/wind/ice/events, this vehicle is indispensable and is key to our debris and brush removal operations. The brush grapple attachment would eliminate the need or a loader to follow the truck since it is self contained/self loading unit.</p> <p>Streets Use - Brush and debris removal for general Right-of-Way maintenance, emergency clean up of brush and debris caused by storm events.</p> <p>Parks Use - Park maintenance, landscape maintenance, tree pruning and removal, along with emergency clean of brush and debris caused by storm damage at various park locations.</p> <p>The existing truck has had several mechanical issues within the last 2-years that include electrical issues a/c issues. The vehicle is consistently out of service due to electrical issues.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple. \$180,000</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<b>Notes:</b>	<b>Vehicle Replacements</b>			
<p>Replace - 2005 Ford F-250 Ex Cab-with Utility Bed                      Mileage: 123,000                      Condition: Fair/Poor                      This truck is vital to day to day operations within our sign tech operations. This vehicle is used for daily sign maintenance operations, school light maintenance, traffic signals, special event support and general operations activities. This truck has had several mechanical issues within the last 1-2 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage and meets or exceeds the replacement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-250 Extended Cab Service Truck with 5-K remote control auto crane used for sign pole operations, headache rack, compressor/generator, safety lights, etc. \$50,000</p> <p>Replace - 2006 Ford Crown Victoria 4-Door Sedan Mileage 130,000                      Condition: Fair/Poor                      This vehicle is vital to day to day operations. In the 2016/2017 budget cycle, a new position was approved for the division but a vehicle was not provided. This vehicle is currently being used by a crew leader within the streets maintenance crew due to a shortage of utility trucks within the division. This vehicle previously served as a pool vehicle for the division. This re-purposed vehicle meets all of the established retirement criteria's.                      This vehicle has had several mechanical issues within the last 2-3 years that include major coolant leak which required towing, a/c repairs, and brakes. This vehicle meets all of the established retirement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-150 with toolboxes \$25,000</p> <p>Replace - 2006 Chevrolet C-2500 Ext Cab Pickup Mileage 112,044                      Condition: Fair/Poor                      This truck is vital to day to day operations. The vehicle is currently being used by the Field Operations Supervisor as a take home vehicle for the express purpose of emergency response. This vehicle is a operation critical vehicle and must be available for emergency response 24/7.                      This vehicle has had several mechanical issues within the last 1-2 years that include brake booster, master cylinder, suspension repairs, electrical issues and the radiator replaced. This vehicle meets all of the established retirement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-150 with toolboxes \$25,000</p> <p>2017-18 KUBOTA Multi-Purpose Utility                      Cart Proposed Specifically for Street Maintenance Operations                      This vehicle would be used primarily for the placement of traffic control devices. Traffic control and will be an essential part of the daily operations of the streets division. Cones/Road Construction Ahead/Right Lane Closed Ahead, etc. The cones and signage often need to be placed over a long distances to cover the various phases of a work zone such as Advanced Warning Zone/Transition Tapers/ Area/Activity Area/Termination Area/                      Termination Tapers. The placement of these work zones require that the various traffic control devices need to be spaced at required distances that often cover several hundred feet in length. This vehicle would also be used for special event support \$16,254</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>				

634 DRAINAGE PROJECTS	362,107	-	-	-
	<u>938,997</u>	<u>299,550</u>	<u>299,550</u>	<u>218,650</u>
<b>STREETS Totals</b>	<b>3,281,517</b>	<b>3,595,200</b>	<b>4,055,550</b>	<b>3,360,950</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2017  
**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District will be increasing their rate by 10% from the current 2.53 to 2.78 per thousand gallons of treated water. The District has established a long-range rate model and it was incorporated into the City's most recent rate study.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past several years and while consumption is increasing, it is still more than 25% below our highest previous consumption levels seen before conservation was implemented.

The City raised rates effective January 1, 2017 so the full-year effect of this increase has not yet been realized. The proposed budget assumes a full-year of the new rates on the consumption volumes and the need for another rate increase on or before January 1, 2018 to increase revenues by another 10% overall although we are still fine tuning this calculation for presentation to Council later in the fall. The proposed budget assumes implementation of this increase but we will monitor fall consumptions to see if they trend upward from this point.

We should undertake an independent rate evaluation during FY2018 in order to prepare for larger projects expected in FY2020 and beyond. The proposed budget allows sufficient funds to hire a rate consultant for this purpose.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2014 as well. These rates are designed to cover completely our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase of 4.26% based on study findings. The wholesale contracts with Blackland and RCH were extended at the end of 2014. The City of Heath's year-to-year contract with Rockwall provided for rate increases as NTMWD adjusts their rate and includes a minimum take provision which was implemented in FY2017.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Revenues	21,711,220	22,412,800	22,507,400	24,482,099
Operating Expenses	14,988,195	18,546,100	18,041,150	19,526,300
Operating Income (Loss)	6,723,025	3,866,700	4,466,250	4,955,799
Non-Operating Revenues	1,218,017	1,068,200	1,784,850	1,093,200
Non-Operating Expenses	4,093,938	4,269,200	4,269,200	3,516,100
Non-Operating Income (Loss)	(2,875,921)	(3,201,000)	(2,484,350)	(2,422,900)
Net Income (Loss) Before Transfers	3,847,105	665,700	1,981,900	2,532,899
Net Transfers In (Out)	(949,250)	(986,650)	(986,650)	(1,015,050)
Net Income (Loss)	2,897,855	(320,950)	995,250	1,517,849
Working Capital - Beginning	1,666,753	2,769,712	4,564,608	5,559,858
Working Capital - Ending	4,564,608	2,448,762	5,559,858	7,077,707

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Available Operating Revenues:					
4601	Retail Water Sales	12,442,555	12,121,650	12,121,650	13,333,850
4603	Sewer Charges	6,245,541	6,644,000	6,644,000	7,308,400
4605	Pretreatment Charges	15,143	18,000	38,600	18,000
4609	HHW Fees	103,345	100,000	105,000	100,000
4610	Penalties	296,854	220,000	265,000	220,000
<b>Total Utility Sales</b>		<b>19,103,438</b>	<b>19,103,650</b>	<b>19,174,250</b>	<b>20,980,250</b>
4622	RCH Water Sales	1,028,904	1,002,300	1,002,300	1,032,369
4632	Blackland Water Sales	566,083	681,000	681,000	701,430
4640	Mclendon Chisholm Sewer	2,428	7,000	7,000	7,000
4650	City of Heath Water Sales	764,716	1,421,850	1,321,850	1,564,050
<b>Total Contract Sales</b>		<b>2,362,131</b>	<b>3,112,150</b>	<b>3,012,150</b>	<b>3,304,849</b>
4611	Portable Meter Sales	59,163	20,000	130,000	20,000
4660	Water Taps	129,395	120,000	134,000	120,000
4662	Sewer Taps	36,593	35,000	35,000	35,000
4665	Meter Rental Fees	20,500	22,000	22,000	22,000
<b>Total Other Receipts</b>		<b>245,651</b>	<b>197,000</b>	<b>321,000</b>	<b>197,000</b>
<b>Total Operating Revenues</b>		<b>21,711,220</b>	<b>22,412,800</b>	<b>22,507,400</b>	<b>24,482,099</b>
Available Non-Operating Revenues					
4001	Interest Earnings	51,311	25,000	77,500	50,000
4010	Auction/Scrap Proceeds	2,382	5,000	41,700	5,000
4019	Miscellaneous	34,980	15,000	15,000	15,000
4450	Land Sales	-	-	265,450	-
4480	Tower Leases	177,070	188,200	188,200	188,200
4670	Water Impact Fees	724,753	625,000	908,000	625,000
4672	Sewer Impact Fees	227,521	210,000	289,000	210,000
<b>Total Non-Operating Revenue</b>		<b>1,218,017</b>	<b>1,068,200</b>	<b>1,784,850</b>	<b>1,093,200</b>
<b>Total Available Revenues</b>		<b>22,929,237</b>	<b>23,481,000</b>	<b>24,292,250</b>	<b>25,575,299</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Transfers Out				
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	40,000	50,000	50,000	55,000
To Vehicle Replacement Fund	-	25,000	25,000	50,000
To Tech Replacement Fund	9,250	11,650	11,650	10,050
<b>Total Transfers Out</b>	<b>949,250</b>	<b>986,650</b>	<b>986,650</b>	<b>1,015,050</b>
Net Operating Transfers				
In (Out)	(949,250)	(986,650)	(986,650)	(1,015,050)

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,183,615	1,063,500	1,046,300	1,150,700
63 Water Operations	9,105,360	10,713,700	10,418,300	11,466,800
67 Sewer Operations	4,699,220	6,768,900	6,576,550	6,908,800
Total Dept. Expenses	14,988,195	18,546,100	18,041,150	19,526,300
Non Operating Expenses				
62 Long Term Debt	4,093,938	4,269,200	4,269,200	3,516,100
Total Non-Operating Expenses	4,093,938	4,269,200	4,269,200	3,516,100
<b>Total Expenses</b>	<b>19,082,133</b>	<b>22,815,300</b>	<b>22,310,350</b>	<b>23,042,400</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	8,866	10,000	10,000	10,000
0752 BOND - PRINCIPAL	2,215,000	2,490,000	2,490,000	1,761,000
0754 BOND - INTEREST	1,145,194	1,205,350	1,205,350	1,424,200
0772 NTMWD - PRINCIPAL	469,552	338,350	338,350	216,700
0774 NTMWD - INTEREST	255,326	225,500	225,500	104,200
<b>Debt Service TOTAL . . . . .:</b>	<b>4,093,937</b>	<b>4,269,200</b>	<b>4,269,200</b>	<b>3,516,100</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

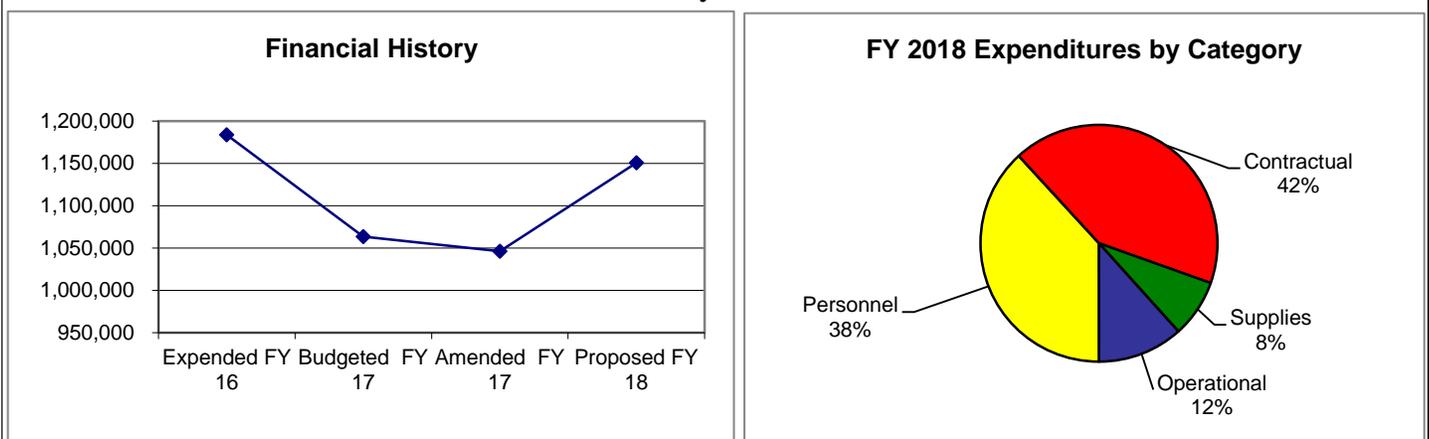
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	417,895	433,100	433,100	439,350
Contractual	449,184	395,800	403,600	486,250
Supplies	87,493	90,800	90,800	90,800
Operational	229,042	143,800	118,800	134,300
<b>Total</b>	<b>1,183,615</b>	<b>1,063,500</b>	<b>1,046,300</b>	<b>1,150,700</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Utility Billing Supervisor	22	1	1
Crewleader	15	1	1
Customer Service Representative	11	3	3
Meter Technician	11	3	3

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	75,789	75,850	75,850	75,850
104 SALARIES & WAGES-CLERICAL	103,917	106,600	106,600	107,250
107 SALARIES & WAGES-LABOR	151,990	162,650	162,650	166,350
109 SALARIES & WAGES-OVERTIME	1,347	500	500	500
113 EDUCATION/CERTIFICATE PAY	900	900	900	1,200
114 LONGEVITY PAY	2,862	3,750	3,750	4,250
120 FICA & MEDICARE EXPENSE	25,562	26,400	26,400	26,750
122 T.M.R.S. RETIREMENT EXPENSE	55,530	56,450	56,450	57,200
<i>PERSONNEL SERVICES Totals</i>	<u>417,895</u>	<u>433,100</u>	<u>433,100</u>	<u>439,350</u>
<i>CONTRACTUAL</i>				
210 AUDITING	20,500	25,000	20,000	20,000
217 IT SERVICE	20,671	30,000	30,000	36,000

<b>Notes:</b>	<b>IT Contracts</b>
<p>Internet service monthly cost increased with the install of new fiber to FS 3, FS 4 and the Court bldg. Total cost of the internet service city-wide is split between General fund, Water/Sewer fund and Court Technology fund.</p> <p>\$13,500 Datamax                  7,000 Misc IT projects                  15,500 Internet service to all locations</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

223 INSURANCE-SURETY BONDS	204	200	200	200
225 INSURANCE-AUTOMOBILES	15,910	17,000	23,100	24,500
227 INSURANCE-REAL PROPERTY	28,497	30,000	30,000	37,400
228 INSURANCE-CLAIMS & DEDUCTIBLES	17,793	25,000	25,000	25,000
229 INSURANCE-LIABILITY	22,855	24,000	30,700	31,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	312,595	229,500	229,500	297,050

**Notes:** Standard Contracts

Last year we negotiated a fee reduction with the online processing credit card company. Average monthly credit card fees did decline however the number of online bill payment customers has increased.

\$ 41,500 Tyler Tech  
 6,500 Master Meter  
 1,500 Neopost  
 115,000 Dataprose  
 80,000 Credit Card Processing  
 800 Check Scanner  
 2,100 Itron

In addition, we want to upgrade our current billing software to add a module for the online presentment and payment feature. This will allow us to offer real-time balance information. The vendor who does our bill printing provides online presentment but the balance is only good on the day the bill is printed. This is frustrating to our customers whose payment may have crossed in the mail and have to call in to be told how much to pay. We answer many calls a week like this. The one-time cost is \$31,100 and a recurring \$4,320 in annual maintenance. We anticipate saving about \$6,000 per year that we are paying our current vendor though.

**\*CITY MANAGER'S COMMENTS: Approved**

235 BANK CHARGES	2,052	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	192	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	7,917	9,100	9,100	9,100
<i>CONTRACTUAL Totals</i>	449,184	395,800	403,600	486,250

*SUPPLIES*

301 OFFICE SUPPLIES	899	1,800	1,800	1,800
307 POSTAGE	79,678	80,000	80,000	80,000
310 PRINTING & BINDING	6,917	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	-	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	87,493	90,800	90,800	90,800

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	300	300	300
430 TUITION & TRAINING	1,995	2,000	2,000	2,000
436 TRAVEL	315	1,500	1,500	2,000
450 BAD DEBT EXPENSE	122,773	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE DAY	103,959	110,000	85,000	100,000
<i>OPERATIONS Totals</i>	229,042	143,800	118,800	134,300

<b>BILLING SERVICES Totals</b>	<b>1,183,615</b>	<b>1,063,500</b>	<b>1,046,300</b>	<b>1,150,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

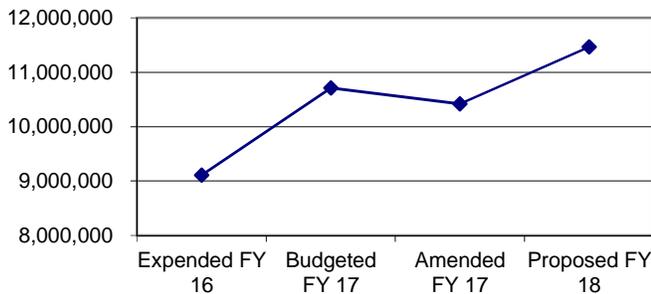
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	845,182	937,350	931,650	957,550
Contractual	7,574,347	8,751,250	8,414,750	9,692,600
Supplies	332,795	430,200	442,200	457,200
Operational	9,393	16,000	17,300	15,900
Utilities	343,644	310,550	310,550	290,550
Capital	-	268,350	301,850	53,000
<b>Total</b>	<b>9,105,360</b>	<b>10,713,700</b>	<b>10,418,300</b>	<b>11,466,800</b>

### Personnel Schedule

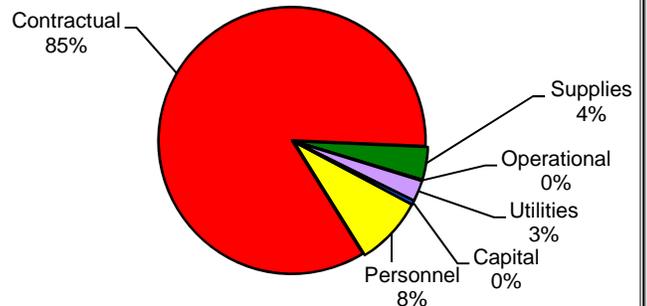
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	15	1	1
Water Quality Technician	12	2	2
Equipment Operator	13	1	1
Production Technician I	11	2	2
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERV	172,958	175,750	175,750	175,750
104 SALARIES & WAGES-CLERICAL	57,525	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	390,088	482,450	448,150	487,450

<b>Notes:</b>	<b>Backflow Specialist</b>
<p>The Water Department is requesting to add a Backflow Specialist. Our staff has one employee that oversees the annual inspection function. Their duties currently include receiving the reports from the certified testers and keeping records for each device, mailing reminders to businesses for annual test reports, and compliance enforcement outlined in the ordinance. Staff checked with several cities within the Dallas Metroplex to determine if they charge a fee to perform this service and determine what level of services is performed to verify compliance with State Law.</p> <p>Staff recommends that an employee witness each test performed on each device. Currently, there is no process in place to ensure that the testers are physically testing the devices or using proper procedures to ensure the safety of the drinking water supply. A fee could be assessed of \$30.00 per each inspection of each backflow device. The funding collected for the inspection of 2000 devices in our system will pay for an individual to perform these functions.</p> <p>This individual would also test and maintain each of the City's backflow devices further providing savings to the City.</p> <p>\$43,480 Salary          10,440 Benefits          1,250 Cell phone          1,600 Laptop  <u>30,660 Pickup Truck</u>          87,430 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

109 SALARIES & WAGES-OVERTIME	53,473	45,000	76,000	60,000
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<b>Notes:</b>	<b>Overtime Increase</b>
<p>Over the past four years, the Water Division has exceeded the overtime budget. The trend over the four-year period indicates an increase of \$15,000 in overtime expenses.</p>	

113 EDUCATION/CERTIFICATE PAY	1,800	3,600	3,600	3,600
114 LONGEVITY PAY	6,025	8,700	6,300	7,150
120 FICA & MEDICARE EXPENSE	50,881	54,300	54,300	54,850
122 T.M.R.S. RETIREMENT EXP.	112,432	116,100	116,100	117,300

<i>PERSONNEL SERVICES Totals</i>		845,182	937,350	931,650	957,550
<i>CONTRACTUAL</i>					
211 LEGAL	1,815	5,000	50,000	50,000	
213 CONSULTING FEES	13,997	20,000	20,000	20,000	
231 SERVICE-MAINT. CONTRACTS	47,124	53,200	53,200	53,200	
237 UNIFORM SERVICE	13,550	15,400	15,400	15,400	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
240 EQUIPMENT REPAIRS	8,662	10,000	12,000	13,000

<b>Notes:</b>	Budget Amendment
The Water Division had some unexpected repairs this year.	

242 EQUIPMENT RENTAL & LEASE	8,614	16,000	16,000	16,000
244 BUILDING REPAIRS	2,987	15,000	5,000	15,000

<b>Notes:</b>	Addition of New Structures
3,500 sf. cover to protect pipe, fitting, and equipment in the yard \$35,900	
416 sf. structure to hoist and store additional sand spreaders \$13,300	
4,500 sf. cover for heavy equipment \$48,530	
<b>*CITY MANAGER'S COMMENTS: Disapproved</b>	

246 VEHICLE REPAIRS	33,523	22,000	32,000	28,000
270 WASTE DISPOSAL SERVICE	3,323	10,000	10,000	10,000
280 STATE PERMITS	31,969	49,500	39,500	49,500
281 METER REPAIR & REPLACEMENT	8,422	12,000	12,000	12,000
287 WATER PURCHASES	7,256,197	8,349,000	7,999,000	9,259,850
288 WATERLINE REPAIR & REPLAC	36,066	70,000	70,000	70,000
289 RESERVOIR MAINT. & REPAIR	108,099	104,150	80,650	80,650

<b>Notes:</b>	Dismantle Boydston Water Tower
The Boydston Water Tower was taken is not in use in our water system. We get complaints that the tower is unsightly because it needs painted. Since it doesn't function for water storage the tower could be dismantled much more cost effectively. The tower holds antennas for several cellular providers who pay rental fees to the City. Those would need to be accommodated on the adjacent structural tower. A consultant looked at the structural tower and determined it could hold the extra weight with a few upgrades. The cost to remove the tower will be \$200,000 and the cost to upgrade the structural tower is \$41,200.	
<b>*CITY MANAGER'S COMMENTS: Disapproved</b>	

	CONTRACTUAL Totals	7,574,347	8,751,250	8,414,750	9,692,600
<b>SUPPLIES</b>					
301 OFFICE SUPPLIES		1,327	2,550	2,550	2,550
310 PRINTING & BINDING		778	2,000	2,000	2,000
323 SMALL TOOLS		24,868	34,850	34,850	34,850
325 SAFETY SUPPLIES		9,934	8,000	8,000	8,000
331 FUEL & LUBRICANTS		31,399	30,300	42,300	42,300
333 CHEMICAL		4,457	13,500	13,500	13,500
335 PROPANE		4,312	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUP		34,264	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY		6,589	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY		2,446	11,000	11,000	11,000
381 WATER PIPE FITTINGS		41,440	50,000	50,000	50,000
382 METER SUPPLIES		170,982	175,000	175,000	190,000

<b>SUPPLIES Totals</b>	332,795	430,200	442,200	457,200
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,057	2,400	2,400	2,400
415 RECRUITING EXPENSES	247	100	100	-
430 TUITION & TRAINING	7,496	8,500	9,800	8,500
436 TRAVEL	593	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	9,393	16,000	17,300	15,900
<i>UTILITIES</i>				
501 ELECTRICITY	333,764	300,000	300,000	280,000
507 CELLULAR TELEPHONE	5,475	6,050	6,050	6,050
508 TELEPHONE SERVICE	4,405	4,500	4,500	4,500
<i>UTILITIES Totals</i>	343,644	310,550	310,550	290,550
<i>CAPITAL</i>				
621 FIELD MACHINERY & EQUIPMENT	-	68,850	68,850	-

<b>Notes:</b>	<b>New Equipment</b>
<p>Enigma - Correlation System for Leak Location                  Enigma loggers are deployed at valves or hydrants. They may be programmed for either daytime or night-time operation. The loggers record the actual leak sound. When retrieved the leak sound is transferred to the host software where it is processed to display all leak positions between loggers. This system would save the Water Division time and labor in determining the exact location of a leak and prevent extensive excavation and time only to discover that the water is coming from groundwater or a spring.</p> <p>Enigma 8 pod case with 4 enigma correlators and Enigma hyQ 2 correlators + hydrophones \$26,000</p> <p>Grand LX - Valve Maintenance Trailer                  The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine. \$75,000</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

623 VEHICLES	-	199,500	233,000	53,000
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<b>Notes:</b>	<b>New Vehicles</b>
<p>FORD F-150 EXTENDED CAB                  This vehicle will replace a 2004 Ford Ranger with 95,060 miles driven by one of the Water Quality Technician. Engel Portable Fridge to maintain temperature of water sample. \$800                  FORD F-150 EXTENDED CAB = \$30,660                  Total: \$31,460</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Trucks 1/2 ton
<p>Replace units 196 and 198 in Meter Services with 1/2 ton trucks. Both of these older vehicles are hand-me-downs from other departments. A brief description of each truck:</p> <p>Unit 196 is a 2005 1/2 ton with 120,000 miles in need of exhaust leak repair, popping noise when turning and engine light stays on.</p> <p>Unit 198 is a 2006 1/2 ton with 90,000 miles in need of transmission replacement.</p> <p>Total replacement cost is \$53,000</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<i>CAPITAL Totals</i>	-	268,350	301,850	53,000
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<b>WATER OPERATIONS Totals</b>	<b>9,105,360</b>	<b>10,713,700</b>	<b>10,418,300</b>	<b>11,466,800</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

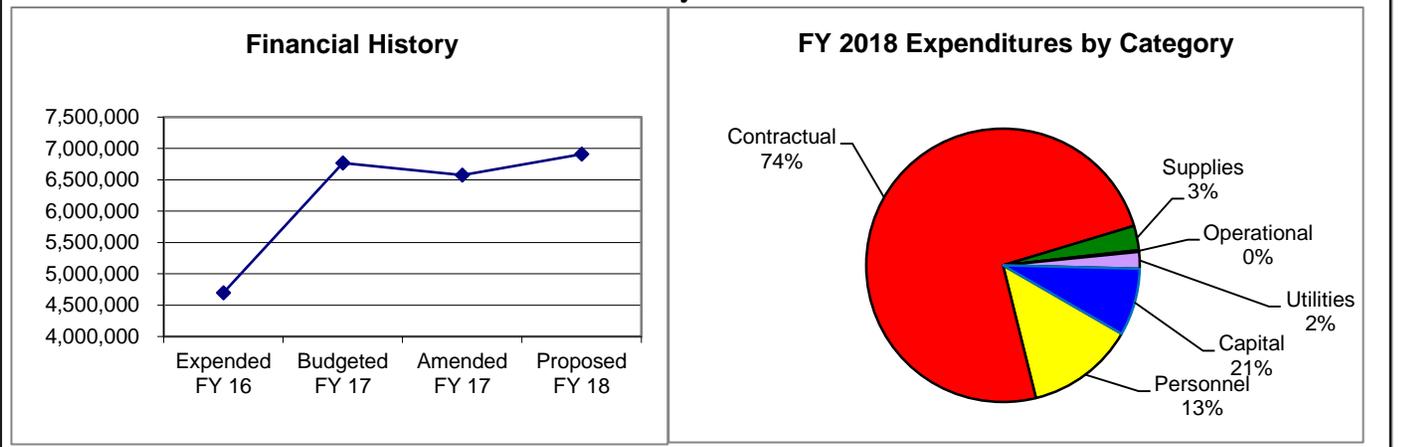
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	722,642	878,700	827,400	884,200
Contractual	3,732,758	4,521,000	4,529,550	5,127,350
Supplies	130,678	192,650	197,950	197,950
Operational	9,743	14,450	14,550	14,450
Utilities	103,399	135,150	120,150	136,400
Capital	-	1,026,950	886,950	548,450
<b>Total</b>	<b>4,699,220</b>	<b>6,768,900</b>	<b>6,576,550</b>	<b>6,908,800</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	15	2	2
FOG Agent	15	-	1
Production Technician II	14	1	1
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	4

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	147,250	147,350	147,350	147,350
107 SALARIES & WAGES-LABOR	353,152	509,950	436,950	507,550

Notes:	New Positions
<p>Maintenance Worker The Wastewater Division is requesting the addition of a Maintenance Worker. The new Maintenance Worker is needed to allow for two individuals to operate the current jet truck and assist with service calls.</p> <p>\$31,086 Salary 7,464 Benefits \$38,550 Total</p>	
<p>Pump Mechanic The Production Division is requesting the addition of a Pump Mechanic. The individual would focus on scheduled preventative and predictive maintenance of the 76 wastewater pumps and 15 water pumps.</p> <p>\$47,915 Salary 11,504 Benefits \$59,419 Total</p>	
<p>FOG Implementation/Enforcement Agent The Environmental Protection Agency (EPA) provides regulatory guidelines to eliminate pollutants that discharge into the sewer system that cause interference such as Fats, Oils, and Grease (FOG) that are discharged by residential, commercial, institutional, and industrial users. FOG presents a significant problem to the wastewater collection and treatment systems, causing sewer blockages resulting in sewer overflows and spills. Statistics have shown that 47 percent of reported blockages of sewer systems is from FOG related issues. A FOG program is a part of the City's Capacity, Management, Operations, and Maintenance Program (CMOM) submitted to the EPA for approval on December 12, 2016.</p> <p>The FOG Implementation/Enforcement Agent will report directly to the Water/Wastewater Manager. The primary duties of the new position will include:</p> <ul style="list-style-type: none"> <li>• Public educational activities</li> <li>• Conduct annual inspection of grease interceptors at food service establishment</li> <li>• Issuance of permits for approved companies that clean establishments grease interceptors</li> <li>• Written notices of violation and take enforcement action for noncompliance</li> <li>• Detailed records and reports</li> </ul> <p>\$43,480 Salary 10,440 Benefits \$53,920 Total</p>	
<p>*CITY MANAGER'S COMMENTS: FOG Agent is Approved, maintenance worker and mechanic are Disapproved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
109 SALARIES & WAGES-OVERTIME	74,838	60,000	84,000	60,000
113 EDUCATION/CERTIFICATE PAY	2,700	3,600	1,500	3,600
114 LONGEVITY PAY	6,715	6,900	6,700	7,700
120 FICA & MEDICARE EXPENSE	42,174	48,100	48,100	50,350
122 T.M.R.S. RETIREMENT EXPENSE	95,813	102,800	102,800	107,650
<i>PERSONNEL SERVICES Totals</i>	722,642	878,700	827,400	884,200

CONTRACTUAL

213 CONSULTING FEES	56,553	50,000	50,000	50,000
231 SERVICE-MAINT. CONTRACTS	31,683	158,300	158,300	136,700

<b>Notes:</b>	<b>New Software and Services</b>
<p>Ongoing maintenance:                  Air cards \$4,320                  Generator maintenance \$ 9,748                  Load bank testing all stations \$5,330                  SCADA support \$7,772                  Bomgar Service \$750                  Mowing lift stations \$7,800</p> <p>XC2 FOG Management Software for FOG program \$7,000</p> <p>Cityworks Public Asset Management Maintenance Contract \$45,000</p> <p>Granite Support Plan \$1,800</p> <p>Evoqua Odor Control - Timber Creek and Fontana Ranch lift stations \$31,000</p> <p>The wastewater division has received numerous complaints about sewer odor in the area of Tubbs Road and Mahogany Drive. Evoqua has taken readings and recommended adding odor control at the Mims lift station. Besides controlling odors in the system, Evoqua's treatment with Bioxide prevents corrosion and overcomes safety concerns associated with atmospheric hydrogen sulfide. \$20,000</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	10,978	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	18,919	16,000	16,000	16,000
242 EQUIPMENT RENTAL & LEASE	3,015	10,000	15,000	10,000

<b>Notes:</b>	<b>Budget Amendment</b>
<p>Request additional funding of \$5,000 to complete the 2017 budget year. The division has experienced several unexpected pump failures at some key lift stations that required the rental of pumps and crane trucks.</p>	

246 VEHICLE REPAIRS	22,015	21,600	21,600	21,600
279 INDUSTRIAL PRE-TREATMENT	25,914	46,400	48,800	53,750
282 LIFT STATION MAINTENANCE	97,924	70,000	205,000	128,550

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Budget Amendment
This line item had to be increased in order to accommodate emergency repairs at lift stations.	

<b>Notes:</b>	Lift Station Upgrades
Lift station check valves and quick-connect fittings for by-pass pump connections. Some lift stations did not have these installed when originally constructed. \$28,000	
Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed. \$20,000	
Both Kroger Lift Station pump impellers and volutes are worn and need replacing. \$10,550	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

284	SEWER LINE REPAIR REPLACEMENT	35,133	55,000	55,000	184,650
285	SQUABBLE TREATMENT PLANT	500,242	471,500	540,550	461,850
286	BUFFALO CREEK TREATMENT PLANT	1,016,078	1,387,500	1,387,500	1,691,700
292	REGIONAL WASTEWATER SYSTEM	1,914,306	2,220,000	2,017,100	2,357,850
		<u>3,732,758</u>	<u>4,521,000</u>	<u>4,529,550</u>	<u>5,127,350</u>
<i>SUPPLIES</i>					
301	OFFICE SUPPLIES	537	1,500	1,500	1,500
323	SMALL TOOLS	20,619	15,300	15,300	15,300
325	SAFETY SUPPLIES	6,867	11,400	11,400	11,400
331	FUEL & LUBRICANTS	26,525	28,700	34,000	34,000
333	CHEMICAL	6,449	7,900	7,900	7,900
341	CONSTRUCTION & REPAIR SUPPLIES	50,353	89,000	89,000	89,000
347	GENERAL MAINTENANCE SUPPLIES	8,616	16,250	16,250	16,250
385	LIFT STATION SUPPLIES	10,713	22,600	22,600	22,600
	<i>SUPPLIES Totals</i>	<u>130,678</u>	<u>192,650</u>	<u>197,950</u>	<u>197,950</u>
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	1,101	2,150	2,150	2,150
415	RECRUITING EXPENSES	108	-	100	-
430	TUITION & TRAINING	6,931	8,500	8,500	8,500
436	TRAVEL	1,604	3,800	3,800	3,800
	<i>OPERATIONS Totals</i>	<u>9,743</u>	<u>14,450</u>	<u>14,550</u>	<u>14,450</u>
<i>UTILITIES</i>					
501	ELECTRICITY	98,743	130,000	115,000	130,000
507	CELLULAR TELEPHONE	4,656	5,150	5,150	6,400
	<i>UTILITIES Totals</i>	<u>103,399</u>	<u>135,150</u>	<u>120,150</u>	<u>136,400</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	1,600
621 FIELD MACHINERY & EQUIPMENT	-	939,450	799,450	391,200

<b>Notes:</b>	<b>Heavy Equipment</b>
<p>Cat Model 305 E Compact Excavator and Trailer                  The compact excavator will replace a 2003 backhoe with 4,212 hours. The Water Division added a compact excavator to its fleet that allowed for excavate in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment.</p> <p>Cat Model 305 E Compact Excavator and Trailer model 12TST \$85,250</p> <p>JOHN DEERE 5075E Utility Tractor                  The tractor will replace a 1981 Ford 3610 tractor that is in poor condition. Wastewater Division will use the tractor to mow easements to gain easy access to aerial crossings and sewer mains in remote locations. \$30,000</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Notes:</b>	<b>New Equipment</b>
<p>Source One PipePatch                  PipePatch provides a structural repair within a pipe for point repairs up to four feet in length. This product works on the same principle as relining a pipe, but on a smaller scale. When crews need to make a point repair, it requires the removal of sidewalks, pavement, landscape, and sod. Point repairs are holes, cracks, and bad joints in the pipe that can allow roots, mud, and water to enter the sewer system. PipePatch will allow crews to make these types of repairs without the expenses and time associated with excavation. \$7,200</p> <p>On Site Generators                  Lofland Farms                  FM 3097 #2                  Preserve lift stations.</p> <p>Currently, the City has 40 lift stations, with only 16 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lesson the chances of having an adverse impact on personal property and the environment we are requesting to add three generators this year.</p> <p>Lofland Farms Lift Station \$110,000                  FM 3097 #2 Lift Station \$120,000                  Preserve Lift Station \$154,000</p> <p>Total \$384,000</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	



## SUMMARY OF OPERATIONS

**Fund**

10 Cemetery

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	6,650	3,000	4,600	3,000
Total Expenditures	39,100	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	(32,450)	(7,000)	(5,400)	(7,000)
Fund Balance - Beginning	103,961	101,549	71,511	66,111
Fund Balance - Ending	71,511	94,549	66,111	59,111

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4720	Cemetery Receipts	5,625	2,000	3,600	2,000
4722	Registration & Permit Fees	1,025	1,000	1,000	1,000
<b>Total Revenues</b>		<b>6,650</b>	<b>3,000</b>	<b>4,600</b>	<b>3,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	22,000	10,000	10,000	10,000
Capital	17,100	-	-	-
<b>Total</b>	<b>39,100</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

<b>Fund</b> 10 Cemetery
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	22,000	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	<u>22,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
633 INFRASTRUCTURE	17,100	-	-	-
<i>CAPITAL Totals</i>	<u>17,100</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CEMETERY FUND Totals</b>	<b>39,100</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	102,042	96,900	119,300	98,400
Total Expenditures	77,263	69,100	95,900	83,600
Excess Revenues Over (Under) Expenditures	24,779	27,800	23,400	14,800
Net Other Financing Sources (Uses)	(30,500)	(25,000)	(25,000)	(25,000)
Net Gain (Loss)	(5,721)	2,800	(1,600)	(10,200)
Fund Balance - Beginning	167,328	165,959	161,607	160,007
Fund Balance - Ending	161,607	168,759	160,007	149,807

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	9,169	1,000	7,700	1,000
4070	Donations - Silent Partners	7,175	-	8,400	1,000
4415	Court Security Fee	23,115	24,000	24,000	24,000
4420	Technology Fee	30,625	32,000	32,000	32,000
4425	Child Safety Fines	10,322	7,500	14,800	10,000
4520	Gun Range M&O	21,636	32,350	32,350	30,350
<b>Total Revenues</b>		<b>102,042</b>	<b>96,900</b>	<b>119,300</b>	<b>98,400</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Transfers Out To General Fund	30,500	25,000	25,000	25,000
<b>Total Other Financing Uses</b>	<b>30,500</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(30,500)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	71,927	68,100	83,100	80,100
Operational	3,967	1,000	12,800	3,500
Capital Outlay	1,369	-	-	-
<b>Total Expenditures</b>	<b>77,263</b>	<b>69,100</b>	<b>95,900</b>	<b>83,600</b>

<b>Fund</b> 11 Public Safety
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
208 EMERGENCY SERVICES CORP	33,558	35,100	35,100	35,100
231 SERVICE MAINTENANCE CONTRACTS	38,369	33,000	48,000	45,000
<i>CONTRACTUAL Totals</i>	71,927	68,100	83,100	80,100
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	1,000	-	8,200	1,000
430 TUITION & TRAINING	2,967	1,000	1,600	1,000
464 CERT EXPENSES	-	-	1,500	500
466 SILENT PARTNERS PROGRAM	-	-	1,500	1,000
<i>OPERATIONS Totals</i>	3,967	1,000	12,800	3,500
<i>CAPITAL</i>				
621 FIELD MACHINERY	1,029	-	-	-
624 POLICE EQUIPMENT	340	-	-	-
<i>CAPITAL Totals</i>	1,369	-	-	-
<b>PUBLIC SAFETY FUNDS Totals</b>	77,263	69,100	95,900	83,600

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	825,829	1,985,000	1,828,350	984,750
Total Expenditures	1,101,547	1,998,850	1,444,950	968,450
Excess Revenues Over (Under) Expenditures	(275,718)	(13,850)	383,400	16,300
Net Other Financing Sources (Uses)	168,600	-	-	-
Net Gain (Loss)	(107,118)	(13,850)	383,400	16,300
Fund Balance - Beginning	131,539	75,575	24,421	407,821
Fund Balance - Ending	24,421	61,725	407,821	424,121

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4050	Donations	42,738	40,000	50,000	50,000
4250	Recreation Program Fees	166,763	140,000	175,000	150,000
4252	RBSL Revenues	174,584	270,000	226,150	215,500
4500	Grant Proceeds	200,000	893,250	600,000	393,250
4680	Developer Contributions	-	465,750	571,200	-
4700	Takeline Concessions	212,894	150,000	180,000	150,000
4750	Land Lease Revenues	28,850	26,000	26,000	26,000
<b>Total Revenues</b>		<b>825,829</b>	<b>1,985,000</b>	<b>1,828,350</b>	<b>984,750</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Other Financing Sources				
Operating Transfers In General Fund	168,600	-		-
<b>Total Other Financing Sources</b>	<b>168,600</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out To General Fund	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>168,600</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	258,220	347,000	345,000	302,600
Supplies	26,362	26,000	26,000	32,000
Operations	56,020	50,000	60,100	50,000
Capital Outlay	760,946	1,575,850	1,013,850	583,850
<b>Total Expenditures</b>	<b>1,101,547</b>	<b>1,998,850</b>	<b>1,444,950</b>	<b>968,450</b>

<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*CONTRACTUAL*

213	CONSULTING FEES	15,557	37,500	37,500	13,000
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<b>Notes:</b>	<b>Park Development</b>
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A major component of the department's Strategic Initiatives is to update, validate or initiate the public input process for the development of various future parks.

Consulting fees for each project are requested to conduct public meetings, revise or create concept plans, prepare construction cost estimates and prepare final renderings for the following parks:

\$20,000 - North community park  
 20,000 - South community park  
 20,000 - Lakeside park  
 12,500- Lakes of Squabble Creek  
 15,000 - Build-out of Phase 2 neighborhood parks  
 20,000 - Baseball/Softball Complex

\$3,000 is also needed for the annual price per acre of park land appraisal.

*\*CITY MANAGER'S COMMENTS: Appraisals are Approved, Planning projects are Disapproved. We do not want to complete the planning and then the plans go stale. If during the year, any of the projects gain momentum then the funds will be available to prepare the plans. Let's get closer to firming up a potential bond election then we can do one or more of the projects in order to be ready.*

<b>Notes:</b>	<b>Pettinger Preserve Plan</b>
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\$10,000 to plan improvements to the Pettinger Preserve land being donated to the City.

*\*CITY MANAGER'S COMMENTS: Approved*

233	ADVERTISING	21,680	30,000	30,000	30,000
235	BANK CHARGES	17,209	32,000	32,000	20,000
239	RECREATION CONTRACT	90,767	80,000	115,000	80,000
245	POOL REPAIR & MAINTENANCE	-	-	-	29,000

<b>Notes:</b>	<b>Pool House Repairs</b>
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\$29,000 - estimated for building repairs to the Myers Pool restrooms and entrance lobby. Estimate includes locate and repair leak in the men's restroom wall, demo showers in both restrooms, replace toilets, sinks, lighting, exhaust fans and emergency lights, replace FRP walls, ceiling tiles, install non-slip tile in restrooms and lobby. Repair drywall as needed.

*\*CITY MANAGER'S COMMENTS: Approved*

260	ATHLETIC PROGRAMS	113,007	167,500	130,500	130,600
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<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<i>CONTRACTUAL Totals</i>	258,220	347,000	345,000	302,600
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*SUPPLIES*

341	CONSTRUCTION & REPAIR SUPPLIES	4,549	-	-	-
360	ATHLETIC PROGRAM SUPPLIES	16,327	20,000	20,000	20,000
391	RECREATION PROG. SUPPLY	5,485	6,000	6,000	12,000

<b>Notes:</b>	Kayak Program
<p>\$6,000 is requested to expand our water based and lake front recreation opportunities. Staff will become certified canoe/kayak instructors and begin offering fee-based kayak instruction classes. Kayaks can also be used during existing non-fee based programs such as Outdoor Family Campout, Family Fun Fridays and Founders Day.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

392	SIGNS AND SIGNALS	-	-	-	-
	<i>SUPPLIES Totals</i>	26,362	26,000	26,000	32,000

*OPERATIONS*

406	SPECIAL EVENTS	56,020	50,000	60,100	50,000
	<i>OPERATIONS Totals</i>	56,020	50,000	60,100	50,000

*CAPITAL*

610	FURNITURE & FIXTURES	-	-	-	29,500
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<b>Notes:</b>	AV Equipment at Center
<p>\$29,500 - Request for Audio/visual equipment for The Center includes: 12 ceiling mounted speakers; control panel on stage for sound inputs and volume control; replace movie screen; add ceiling mount video projector; connection ports for DVD, CD, Bluetooth, amplifiers and in-floor mounted microphone plugs on stage.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

633	INFRASTRUCTURE IMPROVEMENT	667,828	938,350	896,350	-
641	TRAIL DEVELOPMENT	51,730	-	-	-

<b>Notes:</b>	Trail along John King
<p>\$150,000 - Cost estimate to design and construct approximately 1,200 linear feet of trail adjacent to John King Blvd. This section would close the gap along City property between Skorburg parcels that were required to install 10' wide concrete trail along John King.</p> <p>*CITY MANAGER'S COMMENTS: Disapproved</p>	

<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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643 PLAYGROUND EQUIPMENT	41,388	113,150	93,150	30,000
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<b>Notes:</b>	Recreation Projects
<p>\$30,000 to remove and replace existing playground at Tuttle Athletic Fields. Current equipment is nearly 20 years old and cannot acquire replacement parts. One piece of equipment has been removed as a result of an unsatisfactory playground safety inspection.</p> <p>\$10,000 to install a 9-hole disc golf course along the east side of The Park at Stone Creek. Cost includes, baskets, tee boxes, and all signage.</p> <p>\$16,500 to install three cantilever shade structures at the Myers dog park. We receive many complaints requesting that shade be added to the west side area. The east side is covered mostly by large trees.</p> <p>*CITY MANAGER'S COMMENTS: Playground equipment is Approved. Disc Golf and Shade Structure are Disapproved. Prior to buying the Tuttle playground equipment if it becomes clear that funding is available for the handicapped playground at Breezy Hill then the handicapped playground equipment will be purchased for Breezy Hill and the new Breezy playground equipment will be moved to Tuttle.</p>	

669 BOAT RAMP IMPROVEMENTS	-	524,350	24,350	524,350
<i>CAPITAL Totals</i>	<u>760,946</u>	<u>1,575,850</u>	<u>1,013,850</u>	<u>583,850</u>

<b>RECREATION DEVELOPMENT Totals</b>	<b>1,101,547</b>	<b>1,998,850</b>	<b>1,444,950</b>	<b>968,450</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	40,949	42,350	42,350	19,200
Total Expenditures	199,168	689,150	659,670	99,150
Excess Revenues Over (Under) Expenditures	(158,219)	(646,800)	(617,320)	(79,950)
Net Other Financing Sources (Uses)	160,000	640,000	640,000	43,000
Net Gain (Loss)	1,781	(6,800)	22,680	(36,950)
Fund Balance - Beginning	13,038	7,088	14,819	37,499
Fund Balance - Ending	14,819	288	37,499	549

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4530	City Contracts	40,949	42,350	42,350	19,200
<b>Total Revenues</b>		40,949	42,350	42,350	19,200

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Other Financing Sources				
Operating Transfers In				
From General Fund	160,000	640,000	640,000	43,000
*Expended in General Fund	75,200	75,200	75,200	75,200
Operating Transfers Out				
*Expended in General Fund	75,200	75,200	75,200	75,200
Net Other Financing Sources (Uses)	160,000	640,000	640,000	43,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	195,587	202,680	173,200	44,400
Supplies	3,581	5,000	5,000	44,700
Operational	-	11,470	11,470	10,050
Capital	-	470,000	470,000	-
<b>Total Expenditures</b>	<b>199,168</b>	<b>689,150</b>	<b>659,670</b>	<b>99,150</b>

<b>Fund</b> 13 Radio System
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*CONTRACTUAL*

213	CONSULTING FEES	11,322	11,000	15,000	11,000
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<b>Notes:</b>	<b>Consulting Fees</b>
Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system. \$5,000	
Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$6,000	
*CITY MANAGER'S COMMENTS: Approved	

231	SERVICE MAINTENANCE CONTRACTS	184,265	191,680	158,200	33,400
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<b>Notes:</b>	<b>Service Maintenance Contracts</b>
The City is partnering with Rockwall County for the new Interoperability Radio Network. The new system is anticipated to be accepted by the County in February 2018. Rockwall County will enter into a system maintenance agreement with Harris Corporation for repair and maintenance of the system upon final acceptance. For the system infrastructure, the warranty period will be for two years. For radios and accessories, the warranty period will be for three years. There will not be a maintenance cost to the city for the first year upon final acceptance for the new system.	
The City’s current radio system maintenance runs through December 31, 2017. Since the warranty period for the new system is not expected to begin until February 2018, the City must budget for maintenance for its current system for 2 months.	
Total Service Maintenance Contract Request: \$33,385	
*CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	195,587	202,680	173,200	44,400
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*SUPPLIES*

347	GENERAL MAINT. SUPPLIES	3,581	5,000	5,000	44,700
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<b>Notes:</b>	<b>Spare Radios</b>
The interlocal agreement with Rockwall County provides mobile and portable radios for the police and fire departments for the number of radios that were in use at the time of the ILA. There are no spare radios and accessories included in the agreement. This request is for spare mobile and portable radios and accessories.	
Mobile Unit x 5 \$21,000	
Portable Unit x 5 \$18,700	
Miscellaneous Parts and Accessories \$5,000	
Total Spare Parts and Accessories \$44,700	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 13 Radio System
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved						
<i>SUPPLIES Totals</i>	3,581	5,000	5,000	44,700						
<i>OPERATIONS</i>										
430 TUITION & TRAINING	-	-	-	5,300						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td>Radio System Training/Travel</td> </tr> <tr> <td colspan="2">The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.</td> </tr> <tr> <td colspan="2" style="color: green;">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Radio System Training/Travel	The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.		*CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Radio System Training/Travel									
The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.										
*CITY MANAGER'S COMMENTS: Approved										
436 TRAVEL	-	11,470	11,470	4,750						
<i>OPERATIONS Totals</i>	-	11,470	11,470	10,050						
<i>CAPITAL</i>										
617 RADIOS	-	470,000	470,000	-						
<i>CAPITAL Totals</i>	-	470,000	470,000	-						
<b>RADIO SYSTEM FUND Totals      199,168      689,150      659,670      99,150</b>										

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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14 Street Improvements
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	36,362	-	171,750	-
Total Expenditures	69,490	120,000	102,100	23,150
Excess Revenues Over (Under) Expenditures	(33,128)	(120,000)	69,650	(23,150)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(33,128)	(120,000)	69,650	(23,150)
Fund Balance - Beginning	309,329	281,399	276,201	345,851
Fund Balance - Ending	276,201	161,399	345,851	322,701

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4001	Interest Earnings	308	-	-	-
4800	Assessments	175	-	8,100	-
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.	-	-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	35,879	-	163,650	-
<b>Total Revenues</b>		<b>36,362</b>	<b>-</b>	<b>171,750</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	69,490	-	-	-
Capital Outlay	-	102,100	102,100	23,150
<b>Total Expenditures</b>	69,490	102,100	102,100	23,150

<b>Fund</b> 14 Street Improvement
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved						
213 CONSULTING FEES	69,490	-	-	-						
<i>CONTRACTUAL Totals</i>	69,490	-	-	-						
<i>CAPITAL</i>										
635 STREET CONSTRUCTION	-	15,700	15,700	23,150						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td>Traffic Signal Upgrade</td> </tr> <tr> <td colspan="2" style="padding: 5px;">                     \$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.                 </td> </tr> <tr> <td colspan="2" style="padding: 5px;">                     *CITY MANAGER'S COMMENTS: <span style="color: green;">Approved</span> </td> </tr> </table>					<b>Notes:</b>	Traffic Signal Upgrade	\$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.		*CITY MANAGER'S COMMENTS: <span style="color: green;">Approved</span>	
<b>Notes:</b>	Traffic Signal Upgrade									
\$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.										
*CITY MANAGER'S COMMENTS: <span style="color: green;">Approved</span>										
645 INFRASTRUCTURE IMPROVEMENT	-	86,400	86,400							
<i>CAPITAL Totals</i>	-	102,100	102,100	23,150						
<b>STREET IMPROVEMENT FUND Totals</b>	<b>69,490</b>	<b>102,100</b>	<b>102,100</b>	<b>23,150</b>						

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	59,062	58,300	58,300	58,250
Total Expenditures	79,053	165,000	140,000	156,850
Excess Revenues Over (Under) Expenditures	(19,991)	(106,700)	(81,700)	(98,600)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(19,991)	(106,700)	(81,700)	(98,600)
Fund Balance - Beginning	236,586	226,904	216,595	134,895
Fund Balance - Ending	216,595	120,204	134,895	36,295

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4001	Interest Earnings	812	50	50	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
<b>Total Revenues</b>		<b>59,062</b>	<b>58,300</b>	<b>58,300</b>	<b>58,250</b>

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	-	25,000	-	-
Supplies	8,479	11,000	11,000	11,000
Capital Outlay	70,574	129,000	129,000	145,850
<b>Total Expenditures</b>	<b>79,053</b>	<b>165,000</b>	<b>140,000</b>	<b>156,850</b>

<b>Fund</b> 16 Fire Equipment
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	-	25,000	-	-
<i>CONTRACTUAL Totals</i>	-	25,000	-	-
<i>SUPPLIES</i>				
377 VOLUNTEER EXPENSES	8,479	11,000	11,000	11,000
<i>SUPPLIES Totals</i>	8,479	11,000	11,000	11,000
<i>CAPITAL</i>				
617 RADIO EQUIPMENT	8,271	12,000	12,000	54,950

<b>Notes:</b>	New Radios and Pagers
\$12,000 New & Replacement Pagers (10 each) for the firefighters of emergency calls.	
\$42,950 Portable Radios for 10 New Volunteer Positions if added.	
*CITY MANAGER'S COMMENTS: Approved	

621	FIELD MACHINERY & EQUIPMENT	45,803	117,000	117,000	90,900
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<b>Notes:</b>	New Equipment
\$ 2,500 SCBA Masks for 10 New Volunteer Positions	
44,000 Replacement Bunker Gear for 10 Existing Paid/Volunteer Firefighters	
44,000 Bunker Gear for 10 New Volunteer Firefighters if added	
400 Emergency Gate Openers for 10 New Volunteer Positions if added	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 16 Fire Equipment
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
623 VEHICLES	16,500	-	-	-

**Notes:** Replace 1999 Pumper

New Pumper \$645,000  
 We replaced one of the two 1999 reserve pumpers in 2016 and now we need to replace the second 1999 reserve engine. We are required to have two reserve engines. It is currently 18 years old and by the time we write specifications, get bids, place order and take delivery, it will be 20 years old. We have stated in the past that our goal was to keep an engine or a ladder in front line service for 8 to 10 years and keep them in reserve status service for 18 to 20 years.

New Pumper Equipment \$100,000  
 Required loose equipment to meet the requirements of NFPA. The equipment is also required to receive credit under the ISO regulations. We will be able to use some of the equipment from the engine that is being replaced, however this engine has been in reserve for quite a long time now and the equipment has either been moved to other apparatus or is very old and needs to be replaced. This equipment will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community.

*\*CITY MANAGER'S COMMENTS: Disapproved. The Fire Chief will evaluate the need for this vehicle and if needed it will be considered when new debt is being issued.*

<i>CAPITAL Totals</i>	70,574	129,000	129,000	145,850
<b>FIRE EQUIPMENT FUND Totals</b>	<b>79,054</b>	<b>165,000</b>	<b>140,000</b>	<b>156,850</b>

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	60,034	42,900	42,900	53,000
Total Expenditures	48,324	67,350	135,200	49,000
Excess Revenues Over (Under) Expenditures	11,710	(24,450)	(92,300)	4,000
Net Other Financing Sources (Uses)	15,000	30,000	30,000	-
Net Gain (Loss)	26,710	5,550	(62,300)	4,000
Fund Balance - Beginning	51,207	49,762	77,917	15,617
Fund Balance - Ending	77,917	55,312	15,617	19,617

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4500	Grant Proceeds	21,400	6,900	6,900	17,000
4750	Land Lease	33,729	30,000	30,000	30,000
4752	F.B.O. Lease	4,905	6,000	6,000	6,000
<b>Total Revenues</b>		<b>60,034</b>	<b>42,900</b>	<b>42,900</b>	<b>53,000</b>

<b>SUMMARY OF OPERATING TRANSFERS</b>
<b>Fund</b>
17 Airport Special Revenue

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Other Financing Sources				
Operating Transfers In				
From General Fund	15,000	30,000	30,000	-
<b>Total Other Financing Sources</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	14,591	48,800	47,650	10,250
Supplies	2,738	2,550	2,550	2,750
Operational	29,823	13,750	82,750	33,750
Utilities	1,172	2,250	2,250	2,250
<b>Total Expenditures</b>	<b>48,324</b>	<b>67,350</b>	<b>135,200</b>	<b>49,000</b>

<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CONTRACTUAL*

213	CONSULTING FEES	-	25,000	25,000	-
227	INSURANCE-REAL PROPERTY	1,521	1,200	1,550	1,200
229	INSURANCE-LIABILITY	-	1,500	-	1,500
240	EQUIPMENT REPAIRS	5,429	2,100	2,100	2,100

<b>Notes:</b>	<b>Equipment Repairs</b>
New Self-Service Fueling Terminal – purchase and installation of a self-service fuel dispenser. Cost: \$22,000	
Miscellaneous site work (concrete, electrical) \$4,000	
Total \$26,000	
Fuel System Maintenance - Underground Storage Tank maintenance and miscellaneous repairs (gauges, calibrations, etc.) \$1,300	
Runway light lenses and repairs \$800	
*CITY MANAGER'S COMMENTS: Self-Service Terminal is Disapproved but funding would be available if it is determined during the RFP process that the City should pursue installing a system. Fuel System maintenance is Approved.	

242	EQUIPMENT RENTAL & LEASE	-	250	250	250
244	BUILDING REPAIRS	7,641	16,050	16,050	2,500
246	VEHICLE REPAIRS	-	2,400	2,400	2,400
280	STATE PERMITS	-	300	300	300

<i>CONTRACTUAL Totals</i>	14,591	48,800	47,650	10,250
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*SUPPLIES*

331	FUEL & LUBRICANTS	1,628	1,800	1,800	2,000
339	FUEL TANK REPAIRS	1,094	250	250	250
341	CONSTRUCTION & REPAIR SUPPLIES	16	500	500	500

<i>SUPPLIES Totals</i>	2,738	2,550	2,550	2,750
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<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*OPERATIONS*

409 GRANT MATCHING	29,823	13,750	82,750	33,750
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<b>Notes:</b>	<b>Routine Airport Maint Program</b>
RAMP Projects are reimbursed 50/50 up to \$100,000 by TxDOT Aviation.	
AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780.	
AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with DBT and is eligible for a 50% reimbursement from RAMP Grant) \$5,966.	
Hangar Surface Improvements There are several hangars that are not available to be rented due to poor parking surface and poor drainage. It is proposed that funds be allocated to rebuild 5 hangar pads at \$5400 per space. This is eligible for 50/50 reimbursement through the TXDOT RAMP grant program. Cost \$27,000	
Total RAMP Grant Matching Request \$33,746	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

	<i>SUPPLIES Totals</i>	<u>29,823</u>	<u>13,750</u>	<u>82,750</u>	<u>33,750</u>
<i>UTILITIES</i>					
501 ELECTRICITY		1,172	2,250	2,250	2,250
	<i>UTILITIES Totals</i>	<u>1,172</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>

<b>AVIATION FUND Totals</b>	<b>48,323</b>	<b>67,350</b>	<b>135,200</b>	<b>49,000</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	6,346	-	-	-
Total Expenditures	3,840	-	-	-
Excess Revenues Over (Under) Expenditures	2,506	-	-	-
Net Other Financing Sources (Uses)	-	(33,000)	(33,000)	-
Net Gain (Loss)	2,506	(33,000)	(33,000)	-
Fund Balance - Beginning	132,472	130,579	134,978	101,978
Fund Balance - Ending	134,978	97,579	101,978	101,978

### SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4780	Recycling Revenue	6,346	-	-	-
Total Revenues		6,346	-	-	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Other Financing Uses				
Operating Transfers Out To General Fund	-	33,000	33,000	-
Total Other Financing Sources	-	(33,000)	(33,000)	-
Net Other Financing Sources (Uses)	-	(33,000)	(33,000)	-

## SUMMARY OF EXPENDITURES

**Fund**  
18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operational	3,840	-	-	-
<b>Total Expenditures</b>	<b>3,840</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	10,000	10,000	10,000	10,000
Total Expenditures	19,439	15,750	15,750	8,500
Excess Revenues Over (Under) Expenditures	(9,439)	(5,750)	(5,750)	1,500
Net Gain (Loss)	(9,439)	(5,750)	(5,750)	1,500
Fund Balance - Beginning	16,570	56,121	7,131	1,381
Fund Balance - Ending	7,131	50,371	1,381	2,881

**SUMMARY OF REVENUES**

**Fund**

24 Downtown Fund

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4050	Donations	10,000	10,000	10,000	10,000
Total Revenues		10,000	10,000	10,000	10,000

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	4,395	5,000	5,000	5,000
Supplies	5,044	2,750	2,750	1,000
Operational	10,000	8,000	8,000	2,500
<b>Total Expenditures</b>	<b>19,439</b>	<b>15,750</b>	<b>15,750</b>	<b>8,500</b>

<b>Fund</b> 24 Downtown Improvement
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CONTRACTUAL</i>				
293 GRANT PROGRAM	4,395	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	<u>4,395</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<i>SUPPLIES</i>				
347 GENERAL MAINT SUPPLY	5,044	2,750	2,750	1,000
<i>SUPPLIES Totals</i>	<u>5,044</u>	<u>2,750</u>	<u>2,750</u>	<u>1,000</u>
<i>OPERATIONS</i>				
469 PROMOTION EXPENSE	10,000	8,000	8,000	2,500
<i>OPERATIONS Totals</i>	<u>10,000</u>	<u>8,000</u>	<u>8,000</u>	<u>2,500</u>
<b>DOWNTOWN IMPROVEMENT Totals</b>	<b>19,439</b>	<b>15,750</b>	<b>15,750</b>	<b>8,500</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	119,538	-	92,000	-
Total Expenditures	295,003	92,400	118,050	83,000
Excess Revenues Over (Under) Expenditures	(175,465)	(92,400)	(26,050)	(83,000)
Net Other Financing Sources (Uses)	-	(208,500)	(208,500)	-
Net Gain (Loss)	(175,465)	(300,900)	(234,550)	(83,000)
Fund Balance - Beginning	621,132	685,562	445,667	211,117
Fund Balance - Ending	445,667	384,662	211,117	128,117

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
4550	Seizure Revenue	119,538	-	92,000	-
Total Revenues		119,538	-	92,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Contractual	20,968	22,400	26,050	25,000
Operational	14,500	20,000	20,000	20,000
Capital	259,535	50,000	72,000	38,000
<b>Total Expenditures</b>	<b>295,003</b>	<b>92,400</b>	<b>118,050</b>	<b>83,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Narcotics - Seizure Awards

	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Other Financing Sources				
Operating Transfers Out To General Fund	-	208,500	208,500	-
Total Other Financing Sources	-	208,500	208,500	-
Net Other Financing Sources (Uses)	-	208,500	208,500	-

<b>Fund</b>
26 Seized Funds

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	20,969	22,400	22,400	25,000
246 VEHICLE REPAIRS	-	-	3,650	-
<i>CONTRACTUAL Totals</i>	<u>20,969</u>	<u>22,400</u>	<u>26,050</u>	<u>25,000</u>
	38,000			
<i>OPERATIONS</i>				
451 CONFIDENTIAL FUNDS	14,500	20,000	20,000	20,000
<i>OPERATIONS Totals</i>	<u>14,500</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	10,455	-	4,500	-
623 VEHICLES	81,161	50,000	50,000	25,000

<b>Notes:</b>	New Vehicle
Purchase a Dodge Charger for our Citizens on Patrol. We have implemented a four year replacement program that would allow us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal. 2018-2019 fiscal budget will be the final year of this replacement program.	
*CITY MANAGER'S COMMENTS: Approved	

624 POLICE EQUIPMENT	167,919	-	17,500	13,000
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<b>Notes:</b>	Less Lethal Shotguns
We are requesting an additional \$9,000 to purchase 12 Less Lethal Shotguns. This will allow each patrol unit to have a less lethal option when responding to highly volatile situations. The cost of each less lethal shotgun is \$750.	
*CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	SWAT Equipment
SWAT Communication Headsets We are requesting an additional \$4,000 for 15 new communication headset systems for the SWAT team. The current headsets are designed to work with the old radio system and will not operate with the new portable radios when the Countywide Radio System is operational. The old headsets could be sent back to the manufacture to be refitted with new plugins at a cost of \$170.00 per unit. New headsets cost \$267.00 a unit. Several of the existing headsets are over 10 years old and in need of replacement so we are asking to purchase all new units for the team.	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	<u>259,535</u>	<u>50,000</u>	<u>72,000</u>	<u>38,000</u>
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<b>SEIZED FUNDS - NARCOTICS Totals</b>	<b>295,004</b>	<b>92,400</b>	<b>118,050</b>	<b>83,000</b>
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City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 25, 2017**  
**SUBJECT: City's Health & Welfare Programs**

**General Overview**

The City of Rockwall has partnered with **Holmes Murphy** since January 2012 for broker and consultant services to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. In January of 2017, the City changed third-party administrators for administration of the health plan from Group & Pension Administrators, Inc. (GPA) to **Cigna**. The RFP analysis showed that the City would experience greater network access and discounts, a more favorable prescription contract, and decreased administration costs if it moved to Cigna.

**Health Care Cost Summary**

As the chart below indicates, the City has experienced an almost continued rise in healthcare claims and costs since the 2014 plan year. However, comparing GPA claims to mature Cigna claims, the monthly reduction in claims expense by moving to Cigna is estimated at \$77,000 a month based on claims through June 2017.

**History of Claims Cost:**

<b>Cal Year</b>	<b>Claims Cost</b>	<b>Annual Cost PEPY</b>	<b># of EEs @ YR End</b>
2011	\$2,251,503	\$9,006	253
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240

**Prescription Benefits Plan**

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. With the move to Cigna, isolating mature prescription claims, the City of Rockwall has realized an average monthly claim expense reduction of \$38,000 through June of this year.

<b>PLAN YEAR</b>	<b>RX EXPENSE PAID</b>	<b>% INCREASE/DECREASE</b>
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
2015	\$594,363	-5%
2016	\$741,688	24.8%

Note: Claims cost does not include Admin Fees.

### Healthcare Reform

The City was faced with additional fees and plan changes as a result of the *Affordable Care Act*. For 2016, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$977.42*
- *Transitional Reinsurance Fee - \$25,000 (estimated)*

For 2017, the projected fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,300 (estimated)*
- *Transitional Reinsurance Fee - \$15,900 (estimated)*. In January 2017, this fee will be eliminated.

There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2020)**, if actually implemented.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Total Revenues	1,556,213	803,000	1,104,650	898,000
Total Expenditures	4,800,282	4,074,000	4,074,000	4,124,000
Operating Income (Loss)	(3,244,069)	(3,271,000)	(2,969,350)	(3,226,000)
Non-Operating Revenues	7,521	6,000	9,000	6,000
Non-Operating Income (Loss)	7,521	6,000	9,000	6,000
Net Income (Loss) Before Transfers	(3,236,548)	(3,265,000)	(2,960,350)	(3,220,000)
Net Transfers In (Out)	3,400,000	3,400,000	3,150,000	3,400,000
Net Income (Loss)	163,452	135,000	189,650	180,000
Retained Earnings - Beginning	736,622	582,953	900,074	1,089,724
Retained Earnings - Ending	900,074	717,953	1,089,724	1,269,724

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
<b>Operating Revenues</b>					
4019	Miscellaneous	30,067	28,000	28,000	28,000
4850	Employee Contributions	750,208	755,000	845,000	850,000
4860	Stop Loss Reimbursements	775,938	20,000	231,650	20,000
<b>Total Operating Revenues</b>		<b>1,556,213</b>	<b>803,000</b>	<b>1,104,650</b>	<b>898,000</b>
<b>Non-Operating Revenues</b>					
4001	Interest Earnings	7,521	6,000	9,000	6,000
<b>Total Non-Operating Revenues</b>		<b>7,521</b>	<b>6,000</b>	<b>9,000</b>	<b>6,000</b>
<b>Total Revenues</b>		<b>1,563,734</b>	<b>809,000</b>	<b>1,113,650</b>	<b>904,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Transfers In				
From General Fund	2,500,000	2,500,000	2,500,000	2,500,000
From Water & Sewer Fund	900,000	900,000	900,000	900,000
<b>Total Operating Transfers In</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>
Operating Transfers Out				
To Workers Compensation Fund	-	-	250,000	-
<b>Total Operating Transfers Out</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b>Net Operating Transfers In (Out)</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,150,000</b>	<b>3,400,000</b>

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Expenses				
Operations	4,800,282	4,074,000	4,074,000	4,124,000
<b>Total Expenditures</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2016 Actual Expense</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	5,366	5,000	5,000	5,000
440 ADMINISTRATION FEES	262,097	250,000	250,000	250,000
441 REINSURANCE PREMIUMS	271,208	345,000	345,000	345,000
442 PAID HEALTH CLAIMS	4,207,196	3,450,000	3,450,000	3,500,000
443 LIFE INSURANCE PREMIUMS	54,415	24,000	24,000	24,000
<b>Operational TOTAL . . . . .:</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>



## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**CC:** Mary Smith, Asst. City Manager

**DATE:** August 25, 2017

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TMLIRP.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs.* In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

Although the *reportable incidents* have increased slightly, the *number of days away from work* and the *days on restricted or light duty* have reduced significantly. In addition, the *medical claims cost* to-date is the lowest it has been in 20 years. However, there was one claim pending from FY '15-'16 incurring costs through to May 2017. This claim has been challenged and appealed to the highest level with a favorable result to the City. Although the claimant has until September 9, 2017 to dispute in district court, the City anticipates recovering costs from this claim. TMLIRP will prepare a detailed audit after the September 9<sup>th</sup> date and will notify the City of the recoverable amount.

Staff could not recommend to fund the safety incentive to employees in last year's budget due to the number of serious incidents and the increase in overall costs. However, this year's data fully supports the recommendation to fund the safety incentive to employees.

Workers' Compensation Claims Activity												
Fiscal Year												
Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
14/15	302	18	17	114	\$ 19,056	207	\$ 72,687	NA	NA	NA	NA	\$ 89,092
15/16	300	20	33	292	\$ 78,639	337	\$237,350	\$ 28,771	\$20,467	\$479,815	\$ 20,691	\$ 452,101
16/17	302	23	25	27	\$ 8,890	97	\$ 15,340	\$ 1,530	\$ -	\$ 21,776	\$ 4,569	\$ 17,207

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We had a difficult year last fiscal year primarily to the one claim mentioned above. Even with the very good year this fiscal year, we expect the fund balance to continue to deplete. We anticipate we will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again. In addition to these transfers, we will make a one-time transfer from the employee benefits fund balance to the workers' comp fund.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Revenues	-	-	-	-
Operating Expenses	305,016	119,000	317,950	262,000
<b>Operating Income (Loss)</b>	<b>(305,016)</b>	<b>(119,000)</b>	<b>(317,950)</b>	<b>(262,000)</b>
Non-Operating Revenues	1,269	1,000	1,000	1,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(303,747)</b>	<b>(118,000)</b>	<b>(316,950)</b>	<b>(261,000)</b>
Net Transfers In (Out)	150,000	200,000	450,000	230,000
<b>Net Income (Loss)</b>	<b>(153,747)</b>	<b>82,000</b>	<b>133,050</b>	<b>(31,000)</b>
Retained Earnings - Beginning	82,900	392,946	(70,847)	62,203
<b>Retained Earnings - Ending</b>	<b>(70,847)</b>	<b>474,946</b>	<b>62,203</b>	<b>31,203</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Non-Operating Revenues					
4001	Interest Earnings	769	500	500	500
4019	Misc. Revenues	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operating Transfers In				
From General Fund	110,000	150,000	150,000	175,000
From Water & Sewer Fund	40,000	50,000	50,000	55,000
From Employee Benefits Fund	-	-	250,000	-
<b>Net Operating Transfers In (Out)</b>	<b>150,000</b>	<b>200,000</b>	<b>450,000</b>	<b>230,000</b>

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Operational	305,016	119,000	317,950	262,000
<b>Total Operating Expenses</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>
<b>Total Expenditures</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2016 Actual Expense</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	-	1,000	1,000	1,000
440 ADMINISTRATION FEES	34,037	38,000	46,950	56,000
444 PAID LOSSES	194,524	75,000	265,000	125,000
446 SAFETY INCENTIVES	74,340	-	-	75,000
447 DRUG TESTING	2,115	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>



"This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$600,567."

Ayes:	Nays:	Absent:
Pruitt	None	Lewis
Hohenshelt		
Townsend		
Fowler		
Macalik		
Daniels		

	Fiscal Year 2017	Fiscal Year 2018
Adopted Rate	.454300 / 100 assessed value	.423600 / 100 assessed value
Effective Tax Rate	.454345 / 100 assessed value	.423671 / 100 assessed value
Effective Maintenance and Operations Rate	.358154 / 100 assessed value	.330393 / 100 assessed value
Debt Rate	.215700 / 100 assessed value	.178200 / 100 assessed value
Rollback Tax Rate	.454373 / 100 assessed value	.423729 / 100 assessed value

Total City Debt Obligations Secured by a Tax Rate: \$92,940,000



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 18, 2017  
**SUBJECT:** FY18 Budget

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Transmitted hereby, please accept the submission of the proposed FY2018 Annual Operating Budget. As required by the City of Rockwall Charter, the proposed FY2018 Annual Operating budget is a balanced budget. As in previous years, the proposed budget has been prepared to reflect a conservative approach to both estimated revenues and recommended expenditures for FY2018. The FY 2018 budget provides sufficient funding for maintaining current levels of services to our Citizens, but does not provide significant increases in service levels provided. Despite the positive aspects of achieving a reduced Tax Rate and adopting the Effective Tax Rate while maintaining current citizen service levels, this particular budget proposal has been among the more challenging of the budget proposals submitted over the course of the last several years.

### **DEBT SERVICE FUND**

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. Due to the refunding of existing debt to secure more favorable interest rates (without extending the term of the debt) and significant increases in Roadway Impact Fees (all allocated to debt service) collected by the City, the Debt Service Fund Reserve ends FY2017 at about twice that which is indicated as a maximum in the City's financial policies. These funds can only be used to meet debt service obligations of the City.

The FY2018 proposed budget indicates use of the portion of the Debt Service Fund Reserve which is over that indicated in the City's financial policies to pay Certificate of Obligation debt in the Water and Sewer Fund. Use of this \$1.3 million to service that debt for the coming year will effectively result in an increase of about \$1 million in working capital in the Water and Sewer Fund. In FY2019, it is anticipated that the Water and Sewer Fund will resume these debt payments from water and wastewater revenue collections. (Information as to financial recovery of the Water and Sewer Fund is provided below.)

**GENERAL FUND**

As has been the case for the past 4 years, the proposed budget, as directed by the City Council, assumes that adoption of the calculated Effective Tax Rate which will result in a tax rate decrease from the Current Tax Rate of 45.43 cents/\$100 valuation to the Effective Rate for the coming year of 42.36 cents/\$100 valuation – a rate decrease of 3.07 cents/\$100 valuation. Based on the state prescribed effective rate calculation formulas this is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1 cent/\$100 valuation produces about \$472,479 in Ad Valorem Tax revenue for FY2018. (Based also on the State-prescribed formula, the Roll Back Rate is 42.3729 cents/\$100 valuation. (An Effective Tax Rate increase to the Roll Back Rate – not proposed as directed by the Council – would increase total revenue from Ad Valorem Taxes of \$ 6,000.) Of course, the impact that the new rate will have on individual properties is a function not only of the tax rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process. A twenty-year review of historic tax rates are shown within the Debt Service section of the budget.

<b>Fiscal Year</b>	<b>Adopted Tax Rate</b>
FY2012	50.31
FY2013	50.25
FY2014	50.25
FY2015	49.55
FY2016	48.53
FY2017	45.43
FY2018 proposed	42.36

The City of Rockwall will end FY2017 in strong financial position. The City of Rockwall has had a good year in 2017 with overall revenues meeting budgeted expectation; however, revenues have not out-performed budget estimates for Sales Tax to the extent that they have in previous years. 2017 expenditures generally conform to the expenditure plan outlined in the FY2017 budget. Decisions to expend additional reserve funds during the course of the year have not resulted in compromising the City’s financial position, but rates of revenue increases, particularly in Sales Tax collection, have slowed as compared to previous year increases. Budgeted and actual total Sales Tax collections for the past several years are provided below:

<b>Fiscal Year</b>	<b>Proposed Budget</b>	<b>Actual Collections</b>	<b>% Change</b>
2013	\$12,076,200	\$13,271,760	9.97%
2014	\$12,998,000	\$13,515,016	3.97%
2015	\$13,617,300	\$14,302,831	5.03%
2016	\$14,941,000	\$15,378,895	2.92%
2017	\$15,791,200	\$15,977,050 <small>(projected)</small>	1.17%

Despite a continued increase from historic per capita sales tax collections (\$340/capita - noted in strategic planning data - to the FY2017 rate of about \$378/capita), due to the reduced overall rate of increase for the past year, the proposed budget indicates a cautious approach in estimating increased Sales Tax receipts for the coming year as the likelihood of increased online retail sales market share continues. A

somewhat cautious approach has also been taken in estimation of several other revenue categories, but these estimates generally reflect the continuation of a relatively strong economy for the coming year.

The proposed FY2018 budget projects ending that year within the adopted City Council policy for General Fund Reserves. While we expect to end the FY2017 increasing reserve about \$1,511,551 more than anticipated, no expenditures from General Fund Reserve have been proposed for Fiscal Year 2018 - responding to decreased trends of increase experienced in 2017 in some major revenue line items and our projections for continued more moderate rates of increase in some major revenue categories. Therefore, expenditures proposed in the FY18 Annual Operating Budget reflect use of only current (FY18) projected revenues. Over the course of the last four (4) proposed and adopted annual budgets, the City has avoided issuing short-term debt for vehicles and equipment purchases (except for more expensive fire trucks and other more expensive major equipment acquisitions) by making these purchases through budgeting use of General Fund Reserve. For FY2018 all such recommended equipment purchases (in the General Fund excluding a Fire Department replacement pumper truck for which short-term debt will be issued) have been recommended for purchase using current revenues.

As compared to previous years, this results in an increase in the number of "City Manager Disapproved" budget requests for both day-to-day operations as well as strategic initiatives (all of which do not require additional funding). The result includes deferring a number of vehicle and equipment purchases that, under different circumstances would have likely been recommended for approval. This conservative approach to FY2018 is warranted by estimates of revenue for the coming year and the City's desire to hold the Tax Rate to the Effective Tax Rate and other estimates of revenue sources for the coming year.

In some cases, shifts in expenditures and departmental focus have been made to address some of the identified strategic planning initiatives; however, if the proposed budget is adopted by the Council a number of those will need to be reconsidered for FY2019. Strategic initiatives that will not necessarily require additional funding will obviously be unaffected for FY2018. A total of 16 out of 107 major strategic initiatives required additional funding. 4 of those have been specifically addressed in the FY2018 budget proposal. Funding of another 9 strategic initiatives in park planning is recommended for deferral – after a determination as to the outlook for major park project funding. Sufficient funds are identified to accomplish the planning work in the Recreational Development Fund if project funding becomes apparent during the course of FY2018.

As a service organization, expenditures for personnel account for a large percentage of the City's operating budget. One new position in the General Fund is included in the proposed budget to address a strategic initiative associated with reducing vehicle accidents in the City. One new position required in the Water and Sewer Fund has also been added to meet regulatory requirements.

The proposed budget does include a continuation of the step-based merit compensation system which results in increases of \$728,440 across all of the departments. For many years, the City's compensation system has also included a comprehensive analysis of market conditions for the various job classifications in the City. This has included salary survey information used to compare Rockwall salaries to the pre-selected 8 "market cities" to ensure that salaries are maintained at a competitive level. Maintaining internal equity has also always been a major factor considered as part of the market analysis. The proposed budget includes market adjustments within the Police and Fire Departments and a limited number of General Fund positions. Notably, market adjustments in the Fire Department positions are

market survey based, and market increases in Police Department positions are largely based on maintenance of internal equity. Fire and Police market raises account for \$194,251 of the proposed budget with another \$110,948 in a limited number of positions in the other departments.

“Market cities” were selected to be representative of cities with which the City of Rockwall competes (literally and conceptually) for hiring and keeping employees. Annual increases in all market cities have strongly influenced rates of pay and market adjustments for the various job classifications in the City. These market surveys have continued to reflect increasing levels of pay generally – and specifically for some several job classifications.

It should be noted that the FY2018 budget proposal does not include the salary comparison of one of the previously identified “market city” (Coppell) to determine the positions for which market salary adjustments are recommended. Survey data indicates that, overall (although not universally), salaries in that City currently have reached a point such that the City of Rockwall cannot (and perhaps should not) remain competitive with that city. If survey data for that particular city is used the number of market adjustments noted above would have increased from \$305,199 to \$691,823 - not an affordable cost for FY2018. Given our estimate of available revenues for the coming fiscal year, the City’s desire to maintain the 2018 Tax Rate at the Effective Rate and not exceed the Roll Back Rate, and the desire to maintain current service levels to Citizens; I made the decision to exclude Coppell’s compensation levels for the purposes of the proposed budget.

I would recommend, however, that during the course of the upcoming fiscal year, several measures be taken to further evaluate Rockwall’s compensation levels. These include:

- An examination of mid-year revenue performance to determine if circumstances warrant adjustments to budgeted revenue projections
- A mid-year salary survey to determine actual salary-related decisions made by all market cities
- A report to the Council, shortly after mid-year, outlining mid-year findings and a recommendations as to any mid-year adjustments that should/can be made at that time

It is also my recommendation that since it has been several years since a full compensation study has been performed, the Staff work with the Council to begin the development of a comprehensive, in-house study of employee compensation for FY2019.

## **WATER AND SEWER FUND**

Due to frequent rainfall, demand for water remains about 25% below the base year of 2012. Increased costs of wholesale treated water will again be experienced. The proposed FY2018 Annual Operating Budget reflects a 10% increase in Water and Sewer Rates effective in January 2018.

Deferred programs and equipment replacement will continue; however, financial recovery allows for the funding of some of the items previously deferred. Significant increases in expenditures for Sewer operations also result from regulatory pressures as the City meets its obligations for system and operational improvements. One new position has been proposed in the Sewer Operations division. This position will administer a new program related to regulatory obligations for eliminating the unnecessary

introduction of fats, oils, and grease (FOG) into the system - which may cause line stoppage, sewer backups, discharges, and treatment issues for the collection and treatment systems.

Despite continued lower than base year sales, the Water and Sewer Fund is expected to fully financially recover in FY18 such that we will exceed the City's financial policy goals for working capital (reserve) which had dropped to unacceptable levels as a result of successful conservation during and after the drought. This will have been accomplished over the course of the last few years by:

- Rate Increases
- Purchase Deferrals
- Discontinuing the transfer to the General Fund
- Paying Certificate of Obligation debt service from taxes rather than current W&S revenues
- Use of Debt Service Reserve in FY2018 to pay Certificate of Obligation debt service requirements

The use of Debt Service Fund Reserve that is significantly in excess of the goals set by the City will allow for a net increase in Water and Sewer Fund working capital of about \$1.5 million. This results in the Debt Service Fund reserves at about 112 days of operating expenses with bond covenants prescribing a minimum of 60 days. Due to uncertain future sales and continuing increases in prices, regulatory requirements, and major capital projects that we now know will occur about three years earlier than originally anticipated, the 112 days of working capital is a reasonable goal for the end of FY2018.

Most of the Water and Sewer Fund expenditure increases are for non-reoccurring costs. It is anticipated that in FY2019, then-current system revenue will be available to resume the Water and Sewer debt service requirements proposed to be paid by excess Debt Service Fund reserves in FY2018. The Water and Sewer Fund could make those payments with current revenue in FY2018; however, the proposed course of action is recommended in the interest of strengthening the Water and Sewer Fund. No resumption of the transfer of funds from the Water and Sewer Fund to the General Fund is proposed or recommended in FY2018 budget. Increasing working capital in the Water and Sewer Fund is favorable over resumption of the transfer to the General Fund (which three years ago was about \$600,000 annually).

It will be necessary to begin planning and design on a parallel sewer interceptor line to the treatment plant in Mesquite during the FY2018. This will require that about \$1.2 million dollars to be deposited with North Texas Municipal Water District to begin that work. This line is owned and operated jointly with the City of Heath and the City of Forney who will participate proportionately with both the design and cost of the project to parallel the interceptor line to increase its capacity. The project is required several years in advance of the schedule that had been previously anticipated. The required funds for planning and design will be refunded to the City upon issuance of the debt to fund the project. Funds previously slated for other system capital improvements will be used for this purpose which will delay some planned projects. Once the debt is issued to fund the interceptor construction (probably FY2020) the new debt will have a major impact on the debt service requirements of the Water and Sewer Fund. This matter will be discussed further during the budget workshop.

## EMPLOYEE BENEFITS FUND

The City's health insurance fund continues to perform well as it has the last several budgets. Just a few years ago, the fund had a negative balance and through focus on increasing employer and employee contributions and refining offerings we have been able to build a reserve balance of about 25% of our expenditures. In order to bolster the Workers Compensation Fund, which had larger than expected claims in the last two years, a one-time transfer will be made from Employee Benefits to Workers Compensation Fund.

### Notable Program Enhancements and Equipment Acquisitions

The following major vehicle, equipment acquisitions, capital, and program enhancement expenditures are proposed for funding in FY2018:

Department	Acquisition	Cost	Funding Source
Internal Operations	Myers Community Building Repairs	\$ 29,000	General Fund
Police Patrol	Traffic Officer - Motorcycle	\$ 120,020	General Fund
Parks and Recreation	Complete final downtown block	\$ 77,000	General Fund
Parks and Recreation	The Center AV Equipment	\$ 29,500	Rec Development
Streets	Street Repair Projects	\$1,400,000	General Fund
Sewer Operations	Condition Assessment	\$ 129,650	Water Sewer Fund
Sewer Operations	Fixed Lift Station Generators	\$ 364,000	Water Sewer Fund

Deferral of a number of vehicle and equipment purchases obviously indicates for upcoming years one (or several) of the following will likely be required to fund future needs to avoid impacting citizen service levels:

- Adding revenue and/or new revenue sources to meet these and other future needs
- Using other methods of financing major equipment purchases will be required – such as resuming the previous practice of issuing a significant amount of short-term debt for equipment acquisitions annually
- Implementing certain strategic initiatives targeting increased revenue for the City some of which have been begun as a part of departmental Strategic Plans
- Experiencing “normal” water revenues such that the historic transfer from the Water and Sewer Fund may resume to the General Fund – a challenge considering the continued and upcoming increases in the costs of water and sewer supply and services (both over the course of the last several years and in the next several years) although despite the lack of “normal” water consumption years it is anticipated that FY2018 budget will complete the “recovery” of that fund to an acceptable financial condition.

I believe that the Proposed FY2018 Annual Budget is both a responsible and conservative approach to guiding the City's activities for the coming year. I would like to thank all Department Heads and all of those who contributed to the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager, Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

I would also like to thank the Mayor and Council in advance for the time and study that I know each of you will invest in the evaluation of the budget proposal. As always, if you have any questions about the proposed budget, please do not hesitate to contact Mary Smith or me.

Respectfully Submitted,

Rick Crowley  
City Manager



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Jeffrey Widmer, Director of Building Inspections and Code Enforcement  
**DATE:** July 14, 2017  
**SUBJECT:** Population Estimates

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COG reported our 1/1/17 population as 42,120. In keeping with adopted policy, we have calculated the population estimate for 1/1/2018. We averaged 33 single family permits per months from 1/1/17 – 5/31/17. Typically we have taken a conservative approach and assumed we will continue to issue the same average number of permits for the remainder of the calendar year. Using this premise, we will end the year with 396 single family permits issued. COG recognizes 2.897 residents per single family dwelling and an occupancy factor of .967 in the City of Rockwall. COG recognizes 1.835 residents per multi-family unit with an occupancy rate of .951.

1/1/17 COG Population Estimate	42,120	
396 X 2.897 X .967 =	1,109	Single family
0 X 1.835 X .951 =	<u>0</u>	Multi-family
1/1/18 Population Estimate	43,229	

**Using this methodology the City 1/1/2018 population will be 43,229.**

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	32,542,592	34,044,150	35,275,450	36,066,050
Total Operating Expenditures	29,703,433	31,315,550	31,862,550	32,733,800
Capital Reserve Expenditures	-	2,091,150	2,091,150	-
Excess Revenues Over (Under) Expenditures	2,839,158	637,450	1,321,750	3,332,250
Net Other Financing Sources (Uses)	(3,070,100)	(2,833,500)	(2,833,500)	(3,128,000)
Net Gain (Loss)	(230,942)	(2,196,050)	(1,511,750)	204,250
Fund Balance - Beginning	11,707,871	10,709,878	11,476,929	9,965,179
Fund Balance - Ending	11,476,929	8,513,828	9,965,179	10,169,429

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4100	Current Taxes	9,705,849	10,689,500	10,990,000	12,214,700
4105	Delinquent Taxes	48,743	60,000	79,000	60,000
4110	Penalty & Interest	49,597	60,000	60,000	60,000
Total Property Taxes		9,804,189	10,809,500	11,129,000	12,334,700
4150	Sales Taxes	15,373,514	15,791,200	15,977,050	16,190,000
4155	Beverage Taxes	233,188	245,000	233,000	245,000
Total Sales Taxes		15,606,702	16,036,200	16,210,050	16,435,000
4201	Electrical Franchise	1,727,420	1,795,000	1,795,000	1,795,000
4203	Telephone Franchise	143,322	150,000	150,000	150,000
4205	Gas Franchise	437,481	450,000	404,000	400,000
4207	Cable TV Franchise	624,089	775,000	680,000	625,000
4209	Garbage Franchise	255,348	235,000	235,000	235,000
Total Franchise		3,187,660	3,405,000	3,264,000	3,205,000
4250	Park & Recreation Fees	26,188	35,000	35,000	35,000
4251	Municipal Pool Fees	32,090	22,000	22,000	22,000
4253	Center Rentals	48,756	39,500	39,500	39,500
4255	Harbor Rentals	3,065	10,000	10,000	10,000
4260	Tax Certificate Fees	-	250	250	250
4270	Code Enforcement Fees	48,892	5,000	48,000	5,000
4280	Zoning Request Fees	46,841	35,000	52,000	35,000
4283	Construction Inspection	441,026	300,000	530,000	425,000
4295	Fire - Plans	12,323	15,000	4,500	4,500
Total Fees		659,181	461,750	741,250	576,250

Summary of Revenues, Cont'd.

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4300	Building Permits	900,976	800,000	1,322,000	1,000,000
4302	Fence Permits	24,275	20,000	22,000	20,000
4304	Electrical Permits	27,774	30,000	26,000	30,000
4306	Plumbing Permits	48,307	40,000	40,000	40,000
4308	Mechanical Permits	48,928	39,000	49,500	39,000
4310	Daycare Center Permits	4,210	3,000	4,250	3,000
4312	Health Permits	89,505	89,550	91,700	102,000
4314	Sign Permits	19,181	26,000	20,000	20,000
4288	Beverage Permits	8,943	10,000	14,000	10,000
4320	Miscellaneous Permits	60,653	45,000	52,000	50,000
Total Permits		1,232,751	1,102,550	1,641,450	1,314,000
4400	Court Fines	542,176	500,000	500,000	525,000
4402	Court Fees	139,366	165,000	165,000	165,000
4404	Warrant Fees	82,951	90,000	90,000	90,000
4406	Court Deferral Fees	271,627	285,000	275,000	285,000
4408	Animal Registration Fees	5,843	7,000	7,000	7,000
4414	Alarm Fees and Fines	46,518	45,000	57,000	45,000
Total Municipal Court		1,088,481	1,092,000	1,094,000	1,117,000
4001	Interest Earnings	37,215	35,500	73,000	75,000
4007	Sale of Supplies	757	500	500	500
4010	Auction/Scrap Proceeds	136	40,000	46,050	40,000
4019	Miscellaneous	53,823	20,000	25,000	20,000
4480	Tower Leases	46,365	51,000	51,000	51,000
4680	Developer Contributions	-	104,000	104,000	-
Total Miscellaneous		138,296	251,000	299,550	186,500
4500	Grant Proceeds	120,860	86,000	96,000	-
4510	School Patrol	353,056	405,000	405,000	405,000
4520	County Contracts	1,200	1,000	1,000	1,000
4530	City Contracts	350,216	394,150	394,150	491,600
Total Intergovernmental		825,332	886,150	896,150	897,600
Total Revenues		32,542,592	34,044,150	35,275,450	36,066,050

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	-	-	-	-
From Recreational Development	-	-	-	-
From Court Security/Tech Fees	30,500	25,000	25,000	25,000
From Recycling Fund	-	33,000	33,000	-
From Seized Funds	-	208,500	208,500	-
From Siren Fund	-	25,000	25,000	-
<b>Total Other Financing Sources</b>	<b>30,500</b>	<b>291,500</b>	<b>291,500</b>	<b>25,000</b>
Other Financing Uses				
Operating Transfers Out:				
To Rec. Dev. Fund	168,600	-	-	-
To Radio Fund	160,000	640,000	640,000	43,000
To Airport Fund	15,000	30,000	30,000	-
To Employee Benefit Fund (Ins.)	2,500,000	2,500,000	2,500,000	2,500,000
To Workers Compensation Fund	100,000	150,000	150,000	175,000
To Tech. Replacement Fund	157,000	175,000	175,000	185,000
To Vehicle Replacement Fund	-	100,000	100,000	250,000
<b>Total Other Financing Uses</b>	<b>3,100,600</b>	<b>3,595,000</b>	<b>3,595,000</b>	<b>3,153,000</b>
Less Capital Reserve	-	470,000	470,000	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,070,100)</b>	<b>(2,833,500)</b>	<b>(2,833,500)</b>	<b>(3,128,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
10	01	Mayor/Council	107,997	124,450	134,400	125,950
10	05	Administration	1,738,077	1,883,350	2,010,350	1,979,500
10	06	Administrative Services	450,570	563,150	532,350	560,300
10	09	Internal Operations	1,828,916	2,103,000	2,108,800	2,162,750
15	11	Finance	619,172	750,100	681,250	781,050
15	15	Municipal Court	389,913	468,400	459,650	463,200
20	25	Fire Operations	3,332,177	3,371,800	3,424,800	3,522,250
20	29	Fire Marshal	424,699	519,200	520,750	581,600
30	31	Police Administration	1,031,806	1,440,650	1,405,650	1,238,550
30	32	Communications	1,126,084	1,215,550	1,192,500	1,300,650
30	33	Patrol	5,630,898	6,138,700	5,981,650	5,753,500
30	34	CID	1,259,265	1,281,450	1,354,750	1,345,050
30	35	Community Services	990,245	940,900	953,100	985,850
30	36	Warrants	230,532	237,050	237,750	242,450
30	37	Records	448,467	455,150	476,000	494,650
40	41	Planning	553,943	733,150	732,500	781,300
40	42	Neighborhood Improv.	487,584	532,950	536,150	540,100
40	43	Building Inspections	737,205	749,600	740,050	730,350
45	45	Parks	2,015,168	2,567,800	2,671,500	2,569,750
45	46	Harbor O&M	409,722	499,900	499,900	542,100
45	47	Recreation	863,348	914,200	906,700	918,250
45	48	Animal Services	631,884	712,550	718,700	638,650
50	53	Engineering	1,114,244	1,138,450	1,148,900	1,115,050
50	59	Streets	3,281,518	3,595,200	4,055,550	3,360,950
			29,703,433	32,936,700	33,483,700	32,733,800
Less Capital Reserve			-	1,621,150	1,621,150	-
<b>Total Operating Expenditures</b>			29,703,433	31,315,550	31,862,550	32,733,800

## DIVISION SUMMARY

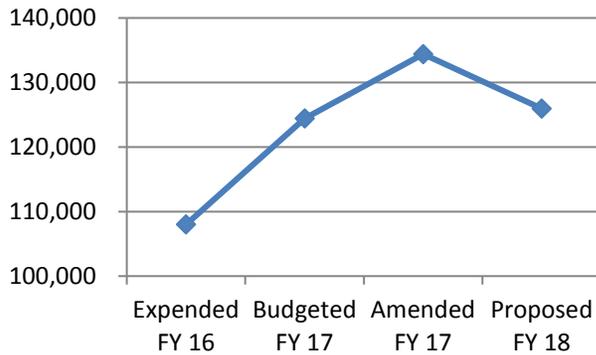
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

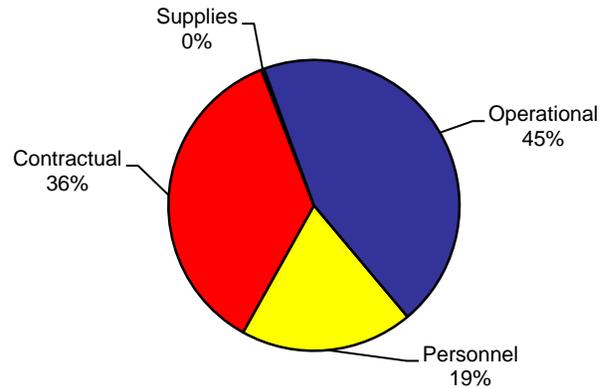
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	23,648	24,200	24,200	24,200
Contractual	48,722	43,850	47,400	45,350
Supplies	182	400	400	400
Operational	35,446	56,000	62,400	56,000
<b>Total</b>	<b>107,997</b>	<b>124,450</b>	<b>134,400</b>	<b>125,950</b>

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
101 SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	1,148	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	23,648	24,200	24,200	24,200
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIAL	45,435	40,500	44,050	42,000
231 SERVICE MAINTENANCE CONTRACTS	3,287	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	48,722	43,850	47,400	45,350
<i>SUPPLIES</i>				
310 PRINTING & BINDING	182	300	300	300
347 GENERAL MAINTENANCE SUPPLIES	-	100	100	100
<i>SUPPLIES Totals</i>	182	400	400	400
<i>OPERATIONS</i>				
402 YOUTH ADVISORY COUNCIL	2,942	3,000	3,000	3,000
404 ELECTION EXPENSES	3	10,500	10,500	10,500
410 DUES & SUBSCRIPTIONS	13,263	12,500	12,500	12,500
420 AWARDS	4,553	10,000	10,000	10,000
428 MEETING EXPENSES	3,289	3,000	3,000	3,000
430 TUITION & TRAINING	2,290	3,000	4,200	3,000
436 TRAVEL	9,106	14,000	19,200	14,000
<i>OPERATIONS Totals</i>	35,446	56,000	62,400	56,000
<b>MAYOR/COUNCIL Totals</b>				
	<b>107,997</b>	<b>124,450</b>	<b>134,400</b>	<b>125,950</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

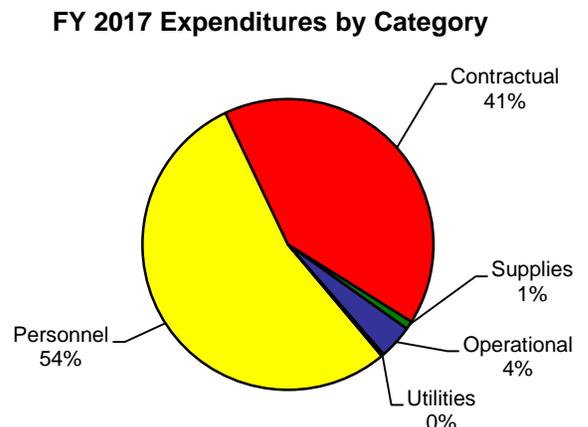
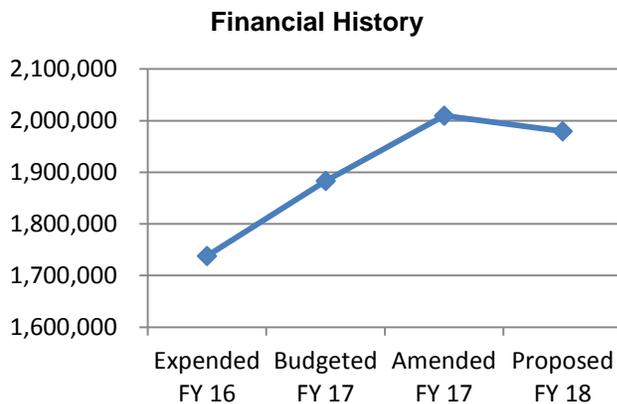
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	968,782	1,037,200	1,036,900	1,069,650
Contractual	701,906	748,800	879,150	811,500
Supplies	22,828	18,000	17,200	18,000
Operational	38,274	73,750	70,750	74,750
Utilities	6,289	5,600	5,600	5,600
<b>Total</b>	<b>1,738,078</b>	<b>1,883,350</b>	<b>2,009,600</b>	<b>1,979,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	534,218	551,350	551,350	558,450
104 SALARIES & WAGES-CLERICAL	239,730	264,900	264,900	288,050
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,759	6,150	5,850	6,250
120 FICA & MEDICARE EXPENSE	47,997	52,150	52,150	54,000
122 T.M.R.S. RETIREMENT EXPENSE	140,478	161,750	161,750	162,000

*PERSONNEL SERVICES Totals*      968,782      1,037,200      1,036,900      1,069,650

*CONTRACTUAL*

207 APPRAISAL & COLLECTION	233,309	250,000	216,500	243,750
208 EMERGENCY SERVICES CORP	182,836	170,150	185,900	60,200
211 LEGAL	127,128	140,000	203,000	200,000
213 CONSULTING FEES	14,399	42,700	42,700	42,700
231 SERVICE MAINTENANCE CONTRACTS	22,412	23,500	23,500	45,500

<b>Notes:</b>	Swagit Streaming Video
The Swagit streaming video service for Council and PZ meetings includes an annual maintenance agreement which is \$22,000.	
*CITY MANAGER'S COMMENTS: Approved	

233 ADVERTISING	3,411	6,000	6,000	6,000
236 COMMUNITY SERVICES	85,952	86,450	141,150	140,850

<b>Notes:</b>	Community Programs
Amended Budget: Star Transit increase approved mid-year increased budget by \$54,200	
Proposed Budget: \$102,099 STAR Transit (reduction of \$20,544) 35,000 Meals on Wheels Senior Services (increase of \$5,000) 3,000 Parades 750 Sheriff's Posse insurance \$140,850 Total	
*CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,656	5,000	5,000	5,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
243 BUILDING LEASE	20,500	20,500	50,100	63,000

<b>Notes:</b>	Parking Leases
\$30,000 Cain Restroom Building 20,000 Hance Parking lot 12,000 Cain Parking lot 1,000 Slaughter Access Easement  *CITY MANAGER'S COMMENTS: Approved	

254 RECORDING FEES	7,304	4,000	4,800	4,000
<i>CONTRACTUAL Totals</i>	701,906	748,800	879,150	811,500

*SUPPLIES*

301 OFFICE SUPPLIES	2,219	3,000	2,200	3,000
310 PRINTING & BINDING	20,608	14,500	14,500	14,500
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	22,828	18,000	17,200	18,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	10,907	20,000	15,000	20,000
422 EMPLOYEE ACTIVITIES	-	14,000	14,000	14,000
428 MEETING EXPENSES	10,576	9,500	11,500	10,500
430 TUITION & TRAINING	5,772	8,450	8,450	8,450
436 TRAVEL	11,018	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	38,274	73,750	70,750	74,750

*UTILITIES*

507 CELLULAR TELEPHONE	6,289	5,600	5,600	5,600
<i>UTILITIES Totals</i>	6,289	5,600	5,600	5,600

<b>ADMINISTRATION Totals</b>	<b>1,738,078</b>	<b>1,883,350</b>	<b>2,009,600</b>	<b>1,979,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

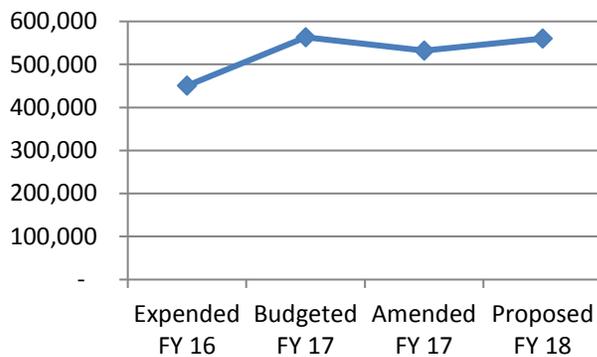
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	388,615	502,600	471,550	493,450
Contractual	3,509	7,050	7,050	7,050
Supplies	862	2,500	2,500	3,000
Operational	54,586	48,200	48,450	53,700
Utilities	2,998	2,800	2,800	3,100
<b>Total</b>	<b>450,570</b>	<b>563,150</b>	<b>532,350</b>	<b>560,300</b>

### Personnel Schedule

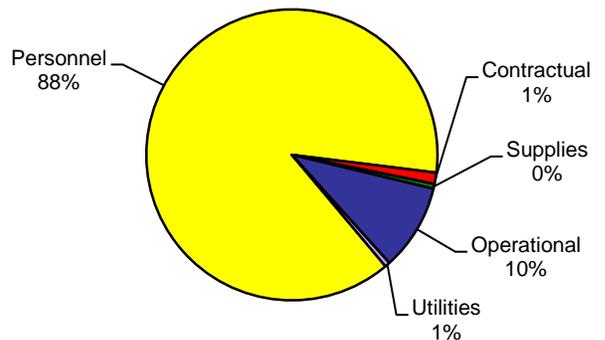
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	22	1	1
HR Analyst	18	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 06 Administrative Services
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	141,734	146,300	146,300	146,300
104 SALARIES & WAGES-CLERICAL	160,098	242,950	212,950	236,900
112 INCENTIVE PAY	4,135	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	1,500
114 LONGEVITY PAY	2,815	4,200	3,150	2,850
120 FICA & MEDICARE EXPENSE	21,668	28,650	28,650	28,200
122 T.M.R.S. RETIREMENT EXPENSE	50,459	63,700	63,700	62,700
128 UNEMPLOYMENT INSURANCE	6,506	5,000	5,000	5,000

*PERSONNEL SERVICES Totals*      388,615      502,600      471,550      493,450

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	3,509	7,050	7,050	7,050
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*CONTRACTUAL Totals*      3,509      7,050      7,050      7,050

*SUPPLIES*

301 OFFICE SUPPLIES	296	1,000	1,000	1,000
310 PRINTING & BINDING	566	1,000	1,000	1,500

<b>Notes:</b>	<a href="#">Additional Materials</a>
Additional in-house training & development programs course materials	
*CITY MANAGER'S COMMENTS: Approved	

347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
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*SUPPLIES Totals*      862      2,500      2,500      3,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,202	2,600	2,600	2,600
415 RECRUITING EXPENSES	55	-	250	-
420 AWARDS	6,320	7,500	7,500	9,500

<b>Notes:</b>	<a href="#">Service &amp; Recognition</a>
There are more 20, 25, 30, 35 and 40 year award recipients this year. The cost of plaques and gifts have increased.	
*CITY MANAGER'S COMMENTS: Approved	

422 EMPLOYEE ACTIVITIES	14,102	1,000	1,000	1,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Administrative Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
430 TUITION & TRAINING	4,277	3,500	3,500	5,000

<b>Notes:</b>	Increase staff training
Advanced training sessions for new Organizational Development administrator are included.	
*CITY MANAGER'S COMMENTS: Approved	

432 EDUCATION REIMBURSEMENT	3,800	11,400	11,400	11,400
435 EMPLOYEE DEVELOPMENT	15,412	14,200	14,200	14,200

<b>Notes:</b>	Employee Development
Leadership Academy - Police & Fire - \$18,000 Professional Development (city-wide) - \$22,000 (professional development programs for entry level positions and comprehensive program for supervisory positions - average cost per participant \$65, approx. 333 participants)	
*CITY MANAGER'S COMMENTS: Disapproved	

436 TRAVEL	8,418	8,000	8,000	10,000
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<b>Notes:</b>	Additional staff training
Travel associated with state and national conferences	
*CITY MANAGER'S COMMENTS: Approved	

<i>OPERATIONS Totals</i>	54,586	48,200	48,450	53,700
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*UTILITIES*

507 CELLULAR TELEPHONE	2,998	2,800	2,800	3,100
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<i>UTILITIES Totals</i>	2,998	2,800	2,800	3,100
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<b>ADMINISTRATIVE SERVICES Totals</b>	<b>450,570</b>	<b>563,150</b>	<b>532,350</b>	<b>560,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	09 Internal Operations

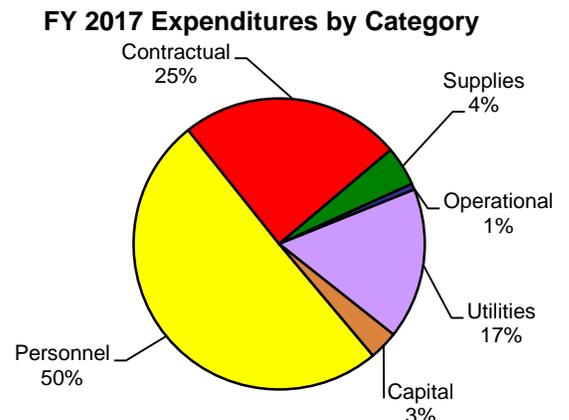
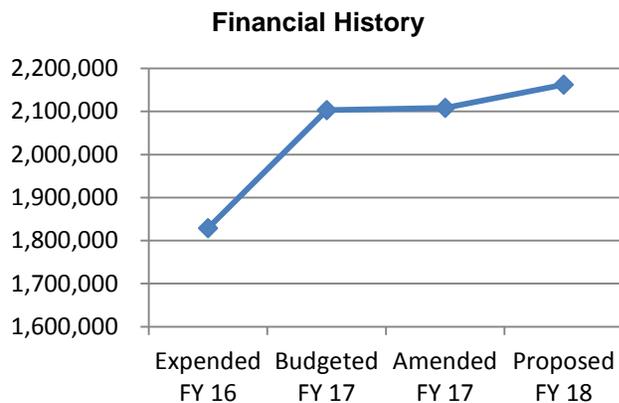
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	907,212	1,060,500	1,058,800	1,089,450
Contractual	451,663	537,300	537,300	531,600
Supplies	88,626	84,900	84,900	94,900
Operational	5,915	18,500	18,500	14,600
Utilities	374,897	376,800	384,300	362,800
Capital	604	25,000	25,000	69,400
<b>Total</b>	<b>1,828,916</b>	<b>2,103,000</b>	<b>2,108,800</b>	<b>2,162,750</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	25	1	1
Network Administrator	26	1	1
PIO/Marketing Manager	22	-	1
Network Technician	19	1	1
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	202,614	216,100	216,100	228,050
104 SALARIES & WAGES-CLERICAL	182,109	274,050	274,050	282,900

Notes:	Additional IT Technician
<p>A new position is requested in the Internal Operations Department to help with desktop support and IT network administration. While most requests are resolved within 30 minutes or less, many can take hours to resolve. This new position would provide valuable backup and provide knowledge about the network beyond more than one person in the department. The City's 2-member IT Network Team is currently responsible for desktop support, maintenance, and management for the following:</p> <ul style="list-style-type: none"> <li>- 303 network customers</li> <li>- 11 physical servers</li> <li>- 41 virtual servers</li> <li>- 2 SAN (storage area network)</li> <li>- 24 Network switches</li> <li>- 212 Desktop computers</li> <li>- 85 Laptops</li> <li>- 40+ iPads</li> <li>- 45 Printers</li> <li>- 215 VOIP phones</li> <li>- 7 - NAS Units</li> <li>- 17 Tier 1 applications</li> <li>- 16 Wireless access points</li> <li>- 30 UPS units</li> </ul> <p>The City's IT staff has not increased since 2004 and during this time, an additional 55 new employees have been added. Additionally, these two employees are also responsible for maintaining 3 websites and a multitude of specialized software applications. In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member.</p> <p>Proposed Grade: 19                      \$52,803 Salary                      12,678 Benefits                      200 Uniforms                      1,800 Computer                      1,000 Cell Phone                      \$68,481 Total</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

107 SALARIES & WAGES-LABOR	331,590	349,900	349,900	355,100
109 SALARIES & WAGES-OVERTIME	3,849	6,000	6,000	4,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	9,895	12,350	10,650	11,600
120 FICA & MEDICARE EXPENSE	55,121	64,100	64,100	65,500
122 T.M.R.S. RETIREMENT EXPENSE	121,432	137,400	137,400	141,700
<i>PERSONNEL SERVICES Totals</i>	<u>907,212</u>	<u>1,060,500</u>	<u>1,058,800</u>	<u>1,089,450</u>

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
217 IT SERVICE	151,801	189,500	189,500	262,750

Notes:	New Projects
<p>\$55,020 Datamax – network consultant                      42,520 Internet service to all locations                      6,175 Charter Communications for I-Net                      17,000 Licensing (Client Access Licenses, Terminal Server, MS Windows)</p> <p>Datto Backup Solution                      The capacity of this appliance is 60TB. This request includes device, maintenance, support and off-site storage to Datto cloud. We currently backup approximately 15TB of data. Industry recommendation on sizing is 3 to 1. This allows for proper data retention and disaster recovery. Our current backup strategy is undersized and more suited to smaller environments. Our data retention is only 1 week in most cases. Data retention should be at least 30 days with monthly and annual snapshots. We have added 12 more servers in recent projects that we cannot backup with the existing system. The proposed solution would keep a local copy of our data as well as a replica set offsite using cloud technology. This would satisfy our Disaster Recovery needs. The current backup solution is unreliable and requires constant maintenance to try and accomplish at least a partial archival of our data. The City is and will continue to be at risk of data loss using the existing backup solution. The Department reviewed other backup solutions to compare costs: Barracuda (\$142,000), Unitrends (\$130,000) not including monthly costs.</p> <p>\$30,656 Siris3-60TB Datto Backup Appliance                      \$54,579 Monthly Support and Cloud Retention</p> <p>Datto 36TB NAS                      This device would provide storage for video and other high storage consumption file types. Examples: Sewer pipe video/photos, street assessment video/photos, parks video/photos, and all other video/photos associated with City Works asset management system. It is very expensive to keep these types of files on our Tier 1 storage device and backup. The proposed storage and backup strategies in this budget cannot accommodate these projects. This type of data will grow very quickly the next few years. We have no way to store with any sort of backup. This solution provides storage space and data protection through version control in the cloud. It will take many man hours to accumulate this data by various departments. We should offer some sort of protection of this data in the event of a virus, data corruption, hardware failure, etc.</p> <p>\$15,535 Datto NAS                      \$10,300 Support and Cloud Storage</p> <p>Barracuda Message Archiver                      Barracuda Message Archiver - We currently do not have an email message archiving solution in place. This device will help the IT Department to better manage email records and will also address capacity management Full Message Compression and deduplication to effectively manage storage limits.</p> <p>\$16,600 Barracuda Message Archiver</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	160,236	141,800	141,800	154,600

Notes:	Service Maintenance Contracts
<p>The line item has increased due to security camera and door security increase of \$10,000. Several new door badge readers were added as well as the cameras and access control for Cain's Corner restrooms. Additional WiFi devices for IT \$2,000.</p> <p>Fire Alarms / Extinguishers \$5,215                      Fire Alarm Monitoring \$3,840                      Pest Control \$13,000                      Outdoor Warning Sirens \$11,775                      Emergency Generators \$6,560                      Coffee Service and Supplies \$19,500                      Bottled Water \$2,800                      Elevator Maintenance \$8,280                      (4 inspections)                      Access and Security (Securadyne) \$28,660                      Access and Sec Cameras (Tyco) \$33,548                      Telephone / Voicemail System \$14,556                      Verizon WiFi \$6,800</p> <p>Total: \$154,534</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

237 UNIFORM SERVICE	4,723	4,100	4,100	5,500
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Notes:	Uniform Service
<p>Increase in winter gear and uniform shirts.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

240 EQUIPMENT REPAIRS	7,646	8,000	8,000	8,000
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Notes:	Budget Amendment
<p>Additional \$1,000 to cover expenses for the remainder of the fiscal year.</p>	

242 EQUIPMENT RENTAL & LEASE	842	500	500	500
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Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
244 BUILDING REPAIRS	109,541	176,400	176,400	83,250

Notes:	New Projects
The additional funds are for the following:	
Harry Myers Community Center	
The foundation of this facility has shifted and needs to be repaired. It is also proposed that cosmetic upgrades be made to the flooring, interior painting, and ceiling of the rental portion of the facility (pool side enhancements will be proposed by PARD).	
\$ 9,000 Foundation repair 15,000 New vinyl flooring 2,000 Interior Painting <u>3,000</u> Partial deck removal and replacement \$29,000 Total	
Harry Myers Comm Center – Replace Broken Tables	
There are 20 tables at HMCC that need to be replaced. Most are cracked on the edges and are a hazard to those renting the facility.	
Total: \$4,250	
*CITY MANAGER'S COMMENTS: Approved	

246	VEHICLE REPAIRS	7,379	5,000	5,000	5,000
272	JANITORIAL SERVICES	9,496	12,000	12,000	12,000
	<i>CONTRACTUAL Totals</i>	451,663	537,300	537,300	531,600

*SUPPLIES*

301	OFFICE SUPPLIES	366	400	400	400
303	COMPUTER SUPPLIES	24,460	20,000	20,000	20,000
323	SMALL TOOLS	1,672	1,500	1,500	1,500
331	FUEL & LUBRICANTS	10,081	11,000	11,000	11,000
345	CLEANING SUPPLIES	21,879	22,000	22,000	22,000
347	GENERAL MAINTENANCE SUPPLIES	30,168	30,000	30,000	40,000

Notes:	Aging facilities
Request is to increase this line item due to aging facilities. This account supplies maintenance technicians with parts to repair a wide range of issues such as lights, electrical, plumbing, appliances.	
*CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	88,626	84,900	84,900	94,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	205	-	-	-
430 TUITION & TRAINING	2,150	4,000	4,000	7,600

<b>Notes:</b>	Additional Training
Dell Compellent Administration Training	
<p>This is a 4 day remote training class offering Administrator training on the Compellent 4020SC we purchased and deployed. This class is a comprehensive training program on how to properly manage and troubleshoot the Compellent SAN we purchased and deployed relative to the radio project. It is imperative we know how to manage this device as it is the storage hub of our network. This will allow the IT staff to properly manage and maintain our primary storage appliance. This training will be done online. \$4,995</p>	
*CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	3,560	14,500	14,500	7,000	
<i>OPERATIONS Totals</i>		<u>5,915</u>	<u>18,500</u>	<u>18,500</u>	<u>14,600</u>

*UTILITIES*

501 ELECTRICITY	211,679	202,000	202,000	180,000	
507 CELLULAR TELEPHONE	6,655	10,900	10,900	10,900	
508 TELEPHONE SERVICE	97,154	94,400	94,400	94,400	
510 NATURAL GAS SERVICE	8,403	17,500	17,500	17,500	
513 WATER	<u>51,006</u>	<u>52,000</u>	<u>59,500</u>	<u>60,000</u>	
<i>UTILITIES Totals</i>		<u>374,897</u>	<u>376,800</u>	<u>384,300</u>	<u>362,800</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	604	-	-	-
621 FIELD MACHINERY & EQUIPMENT	-	25,000	25,000	21,400

<b>Notes:</b>	New Field Equipment
Man Lift	
<p>The current man lift was purchased in 2002 and is experiencing problems with stability, lift safeties, outriggers not engaging properly and other issues which make use unsafe. The lift does not collapse in order to go under entry doors for interior use. Typical uses for this piece of equipment are repairing lights, electrical, maintaining and repairing cord reels in fire stations, aerial heater repairs, ceiling repairs, painting or any time ladders are not tall enough or at dangerous heights.</p>	
\$11,000	
New Hard Surface Floor Scrubber	
<p>The request is for a new Speed Scrub hard surface floor scrubber. The existing floor scrubber is 12 years old and experiencing more down time due to age and long-term use. The new unit will be used for daily scrubbing and for heavy stripping of vinyl flooring throughout the city's facilities.</p>	
\$10,400	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
623 VEHICLES	-	-	-	48,000

<b>Notes:</b>	<b>New Vehicles</b>
<p>Unit 185 – 2000 Chevrolet ½ Ton Truck. 104,700 Miles. Condition: Poor                      This vehicle is used by a custodian on the day shift and again by one on the night shift. This vehicle has been in service since 2000 and is in poor condition. Over the life of the vehicle, the City has spent \$12,900 on maintenance and repairs, including such items as an AC compressor, transmission repairs, new radiator, and water pump.                      Proposed Replacement Vehicle:                      2018 Chevrolet ½ Ton Truck with lift gate \$24,000</p>	
<p>Unit 183 - 2001 Ford Ranger. 116,344 Miles. Condition: Poor                      This vehicle is used by a custodian on the day shift and again by one on the night shift. This vehicle was purchased as a used vehicle in 2003. Over the life of the vehicle, the City has spent \$12,854 on maintenance and repairs. Staff is reporting that the transmission is beginning to have signs of shifting problems. This truck has severe cooling system issues that will be costly to repair/replace. Replacement of the transmission and cooling system would certainly cost more than the current value of the vehicle.                      Proposed Replacement Vehicle:                      2018 Chevrolet ½ Ton Truck with lift gate \$24,000</p>	
<p>*CITY MANAGER'S COMMENTS: Approved</p>	

*CAPITAL Totals*      604      25,000      25,000      69,400

<b>INTERNAL OPERATIONS Totals</b>	<b>1,828,916</b>	<b>2,103,000</b>	<b>2,108,800</b>	<b>2,162,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

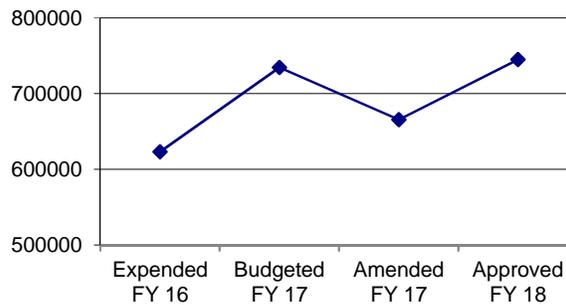
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	316,246	408,450	335,650	415,800
Contractual	240,152	261,150	273,100	292,750
Supplies	55,912	70,250	62,250	62,250
Operational	6,861	9,000	9,000	9,000
Utilities	-	1,250	1,250	1,250
<b>Total</b>	619,171	750,100	681,250	781,050

### Personnel Schedule

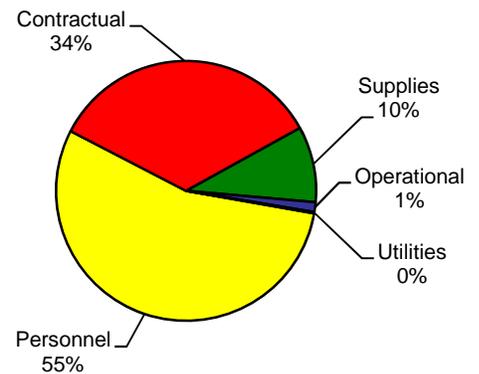
<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	18	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	254,421	323,950	263,950	347,500
109 SALARIES & WAGES-OVERTIME	297	300	300	300
113 EDUCATION/CERTIFICATE PAY	-	-	300	300
114 LONGEVITY PAY	3,783	4,450	4,050	4,350
120 FICA & MEDICARE EXPENSE	19,070	25,400	22,200	20,200
122 T.M.R.S. RETIREMENT EXPENSE	38,676	54,350	44,850	43,150
<i>PERSONNEL SERVICES Totals</i>	<u>316,246</u>	<u>408,450</u>	<u>335,650</u>	<u>415,800</u>
<i>CONTRACTUAL</i>				
210 AUDITING	26,500	31,000	31,000	31,000
223 INSURANCE-SURETY BONDS	500	400	400	500
225 INSURANCE-AUTOMOBILES	39,101	41,000	46,750	49,050
227 INSURANCE-REAL PROPERTY	36,834	38,800	41,750	48,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	26,676	30,000	30,000	35,000
229 INSURANCE-LIABILITY	41,189	43,050	46,300	48,000
231 SERVICE MAINTENANCE CONTRACTS	61,316	68,200	68,200	72,000
233 ADVERTISING	818	1,000	1,000	1,000
235 BANK CHARGES	4,714	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	-	-	500
242 EQUIPMENT RENTAL & LEASE	2,504	2,700	2,700	2,700
<i>CONTRACTUAL Totals</i>	<u>240,152</u>	<u>261,150</u>	<u>273,100</u>	<u>292,750</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	2,004	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	29,095	28,000	28,000	28,000
307 POSTAGE	23,000	37,500	29,500	29,500
310 PRINTING & BINDING	1,212	2,000	2,000	2,000
347 GENERAL MAINTENANCE SUPPLIES	601	750	750	750
<i>SUPPLIES Totals</i>	<u>55,912</u>	<u>70,250</u>	<u>62,250</u>	<u>62,250</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,293	2,500	2,500	2,500
430 TUITION & TRAINING	2,496	2,500	2,500	2,500
436 TRAVEL	3,072	4,000	4,000	4,000
<i>OPERATIONS Totals</i>	<u>6,861</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	-	1,250	1,250	1,250
<i>UTILITIES Totals</i>	-	1,250	1,250	1,250
<b>FINANCE Totals</b>	<b>619,171</b>	<b>750,100</b>	<b>681,250</b>	<b>781,050</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

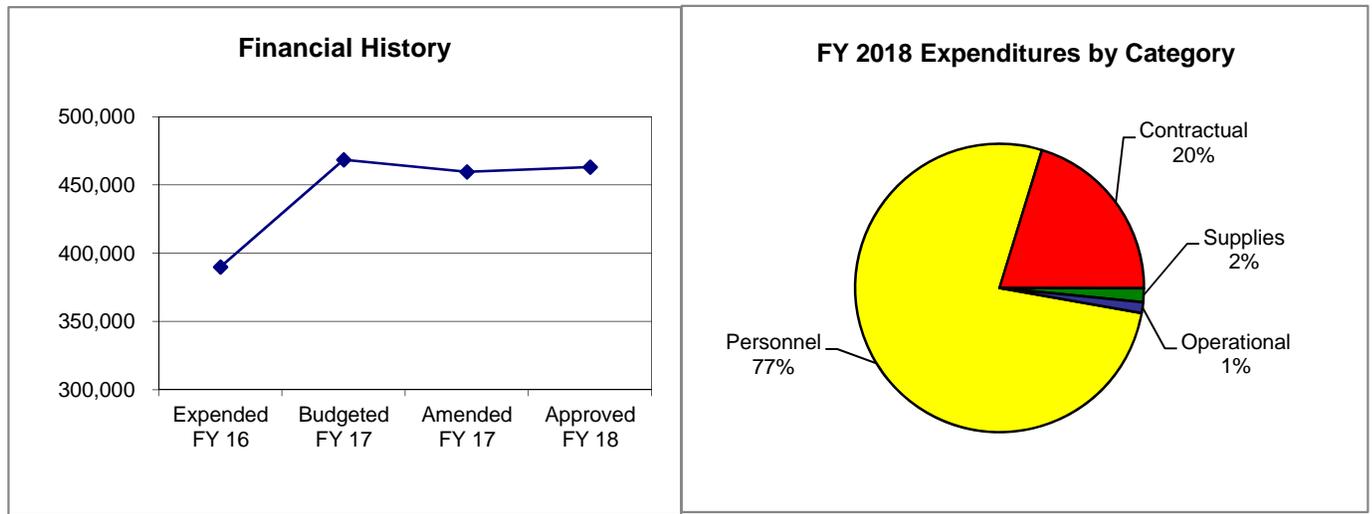
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	296,913	361,750	352,950	356,550
Contractual	86,640	93,900	93,900	93,900
Supplies	2,490	7,250	7,250	7,250
Operational	3,870	5,500	5,550	5,500
<b>Total</b>	<b>389,913</b>	<b>468,400</b>	<b>459,650</b>	<b>463,200</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	80,412	79,850	79,850	79,850
104 SALARIES & WAGES-CLERICAL	153,397	204,700	195,900	201,000
109 SALARIES & WAGES-OVERTIME	1,531	3,000	3,000	1,500
113 EDUCATION/CERTIFICATE PAY	900	900	900	600
114 LONGEVITY PAY	4,750	5,100	5,100	5,400
120 FICA & MEDICARE EXPENSE	17,802	21,700	21,700	21,700
122 T.M.R.S. RETIREMENT EXPENSE	38,121	46,500	46,500	46,500
<i>PERSONNEL SERVICES Totals</i>	<u>296,913</u>	<u>361,750</u>	<u>352,950</u>	<u>356,550</u>
<i>CONTRACTUAL</i>				
211 LEGAL	81,708	88,000	88,000	88,000
231 SERVICE MAINTENANCE CONTRACTS	150	-	-	-
240 EQUIPMENT REPAIRS	190	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,592	5,400	5,400	5,400
<i>CONTRACTUAL Totals</i>	<u>86,640</u>	<u>93,900</u>	<u>93,900</u>	<u>93,900</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	748	1,500	1,500	1,500
310 PRINTING & BINDING	1,742	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	-	750	750	750
<i>SUPPLIES Totals</i>	<u>2,490</u>	<u>7,250</u>	<u>7,250</u>	<u>7,250</u>
<i>OPERATIONS</i>				
407 JURY EXPENSE	530	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	318	500	500	500
415 RECRUITING EXPENSES	-	-	50	-
430 TUITION & TRAINING	840	1,000	1,000	1,000
436 TRAVEL	2,182	2,500	2,500	2,500
<i>OPERATIONS Totals</i>	<u>3,870</u>	<u>5,500</u>	<u>5,550</u>	<u>5,500</u>
<b>MUNICIPAL COURT Totals</b>	<b>389,913</b>	<b>468,400</b>	<b>459,650</b>	<b>463,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

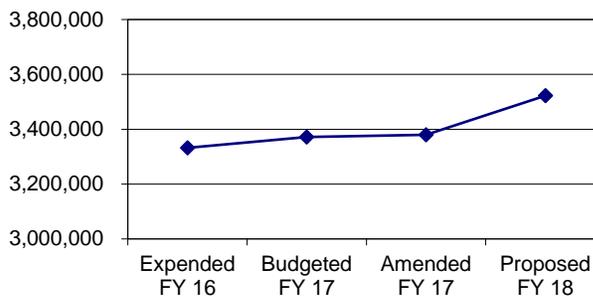
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	2,750,002	3,011,600	3,025,600	3,156,150
Contractual	162,417	220,000	218,000	211,800
Supplies	61,869	105,400	99,400	99,400
Operational	15,324	32,000	34,000	32,000
Utilities	2,674	2,800	2,800	2,800
Capital	339,893	-	-	20,100
<b>Total</b>	<b>3,332,179</b>	<b>3,371,800</b>	<b>3,379,800</b>	<b>3,522,250</b>

### Personnel Schedule

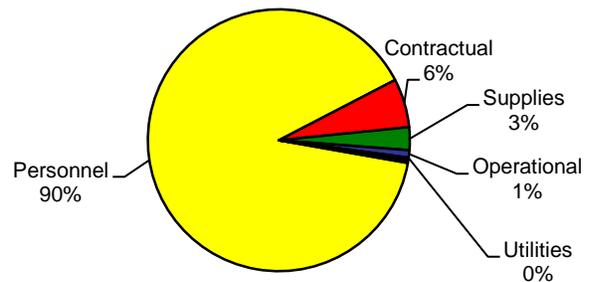
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Fire Chief	-	1	1
Assistant Fire Chief	32	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	18	18
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	153,658	152,500	176,500	148,050
104 SALARIES & WAGES-CLERICAL	88,837	54,050	58,650	45,200
107 SALARIES & WAGES-LABOR	1,617,014	1,782,700	1,782,700	2,015,500
109 SALARIES & WAGES-OVERTIME	240,925	297,000	297,000	207,000
113 EDUCATION/CERTIFICATE PAY	39,325	55,000	45,000	45,000
114 LONGEVITY PAY	35,825	43,200	38,600	40,200
115 VOLUNTEER-INCENTIVE PAY	85,367	99,500	99,500	99,500
120 FICA & MEDICARE EXPENSE	118,551	148,150	148,150	164,300
122 T.M.R.S. RETIREMENT EXPENSE	304,795	293,000	293,000	304,900
125 VOLUNTEER WATER DISCOUNT	3,030	-	-	-
126 VOLUNTEER PENSION	62,675	86,500	86,500	86,500
<i>PERSONNEL SERVICES Totals</i>	<u>2,750,002</u>	<u>3,011,600</u>	<u>3,025,600</u>	<u>3,156,150</u>
<i>CONTRACTUAL</i>				
222 DISABILITY INSURANCE	41,562	49,000	47,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	36,345	45,050	45,050	37,000
237 UNIFORM SERVICE	1,302	4,150	4,150	3,000
238 TRAINING REIMBURSEMENT	1,270	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	10,597	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	5,223	5,300	5,300	5,300
246 VEHICLE REPAIRS	66,118	95,000	95,000	95,000
<i>CONTRACTUAL Totals</i>	<u>162,417</u>	<u>220,000</u>	<u>218,000</u>	<u>211,800</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	726	1,500	1,500	1,500
310 PRINTING & BINDING	151	500	500	500
321 UNIFORMS	6,499	15,500	15,500	15,500
323 SMALL TOOLS	599	3,000	3,000	3,000
331 FUEL & LUBRICANTS	18,021	30,000	24,000	24,000
347 GENERAL MAINTENANCE SUPPLIES	4,799	9,900	9,900	9,900
378 FIRE PREVENTION SUPPLIES	197	1,000	1,000	1,000
379 FIRE FIGHTING SUPPLIES	30,877	44,000	44,000	44,000
<i>SUPPLIES Totals</i>	<u>61,869</u>	<u>105,400</u>	<u>99,400</u>	<u>99,400</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	4,742	9,000	9,000	9,000
415 RECRUITING EXPENSES	3,333	4,000	6,000	4,000
430 TUITION & TRAINING	4,229	9,000	9,000	9,000
436 TRAVEL	3,020	10,000	10,000	10,000
<i>OPERATIONS Totals</i>	<u>15,324</u>	<u>32,000</u>	<u>34,000</u>	<u>32,000</u>

UTILITIES

507	CELLULAR TELEPHONE	2,674	2,800	2,800	2,800
	<i>UTILITIES Totals</i>	2,674	2,800	2,800	2,800

CAPITAL

610	FURNITURE & FIXTURES	-	-	-	20,100
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<b>Notes:</b>	<b>Stair Stepping Machines</b>
<p>Fire Station 2, 3, and 4 need a stair stepping machine. In 2012 we purchased a Stairmaster Step mill machine for fire station 1 through a Fire Grant Program. Over the years this machine has received a lot of use and everyone realizes the multiple benefits of this machine. The Step mill has a lot of benefits. Firefighters need to have strong cardio and leg strength and this machine helps to provide that along with many other benefits. This machine is low impact and does not have the negative impact on the knees that running on the treadmill does. The fire station workout rooms are utilized by full time and volunteer firefighters as well as many members of our police department. \$20,100</p>	
<p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

617	RADIO EQUIPMENT	-	-	-	-
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<b>Notes:</b>	<b>Station Alerting Enhancements</b>
<p>The new radio system the County purchased included Station Alerting. The system included turning on lights in station, opening the speakers within the stations, having self-generated voice dispatching, turning off stoves / cook tops and opening bay doors. We were led to believe the system included three other components but we learned in May 2017 that the system and County contract did not include them. The components would allow the call information to be displayed on a 36" LED scrolling message board, allow the call message to be displayed on TV within station and a time out clock within the bay area. Displaying the call information on a TV and Message board takes the place of receiving the information on what we use to use as a rip and run printer. The rip and run was much too slow and caused delays in getting the apparatus enroute to the call. We are asking for these components to be placed into the budget so that we can have them as part of the station alerting package because it will assist in quicker response in being enroute to the call. \$24,000</p>	
<p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

621	FIELD MACHINERY & EQUIPMENT	339,893	-	-	-
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<b>Notes:</b>	<b>Total Field Equipment</b>
<p>Knox Key Secure Lock System and Tracking Software. The tracking software allows you to know when the key was removed, when it was returned and who removed it because each firefighter has a unique pass code. The box also has a strobe light to let you know the key has not been returned before you clear the scene. The Knox key opens the Knox lock box on all businesses with fire protection systems and some areas which do not have fire protection systems such as the downtown area. We also have Knox pad locks on all of the entry gates to subdivisions and businesses which have entry gates. Rockwall has 1,286 lock boxes and pad locks within our community. If a key is lost, all of the Knox lock box within the community would need the lock itself replaced which could cost thousands. It also can lose the trust of all of the business owners within the community if a key is lost and falls into the wrong hands. We have two chiefs, four engines, two ladders, three brush trucks which carry a key. So we would need 11 of the Knox Key Secure boxes, 11 magnetic mount antennas and the administrative software. This cost would be \$11,330 to outfit the fire operations with this secure lock box.</p>	
<p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<i>CAPITAL Totals</i>	339,893	-	-	20,100
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<b>FIRE OPERATIONS Totals</b>	<b>3,332,179</b>	<b>3,371,800</b>	<b>3,379,800</b>	<b>3,522,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

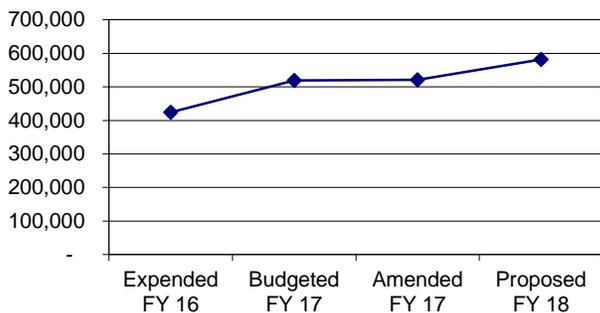
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	357,750	433,500	432,850	466,900
Contractual	8,034	17,200	17,200	16,500
Supplies	38,645	38,500	40,700	70,200
Operational	15,805	17,000	17,000	23,000
Utilities	4,465	5,000	5,000	5,000
Capital	-	8,000	8,000	-
<b>Total</b>	<b>424,699</b>	<b>519,200</b>	<b>520,750</b>	<b>581,600</b>

### Personnel Schedule

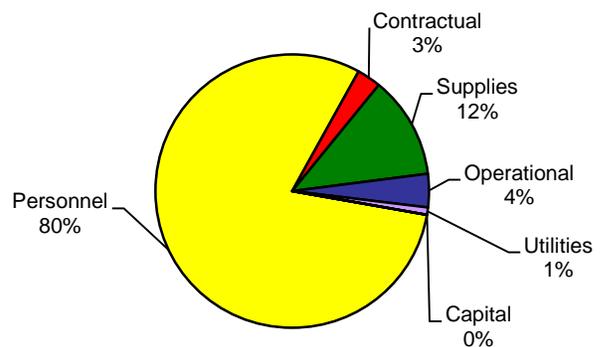
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Fire Marshal	32	1	1
Senior Fire Inspector-Captain	FM7	1	1
Fire Inspector/Investigator/Educator	FM6	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	108,204	112,350	112,350	123,850
104 SALARIES & WAGES-CLERICAL	-	37,550	37,550	38,300
107 SALARIES & WAGES-LABOR	171,673	189,500	189,500	206,100
109 SALARIES & WAGES-OVERTIME	3,168	7,000	7,000	5,000
113 EDUCATION/CERTIFICATE PAY	3,519	3,600	3,600	3,600
114 LONGEVITY PAY	1,988	2,000	1,350	1,600
120 FICA & MEDICARE EXPENSE	21,613	25,950	25,950	28,200
122 T.M.R.S. RETIREMENT EXPENSE	47,585	55,550	55,550	60,250

*PERSONNEL SERVICES Totals*      357,750      433,500      432,850      466,900

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,450	3,500	3,500	3,500
237 UNIFORM SERVICE	2,690	3,500	3,500	3,500
240 EQUIPMENT REPAIRS	208	500	500	500
242 EQUIPMENT RENTAL & LEASE	567	4,200	4,200	3,500
246 VEHICLE REPAIRS	2,119	5,000	5,000	5,000
261 CRIME SCENE SERVICES	-	500	500	500

*CONTRACTUAL Totals*      8,034      17,200      17,200      16,500

*SUPPLIES*

301 OFFICE SUPPLIES	1,319	1,500	1,500	1,500
310 PRINTING & BINDING	1,935	2,000	2,000	2,000
321 UNIFORMS	7,630	4,000	4,000	5,500
331 FUEL & LUBRICANTS	6,239	7,300	9,500	9,000
347 GENERAL MAINTENANCE SUPPLIES	237	500	500	500
373 INVESTIGATION SUPPLIES	2,629	3,000	3,000	3,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
378 FIRE PREVENTION SUPPLIES	14,810	16,000	16,000	20,500

<b>Notes:</b>	<b>Fire Explorer Program</b>
<p>We are requesting to add \$4,000 for training and application fees to establish a Fire Explorers Post so that young men and women can learn about the Rockwall Fire Department while providing a community service. The Post gives youth the opportunity to learn more about our volunteer fire fighter opportunities, community service, and become familiar with career opportunities available in the fire service. Members not only get a first-hand look at the fire service, they are given the opportunity to enjoy organized recreational activities, competitive events, and community interaction while working in a professional atmosphere. Exploring gives young people the opportunity to develop interpersonal, leadership and organizational skills. The objective of the training is to promote learning, teamwork, leadership and organization with a hands-on approach that allows the member to experience fire department operations under close supervision.</p> <p>The Rockwall Fire Marshal Division in partnership with the Fire Operations Division would support and operate its Explorer Post in accordance with the Explorer Leader Handbook published by the Boy Scouts of America. Every adult and youth member of the Post is expected to maintain a thorough knowledge of the policies, procedures, and guidelines provided in this publication. The Explorer Program would be open to young men and women ages 14 - 20. Items listed under Gear and most under Uniforms would not be annual expenses for the program. After the initial purchase, these items would only need to be replaced on a as-needed basis, making the program more cost effective after the first year.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	<b>Fire extinguisher training unit</b>
<p>We are requesting \$20,100 to purchase a Bullseye digital fire extinguisher training unit to replace our existing unit. We currently utilize a live fire-training unit that is a propane-fueled fire and uses real fire extinguishers. The current system can only be used outdoors and requires cleanup of the location after each use. While considering our options for repairing our existing unit, we decided that a fire extinguishing training unit that was cleaner, safer, cost effective, and easier to transport would serve our purpose better.</p> <p>The BullsEye extinguisher uses a conical laser to replicate discharge rather than depending on an actual extinguisher. The laser-driven extinguishers eliminate the need for time-consuming cleanup and allow training to take place entirely indoors, in any environment. LED-driven digital flames and a laser training extinguisher provides a dynamic and realistic simulation for trainees while eliminating the hazards associated with conventional fire extinguisher training.</p> <p>The R.A.C.E. Station includes a pull station, strobe light, smoke detector, annunciator, and an interactive 9-1-1 phone that allow our community to practice responding to an emergency from the moment they notice a fire.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
379 FIRE FIGHTING SUPPLIES	3,846	4,200	4,200	28,200

Notes:	New Gear various Programs
<p>Gear for Fire Explorers Adding \$16,500 for gear for our Fire Explorers program. This complete head-to-toe package provides all the proactive apparel needed. All equipment meets NFPA standards.</p> <p>Complete Firefighter Value Package includes: Turnout Coat Regular-rise pant Helmet with 4-inch Face Shield Nomex Fire Hood Rubber Fire Boots Gloves Suspenders Reflective Vest Accountability tags Protective Gear bag Flashlight</p> <p>Citizen Fire Academy Adding \$7,500 for replacement gear for our Citizen Fire Academy program. This complete head-to-toe package provides all the proactive apparel needed. All equipment meets NFPA standards.</p> <p>Complete Firefighter Value Package includes: Turnout Coat Regular-rise pant Helmet with 4-inch Face Shield Nomex Fire Hood Rubber Fire Boots</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

*SUPPLIES Totals*      38,645      38,500      40,700      70,200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,876	3,000	3,000	3,000
415 RECRUITING EXPENSES	685	-	-	-
430 TUITION & TRAINING	4,771	5,000	5,000	7,000

**Notes:** Training and Travel Increase  
 \$2,000 increase is requested in an effort to continue to broaden our leadership training for our management staff to include training such as the Executive Fire Management Training (FMET) through Sam Houston State University/LEMIT and the Fire Service Chief Executive Officer program offered by Texas A&M Mays Business School.  
 Travel increase \$4,000 to cover attendance at these training opportunities.  
 \*CITY MANAGER'S COMMENTS: Approved

436 TRAVEL	7,473	9,000	9,000	13,000
<i>OPERATIONS Totals</i>	15,805	17,000	17,000	23,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,465	5,000	5,000	5,000
<i>UTILITIES Totals</i>	4,465	5,000	5,000	5,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	8,000	8,000	-
<i>CAPITAL Totals</i>	-	8,000	8,000	-
<b>FIRE MARSHAL Totals</b>	<b>424,699</b>	<b>519,200</b>	<b>520,750</b>	<b>581,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

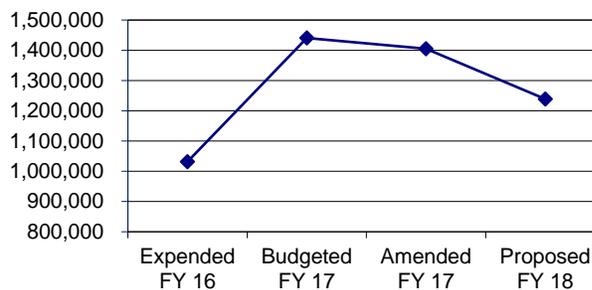
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	892,223	1,002,750	1,003,900	1,094,200
Contractual	77,790	101,050	55,700	63,000
Supplies	10,534	12,600	19,100	12,600
Operational	20,491	32,150	34,850	32,150
Utilities	8,636	8,600	8,600	8,600
Capital	22,134	283,500	283,500	28,000
<b>Total</b>	<b>1,031,808</b>	<b>1,440,650</b>	<b>1,405,650</b>	<b>1,238,550</b>

### Personnel Schedule

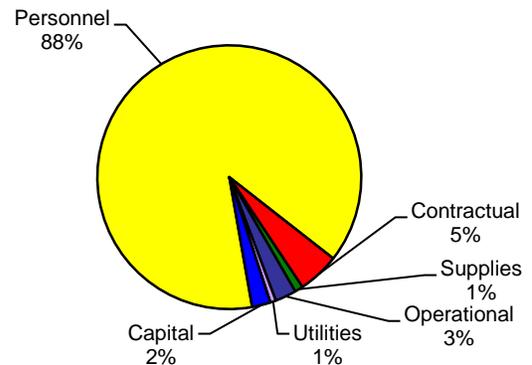
Position	Classification	2017 Approved	2018 Proposed
Police Chief	-	1	1
Assistant Police Chief	33	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	147,244	152,500	152,500	154,500
104 SALARIES & WAGES-CLERICAL	54,437	54,000	54,000	54,000
107 SALARIES & WAGES-LABOR	484,639	582,150	582,150	652,100
109 SALARIES & WAGES-OVERTIME	15,663	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	7,176	5,250	7,200	7,200
114 LONGEVITY PAY	6,980	9,000	8,200	9,450
120 FICA & MEDICARE EXPENSE	53,896	58,850	58,850	64,150
122 T.M.R.S. RETIREMENT EXPENSE	122,188	129,000	129,000	140,800

<i>PERSONNEL SERVICES Totals</i>	892,223	1,002,750	1,003,900	1,094,200
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*CONTRACTUAL*

226 INSURANCE-LAW ENFORCEMENT	35,031	36,500	37,700	39,000
231 SERVICE MAINTENANCE CONTRACTS	27,280	40,550	-	-
237 UNIFORM SERVICE	1,200	2,000	2,000	2,000
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	2,079	3,000	3,000	3,000
263 COUNTY JAIL CONTRACT	11,187	18,000	12,000	18,000
265 MEDICAL SERVICE-PRISONER	1,013	500	500	500

<i>CONTRACTUAL Totals</i>	77,790	101,050	55,700	63,000
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*SUPPLIES*

301 OFFICE SUPPLIES	958	1,000	1,000	1,000
310 PRINTING & BINDING	1,481	1,500	1,500	1,500
321 UNIFORMS	1,619	1,600	8,100	1,600
331 FUEL & LUBRICANTS	5,607	7,000	7,000	7,000
347 GENERAL MAINTENANCE SUPPLIES	869	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	10,534	12,600	19,100	12,600
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,682	4,400	4,400	4,400
420 AWARDS	3,513	5,000	5,700	5,000
430 TUITION & TRAINING	5,013	11,000	11,000	11,000
436 TRAVEL	9,283	11,750	13,750	11,750

<i>OPERATIONS Totals</i>	20,491	32,150	34,850	32,150
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*UTILITIES*

507 CELLULAR TELEPHONE	8,636	8,600	8,600	8,600
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<i>UTILITIES Totals</i>	8,636	8,600	8,600	8,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CAPITAL*

603 BUILDINGS	22,134	250,000	250,000	-
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<b>Notes:</b>	<a href="#">Sun Port Shades for PD Parking</a>
\$44,000 to purchase two 35 x 35 Shade Structures for the PD Parking Lot. The shade structures will provide protection from UV Rays and harsh weather for the police department tactical vehicles and other equipment.	
*CITY MANAGER'S COMMENTS: Disapproved	

610 FURNITURE & FIXTURES	-	6,000	6,000	-
623 VEHICLES	-	27,500	27,500	28,000

<b>Notes:</b>	<a href="#">New Admin Vehicle</a>
Replace an existing administrative vehicle. The vehicle has over 120,000 miles and requesting to replace with a SUV. Cost is \$28,000	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	<u>22,134</u>	<u>283,500</u>	<u>283,500</u>	<u>28,000</u>
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,031,808</b>	<b>1,440,650</b>	<b>1,405,650</b>	<b>1,238,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

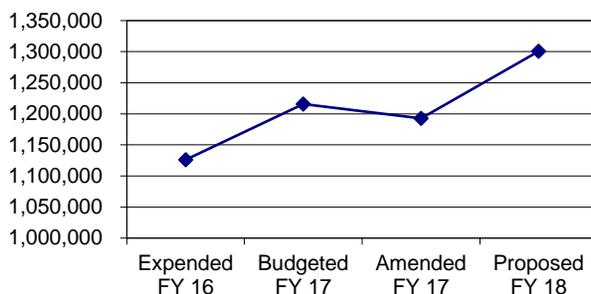
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	940,244	1,009,850	986,800	1,009,950
Contractual	165,980	184,500	184,500	269,500
Supplies	1,986	5,950	5,950	5,950
Operational	8,129	11,550	11,550	11,550
Utilities	3,807	3,700	3,700	3,700
Capital	5,940	-	-	-
<b>Total</b>	<b>1,126,086</b>	<b>1,215,550</b>	<b>1,192,500</b>	<b>1,300,650</b>

### Personnel Schedule

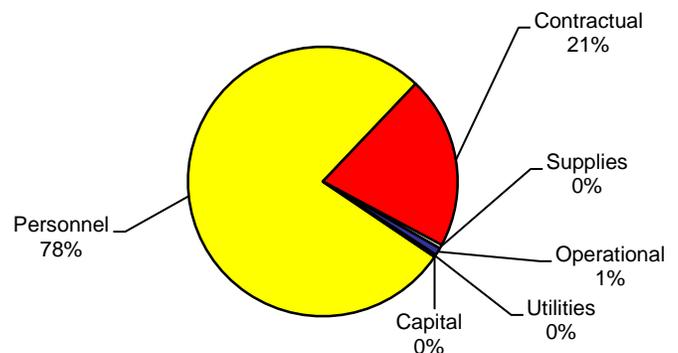
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Communications Manager	22	1	1
Communications Supervisor	18	2	2
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	187,144	198,850	183,350	201,150
104 SALARIES & WAGES-CLERICAL	425,507	561,150	467,150	554,750
109 SALARIES & WAGES-OVERTIME	149,761	60,000	147,300	60,000
113 EDUCATION/CERTIFICATE PAY	600	1,200	1,200	1,200
114 LONGEVITY PAY	5,155	6,150	5,300	6,050
120 FICA & MEDICARE EXPENSE	53,683	58,150	58,150	60,800
122 T.M.R.S. RETIREMENT EXPENSE	118,394	124,350	124,350	126,000
<i>PERSONNEL SERVICES Totals</i>	940,244	1,009,850	986,800	1,009,950

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	165,980	184,500	184,500	269,500
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**Notes:** Tyler Tech Software Maint  
 Several years ago when the Public Safety (police and fire) software migrated from the AS400 server to a Windows platform, we financed the software upgrade cost. It has been paid in full. During the payment period, approximately \$82,000 was payment on the new software and \$68,000 for maintenance each year. We've also purchased additional software modules and increased the number of user licenses. Our purchase agreement kept the maintenance agreement price down while the upgrade was financed thus the an increase of \$80,000 in annual software maintenance this year.

*\*CITY MANAGER'S COMMENTS: Approved*

<i>CONTRACTUAL Totals</i>	165,980	184,500	184,500	269,500
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*SUPPLIES*

301 OFFICE SUPPLIES	757	900	900	900
310 PRINTING & BINDING	94	100	100	100
321 UNIFORMS	976	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	159	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	1,986	5,950	5,950	5,950

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	902	2,000	2,000	2,000
415 RECRUITING EXPENSES	1,450	3,300	3,300	3,300
430 TUITION & TRAINING	4,197	4,250	4,250	4,250
436 TRAVEL	1,580	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	8,129	11,550	11,550	11,550

*UTILITIES*

507 CELLULAR TELEPHONE	3,807	3,700	3,700	3,700
<i>UTILITIES Totals</i>	3,807	3,700	3,700	3,700

*CAPITAL*

615 OFFICE MACHINERY & EQUIPMENT	5,940	-	-	-
<i>CAPITAL Totals</i>	5,940	-	-	-

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>COMMUNICATIONS Totals</b>	<b>1,126,086</b>	<b>1,215,550</b>	<b>1,192,500</b>	<b>1,300,650</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

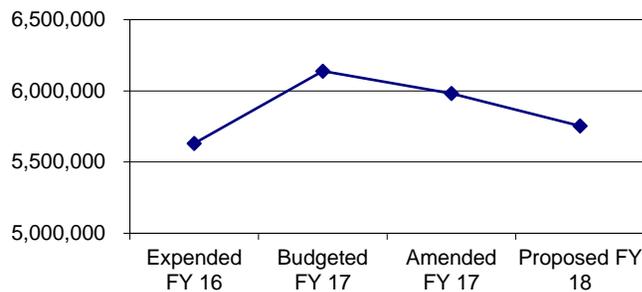
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	4,857,462	4,944,550	4,796,500	5,094,000
Contractual	111,165	77,800	92,800	77,800
Supplies	346,317	281,300	256,300	293,400
Operational	25,084	36,800	37,800	36,800
Utilities	7,343	9,000	9,000	9,000
Capital	283,526	789,250	789,250	242,500
<b>Total</b>	<b>5,630,897</b>	<b>6,138,700</b>	<b>5,981,650</b>	<b>5,753,500</b>

### Personnel Schedule

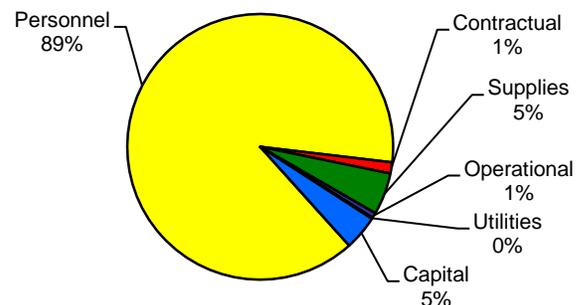
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Patrol Sergeant	P7	7	7
Traffic Sergeant	P7	1	1
Patrol Officer	P5	43	44

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	663,644	693,600	709,900	731,650
107 SALARIES & WAGES-LABOR	2,800,635	2,963,200	2,777,900	3,048,600

<b>Notes:</b>	<b>Traffic Officer</b>
<p>In order to meet one of our strategic initiatives, we are requesting one traffic officer to be added to the Patrol Division. The additional traffic officer will be utilized to work high traffic areas and hotspots where trending traffic problems have been identified such as traffic hazards, motor vehicle accidents and traffic violations. The additional traffic officer will also serve as a traffic accident investigator who will work hit and run investigations and fatality accidents</p> <p>\$ 64,367 Salary                  14,053 Benefits                  4,100 STALKER Radar                  37,500 Motorcycle and Equipment  <u>\$120,020 Total</u></p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

108 OVERTIME-STEP	70,383	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	319,156	260,000	287,700	260,000
113 EDUCATION/CERTIFICATE PAY	37,450	39,000	39,000	39,000
114 LONGEVITY PAY	22,691	30,750	24,000	27,050
120 FICA & MEDICARE EXPENSE	291,162	279,750	279,750	289,200
122 T.M.R.S. RETIREMENT EXPENSE	652,341	598,250	598,250	618,500

*PERSONNEL SERVICES Totals*      4,857,462      4,944,550      4,796,500      5,094,000

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	5,363	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	3,086	6,800	6,800	6,800
246 VEHICLE REPAIRS	102,716	65,000	80,000	65,000

*CONTRACTUAL Totals*      111,165      77,800      92,800      77,800

*SUPPLIES*

301 OFFICE SUPPLIES	636	1,000	1,000	1,000
310 PRINTING & BINDING	2,789	3,900	3,900	3,900
315 TRAINING SUPPLIES	19,568	30,000	30,000	55,000

<b>Notes:</b>	<b>Ammunition</b>
<p>\$25,000 increase will be used to supply practice ammo, simunition rounds and other training supplies so all officers can attend additional training in use of force situations with their pistol, rifle and shotgun. The simunition rounds will be used in practical training scenarios for shoot, don't shoot situations.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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321 UNIFORMS	186,581	67,000	67,000	79,100
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<b>Notes:</b>	<b>New Equipment</b>
<p>\$8,000 to purchase 18 ballistic vests that are due to be replaced in the coming year. Ballistic Vests are guaranteed to perform as designed for a period of five years from their date of manufacture. After the five year period is over, vests warranties expire and no guarantee of performance are given. The cost to purchase 18 ballistic vests is \$16,000. The police department participates in a federal grant program that reimburses the department half the cost of each ballistic purchased so the \$8,000 requested will cover our portion of the cost.</p> <p>\$4,100 to purchase a Stalker Laser and Stalker Radar if the traffic officer position is funded. This equipment is standard for our motorcycle units.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

331 FUEL & LUBRICANTS	110,711	150,000	125,000	125,000
347 GENERAL MAINTENANCE SUPPLIES	12,078	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	6,606	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	7,348	6,000	6,000	6,000

<i>SUPPLIES Totals</i>	346,317	281,300	256,300	293,400
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	350	400	400	400
415 RECRUITING EXPENSES	3,937	10,400	11,400	10,400
430 TUITION & TRAINING	14,314	20,000	20,000	20,000
436 TRAVEL	6,483	6,000	6,000	6,000

<i>OPERATIONS Totals</i>	25,084	36,800	37,800	36,800
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*UTILITIES*

507 CELLULAR TELEPHONE	7,343	9,000	9,000	9,000
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<i>UTILITIES Totals</i>	7,343	9,000	9,000	9,000
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*CAPITAL*

623 VEHICLES	266,033	374,000	374,000	227,500
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<b>Notes:</b>	<b>Patrol Vehicles</b>
<p>We are requesting to replace 4 patrol vehicles in the fleet. These are high mileage patrol vehicles with mechanical issues. The cost for four vehicles is \$142,000.</p> <p>In addition, \$48,000 will be needed for equipment to outfit the 4 patrol vehicles. The funds will pay for equipment, decals and installation.</p> <p>We also are requesting one motorcycle if the traffic officer position is approved. The cost of the motorcycle is \$28,500 and \$9,000 will be needed for equipment and installation.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
624 POLICE EQUIPMENT	17,493	-	-	-
624 SWAT EQUIPMENT	-	415,250	415,250	15,000

<b>Notes:</b>	SWAT Equipment
We are requesting \$15,000 to replace equipment for the SWAT team. The items needing to be replaced are weapon lighting systems, gas masks, heavy ballistic vests, teargas canisters, and breaching materials.	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	283,526	789,250	789,250	242,500
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<b>PATROL Totals</b>	<b>5,630,897</b>	<b>6,138,700</b>	<b>5,981,650</b>	<b>5,753,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

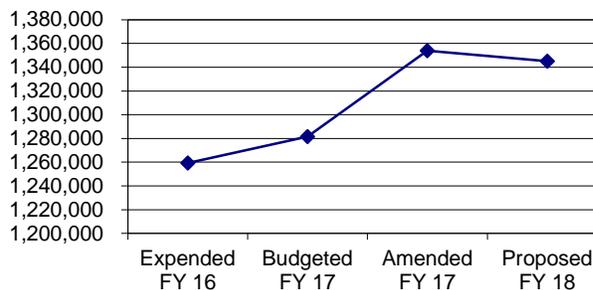
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	1,158,290	1,192,900	1,260,350	1,245,700
Contractual	24,680	25,300	26,800	25,300
Supplies	30,954	34,500	38,000	45,300
Operational	9,605	13,700	13,700	13,700
Utilities	15,734	15,050	15,050	15,050
Capital	20,002	-	-	-
<b>Total</b>	<b>1,259,265</b>	<b>1,281,450</b>	<b>1,353,900</b>	<b>1,345,050</b>

### Personnel Schedule

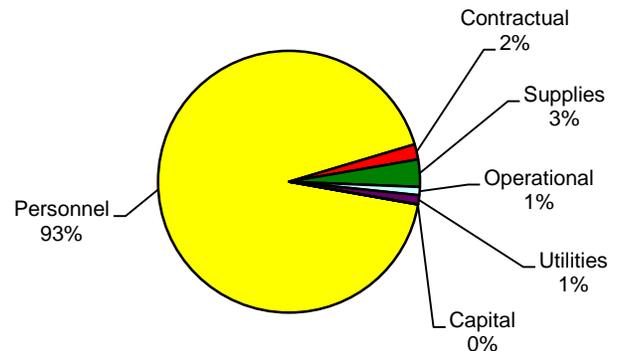
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Sergeant	P7	2	2
Investigator	P5	6	6
Investigator - Narcotics	P5	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	172,491	178,250	178,250	184,000
104 SALARIES & WAGES-CLERICAL	44,604	46,200	46,200	48,050
107 SALARIES & WAGES-LABOR	654,921	704,900	719,400	724,000
109 SALARIES & WAGES-OVERTIME	41,214	22,000	74,300	40,000
113 EDUCATION/CERTIFICATE PAY	9,368	8,400	8,400	8,400
114 LONGEVITY PAY	9,045	10,000	10,650	11,700
120 FICA & MEDICARE EXPENSE	70,484	71,100	71,100	73,150
122 T.M.R.S. RETIREMENT EXPENSE	156,163	152,050	152,050	156,400

*PERSONNEL SERVICES Totals* 1,158,290 1,192,900 1,260,350 1,245,700

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,120	3,600	3,600	3,600
237 UNIFORM SERVICE	4,200	4,200	4,200	4,200
240 EQUIPMENT REPAIRS	399	500	500	500
246 VEHICLE REPAIRS	11,863	11,000	11,000	11,000
261 CRIME SCENE SERVICES	6,098	6,000	7,500	6,000

*CONTRACTUAL Totals* 24,680 25,300 26,800 25,300

*SUPPLIES*

301 OFFICE SUPPLIES	1,551	2,000	2,000	2,000
310 PRINTING & BINDING	327	500	500	500
321 UNIFORMS	1,416	1,500	1,500	7,300

**Notes:** Body Cameras  
 In order to meet one of our strategic initiatives, we are asking for an additional \$5,775 to purchase 7 Coban Focus Body Cameras for all of the detectives. Body cams are becoming an industry standard and they help the department by promoting transparency and accountability. The detectives will utilize the body cameras while performing their investigative duties in the field and while assisting patrol officers on calls. These are the same cameras that have been issued to all the patrol officers to wear daily.  
 \*CITY MANAGER'S COMMENTS: Approved

331 FUEL & LUBRICANTS	17,752	20,000	25,000	25,000
347 GENERAL MAINTENANCE SUPPLIES	510	500	500	500
373 INVESTIGATION SUPPLIES	9,398	10,000	8,500	10,000

*SUPPLIES Totals* 30,954 34,500 38,000 45,300

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	160	200	200	200
415 RECRUITING EXPENSES	-	-	-	-
430 TUITION & TRAINING	3,172	5,000	5,000	5,000
436 TRAVEL	6,273	8,000	8,000	8,000
447 DRUG TESTING	-	500	500	500

*OPERATIONS Totals* 9,605 13,700 13,700 13,700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	15,734	15,050	15,050	15,050
<i>UTILITIES Totals</i>	15,734	15,050	15,050	15,050

*CAPITAL*

623 VEHICLES	-	-	-	-
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<b>Notes:</b>	<b>Crime Scene Van</b>
<p>As the City has grown so have the number of criminal and traffic related offenses that required crime scene processing to properly investigate and prosecute a criminal offense case. Currently, all crime scene and traffic investigatory equipment is stored in a variety of locations throughout the police department and when needed must be transported by multiple vehicles and officers to the required location. A van with a storage system would provide the police department with a vehicle to keep and store all equipment and investigatory supplies to process crime scenes and traffic related offenses (Fatalities, Intoxication Manslaughter, Intoxication Assault, etc.) in a timely and efficient manner.</p> <p>\$34,000 Ford Sprinter Van                  14,200 Equipment Cost                  3,700 Striping Package                  \$51,900 Total Cost</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

624 POLICE EQUIPMENT	20,002	-	-	-
<i>CAPITAL Totals</i>	20,002	-	-	-

<b>CRIMINAL INVESTIGATIONS Totals</b>	1,259,265	1,281,450	1,353,900	1,345,050
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

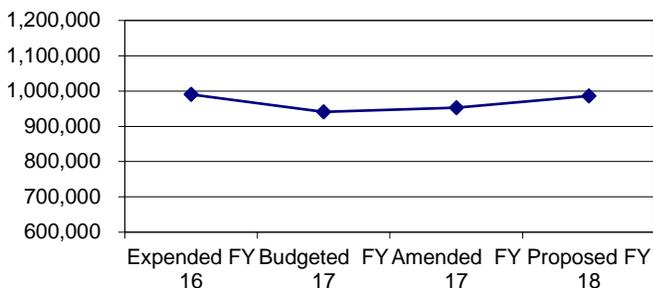
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	900,383	859,450	869,050	882,650
Contractual	28,222	29,650	29,650	29,650
Supplies	24,017	38,200	42,800	59,950
Operational	6,756	9,900	7,900	9,900
Utilities	3,807	3,700	3,700	3,700
Capital	27,060	-	-	-
<b>Total</b>	<b>990,245</b>	<b>940,900</b>	<b>953,100</b>	<b>985,850</b>

### Personnel Schedule

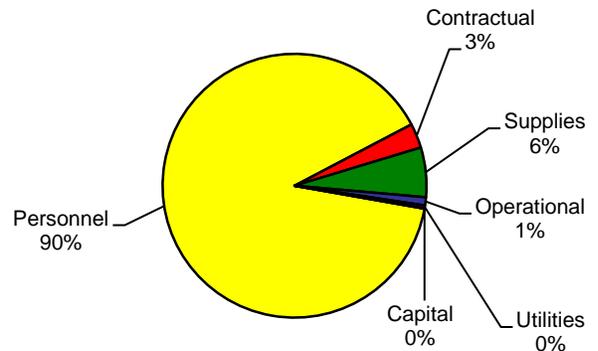
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Sergeant - Juvenile/Crime Prevention	P7	1	1
School Resource Officer	P5	6	6
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	86,570	89,100	89,100	92,000
107 SALARIES & WAGES-LABOR	583,531	580,800	556,600	596,150
109 SALARIES & WAGES-OVERTIME	40,281	15,000	47,400	15,000
113 EDUCATION/CERTIFICATE PAY	8,100	6,600	7,600	6,600
114 LONGEVITY PAY	6,950	7,100	7,500	7,650
120 FICA & MEDICARE EXPENSE	54,036	51,250	51,250	52,650
122 T.M.R.S. RETIREMENT EXPENSE	120,915	109,600	109,600	112,600

*PERSONNEL SERVICES Totals*      900,383      859,450      869,050      882,650

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	110	500	500	500
242 EQUIPMENT RENTAL & LEASE	810	1,650	1,650	1,650
243 BUILDING LEASE	22,067	22,500	22,500	22,500
246 VEHICLE REPAIRS	5,235	5,000	5,000	5,000

*CONTRACTUAL Totals*      28,222      29,650      29,650      29,650

*SUPPLIES*

301 OFFICE SUPPLIES	764	1,000	1,000	1,000
310 PRINTING & BINDING	68	600	600	600
321 UNIFORMS	2,878	5,600	5,600	13,050

**Notes:**      **Body Cameras**

In order to meet one of our strategic initiatives, we are asking for an additional \$7,450 to purchase 9 Coban Focus Body Cameras for the Community Service Officers and the School Resource Officers. Body cams are becoming an industry standard and they help the department by promoting transparency and accountability. The officers will utilize the body cameras while performing their duties at the schools and while assisting patrol officers during calls on the street. These are the same cameras that have been issued to all the patrol officers to wear daily.

*\*CITY MANAGER'S COMMENTS: Approved*

331 FUEL & LUBRICANTS	6,669	7,200	9,800	9,800
347 GENERAL MAINTENANCE SUPPLIES	700	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	4,476	7,500	7,500	7,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
371 CRIME PREVENTION SUPPLIES	7,547	12,700	14,200	22,700

<b>Notes:</b>	Crime Reduction Program
<p>In order to meet one of our strategic initiatives we request an increase of \$10,000 to the Crime Prevention Supplies Budget. The Community Service's Unit is continually being requested to present an assortment of educational and safety programs designed to reduce property and violent crime. This is accomplished through interactive outreach programs that bridge gaps in the community and foster positive relationships. The requests for these programs have included, but are not limited to the Property Identification Program, Child Safety Programs, Texas Night Out, and the new Rockwall Police Department Child Safety Summer Camp. The Crime Prevention Unit utilizes educational and crime prevention materials such as brochures, interactive workbooks, stickers, signs for the Property Identification Program, and child friendly materials in conjunction with existing programs and new and innovative initiatives to reduce crime.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

372 CPA PROGRAM SUPPLIES	915	800	1,300	2,500
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<b>Notes:</b>	CPA Supplies
<p>The Community Service's Unit hosts two Citizen's Police Academies (CPA) each year, which educates more than 40 citizens on the interworking's of the police department. In addition, the police department has developed a partnership with local clergy called the Rockwall Clergy and Police Partnership (RCAPP), which supports local initiatives within the community. We asked for an increase of \$1,700 to offset the costs of both programs, which includes printing of course materials and binders, shirts, ammunition for CPA Range Day, pamphlets, advertising, refreshments and graduation materials.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

	<i>SUPPLIES Totals</i>	24,017	38,200	42,800	59,950
<b>OPERATIONS</b>					
410 DUES & SUBSCRIPTIONS		305	900	900	900
430 TUITION & TRAINING		2,109	4,000	4,000	4,000
436 TRAVEL		4,342	5,000	3,000	5,000
	<i>OPERATIONS Totals</i>	6,756	9,900	7,900	9,900
<b>UTILITIES</b>					
507 CELLULAR TELEPHONE		3,807	3,700	3,700	3,700
	<i>UTILITIES Totals</i>	3,807	3,700	3,700	3,700
<b>CAPITAL</b>					
623 VEHICLES		27,060	-	-	-
	<i>CAPITAL Totals</i>	27,060	-	-	-
<b>COMMUNITY SERVICES Totals</b>		<b>990,245</b>	<b>940,900</b>	<b>953,100</b>	<b>985,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

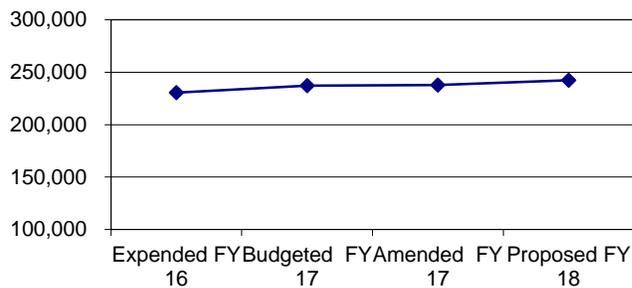
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	227,559	230,850	231,550	236,250
Contractual	1,183	2,600	2,600	2,600
Supplies	1,553	2,700	2,700	2,700
Utilities	238	900	900	900
<b>Total</b>	<b>230,533</b>	<b>237,050</b>	<b>237,750</b>	<b>242,450</b>

### Personnel Schedule

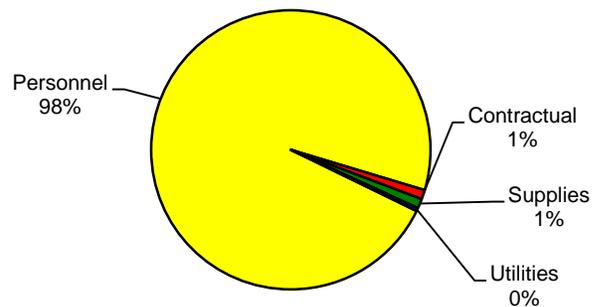
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Warrant Officer	P5	1	1
Warrant Clerk	12	1	1
Bailiff	P5	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	42,647	46,400	46,400	46,400
107 SALARIES & WAGES-LABOR	142,500	145,200	145,200	149,050
109 SALARIES & WAGES-OVERTIME	4,381	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114 LONGEVITY PAY	2,098	2,400	3,100	3,300
120 FICA & MEDICARE EXPENSE	14,485	14,650	14,650	14,950
122 T.M.R.S. RETIREMENT EXP.	20,248	19,500	19,500	19,850
<i>PERSONNEL SERVICES Totals</i>	227,559	230,850	231,550	236,250
<i>CONTRACTUAL</i>				
231 SERVICE-MAINTENANCE CONTRACTS	876	900	900	900
240 EQUIPMENT REPAIRS	-	200	200	200
246 VEHICLE REPAIRS	307	1,500	1,500	1,500
<i>CONTRACTUAL Totals</i>	1,183	2,600	2,600	2,600
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	130	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	508	1,000	1,000	1,000
331 FUEL & LUBRICANTS	915	1,250	1,250	1,250
<i>SUPPLIES Totals</i>	1,553	2,700	2,700	2,700
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	238	900	900	900
<i>UTILITIES Totals</i>	238	900	900	900
<b>WARRANTS Totals</b>	<b>230,533</b>	<b>237,050</b>	<b>237,750</b>	<b>242,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

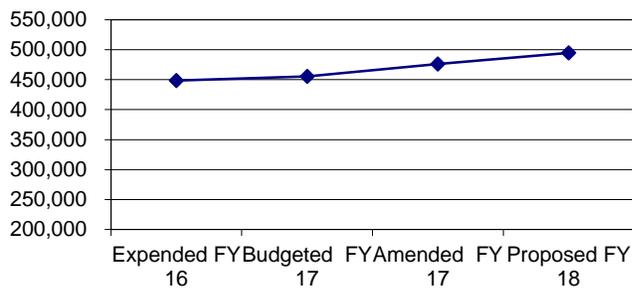
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	437,340	436,300	455,900	474,850
Contractual	2,620	7,350	7,350	7,350
Supplies	993	1,450	1,450	1,450
Operational	4,743	7,600	7,600	7,600
Utilities	2,773	2,450	3,700	3,400
<b>Total</b>	<b>448,469</b>	<b>455,150</b>	<b>476,000</b>	<b>494,650</b>

### Personnel Schedule

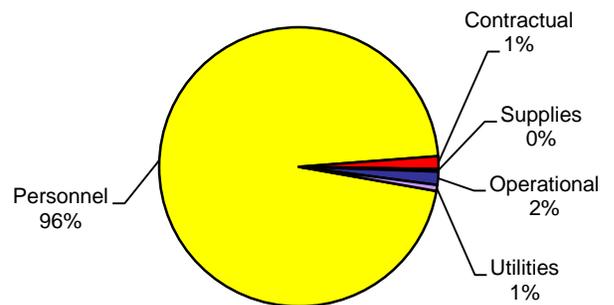
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Personnel Sergeant	-	1	1
Public Safety Computer Manager	26	1	1
Network Technician	19	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 POLICE RECORDS

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	171,329	172,000	172,000	184,250
104 SALARIES & WAGES-CLERICAL	177,164	185,600	185,600	188,500
109 SALARIES & WAGES-OVERTIME	2,140	5,500	5,500	5,500
113 EDUCATION/CERTIFICATE PAY	2,273	2,250	2,900	2,400
114 LONGEVITY PAY	3,435	5,300	4,400	4,750
120 FICA & MEDICARE EXPENSE	24,548	20,900	26,050	28,500
122 T.M.R.S. RETIREMENT EXPENSE	56,451	44,750	59,450	60,950
<i>PERSONNEL SERVICES Totals</i>	437,340	436,300	455,900	474,850
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	1,260	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	412	500	500	500
242 EQUIPMENT RENTAL & LEASE	948	4,200	4,200	4,200
246 VEHICLE REPAIRS	-	250	250	250
<i>CONTRACTUAL Totals</i>	2,620	7,350	7,350	7,350
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	672	750	750	750
310 PRINTING & BINDING	152	200	200	200
331 FUEL & LUBRICANTS	169	500	500	500
<i>SUPPLIES Totals</i>	993	1,450	1,450	1,450
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	171	100	100	100
430 TUITION & TRAINING	2,114	4,000	4,000	4,000
436 TRAVEL	2,458	3,500	3,500	3,500
<i>OPERATIONS Totals</i>	4,743	7,600	7,600	7,600
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,773	2,450	3,700	3,400
<i>UTILITIES Totals</i>	2,773	2,450	3,700	3,400
<b>POLICE RECORDS Totals</b>	<b>448,469</b>	<b>455,150</b>	<b>476,000</b>	<b>494,650</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

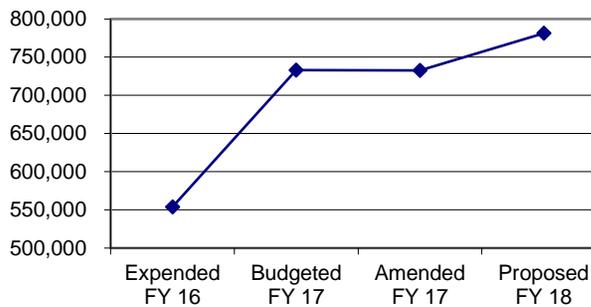
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	500,530	647,800	647,150	693,050
Contractual	30,742	60,650	60,650	60,600
Supplies	2,085	2,150	2,150	2,750
Operational	13,410	21,200	21,200	23,550
Utilities	1,269	1,350	1,350	1,350
Capital	5,907	-	-	-
<b>Total</b>	<b>553,943</b>	<b>733,150</b>	<b>732,500</b>	<b>781,300</b>

### Personnel Schedule

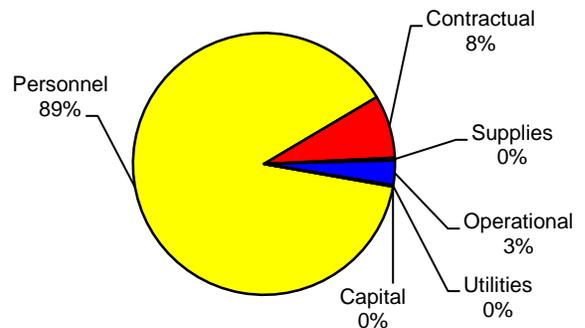
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Planning and Zoning Director	-	1	1
GIS Supervisor	24	1	1
Senior Planner	24	1	1
Planner	20	1	1
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	125,970	130,000	130,000	140,000
104 SALARIES & WAGES-CLERICAL	274,414	386,800	386,800	410,850

<b>Notes:</b>	Planner
<p>Requesting an additional Planner</p> <p>Primary reason for this staffing increase is increased case load. Since 2011, the Planning Department has seen a steady increase in the number of development cases submitted, and anticipates this trend to continue through 2018. In addition, the Planning and Zoning Department has undertaken several long-range planning responsibilities (i.e. the Comprehensive Plan, IH-30 Corridor Study, and a revised Master Plan of the Historic District) and text amendments, which have required the attention of the Director. This leaves two (2) case managers responsible for all development cases (i.e. platting, site plan, miscellaneous, specific use permit, and zoning cases), historic cases (i.e. Certificates of Appropriateness, Building Permit Fee Waivers, and Small Matching Grants), building permit plan review, Certificates of Occupancy (CO), and site visits. It is anticipated that the new position will be responsible for all the aforementioned items, as well as, assisting the Director with all long-range planning objectives.</p> <p>\$50,641 Salary                  12,159 Benefits                  2,500 Computer                  \$65,300 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

109 SALARIES & WAGES-OVERTIME	-	1,000	1,000	5,000
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<b>Notes:</b>	Coordinator overtime
<p>Currently, the Planning Coordinator is required to attend all Planning and Zoning Commission and Historic Preservation Advisory Board (HPAB) meetings to provide clerical support and document/record the minutes of the meetings. The position is non-exempt and with staff anticipating an increase in caseload and meeting hours will require this additional overtime pay.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

113 EDUCATION/CERTIFICATE PAY	1,477	1,800	1,800	1,800
114 LONGEVITY PAY	2,225	4,150	3,500	3,900
120 FICA & MEDICARE EXPENSE	29,848	39,500	39,500	41,400
122 T.M.R.S. RETIREMENT EXPENSE	66,596	84,550	84,550	90,100

<i>PERSONNEL SERVICES Totals</i>	500,530	647,800	647,150	693,050
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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CONTRACTUAL

213 CONSULTING FEES	-	21,500	21,500	13,000
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<b>Notes:</b>	<b>New Contracts</b>
<p>\$ 5,000 Miscellaneous Consulting Fees for Comprehensive Plan, Corridor Studies, traffic studies, etc.                      \$ 500 ESRI SAAS Business Analyst for business and consumer information reports.                      \$ 2,600 GIS Enterprise Install Consultation                      \$ 10,000 Small Matching Grants</p> <p>\$200,000 -City Works PLL - to replace current Planning, Building Inspection and NIS software which has been in use for about 15 years and is inadequate to meet the City's needs. The City's Development Services Departments have utilized TRAKiT since 2003 and with the exception of a DotNet upgrade in 2009 and miscellaneous upgrades to various modules -- the core software has remained relatively unchanged (i.e. the software is 14-years old). Currently, TRAKiT is used to record all development cases, engineering projects, neighborhood improvement service cases, and issue Certificate of Occupancies (CO's) and building permits. Recently, staff has experienced issues within the program that have ranged from small (e.g. reports no longer generating, fields needing to be re-entered multiple times) to larger problems relating to record loss. The biggest issue has been the GIS staff's inability to update the ownership information contained in TRAKiT, which is now more than a 1½-years out of date. The City does pay an annual support contract of \$26,994 through the Building Inspections Department's budget. Staff has attributed the lack of support to the fact that CRW (i.e. TRAKiT) was acquired by SunGard in June 2015, SunGard was acquired by FIS in August 2015, FIS sold SunGard (and by proxy TRAKiT) to Vista Equity in December of 2016, and finally Vista Equity rebranded to Superior in August 2017. With the number of issues experienced by staff with TRAKiT over the last year, the Development Services Departments are requesting to discontinue TRAKiT in favor of purchasing CityWorks Permitting, Licensing and Land (PLL) software. The City accepted proposals from various companies for an Asset Management Software (AMS) solution, and eventually chose CityWorks. This was due to the recommendation of the software by several comparable cities, and the compatibility with the City's Geographic Information Systems (GIS) software. When looking at an alternative to TRAKiT, staff formed an internal committee that included representatives from the Planning, Building Inspections, Engineering, and Information Technology Departments. This committee reviewed various software options and eventually choose CityWorks as the best possible solution to replace TRAKiT.</p> <p>*CITY MANAGER'S COMMENTS: City Works software is Disapproved, other requests are Approved</p>	

Fund	Department	Division
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	27,223	34,150	34,150	40,600

<b>Notes:</b>	ESRI ArcGIS Software changes
<p>\$35,000 ESRI ArcGIS Enterprise for Small Government which will replace the ESRI Annual Maintenance Fee which was \$12,050 and the need for any additional stand alone licenses connect users. New Edge (the City's Asset Management Software [AMS] consultant) has recommended that the City switch to ESRI ArcGIS Enterprise for Small Governments, which would also alleviate some of the current issues with GIS maxing out the SQL database storage causing editing issues and user restrictions. In addition, staff would need additional desktop licenses and some substantial server software improvements. Staff estimates that over the next two (2) years the additional cost would amount to about \$42,220 and increase our annual maintenance cost to around \$22,500. This would be avoided by implementing ESRI ArcGIS Enterprise for Small Governments.</p> <p>The Enterprise level of ArcGIS Server supports an unlimited number of users via either direct connect or connection to an application server. An Enterprise Agreement (EA) is a fast track to organization-wide GIS, and is scalable solution for growing cities; however, and EA requires a minimum of a three (3) year commitment. The EA solution also offers more tools, better performance, and allows for system growth with limited costs.</p> <p>\$ 675 CommunityViz Annual Maintenance Fee                  240 SketchUp Pro Annual Maintenance Fee                  1,500 App Studio Annual Maintenance Fee                  1,600 Copier/Plotter                  1,600 Adobe Cloud Annual Maintenance Fee</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

233 ADVERTISING	3,519	5,000	5,000	7,000
<i>CONTRACTUAL Totals</i>		30,742	60,650	60,650

*SUPPLIES*

301 OFFICE SUPPLIES	760	950	950	1,550
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<b>Notes:</b>	Program Expansion
<p>GIS Day Program \$400                  Increase in case files \$200</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

310 PRINTING & BINDING	373	700	700	700
347 GENERAL MAINTENANCE SUPPLIES	952	500	500	500
<i>SUPPLIES Totals</i>		2,085	2,150	2,750

Fund	Department	Division
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	1,442	2,200	2,200	3,050
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<b>Notes:</b>	APA
<p>\$870 increase in dues. APA and TX APA are increasing their fees this year. Changing from a flat fee to a scaled fee (up to 25%) of the National dues.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

415	RECRUITING EXPENSES	93	-	-	-
428	MEETING EXPENSES	-	1,500	1,500	3,000

<b>Notes:</b>	CPAC and P&Z Meals
<p>\$1,500 increase to cover the cost of CPAC and P&amp;Z meals. This will also be used to cover cost for HPAB meals for annual training and work sessions.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

430	TUITION & TRAINING	6,769	9,000	9,000	9,000
436	TRAVEL	5,106	8,500	8,500	8,500

<i>OPERATIONS Totals</i>	13,410	21,200	21,200	23,550
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*UTILITIES*

507	CELLULAR TELEPHONE	1,269	1,350	1,350	1,350
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<i>UTILITIES Totals</i>	1,269	1,350	1,350	1,350
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*CAPITAL*

612	COMPUTER EQUIPMENT	5,907	-	-	-
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<b>Notes:</b>	Tablets
<p>Surface Pro Tablets for Planner and Senior Planner (\$2,495.96) Will be used for meetings and working from home.</p> <p>*CITY MANAGER'S COMMENTS: Disapproved</p>	

<i>CAPITAL Totals</i>	5,907	-	-	-
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<b>PLANNING Totals</b>	<b>553,943</b>	<b>733,150</b>	<b>732,500</b>	<b>781,300</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

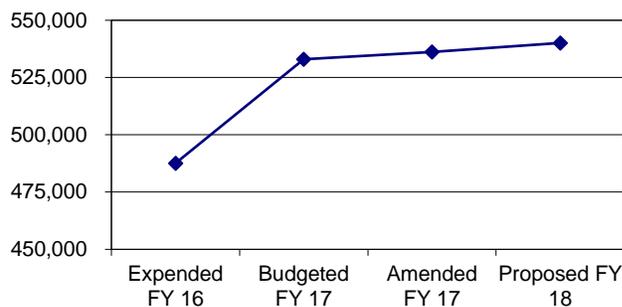
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	340,291	348,050	346,250	352,200
Contractual	99,816	129,750	134,750	155,750
Supplies	14,114	19,550	19,550	19,550
Operational	8,089	9,650	9,650	9,650
Utilities	3,133	2,950	2,950	2,950
Capital	22,141	23,000	23,000	-
<b>Total</b>	<b>487,584</b>	<b>532,950</b>	<b>536,150</b>	<b>540,100</b>

### Personnel Schedule

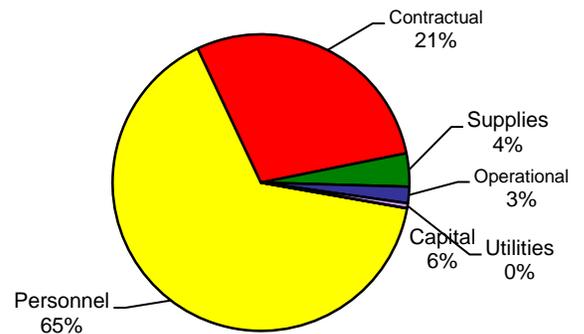
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	59,224	60,600	60,600	63,050
104 SALARIES & WAGES-CLERICAL	50,535	51,950	51,950	51,950
107 SALARIES & WAGES-LABOR	160,693	163,850	163,850	165,900
109 SALARIES & WAGES-OVERTIME	1,467	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	900	2,400	600	600
114 LONGEVITY PAY	1,575	1,900	1,900	2,250
120 FICA & MEDICARE EXPENSE	20,570	21,150	21,150	21,500
122 T.M.R.S. RETIREMENT EXPENSE	45,327	45,200	45,200	45,950

*PERSONNEL SERVICES Totals* 340,291 348,050 346,250 352,200

*CONTRACTUAL*

213 CONSULTING FEES	432	3,000	3,000	3,000
231 SERVICEMAINTEANCE CONTRACTS	2,526	2,900	2,900	2,900
240 EQUIPMENT REPAIRS	25	250	250	250
242 EQUIPMENT RENTAL & LEASE	2,472	3,600	3,600	3,600
246 VEHICLE REPAIRS	7,991	5,000	5,000	5,000
255 CODE ENFORCEMENT CONTRACT	10,745	25,000	25,000	32,000

<b>Notes:</b>	Increased contract mowing prices
The contractor who has been performing tractor mowing for Parks and forced mowing for code compliance for the past 15 years retired this year. The City went out for bid for a new company and council awarded the bid/contract in May 2017. The new contract prices are more than double the old contract prices. Requesting an increase in this line item per new contract prices.	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

256 HEALTH INSPECTION SERVICE	70,585	70,000	75,000	89,000
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<b>Notes:</b>	Increase in Inspections
The amended increase is due to the addition of 22 new food service establishments, 4 public pools/spas and the associated routine, follow up and complaint inspections. In addition, our special event permits and the related Health Inspection work have increased roughly 10% over the last year.	
In addition, our contractor has not raised her rates since 2004. The rates for routine inspections from \$40 to \$60 and follow-up inspections from \$30 to \$40.	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

257 DEMOLITION SERVICES	5,040	20,000	20,000	20,000
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*CONTRACTUAL Totals* 99,816 129,750 134,750 155,750

Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,857	2,550	2,550	2,550
310 PRINTING & BINDING	1,085	3,500	3,500	3,500
321 UNIFORMS	1,512	1,750	1,750	1,750
323 SMALL TOOLS	636	750	750	750
325 SAFETY SUPPLIES	920	1,500	1,500	1,500
331 FUEL & LUBRICANTS	8,104	9,000	9,000	9,000
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	14,114	19,550	19,550	19,550
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	3,711	3,250	3,250	3,250
415 RECRUITING EXPENSES	197	-	-	-
430 TUITION & TRAINING	1,955	3,200	3,200	3,200
436 TRAVEL	2,226	3,200	3,200	3,200
<i>OPERATIONS Totals</i>	8,089	9,650	9,650	9,650
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,133	2,950	2,950	2,950
<i>UTILITIES Totals</i>	3,133	2,950	2,950	2,950
<i>CAPITAL</i>				
623 VEHICLES	22,141	23,000	23,000	-

**Notes:** Two 1/2 ton pickups

Request to purchase a new 1/2 ton pickup to replace a 2005 1/2 ton pickup with 112,000 miles. The City's independent vehicle evaluator has stated that the vehicle is an overall good truck; however the vehicle has been utilized daily for over 11 years and is pretty worn.

\$24,150 Vehicle with safety lights and decals

Request to purchase a new 1/2 ton pickup to replace a 2011 police patrol unit with 97,000 miles. The existing unit was used in PD for approximately 5 years and was being cycled out of PD to be placed in the City's auction when NIS needed to acquire it. The City's independent vehicle evaluator has stated that the vehicle runs and drives well; however the car has been driven hard and is pretty rough around the edges. With that being said, one of the primary motivations to replace this particular unit is because we currently have our Neighborhood Improvement Services Supervisor driving throughout the City in a police vehicle, which I believe does not accurately represent the N.I.S. Department.

\$24,150 Vehicle with safety lights and decals

\*CITY MANAGER'S COMMENTS: Disapproved

<i>CAPITAL Totals</i>	22,141	23,000	23,000	-
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<b>NIS Total</b>	<b>487,584</b>	<b>532,950</b>	<b>536,150</b>	<b>540,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

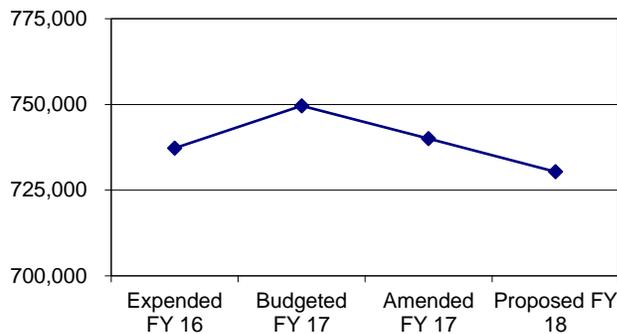
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	643,663	644,600	635,050	650,550
Contractual	44,968	54,600	54,600	54,600
Supplies	9,108	12,250	12,250	11,350
Operational	9,786	9,750	9,750	9,750
Utilities	4,756	4,100	4,100	4,100
Capital	24,925	24,300	24,300	-
<b>Total</b>	<b>737,205</b>	<b>749,600</b>	<b>740,050</b>	<b>730,350</b>

### Personnel Schedule

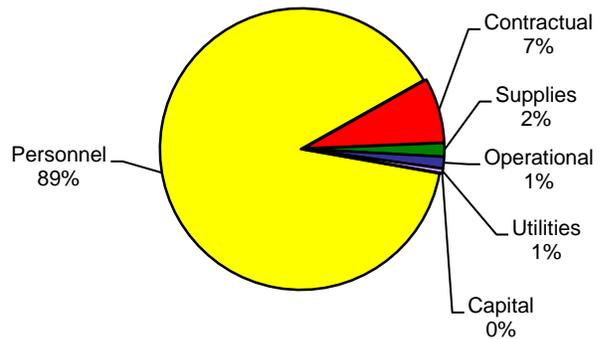
Position	Classification	FY 17 Approved	FY 18 Proposed
Building Official	31	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 18 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	189,704	184,600	203,300	188,950
104 SALARIES & WAGES-CLERICAL	94,054	93,400	93,400	86,500
107 SALARIES & WAGES-LABOR	228,185	234,250	205,250	241,950
109 SALARIES & WAGES-OVERTIME	-	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	2,100	3,000	3,000	3,000
114 LONGEVITY PAY	4,840	5,350	6,100	4,900
120 FICA & MEDICARE EXPENSE	39,053	39,200	39,200	39,600
122 T.M.R.S. RETIREMENT EXPENSE	85,727	83,800	83,800	84,650
	<u>643,663</u>	<u>644,600</u>	<u>635,050</u>	<u>650,550</u>
<i>PERSONNEL SERVICES Totals</i>				
<i>CONTRACTUAL</i>				
231 SERVICEMAINTEANCE CONTRACTS	36,100	46,400	46,400	46,400
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,114	2,700	2,700	2,700
246 VEHICLE REPAIRS	6,754	5,000	5,000	5,000
	<u>44,968</u>	<u>54,600</u>	<u>54,600</u>	<u>54,600</u>
<i>CONTRACTUAL Totals</i>				
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,133	1,250	1,250	1,250
310 PRINTING & BINDING	1,191	1,250	1,250	1,250
321 UNIFORMS	1,032	1,250	1,250	1,250
323 SMALL TOOLS	137	1,000	1,000	1,000
331 FUEL & LUBRICANTS	5,615	7,000	7,000	6,100
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
	<u>9,108</u>	<u>12,250</u>	<u>12,250</u>	<u>11,350</u>
<i>SUPPLIES Totals</i>				
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,329	2,500	2,500	2,500
430 TUITION & TRAINING	4,375	4,000	4,000	4,000
436 TRAVEL	3,082	3,250	3,250	3,250
	<u>9,786</u>	<u>9,750</u>	<u>9,750</u>	<u>9,750</u>
<i>OPERATIONS Totals</i>				
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,756	4,100	4,100	4,100
	<u>4,756</u>	<u>4,100</u>	<u>4,100</u>	<u>4,100</u>
<i>UTILITIES Totals</i>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CAPITAL</i>				
623 VEHICLES	24,925	24,300	24,300	-

<b>Notes:</b>	1/2 ton truck
Request to purchase a new 1/2 ton pickup to replace a 2006 unit with 80,000 miles. The existing unit has various issues including performing a repair on the camshaft which will cost \$525 and an oil leak (timing cover/gasket and oil pan gasket) which will cost \$630. Due to the fact that our employee has to add a quart of oil to the vehicle every 3 weeks, our Mechanic suspects the engine may be burning oil as well.	
\$25,515 Vehicle with bed cover, safety lights and decals	
*CITY MANAGER'S COMMENTS: Disapproved	

<i>CAPITAL Totals</i>	24,925	24,300	24,300	-
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<b>BUILDING INSPECTIONS Totals</b>	<b>737,205</b>	<b>749,600</b>	<b>740,050</b>	<b>730,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

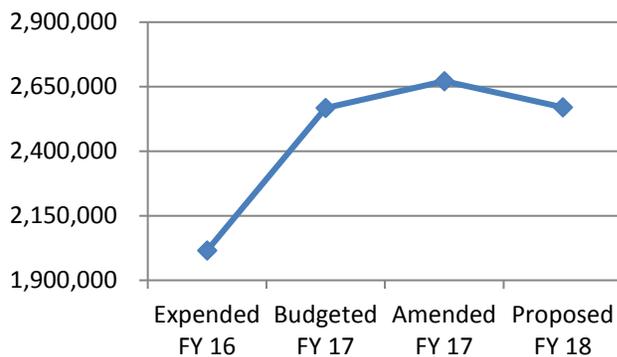
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	957,139	1,025,150	993,350	1,019,150
Contractual	368,980	596,600	596,600	655,500
Supplies	283,627	538,550	574,550	375,200
Operational	7,594	11,500	11,500	11,500
Utilities	282,078	248,400	308,400	328,400
Capital	115,751	147,600	187,100	180,000
<b>Total</b>	<b>2,015,168</b>	<b>2,567,800</b>	<b>2,671,500</b>	<b>2,569,750</b>

### Personnel Schedule

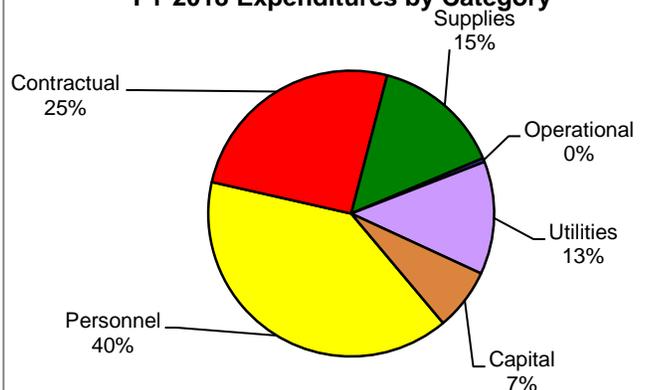
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	15	2	2
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	4
Maintenance Worker II	9	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

#### Financial History



#### FY 2018 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	77,268	72,100	72,100	70,950
107 SALARIES & WAGES-LABOR	665,464	736,650	700,650	733,750
109 SALARIES & WAGES-OVERTIME	21,978	16,000	22,000	16,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
114 LONGEVITY PAY	6,784	8,800	7,000	7,800
120 FICA & MEDICARE EXPENSE	58,685	61,900	61,900	61,600
122 T.M.R.S. RETIREMENT EXPENSE	125,460	127,900	127,900	127,250

<i>PERSONNEL SERVICES Totals</i>	957,139	1,025,150	993,350	1,019,150
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*CONTRACTUAL*

237 UNIFORM SERVICE	9,282	15,200	15,200	15,200
240 EQUIPMENT REPAIRS	23,691	19,500	19,500	19,500
242 EQUIPMENT RENTAL & LEASE	5,616	11,800	11,800	11,800
244 BUILDING REPAIRS	5,367	23,300	23,300	27,700
246 VEHICLE REPAIRS	23,390	10,500	10,500	10,500
247 GROUNDS MAINTENANCE	295,685	504,800	504,800	559,300

**Notes:** [Maintenance Contracts Increases](#)

Additional funds request include:

\$6,500 for monthly pond weed control in two new parks; Stone Creek and Breezy Hill.

\$32,000 to increase large area tractor mowing contract. Park staff currently performs this service on approximately 20 properties around the City during the primary growing season between April and October. A complete mowing cycle by one staff person takes approximately three weeks out of every month. By contracting out this work load, the staff hours saved would be allocated to the project crew which is responsible for construction, major repairs, renovations, unscheduled repairs and customer service calls.

\$16,000 to continue the ability for grounds maintenance contractor to apply herbicides to City facilities such as City Hall, Fire Stations, The Center etc. The grounds maintenance contract is up for renewal at the end of September. This service drastically improves approves and reduces work load on City staff related to herbicide tasks.

**\*CITY MANAGER'S COMMENTS: Approved**

270 WASTE DISPOSAL SERVICE	5,950	11,500	11,500	11,500
<i>CONTRACTUAL Totals</i>	368,980	596,600	596,600	655,500

*SUPPLIES*

301 OFFICE SUPPLIES	155	150	150	150
310 PRINTING & BINDING	187	200	200	200
323 SMALL TOOLS	13,677	20,500	20,500	20,500
325 SAFETY SUPPLIES	9,664	8,000	8,000	8,000
331 FUEL & LUBRICANTS	24,563	28,100	28,100	27,000
333 CHEMICAL	30,666	31,500	31,500	31,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
341 CONSTRUCTION & REPAIR SUP	73,832	126,850	126,850	78,500
347 GENERAL MAINT. SUPPLY	33,411	104,050	104,050	104,050
349 AGRICULTURAL SUPPLIES	89,967	188,900	224,900	75,000
350 IRRIGATION SYSTEM SUPPLIES	7,505	30,300	30,300	30,300
<i>SUPPLIES Totals</i>	283,627	538,550	574,550	375,200
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	1,062	500	500	500
430 TUITION & TRAINING	2,114	3,500	3,500	3,500
436 TRAVEL	1,581	2,500	2,500	2,500
480 VOLUNTEER PROGRAM	2,838	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	7,594	11,500	11,500	11,500
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,657	3,400	3,400	3,400
513 WATER	279,421	245,000	305,000	325,000
<i>UTILITIES Totals</i>	282,078	248,400	308,400	328,400
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	-

**Notes:** **Tablets**  
 \$5,200 to provide tablets to three crew leaders and one field operations supervisor. These tablets are necessary for staff to have access to the new work order and asset management system. Currently they do not have access to computers and the parks maintenance building is not wired for computer access.

The tablets will be used to communicate the creation and completion of work orders associated with scheduled tasks, unscheduled tasks, customer requests/complaints, updating status of assets (adding or removing fixed assets such as benches, fountains, play equipment etc. in the GIS database), tracking asset repair history, and costs associated with repairs, projects and equipment/vehicle maintenance.

**\*CITY MANAGER'S COMMENTS: Disapproved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	39,145	70,850	70,850	103,000

<b>Notes:</b>	<b>Equipment</b>
<p>\$43,000 - Replace Toro Dingo which was purchased around 2002. Due to heavy use and wear and tear, the Dingo has required major engine repairs, hydraulic repairs and a reduction in power when using certain attachments. This equipment has been critical in the performance of numerous tasks such as: tree planting, grading, playground installation, ball field work, storm clean up, debris removal from concrete surfaces and trail repair. Attachments included in this amount is a stump grinder, auger and auger power adapter for tree installation and maintenance.</p> <p>\$11,000 - PTO Driven Turf Renovator is an adjustable machine with variable depth high RPM vertical blades on a shaft that is used to blend infield conditioner, level infields, reinvigorates turf by dethatching and relieving compacted soil, level infield/outfield lips and prepare bare soil for hydro-mulching.</p> <p>\$71,000 - CAT 303-5E2 Mini Excavator. This is a new equipment request that would be used in the performance of repairs, renovation, tree/brush removal and construction projects. Currently this equipment is not available to park maintenance staff and must be rented or are performed by hand equipment. Cost includes trailer.</p> <p>\$56,500 - CAT 262D SSL Skid Steer Loader with tilt trailer. This is a request to replace the current skid loader that park staff uses which has been older equipment from by other departments. The one we currently use is unreliable and is difficult to keep running.</p> <p><i>*CITY MANAGER'S COMMENTS: Dingo and Mini Excavator are Approved, remaining equipment is Disapproved</i></p>	

623 VEHICLES	76,606	15,750	15,750	-
633 INFRASTRUCTURE IMPROVEMENTS	-	61,000	100,500	77,000

<b>Notes:</b>	<b>Downtown Lights and Sidewalks</b>
<p>\$77,000 to remove three existing antique street lights along SH 205 south of Rusk and replace with light poles that match the rest of downtown. Also propose to power wash brick and stain existing concrete sidewalks to match newer concrete.</p> <p>\$30,000 - remove and replace three light poles                      45,000 - resurface approximately 4,000 square feet of sidewalk to match.                      2,000 - power wash bricks and sidewalks on both sides of SH 205 between Washington and Rusk.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<i>CAPITAL Totals</i>	115,751	147,600	187,100	180,000
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<b>PARKS Totals</b>	<b>2,015,168</b>	<b>2,567,800</b>	<b>2,671,500</b>	<b>2,569,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

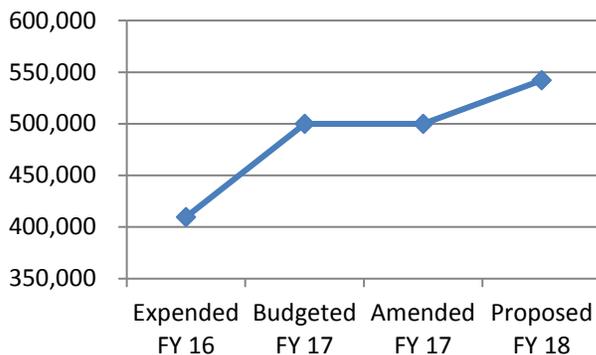
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	115,610	115,350	115,350	117,300
Contractual	104,120	123,800	123,800	168,800
Supplies	33,764	70,000	70,000	70,000
Operational	5,814	4,250	4,250	4,300
Utilities	139,138	158,500	158,500	165,700
Capital	11,275	28,000	28,000	16,000
<b>Total</b>	<b>409,721</b>	<b>499,900</b>	<b>499,900</b>	<b>542,100</b>

### Personnel Schedule

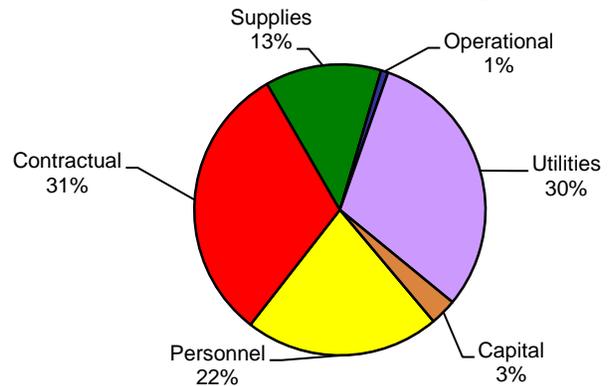
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Harbor Technician	15	1	1
Maintenance Worker II	9	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	88,589	89,100	89,100	90,500
109 SALARIES & WAGES-OVERTIME	3,694	4,000	4,000	4,000
114 LONGEVITY PAY	780	950	950	1,050
120 FICA & MEDICARE EXPENSE	7,009	6,800	6,800	6,900
122 T.M.R.S. RETIREMENT EXPENSE	15,538	14,500	14,500	14,850

<i>PERSONNEL SERVICES Totals</i>	115,610	115,350	115,350	117,300
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*CONTRACTUAL*

237 UNIFORM SERVICE	980	2,800	2,800	2,800
240 EQUIPMENT REPAIRS	3,663	7,500	7,500	7,500
242 EQUIPMENT RENTAL & LEASE	533	1,000	1,000	6,000

<b>Notes:</b>	Work Boat Rental
<p>\$5,000 requested for a skiff or barge rental to perform necessary repairs to boat docks. Routine and storm damage repairs often cannot be performed from the dock surface itself and requires staff in a boat to complete difficult tasks.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

244 BUILDING REPAIRS	31,988	30,000	30,000	50,000
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<b>Notes:</b>	Boat Dock Maintenance
<p>\$20,000 - Additional funds requested for ongoing boat dock maintenance and repairs. Repairs and supplies include tie rods, wooden walers, steel plates, miscellaneous hardware, bumper replacements and lighting repairs.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

245 POOL REPAIR & MAINTENANCE	1,762	5,000	5,000	25,000
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<b>Notes:</b>	Budget Amendment
<p>\$12,000 additional was spent on spray plaza pump vault repairs due to flooding. Insurance claim was filed and funds received.</p>	

<b>Notes:</b>	Fountain Equipment Repairs
<p>\$10,500 is needed to replace corroded and aging butterfly valves, Y-strainers and other components in the spray plaza.</p> <p>\$3,500 - request is to install an auto dialer alarm system for the sump pumps in the spray plaza vault. System will alert staff in the event that flooding occurs and sump pumps fail or can't maintain flow. This new system will require cell phone service causing an increase in the Harbor cell phone budget. Staff will also research the possibility of adding this function to the SCADA system. Either system would require a cost associated with the install.</p> <p>\$6,000 - increase base budget to account for aging equipment, pump repair and controls.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
246 VEHICLE REPAIRS	868	1,500	1,500	1,500

<b>Notes:</b>	<b>Budget Amendment</b>
Budget overage is attributed to vehicle accident that resulted in body damage. Repair cost was within the insurance deductible amount.	

247	GROUNDS MAINTENANCE	64,326	76,000	76,000	76,000
	<i>CONTRACTUAL Totals</i>	<u>104,120</u>	<u>123,800</u>	<u>123,800</u>	<u>168,800</u>
<i>SUPPLIES</i>					
323	SMALL TOOLS	1,229	2,000	2,000	2,000
325	SAFETY SUPPLIES	-	500	500	500
331	FUEL & LUBRICANTS	3,161	4,000	4,000	4,000
333	CHEMICAL	18,816	20,000	20,000	20,000
347	GENERAL MAINT. SUPPLES	6,471	7,000	7,000	7,000
349	AGRICULTURAL SUPPLIES	3,745	7,500	7,500	7,500
350	IRRIGATION SYSTEM SUPPLIES	343	1,000	1,000	1,000
390	SWIMMING POOL SUPPLIES	-	28,000	28,000	28,000
392	SIGNS AND SIGNALS	-	-	-	-
	<i>SUPPLIES Totals</i>	<u>33,764</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	-	50	50	100
430	TUITION & TRAINING	-	500	500	500
436	TRAVEL	14	200	200	200
469	PROMOTION EXPENSE	5,800	-	-	-
489	HARBOR RENTAL SUPPLIES	-	3,500	3,500	3,500
	<i>OPERATIONS Totals</i>	<u>5,814</u>	<u>4,250</u>	<u>4,250</u>	<u>4,300</u>
<i>UTILITIES</i>					
501	ELECTRICITY	101,637	102,000	92,000	92,000
507	CELLULAR TELEPHONE	1,151	1,500	1,500	2,700
513	WATER	36,350	55,000	65,000	71,000
	<i>UTILITIES Totals</i>	<u>139,138</u>	<u>158,500</u>	<u>158,500</u>	<u>165,700</u>
<i>CAPITAL</i>					
621	FIELD MACHINERY EQUIPMENT	-	-	-	16,000

<b>Notes:</b>	<b>Replace Utility Vehicle</b>
\$16,000 - Replace 2006 Toro Workman with new Kubota Diesel utility vehicle. The Toro is in need of \$5,000 to \$7,000 in repairs. The 2006 model is discontinued and have not been able to get OEM replacement parts. Estimated repair costs include major engine overhaul, bed tailgate repair, clutch cable, push bar and fender repairs.	
*CITY MANAGER'S COMMENTS: Approved	

623	VEHICLES	11,275	28,000	28,000	-
	<i>CAPITAL Totals</i>	<u>11,275</u>	<u>28,000</u>	<u>28,000</u>	<u>16,000</u>

<b>HARBOR O &amp; M Total</b>	<b>409,721</b>	<b>499,900</b>	<b>499,900</b>	<b>542,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

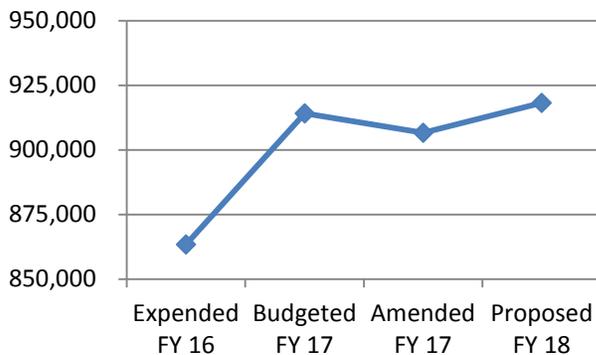
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	622,147	630,300	621,800	659,750
Contractual	40,239	70,400	70,400	38,550
Supplies	51,374	68,600	68,600	57,550
Operational	70,309	69,200	69,700	76,700
Utilities	79,280	75,700	76,200	63,700
Capital	-	-	-	22,000
<b>Total</b>	<b>863,348</b>	<b>914,200</b>	<b>906,700</b>	<b>918,250</b>

### Personnel Schedule

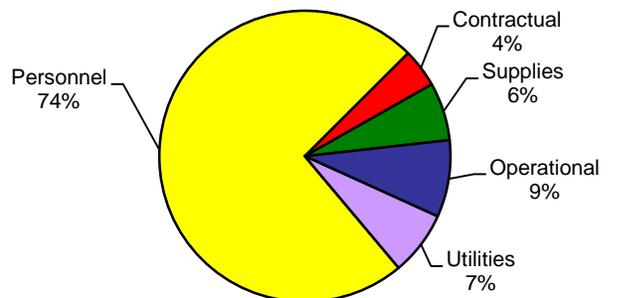
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Parks & Recreation Director	33	-	1
Parks & Recreation Manager	31	1	-
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	228,781	247,200	247,200	267,600
104 SALARIES & WAGES-CLERICAL	120,168	128,900	118,900	131,350
107 SALARIES & WAGES-LABOR	171,786	149,750	150,750	149,750
109 SALARIES & WAGES-OVERTIME	1,662	1,500	2,000	2,600

<b>Notes:</b>	<b>Additional OT</b>
<p>\$1,100 - The Administrative Secretary and front desk secretary work certain scheduled programs and meetings such as Park Board and senior trips. In addition, they are utilized and a necessary staff member to assist with Founders Day, Rib Rub, July 4th and early morning rentals, setup or community meetings.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	1,375	1,950	1,950	2,100
120 FICA & MEDICARE EXPENSE	39,731	38,900	38,900	40,500
122 T.M.R.S. RETIREMENT EXPENSE	58,045	61,500	61,500	65,250

<i>PERSONNEL SERVICES Totals</i>	622,147	630,300	621,800	659,750
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*CONTRACTUAL*

213 CONSULTING FEES	3,646	3,500	3,500	3,000
231 SERVICE MAINTENANCE CONTRACTS	5,153	7,250	7,250	7,250
239 RECREATION CONTRACTS	6,334	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	12,175	9,300	9,300	9,300
245 POOL REPAIR & MAINTENANCE	3,924	38,350	38,350	7,000
246 VEHICLE REPAIRS	9,007	6,000	6,000	6,000

<i>CONTRACTUAL Totals</i>	40,239	70,400	70,400	38,550
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*SUPPLIES*

301 OFFICE SUPPLIES	2,026	2,000	2,000	2,000
307 POSTAGE	92	2,000	2,000	2,000
310 PRINTING & BINDING	13,630	16,500	16,500	16,500
321 UNIFORMS	2,007	2,100	2,100	2,100
331 FUEL & LUBRICANTS	1,291	2,600	2,600	2,000
333 CHEMICAL	10,918	10,000	10,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	6,394	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	3,307	14,450	14,450	4,000
391 RECREATION PROGRAM SUPPLIES	11,708	12,500	12,500	12,500

<i>SUPPLIES Totals</i>	51,374	68,600	68,600	57,550
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

406 SPECIAL EVENTS	49,874	50,250	50,250	57,750
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<b>Notes:</b>	<b>Additional Special Events</b>
<p>\$7,500 - Additional funds for non-fee based free to the public events. Additional funds would be used for supplies for Special Needs Prom and Easter programs; expand Family Fun Friday games, activities and inflatables; as well as program supplies for pet events and shot clinics.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

410 DUES & SUBSCRIPTIONS	2,013	2,500	2,500	2,500
415 RECRUITING EXPENSES	4,137	2,000	2,500	2,000
428 MEETING EXPENSES	818	1,000	1,000	1,000
430 TUITION & TRAINING	8,613	6,300	6,300	6,300
436 TRAVEL	4,854	7,150	7,150	7,150

<i>OPERATIONS Totals</i>	70,309	69,200	69,700	76,700
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*UTILITIES*

501 ELECTRICITY	74,625	72,000	72,000	60,000
507 CELLULAR TELEPHONE	4,655	3,700	4,200	3,700

<i>UTILITIES Totals</i>	79,280	75,700	76,200	63,700
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*CAPITAL*

610 FURNITURE & FIXTURES	-	-	-	22,000
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<b>Notes:</b>	<b>The Center Furniture</b>
<p>\$22,000 - Replace 250 broken or damaged chairs and 16 tables in The Center. This furniture is used on a daily basis for senior programs, rentals, special events, community meetings and presentations.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

<i>CAPITAL Totals</i>	-	-	-	22,000
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<b>RECREATION Total</b>	<b>863,348</b>	<b>914,200</b>	<b>906,700</b>	<b>918,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

### Expenditure Summary

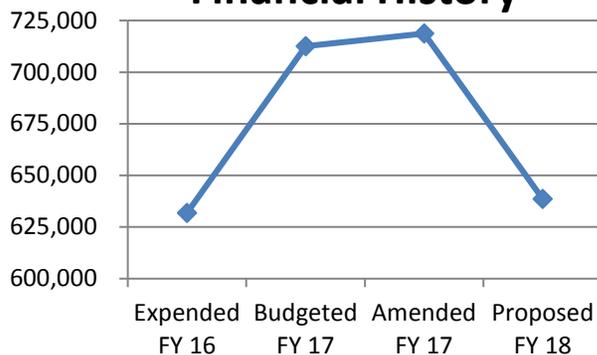
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	202,990	190,700	191,850	190,900
Contractual	416,667	427,400	432,400	425,500
Supplies	6,829	9,750	9,750	15,900
Operational	2,021	2,550	2,550	2,550
Utilities	3,377	3,800	3,800	3,800
Capital	-	78,350	78,350	-
<b>Total</b>	<b>631,883</b>	<b>712,550</b>	<b>718,700</b>	<b>638,650</b>

### Personnel Schedule

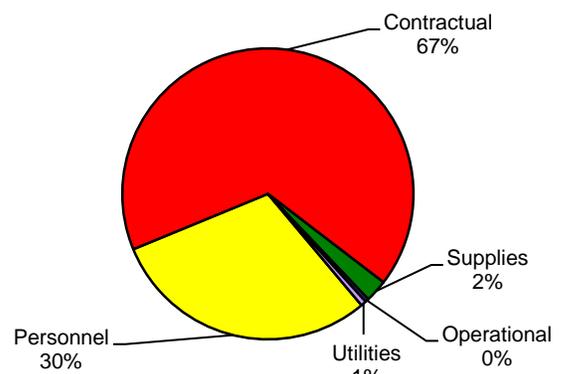
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Animal Services Crewleader	15	1	1
Animal Services Officer	12	2	2

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	152,176	146,500	146,500	146,500
109 SALARIES & WAGES-OVERTIME	8,826	5,000	5,950	5,000
114 LONGEVITY PAY	3,460	3,700	3,900	3,900
120 FICA & MEDICARE EXPENSE	11,795	11,300	11,300	11,300
122 T.M.R.S. RETIREMENT EXPENSE	26,733	24,200	24,200	24,200

<i>PERSONNEL SERVICES Totals</i>	202,990	190,700	191,850	190,900
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*CONTRACTUAL*

213 CONSULTING FEES	410,472	410,500	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	-	9,400	14,400	7,500
237 UNIFORM SERVICE	2,122	3,000	3,000	3,000
240 EQUIPMENT REPAIRS	314	750	750	750
246 VEHICLE REPAIRS	3,674	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	85	250	250	250

<i>CONTRACTUAL Totals</i>	416,667	427,400	432,400	425,500
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*SUPPLIES*

301 OFFICE SUPPLIES	163	500	500	500
310 PRINTING & BINDING	-	1,000	1,000	2,000

<b>Notes:</b>	Increase in printed material
\$1,000 - increase printing budget for the WILD program. Printed material would include, educational brochures, flyers and promotional material for participants.	
*CITY MANAGER'S COMMENTS: Approved	

321 UNIFORMS	-	-	-	3,000
325 SAFETY SUPPLIES	-	750	750	750
331 FUEL & LUBRICANTS	4,196	5,500	5,500	4,650
347 GENERAL MAINTENANCE SUPPLIES	2,470	2,000	2,000	5,000

<b>Notes:</b>	New Equipment
\$1,250 for three scanners that are used to scan pets for chip implants that contain owner information. This equipment is helpful in our Return to Home strategic initiative to reduce unnecessary shelter intakes.	
\$1,250 for replacing animal traps that are in disrepair as well as purchasing additional traps. These traps are proposed to be loaned to residents under certain conditions as a courtesy service to help remove wildlife on private property that are most prone to carry rabies.	
\$5,000 - Additional supplies are needed to complete the outfitting of the WILD Trailer. In 2017 there were only enough funds to complete one side of the trailer displays with signage, animal mounts and skins. This request is to complete the other side with additional signage, skins, mounts and sound system.	
*CITY MANAGER'S COMMENTS: Scanners and Traps are Approved. Trailer supplies are Disapproved	

<i>SUPPLIES Totals</i>	6,829	9,750	9,750	15,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	65	-	-	-
415 RECRUITING EXPENSES	98	-	-	-
430 TUITION & TRAINING	524	1,500	1,500	1,500
436 TRAVEL	1,335	1,050	1,050	1,050

<i>OPERATIONS Totals</i>	2,021	2,550	2,550	2,550
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*UTILITIES*

507 CELLULAR TELEPHONE	3,377	3,800	3,800	3,800
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<i>UTILITIES Totals</i>	3,377	3,800	3,800	3,800
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	3,000	3,000	-
621 FIELD MACHINERY & EQUIPMENT	-	25,000	25,000	-
623 VEHICLES	-	50,350	50,350	-

**Notes:** [Vehicle Replacement](#)  
 \$54,000 - Request to replace 2006 Ford Van Animal Control vehicle with 117,000 miles. Mechanical condition is fair, appearance is poor. Replacement vehicle proposed is a new Ford Van with interior conversion with cages, work lights, safety lights and logos.  
 \*CITY MANAGER'S COMMENTS: Disapproved

<i>CAPITAL Totals</i>	-	78,350	78,350	-
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<b>ANIMAL SERVICES Totals</b>	<b>631,883</b>	<b>712,550</b>	<b>718,700</b>	<b>638,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

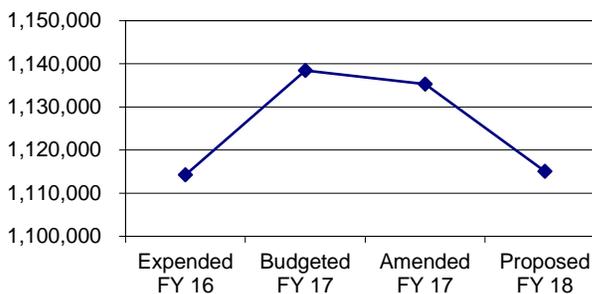
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	941,143	887,200	885,650	835,900
Contractual	122,410	164,950	164,950	214,450
Supplies	14,022	21,950	23,450	23,450
Operational	18,648	27,650	24,550	23,700
Utilities	9,575	10,050	10,050	10,050
Capital	8,445	26,650	26,650	7,500
<b>Total</b>	<b>1,114,243</b>	<b>1,138,450</b>	<b>1,135,300</b>	<b>1,115,050</b>

### Personnel Schedule

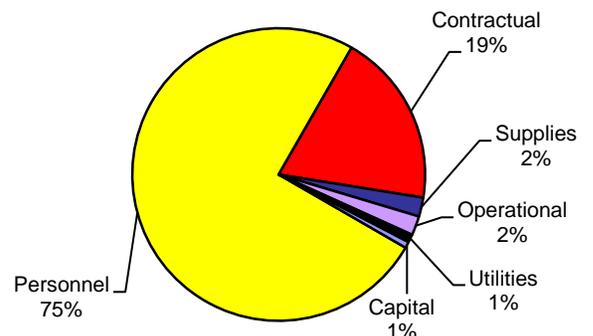
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	-	1	-
Civil Engineer	28	1	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	141,734	146,300	146,300	139,000
104 SALARIES & WAGES-CLERICAL	305,357	257,250	249,650	231,400
107 SALARIES & WAGES-LABOR	294,619	297,950	303,650	288,350

<b>Notes:</b>	<b>Additional Engineering Inspector</b>
<p>Since 2010, there has been a 14% growth in number of engineering projects and 28% growth since last year. Approximately 17 projects (private development and capital improvement) are being inspected daily by each inspector. The number of inspections to be performed daily does not allow sufficient time to be spent on each project nor does it allow for time to solve any unforeseen issues with these projects. The implementation of the Strategic Plan includes additional capital improvement projects to improve the water, sanitary sewer, and street systems within the City. These additional projects will increase the number of inspections for the engineering division to undertake daily. An additional engineering inspector will supplement the department and allow for comprehensive inspections to be done throughout the City.</p> <p>\$42,037 Salary                  9,178 Benefits                  \$51,215 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved. As strategic projects are funded we will need to consider funding this position at that time.</i></p>	

109 SALARIES & WAGES-OVERTIME	11,688	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	1,200	900	900	900
114 LONGEVITY PAY	6,070	6,200	6,550	6,750
120 FICA & MEDICARE EXPENSE	54,919	52,500	52,500	49,750
122 T.M.R.S. RETIREMENT EXPENSE	125,557	114,100	114,100	107,750

*PERSONNEL SERVICES Totals*      941,143      887,200      885,650      835,900

*CONTRACTUAL*

213 CONSULTING FEES	97,004	130,000	130,000	178,000
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<b>Notes:</b>	<b>Consultants</b>
<p>\$50,000 Birkhoff Hendricks and Carter lift station reviews, water/sewer hydraulic modeling, and miscellaneous requests</p> <p>\$80,000 Dwayne Stubblefield reviews all flood studies and storm water data for private and capital improvement projects. The City has been reimbursed \$40,000 in FY17 for these studies therefore only the net \$40,000 is included here.</p> <p>\$20,000 Traffic Consultant to do speed and signal studies</p> <p>\$60,000 Drainage Consultant to review drainage issues</p> <p>\$8,000 Survey to do miscellaneous tasks and to survey drainage at the service center.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	11,733	11,000	11,000	12,000

<b>Notes:</b>	Licenses
AutoCAD licenses \$4295 DGNO Annual Crossing \$800 HP DesignJet Service \$2,545 Air Card for 5 laptops \$2,400 Data Packages for 2 iPads \$960 LIDAR Software \$1,000* *Adding the LIDAR software to profile the floodplain to help distinguish the water surface elevation and flow lines of streams in floodplain regions.  *CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	-	600	600	600
242 EQUIPMENT RENTAL & LEASE	2,689	3,500	3,500	3,500
246 VEHICLE REPAIRS	4,954	6,000	6,000	6,500
276 STORMWATER PROGRAM COSTS	6,031	13,850	13,850	13,850
<i>CONTRACTUAL Totals</i>	<u>122,410</u>	<u>164,950</u>	<u>164,950</u>	<u>214,450</u>

*SUPPLIES*

301 OFFICE SUPPLIES	1,617	1,800	1,800	1,800
310 PRINTING & BINDING	551	1,500	1,500	1,500
321 UNIFORMS	939	1,050	1,050	1,050
323 SMALL TOOLS	1,347	1,500	1,500	1,500
325 SAFETY SUPPLIES	93	500	500	500
331 FUEL & LUBRICANTS	7,850	8,500	10,000	10,000
341 CONSTRUCTION & REPAIR SUPPLIES	1,625	6,600	6,600	6,600
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	<u>14,022</u>	<u>21,950</u>	<u>23,450</u>	<u>23,450</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	7,314	13,400	10,000	8,000
415 RECRUITING EXPENSES	-	-	300	-
430 TUITION & TRAINING	5,249	6,000	6,000	7,000

<b>Notes:</b>	Additional Training and Travel
There has been an increase in the costs of several of engineering conferences and there is an additional conference that was added (Institute of Transportation Engineers-Texas) as well as travel to TPWA and Floodplain management associations.  *CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	6,084	8,250	8,250	8,700
<i>OPERATIONS Totals</i>	<u>18,648</u>	<u>27,650</u>	<u>24,550</u>	<u>23,700</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	9,575	10,050	10,050	10,050
<i>UTILITIES Totals</i>	<u>9,575</u>	<u>10,050</u>	<u>10,050</u>	<u>10,050</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	8,445	-	-	7,500
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<b>Notes:</b>	Trimble/GPS Unit
This would be a replacement of a 7 year old GPS unit. It would be trade-in and upgrade to a new 2017 Trimble Geo-7 high-accuracy handheld GPS unit and related desktop software. The new unit will allow for GIS staff to collect and maintain utility, parks assets, and 911 addressing data in the field, utilizing the newest technology up to decimeter accuracy. \$7,500	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

623 VEHICLES	-	26,650	26,650	-
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<b>Notes:</b>	1/2 ton Truck
Replace 2003 Ford Expedition (99,000 miles) with a 1/2 ton crew/quad cab Ford truck with light bar and decals \$31,000	
<i>*CITY MANAGER'S COMMENTS: Disapproved</i>	

<i>CAPITAL Totals</i>	<u>8,445</u>	<u>26,650</u>	<u>26,650</u>	<u>7,500</u>
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<b>ENGINEERING Totals</b>	<b>1,114,243</b>	<b>1,138,450</b>	<b>1,135,300</b>	<b>1,115,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

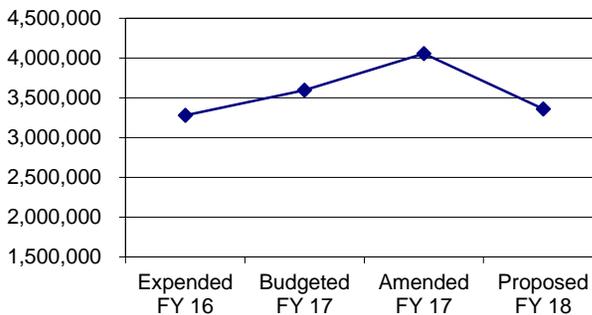
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	634,849	698,350	696,850	742,900
Contractual	161,765	223,150	223,150	227,050
Supplies	1,060,006	1,842,600	2,327,100	1,638,350
Operational	4,913	9,000	10,100	11,300
Utilities	480,987	522,550	498,800	522,700
Capital	938,997	299,550	299,550	218,650
<b>Total</b>	<b>3,281,517</b>	<b>3,595,200</b>	<b>4,055,550</b>	<b>3,360,950</b>

### Personnel Schedule

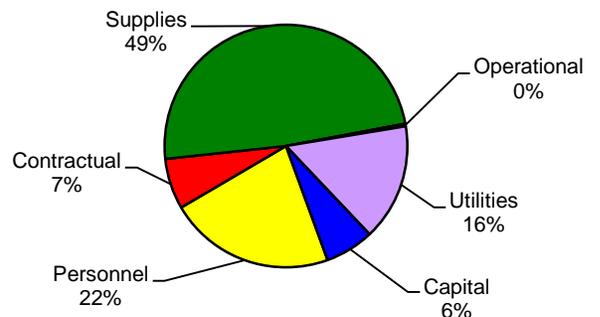
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	15	2	2
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	84,444	87,850	87,850	87,850
107 SALARIES & WAGES-LABOR	403,384	455,100	455,100	491,100

<b>Notes:</b>	Field Supervisor - Signs
<p>The addition of this Supervisor position is needed to, manage and coordinate all activities that include: Street Signs, Regulatory Signs, Traffic Signals, School Lights, Pedestrian Crosswalk Lights, Pavement Markings, Project Management, Contract Management, Asset Management and other Administrative duties necessary to meet all Traffic Operation requirements.</p> <p>This position will be responsible for maintaining an existing inventory of over 10,000 street and regulatory signs. This position will also develop and administer the implementation and fabrication of all mandatory retro-reflective signage to ensure compliance with the current "Texas Manual on Uniform Traffic Control Devices" and the "Standard Highway Sign Designs for the State of Texas."</p> <p>The position will also be responsible for assisting with overall operational costs including special programs, major street projects, major inventory expenditures, vehicle and equipment replacement costs, fleet maintenance costs, sign inventory costs and must be able to provide accurate cost analysis for our annual budgetary process. We are attempting to substantially scale down our internal sign fabrication activities by outsourcing all pre-fabricated signs when possible thus allowing this position to facilitate that transition and be responsible for administering these contracts, manage inventory, and coordinate purchases.</p> <p>This position will also require coordinating with various contractors and utility companies such as setting up line locates, dispatching service contractors to diagnose and repair issues with all City owned traffic signals. Will also perform daily monitoring through our SCADA program for 31 solar powered school lights for all 11 Public Schools within the City of Rockwall, effectively diagnose, troubleshoot and repair school light deficiencies expeditiously and in a cost effective manner, will also maintain adequate inventory for all signage, fixtures and materials relative to our school lights, pedestrian crosswalk signals, traffic signals, etc.</p> <p>\$ 53,788 Salary          1 1,743 Benefits          1,400 Computer          1,700 Radio  <u>33,000</u> Truck          \$101,631 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	<b>Stormwater Crew</b>			
Establish a two person maintenance crew for the Stormwater System Maintenance Program. This position would serve as the crew leader for a two-man crew to operate the proposed stormwater vacuum truck for servicing and maintaining the (MS4) stormwater system.				
Crewleader and Equipment Operator				
\$ 71,698 Salaries				
15,653 Benefits				
1,400 Computer				
3,400 Radios				
<u>\$ 92,151 Total</u>				
<b>*CITY MANAGER'S COMMENTS: Disapproved</b>				

109 SALARIES & WAGES-OVERTIME	13,426	15,200	15,200	15,200
113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	2,400

<b>Notes:</b>	<b>Certification Pay</b>			
Bilingual /Certification Pay				
3-Bilingual Translation Certifications at \$600 each				
1-Bilingual Conversational Certification at \$300				
Pesticide Applicator Certification Pay				
1-Non Commercial Political Pesticide Applicator License/Certification \$300				
<b>*CITY MANAGER'S COMMENTS: Approved</b>				

114 LONGEVITY PAY	7,710	8,100	6,600	7,300
120 FICA & MEDICARE EXPENSE	39,133	41,500	41,500	44,300
122 T.M.R.S. RETIREMENT EXPENSE	85,252	88,800	88,800	94,750
	<u>634,849</u>	<u>698,350</u>	<u>696,850</u>	<u>742,900</u>

CONTRACTUAL

213 CONSULTING FEES	-	5,000	5,000	5,000
231 SERVICE MAINTENANCE CONTRACTS	22,325	38,400	38,400	42,300

<b>Notes:</b>	<b>Service Maintenance</b>			
\$21,335 Annual Traffic Signal Maintenance Contract - Maintain (Four) City Owned Traffic Signals at \$4,267. each				
5,200 Verizon Lite Air cards				
9,120 Scada Technical support				
3,720 Scada modem cell charges				
3,000 Cloud Access Network Subscription Fee				
<b>*CITY MANAGER'S COMMENTS: Approved</b>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<b>Notes:</b>	<b>Storm Sewer Inspections/Repair</b>			
<p>\$153,000 Storm Sewer Inspection Program – Year 1 of 5</p> <p>Closed Circuit Television Inspections – (CCTV) to determine the condition of storm sewer lines, the interior of the pipes are inspected using (CCTV). The camera unit is navigated between the inlet structures and manholes. Analysis of what is viewed in the pipeline is conducted in real time by the camera truck operator. The inspection is also recorded, saved and entered into the Divisions GIS system for maintenance purposes: This process can identify sections of pipe that may require cleaning, pipe lining, pipe repair, pipe replacement, etc. To get a baseline of cost for the first year of the inspection program, we used pricing from Acme Utility Inspection Services, Inc. with the average cost of television inspection at \$1.00 per LF. The City wide storm sewer network consists of approximately 764,661 linear feet of storm sewer pipe. <math>764,661 \text{ LF} \times (\\$1.00) / 5 \text{ yrs.} = \\$152,932.20</math> per year for video inspection not including cleaning.</p> <p>\$45,000 Storm Sewer Cleaning and Repair Program – Year 1 of 5 Year Program</p> <p>The current ACME rate shows a cost of \$185.00 per hr. for 4-hr minimum for a Vactor Truck. While we do not yet know the internal condition of the storm sewer system to be inspected related to cleaning and repair cost, we can assume that there will be a substantial need to budget a significant amount of funding to allow for the cleaning and repair of the issues identified with the camera inspections. At \$185.00 per hr. the daily cleaning rate for the Vactor Truck would be \$1,480. Using a baseline cost of \$1,500 per day, the per week cost (<math>\\$1,500 \times 5 = \\$7,500</math>). We are budgeting for 30 full days (6-weeks) of pipe cleaning at 1,500 per day/\$7,500 per week. As this process moves forward, we will be better able to determine more exact cost estimates, as we begin to determine the congestive nature of our storm sewer system we will be able to develop a cleaning cost per/ft. ratio.</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>				

237	UNIFORM SERVICE	7,720	9,550	9,550	9,550
240	EQUIPMENT REPAIRS	21,507	42,000	42,000	42,000
242	EQUIPMENT RENTAL & LEASE	2,831	5,000	5,000	5,000
246	VEHICLE REPAIRS	41,822	25,000	25,000	25,000
270	WASTE DISPOSAL SERVICE	65,560	98,000	98,000	98,000
271	LANDFILL MAINTENANCE	-	200	200	200
		161,765	223,150	223,150	227,050
<i>SUPPLIES</i>					
301	OFFICE SUPPLIES	674	500	500	500
310	PRINTING & BINDING	-	400	400	500
323	SMALL TOOLS	6,240	11,100	11,100	11,100
325	SAFETY SUPPLIES	5,094	6,000	6,000	6,000
331	FUEL & LUBRICANTS	21,089	30,000	30,000	30,000
333	CHEMICAL	14,900	15,500	15,500	15,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
341 CONSTRUCTION & REPAIR SUPPLIES	875,904	1,400,000	1,692,000	1,400,000

<b>Notes:</b>	<b>Construction Supplies</b>
<p>\$522,000 Asphalt Street Repair/ Reclamation/Mill &amp; Overlay/Maintenance Overlay                  Full Depth Reclamation - Full depth pavement reclamation consists of pulverizing the existing asphalt pavement back into the road base. The pulverized material is then stabilized with cement and compacted. This process is followed by an asphalt overlay. Other asphalt repair projects will consist of standard 2” surface maintenance overlays along with mill and fill overlay.                  Proposed Full Depth Reclamation Projects:</p> <ol style="list-style-type: none"> <li>1.Parks Avenue \$93,197</li> <li>2.Kernodle Street \$103,180</li> <li>3.Heath Street \$227,808</li> <li>4.Hays Lane \$ 55,000</li> <li>5. To Be Determined \$43,000</li> </ol> <p>\$400,000 Concrete Repairs of streets/alleys                  \$100,000 Miscellaneous Sidewalk Construction                  \$100,000 Pavement Lift and Stabilization</p> <p>\$25,000 Miscellaneous Sidewalk Repair (Mud Jacking) These funds will be used to establish an annual maintenance contract for lifting and leveling uneven sidewalks.</p> <p>\$50,000 Pavement Marking                  Maintain and upgrade pavement markings on various roadways throughout town.</p> <p>\$28,000 Pavement Preservation – Surface Treatments                  Preservative surface treatments such as Slurry Seals, Micro surfacing and Reclamite Rejuvenators, and crack sealing.</p> <p>\$175,000 The cost for construction materials and supplies used by city staff in its day to day maintenance operations. These supplies/materials include, hot mix asphalt, cold mix asphalt, asphalt tac, concrete, rock, flexbase, gravel and other miscellaneous material used for in-house construction and maintenance activities.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

347 GENERAL MAINT. SUPPLIES	6,922	7,500	7,500	7,500
384 DRAINAGE SYSTEM REPAIR SUPPLIES	19,762	20,000	20,000	20,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016	2017	2017	2018 City
	Actual Amount	Adopted Budget	Amended Budget	Manager Approved
392 SIGNS AND SIGNALS	109,422	351,600	544,100	142,250

<b>Notes:</b>	Signs and Signals
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\$11,660 Opticom Traffic Signal equipment for New Intersections. FM 1141 at SH 552 along with FM 3097 at County Line Road.

\$7,983 Purchase (2) Solar Power High Intensity LED Radar Signs. The pole mounted radar signs will be used to monitor traffic and address speeding concerns on designated streets that meet placement criteria. The signs will increase community awareness of speed, while providing critical speed data to our engineering and police departments.

\$22,622 Rapid Flashing Pedestrian Crossing System  
 The RRFB (Rectangular Rapid Flashing Beacon) is a rectangular shaped, high intensity signal head which flashes in a wig-wag, rapid flickering pattern. The alternating signals provide direct, ultra-bright concentration as well as wide-angle intensity. The beacons are pedestrian activated by push button. We are requesting to place additional RRFB,s at the school zone crosswalk crossing John King Blvd at Chesterwood Drive along with the school zone crosswalk located at North Lakeshore and Petaluma Drive. These streets are both multi lane divided collectors. By supplementing the existing crosswalk signs with the RRFB,s we can increase the walkability and safety of these crosswalks.

\$60,000 Maintenance and repair of our streets and regulatory sign network. Funding from this account also fund the maintenance, repair and replacement of our school zone beacon network (31-flashing beacons) along with our flashing crosswalk systems. The cost of sign materials and supplies continue to trend up through cost increases and accession. Materials purchased out of this budget include, The replacement of random street and regulatory signage, sign blanks, sign poles (conventional and decorative), mounting brackets, street sign mounting crosses etc. This account also covers the cost special signage projects for other city departments/divisions. Other than the in-house fabrication of random sign replacement this budget is directed to the bulk purchase of pre-fabricated signs with outsourced production including fixtures, mounts and poles.

\$40,000 (Contract Out Sign Fabrication)  
 10 – Year Strategic Sign Replacement Program – Incremental Signage Replacement  
 The reflective properties of sign materials decrease over time due to exposure to sunlight and other factors. As the reflective materials degrade, a sign becomes harder to see at night. This program would provide for the uniform replacement of all signs in a given area at specified intervals based on the signs expected lifespan above the minimum standards for retro reflectivity.  
 High Intensity Prismatic sheeting on.080 aluminum street signs have an average durability lifespan of 10 years. Over and above general maintenance, street and regulatory signs should be on a replacement schedule that insures that the signs are replaced within their designed lifespan. This program would consist of budgeting for and replacing approximately 10% of the in-field signage inventory each year (this would include both street and regulatory signage). By working off a grid system, the signs can systematically be replaced with new signs allowing the older signs to be rotated out of the inventory.  
 Incremental Sign Rotation - remove and replace 1,000 pre-fabricated street signs per budget year at a fabrication cost of \$40.00 per sign. 1,000 signs at \$40.00 per sign =40,000 per budget year. Incremental funding increases will be necessary each budget year to cover the cost of the additional signage added through accession and cost increases for pre-fabricated signs. The fabrication of these signs will be outsourced and purchased in bulk.

\*CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">Traffic Signal Installation</td> </tr> <tr> <td colspan="5">\$355,000 Traffic Signal Installation at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation.</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Disapproved. Intersection safety has been improved with the addition of flashing stop signs. When this becomes SH205, TxDOT will pay for and install signalization</td> </tr> </table>					<b>Notes:</b>	Traffic Signal Installation				\$355,000 Traffic Signal Installation at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation.					*CITY MANAGER'S COMMENTS: Disapproved. Intersection safety has been improved with the addition of flashing stop signs. When this becomes SH205, TxDOT will pay for and install signalization																			
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393 STREET LIGHTING SUPPLIES	-	-	-	5,000																														
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<i>OPERATIONS</i>																																		
410 DUES & SUBSCRIPTIONS	-	-	900	700																														
415 RECRUITING EXPENSES	137	-	200	-																														
430 TUITION & TRAINING	1,461	4,000	4,000	5,600																														
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436 TRAVEL	3,315	5,000	5,000	5,000																														
	4,913	9,000	10,100	11,300																														
<i>UTILITIES</i>																																		
504 STREET LIGHTING	477,039	515,750	492,000	515,750																														
507 CELLULAR TELEPHONE	3,948	6,800	6,800	6,950																														
	480,987	522,550	498,800	522,700																														
<i>CAPITAL</i>																																		
612 COMPUTER EQUIPMENT	6,050	-	-	2,800																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">New Laptops</td> </tr> <tr> <td colspan="5">2 - Dell Latitude E6440 laptops for the streets division (City Works Implementation) at \$1,400 each.</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	New Laptops				2 - Dell Latitude E6440 laptops for the streets division (City Works Implementation) at \$1,400 each.					*CITY MANAGER'S COMMENTS: Approved																			
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	378,131	93,600	93,600	99,600

Notes:	New Equipment
<p>\$8,600 STALKER/ Speed Awareness Monitor/ Trailer Mounted/Solar Powered/6000 Programmer Speed trailers promote safety by helping to control speeding but they are also an invaluable monitoring and tracking tool. The streets division would like to supplement the existing speed trailer with a second speed trailer.</p>	
<p>\$35,000 Replace (2) Mobile Message Sign Board Trailers These trailers provide us with very effective communication devices for conveying critical information to motorist and the public in general. When motorist need advanced warning notice of road construction, detour information, roadway hazards or emergency information the electronic message boards provide a highly visible and effective way to deliver that information. The electronic message signs also play a key role in large scale city sponsored special events such as The Founders Day Festival, and the July 4th Fireworks Show and HHW.  These trailers have been in service now for 9-years, which is really outdated for this type of equipment. The message programmers are now obsolete and no longer capable of being programmed electronically by laptop or Bluetooth app. While these message boards remain marginally functional, they are in bad condition. They are sun faded, have scaling paint, worn out and dated.. In some digital configurations the message display no longer produces smooth, full clear bold text.</p>	
<p>\$13,000 Replace –ST-103-03- Ingersoll Rand Trailer w/Jack Hammer This trailer ential piece of equipment. It is used for a backup jackhammer in cases whereby we require releasing backhoe spade, condition is fair. This trailer would require such repairs as lights, axle bearings, tires etc. It is 14 years old and meets the replacement criteria. Proposed Replacement Unit – 2017/2018 Doosan 185-HP compressor with jack hammer.</p>	
<p>\$17,000 Broom Attachment for Existing 2011 John Deere Front End Loader 524K Replaces Existing Construction Broom Out of Service/Worn Out. This attachment is used for road construction, emergency clean up of storm debris, silt dirt etc. Repair is no longer feasible</p>	
<p>\$13,000 - Replace the 1999 16-FT Belshe Trailer 12-K Model T-1 (black)  This trailer is used for transporting various pieces of equipment to the various jobsites. This trailer is in fair to poor condition and will require such repairs as electrical lights, axle bearings brakes. Considering frequency of use and condition, along with the amount of repairs it will need to keep it in service, replacement is warranted. Proposed Replacement Unit – 2017/2018 20-FT Interstate Tilt Trailer Model TST-16</p>	
<p>\$13,000 - Replace a 2001 16-FT Belshe Trailer 18-K Model T-18  This trailer is used for transporting various pieces of equipment to the various jobsites. This trailer is in fair to poor condition and will require such repairs as electrical lights, axle bearings brakes, etc. and should be considered unsafe for towing heavy equipment in its current condition. Considering frequency of use and condition, along with the amount of repairs it will need to keep it in service, replacement is warranted. This vehicle meets all of the established retirement criteria’s. Proposed Replacement Unit – 2017/2018 20-FT Interstate Tilt Trailer Model TST-16</p>	
<p>*CITY MANAGER'S COMMENTS: Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Vactor Truck
<p>\$365,000 Freightliner Vactor Truck Model 311E/11                  Proposed Specifically for Storm Drainage Maintenance Operations to implement a Storm Water System Maintenance Plan including procedures and maintenance schedules for structural controls. These controls include pipes, culverts, inlets, ditches and drainage swales. These systems along with other storm water conveyance systems are major components that serve an important function in safely conveying storm water.</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

623 VEHICLES	192,709	205,950	205,950	116,250
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<b>Notes:</b>	Vehicle Replacements
<p>Replace - 2002 Ford F-650 Dump Truck                  Mileage: 33,661                  Condition: Fair/Poor</p> <p>This truck is vital to day to day operations. It is used for street sanding, transporting dirt, debris and hauling equipment to jobsites on a daily basis.                  This truck has had several costly mechanical issues within the last two years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc.</p> <p>Proposed Replacement unit: 2017-2018 Kenworth Chassis 12 yard dump body w/8 yard sand spreader, underbody tool box pass side, LED light bar, traffic advisor, 4-way strobe kit, etc.                  2nd Year Request. \$125,000</p> <p>Replace - 2006 Ford F-650 Brush Truck                  Mileage: 14,433                  Condition: Fair/Poor</p> <p>This truck is vital to day to day general maintenance operations and serves as a multi-purpose vehicle. The truck considered a daily use vehicle and is deployed primarily by the Streets and Parks Divisions. In emergency situations, such as severe weather/wind/ice/events, this vehicle is indispensable and is key to our debris and brush removal operations. The brush grapple attachment would eliminate the need or a loader to follow the truck since it is self contained/self loading unit.</p> <p>Streets Use - Brush and debris removal for general Right-of-Way maintenance, emergency clean up of brush and debris caused by storm events.</p> <p>Parks Use - Park maintenance, landscape maintenance, tree pruning and removal, along with emergency clean of brush and debris caused by storm damage at various park locations.</p> <p>The existing truck has had several mechanical issues within the last 2-years that include electrical issues a/c issues. The vehicle is consistently out of service due to electrical issues.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple. \$180,000</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<b>Notes:</b>	<b>Vehicle Replacements</b>			
<p>Replace - 2005 Ford F-250 Ex Cab-with Utility Bed                      Mileage: 123,000                      Condition: Fair/Poor                      This truck is vital to day to day operations within our sign tech operations. This vehicle is used for daily sign maintenance operations, school light maintenance, traffic signals, special event support and general operations activities. This truck has had several mechanical issues within the last 1-2 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage and meets or exceeds the replacement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-250 Extended Cab Service Truck with 5-K remote control auto crane used for sign pole operations, headache rack, compressor/generator, safety lights, etc. \$50,000</p> <p>Replace - 2006 Ford Crown Victoria 4-Door Sedan Mileage 130,000                      Condition: Fair/Poor                      This vehicle is vital to day to day operations. In the 2016/2017 budget cycle, a new position was approved for the division but a vehicle was not provided. This vehicle is currently being used by a crew leader within the streets maintenance crew due to a shortage of utility trucks within the division. This vehicle previously served as a pool vehicle for the division. This re-purposed vehicle meets all of the established retirement criteria's.                      This vehicle has had several mechanical issues within the last 2-3 years that include major coolant leak which required towing, a/c repairs, and brakes. This vehicle meets all of the established retirement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-150 with toolboxes \$25,000</p> <p>Replace - 2006 Chevrolet C-2500 Ext Cab Pickup Mileage 112,044                      Condition: Fair/Poor                      This truck is vital to day to day operations. The vehicle is currently being used by the Field Operations Supervisor as a take home vehicle for the express purpose of emergency response. This vehicle is a operation critical vehicle and must be available for emergency response 24/7.                      This vehicle has had several mechanical issues within the last 1-2 years that include brake booster, master cylinder, suspension repairs, electrical issues and the radiator replaced. This vehicle meets all of the established retirement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-150 with toolboxes \$25,000</p> <p>2017-18 KUBOTA Multi-Purpose Utility                      Cart Proposed Specifically for Street Maintenance Operations                      This vehicle would be used primarily for the placement of traffic control devices. Traffic control and will be an essential part of the daily operations of the streets division. Cones/Road Construction Ahead/Right Lane Closed Ahead, etc. The cones and signage often need to be placed over a long distances to cover the various phases of a work zone such as Advanced Warning Zone/Transition Tapers/ Area/Activity Area/Termination Area/                      Termination Tapers. The placement of these work zones require that the various traffic control devices need to be spaced at required distances that often cover several hundred feet in length. This vehicle would also be used for special event support \$16,254</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>				

634 DRAINAGE PROJECTS	362,107	-	-	-
	<u>938,997</u>	<u>299,550</u>	<u>299,550</u>	<u>218,650</u>
<b>STREETS Totals</b>	<b>3,281,517</b>	<b>3,595,200</b>	<b>4,055,550</b>	<b>3,360,950</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2017  
**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District will be increasing their rate by 10% from the current 2.53 to 2.78 per thousand gallons of treated water. The District has established a long-range rate model and it was incorporated into the City's most recent rate study.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past several years and while consumption is increasing, it is still more than 25% below our highest previous consumption levels seen before conservation was implemented.

The City raised rates effective January 1, 2017 so the full-year effect of this increase has not yet been realized. The proposed budget assumes a full-year of the new rates on the consumption volumes and the need for another rate increase on or before January 1, 2018 to increase revenues by another 10% overall although we are still fine tuning this calculation for presentation to Council later in the fall. The proposed budget assumes implementation of this increase but we will monitor fall consumptions to see if they trend upward from this point.

We should undertake an independent rate evaluation during FY2018 in order to prepare for larger projects expected in FY2020 and beyond. The proposed budget allows sufficient funds to hire a rate consultant for this purpose.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2014 as well. These rates are designed to cover completely our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase of 4.26% based on study findings. The wholesale contracts with Blackland and RCH were extended at the end of 2014. The City of Heath's year-to-year contract with Rockwall provided for rate increases as NTMWD adjusts their rate and includes a minimum take provision which was implemented in FY2017.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Revenues	21,711,220	22,412,800	22,507,400	24,482,100
Operating Expenses	14,988,195	18,546,100	18,041,150	19,526,300
<b>Operating Income (Loss)</b>	<b>6,723,025</b>	<b>3,866,700</b>	<b>4,466,250</b>	<b>4,955,800</b>
Non-Operating Revenues	1,218,017	1,068,200	1,784,850	1,093,200
Non-Operating Expenses	4,093,938	4,269,200	4,269,200	3,516,100
<b>Non-Operating Income (Loss)</b>	<b>(2,875,921)</b>	<b>(3,201,000)</b>	<b>(2,484,350)</b>	<b>(2,422,900)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>3,847,105</b>	<b>665,700</b>	<b>1,981,900</b>	<b>2,532,900</b>
Net Transfers In (Out)	(949,250)	(986,650)	(986,650)	(1,015,050)
<b>Net Income (Loss)</b>	<b>2,897,855</b>	<b>(320,950)</b>	<b>995,250</b>	<b>1,517,850</b>
Working Capital - Beginning	1,666,753	2,769,712	4,564,608	5,559,858
<b>Working Capital - Ending</b>	<b>4,564,608</b>	<b>2,448,762</b>	<b>5,559,858</b>	<b>7,077,708</b>

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Available Operating Revenues:					
4601	Retail Water Sales	12,442,555	12,121,650	12,121,650	13,333,850
4603	Sewer Charges	6,245,541	6,644,000	6,644,000	7,308,400
4605	Pretreatment Charges	15,143	18,000	38,600	18,000
4609	HHW Fees	103,345	100,000	105,000	100,000
4610	Penalties	296,854	220,000	265,000	220,000
<b>Total Utility Sales</b>		<b>19,103,438</b>	<b>19,103,650</b>	<b>19,174,250</b>	<b>20,980,250</b>
4622	RCH Water Sales	1,028,904	1,002,300	1,002,300	1,032,350
4632	Blackland Water Sales	566,083	681,000	681,000	701,450
4640	Mclendon Chisholm Sewer	2,428	7,000	7,000	7,000
4650	City of Heath Water Sales	764,716	1,421,850	1,321,850	1,564,050
<b>Total Contract Sales</b>		<b>2,362,131</b>	<b>3,112,150</b>	<b>3,012,150</b>	<b>3,304,850</b>
4611	Portable Meter Sales	59,163	20,000	130,000	20,000
4660	Water Taps	129,395	120,000	134,000	120,000
4662	Sewer Taps	36,593	35,000	35,000	35,000
4665	Meter Rental Fees	20,500	22,000	22,000	22,000
<b>Total Other Receipts</b>		<b>245,651</b>	<b>197,000</b>	<b>321,000</b>	<b>197,000</b>
<b>Total Operating Revenues</b>		<b>21,711,220</b>	<b>22,412,800</b>	<b>22,507,400</b>	<b>24,482,100</b>
Available Non-Operating Revenues					
4001	Interest Earnings	51,311	25,000	77,500	50,000
4010	Auction/Scrap Proceeds	2,382	5,000	41,700	5,000
4019	Miscellaneous	34,980	15,000	15,000	15,000
4450	Land Sales	-	-	265,450	-
4480	Tower Leases	177,070	188,200	188,200	188,200
4670	Water Impact Fees	724,753	625,000	908,000	625,000
4672	Sewer Impact Fees	227,521	210,000	289,000	210,000
<b>Total Non-Operating Revenue</b>		<b>1,218,017</b>	<b>1,068,200</b>	<b>1,784,850</b>	<b>1,093,200</b>
<b>Total Available Revenues</b>		<b>22,929,237</b>	<b>23,481,000</b>	<b>24,292,250</b>	<b>25,575,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers Out				
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	40,000	50,000	50,000	55,000
To Vehicle Replacement Fund	-	25,000	25,000	50,000
To Tech Replacement Fund	9,250	11,650	11,650	10,050
<b>Total Transfers Out</b>	<b>949,250</b>	<b>986,650</b>	<b>986,650</b>	<b>1,015,050</b>
Net Operating Transfers				
In (Out)	(949,250)	(986,650)	(986,650)	(1,015,050)

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,183,615	1,063,500	1,046,300	1,150,700
63 Water Operations	9,105,360	10,713,700	10,418,300	11,466,800
67 Sewer Operations	4,699,220	6,768,900	6,576,550	6,908,800
Total Dept. Expenses	14,988,195	18,546,100	18,041,150	19,526,300
Non Operating Expenses				
62 Long Term Debt	4,093,938	4,269,200	4,269,200	3,516,100
Total Non-Operating Expenses	4,093,938	4,269,200	4,269,200	3,516,100
Total Expenses	19,082,133	22,815,300	22,310,350	23,042,400

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Debt Service	4,093,937	4,269,200	4,269,200	3,516,100
<b>Total</b>	<b>4,093,937</b>	<b>4,269,200</b>	<b>4,269,200</b>	<b>3,516,100</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	8,866	10,000	10,000	10,000
0752 BOND - PRINCIPAL	2,215,000	2,490,000	2,490,000	1,761,000
0754 BOND - INTEREST	1,145,194	1,205,350	1,205,350	1,424,200
0772 NTMWD - PRINCIPAL	469,552	338,350	338,350	216,700
0774 NTMWD - INTEREST	255,326	225,500	225,500	104,200
<b>Debt Service TOTAL . . . . .:</b>	<b>4,093,937</b>	<b>4,269,200</b>	<b>4,269,200</b>	<b>3,516,100</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

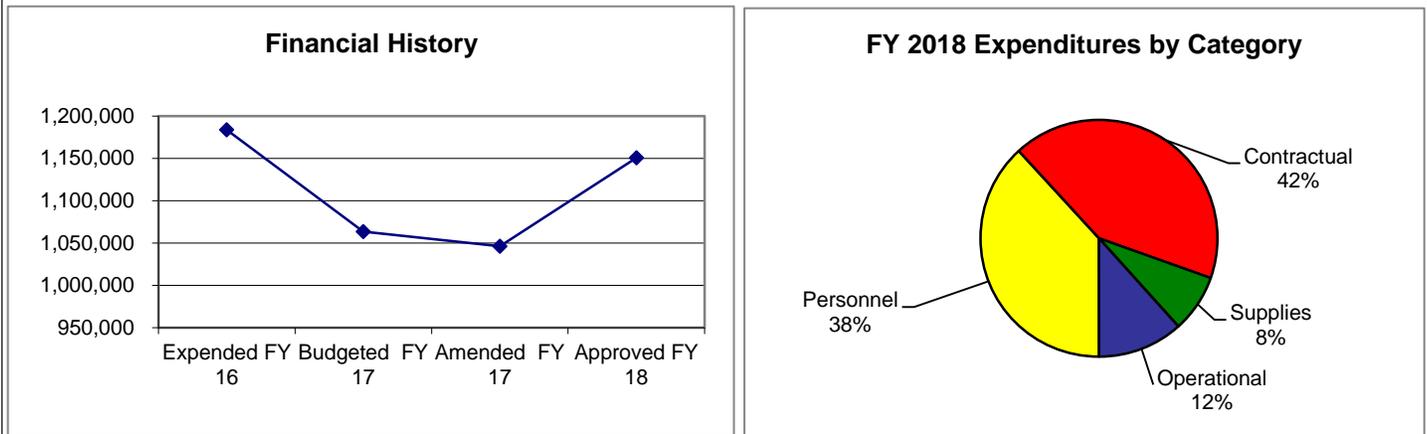
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	417,895	433,100	433,100	439,350
Contractual	449,184	395,800	403,600	486,250
Supplies	87,493	90,800	90,800	90,800
Operational	229,042	143,800	118,800	134,300
<b>Total</b>	<b>1,183,615</b>	<b>1,063,500</b>	<b>1,046,300</b>	<b>1,150,700</b>

### Personnel Schedule

Position	Classification	2017 Approved	2018 Proposed
Utility Billing Supervisor	22	1	1
Crewleader	15	1	1
Customer Service Representative	11	3	3
Meter Technician	11	3	3

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	75,789	75,850	75,850	75,850
104 SALARIES & WAGES-CLERICAL	103,917	106,600	106,600	107,250
107 SALARIES & WAGES-LABOR	151,990	162,650	162,650	166,350
109 SALARIES & WAGES-OVERTIME	1,347	500	500	500
113 EDUCATION/CERTIFICATE PAY	900	900	900	1,200
114 LONGEVITY PAY	2,862	3,750	3,750	4,250
120 FICA & MEDICARE EXPENSE	25,562	26,400	26,400	26,750
122 T.M.R.S. RETIREMENT EXPENSE	55,530	56,450	56,450	57,200
<i>PERSONNEL SERVICES Totals</i>	<u>417,895</u>	<u>433,100</u>	<u>433,100</u>	<u>439,350</u>
<i>CONTRACTUAL</i>				
210 AUDITING	20,500	25,000	20,000	20,000
217 IT SERVICE	20,671	30,000	30,000	36,000

<b>Notes:</b>	<b>IT Contracts</b>
<p>Internet service monthly cost increased with the install of new fiber to FS 3, FS 4 and the Court bldg. Total cost of the internet service city-wide is split between General fund, Water/Sewer fund and Court Technology fund.</p> <p>\$13,500 Datamax                  7,000 Misc IT projects                  15,500 Internet service to all locations</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

223 INSURANCE-SURETY BONDS	204	200	200	200
225 INSURANCE-AUTOMOBILES	15,910	17,000	23,100	24,500
227 INSURANCE-REAL PROPERTY	28,497	30,000	30,000	37,400
228 INSURANCE-CLAIMS & DEDUCTIBLES	17,793	25,000	25,000	25,000
229 INSURANCE-LIABILITY	22,855	24,000	30,700	31,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	312,595	229,500	229,500	297,050

<b>Notes:</b>	<b>Standard Contracts</b>
<p>Last year we negotiated a fee reduction with the online processing credit card company. Average monthly credit card fees did decline however the number of online bill payment customers has increased.</p> <p>\$ 41,500 Tyler Tech          6,500 Master Meter          1,500 Neopost          115,000 Dataprose          80,000 Credit Card Processing          800 Check Scanner          2,100 Itron</p> <p>In addition, we want to upgrade our current billing software to add a module for the online presentment and payment feature. This will allow us to offer real-time balance information. The vendor who does our bill printing provides online presentment but the balance is only good on the day the bill is printed. This is frustrating to our customers whose payment may have crossed in the mail and have to call in to be told how much to pay. We answer many calls a week like this. The one-time cost is \$31,100 and a recurring \$4,320 in annual maintenance. We anticipate saving about \$6,000 per year that we are paying our current vendor though.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

235 BANK CHARGES	2,052	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	192	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	7,917	9,100	9,100	9,100
<i>CONTRACTUAL Totals</i>	<u>449,184</u>	<u>395,800</u>	<u>403,600</u>	<u>486,250</u>

*SUPPLIES*

301 OFFICE SUPPLIES	899	1,800	1,800	1,800
307 POSTAGE	79,678	80,000	80,000	80,000
310 PRINTING & BINDING	6,917	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	-	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	<u>87,493</u>	<u>90,800</u>	<u>90,800</u>	<u>90,800</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	300	300	300
430 TUITION & TRAINING	1,995	2,000	2,000	2,000
436 TRAVEL	315	1,500	1,500	2,000
450 BAD DEBT EXPENSE	122,773	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE DAY	103,959	110,000	85,000	100,000
<i>OPERATIONS Totals</i>	<u>229,042</u>	<u>143,800</u>	<u>118,800</u>	<u>134,300</u>

<b>BILLING SERVICES Totals</b>	<b>1,183,615</b>	<b>1,063,500</b>	<b>1,046,300</b>	<b>1,150,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

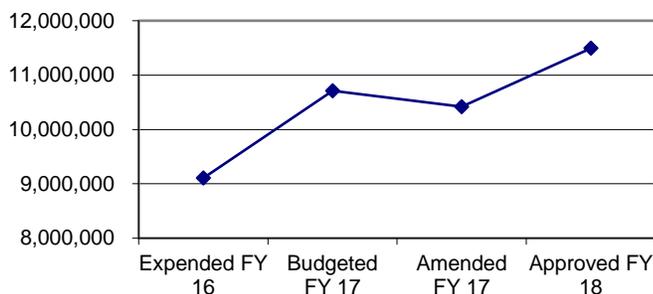
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	845,182	937,350	931,650	957,550
Contractual	7,574,347	8,751,250	8,414,750	9,692,600
Supplies	332,795	430,200	442,200	457,200
Operational	9,393	16,000	17,300	15,900
Utilities	343,644	310,550	310,550	290,550
Capital	-	268,350	301,850	79,000
<b>Total</b>	<b>9,105,360</b>	<b>10,713,700</b>	<b>10,418,300</b>	<b>11,492,800</b>

### Personnel Schedule

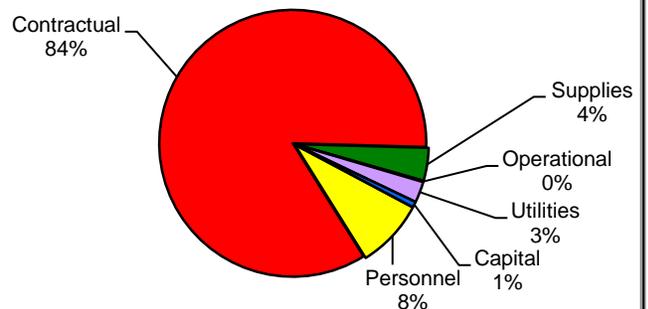
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	15	1	1
Water Quality Technician	12	2	2
Equipment Operator	13	1	1
Production Technician I	11	2	2
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERV	172,958	175,750	175,750	175,750
104 SALARIES & WAGES-CLERICAL	57,525	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	390,088	482,450	448,150	487,450

<b>Notes:</b>	<b>Backflow Specialist</b>
<p>The Water Department is requesting to add a Backflow Specialist. Our staff has one employee that oversees the annual inspection function. Their duties currently include receiving the reports from the certified testers and keeping records for each device, mailing reminders to businesses for annual test reports, and compliance enforcement outlined in the ordinance. Staff checked with several cities within the Dallas Metroplex to determine if they charge a fee to perform this service and determine what level of services is performed to verify compliance with State Law.</p> <p>Staff recommends that an employee witness each test performed on each device. Currently, there is no process in place to ensure that the testers are physically testing the devices or using proper procedures to ensure the safety of the drinking water supply. A fee could be assessed of \$30.00 per each inspection of each backflow device. The funding collected for the inspection of 2000 devices in our system will pay for an individual to perform these functions.</p> <p>This individual would also test and maintain each of the City's backflow devices further providing savings to the City.</p> <p>\$43,480 Salary          10,440 Benefits          1,250 Cell phone          1,600 Laptop  <u>30,660 Pickup Truck</u>          87,430 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

109 SALARIES & WAGES-OVERTIME	53,473	45,000	76,000	60,000
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<b>Notes:</b>	<b>Overtime Increase</b>
<p>Over the past four years, the Water Division has exceeded the overtime budget. The trend over the four-year period indicates an increase of \$15,000 in overtime expenses.</p>	

113 EDUCATION/CERTIFICATE PAY	1,800	3,600	3,600	3,600
114 LONGEVITY PAY	6,025	8,700	6,300	7,150
120 FICA & MEDICARE EXPENSE	50,881	54,300	54,300	54,850
122 T.M.R.S. RETIREMENT EXP.	112,432	116,100	116,100	117,300

<i>PERSONNEL SERVICES Totals</i>		<u>845,182</u>	<u>937,350</u>	<u>931,650</u>	<u>957,550</u>
<i>CONTRACTUAL</i>					
211 LEGAL	1,815	5,000	50,000	50,000	
213 CONSULTING FEES	13,997	20,000	20,000	20,000	
231 SERVICE-MAINT. CONTRACTS	47,124	53,200	53,200	53,200	
237 UNIFORM SERVICE	13,550	15,400	15,400	15,400	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
240 EQUIPMENT REPAIRS	8,662	10,000	12,000	13,000

<b>Notes:</b>	Budget Amendment
The Water Division had some unexpected repairs this year.	

242 EQUIPMENT RENTAL & LEASE	8,614	16,000	16,000	16,000
244 BUILDING REPAIRS	2,987	15,000	5,000	15,000

<b>Notes:</b>	Addition of New Structures
3,500 sf. cover to protect pipe, fitting, and equipment in the yard \$35,900	
416 sf. structure to hoist and store additional sand spreaders \$13,300	
4,500 sf. cover for heavy equipment \$48,530	
*CITY MANAGER'S COMMENTS: Disapproved	

246 VEHICLE REPAIRS	33,523	22,000	32,000	28,000
270 WASTE DISPOSAL SERVICE	3,323	10,000	10,000	10,000
280 STATE PERMITS	31,969	49,500	39,500	49,500
281 METER REPAIR & REPLACEMENT	8,422	12,000	12,000	12,000
287 WATER PURCHASES	7,256,197	8,349,000	7,999,000	9,259,850
288 WATERLINE REPAIR & REPLAC	36,066	70,000	70,000	70,000
289 RESERVOIR MAINT. & REPAIR	108,099	104,150	80,650	80,650

<b>Notes:</b>	Dismantle Boydston Water Tower
The Boydston Water Tower was taken is not in use in our water system. We get complaints that the tower is unsightly because it needs painted. Since it doesn't function for water storage the tower could be dismantled much more cost effectively. The tower holds antennas for several cellular providers who pay rental fees to the City. Those would need to be accommodated on the adjacent structural tower. A consultant looked at the structural tower and determined it could hold the extra weight with a few upgrades. The cost to remove the tower will be \$200,000 and the cost to upgrade the structural tower is \$41,200.	
*CITY MANAGER'S COMMENTS: Disapproved	

	CONTRACTUAL Totals	7,574,347	8,751,250	8,414,750	9,692,600
<b>SUPPLIES</b>					
301 OFFICE SUPPLIES		1,327	2,550	2,550	2,550
310 PRINTING & BINDING		778	2,000	2,000	2,000
323 SMALL TOOLS		24,868	34,850	34,850	34,850
325 SAFETY SUPPLIES		9,934	8,000	8,000	8,000
331 FUEL & LUBRICANTS		31,399	30,300	42,300	42,300
333 CHEMICAL		4,457	13,500	13,500	13,500
335 PROPANE		4,312	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUP		34,264	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY		6,589	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY		2,446	11,000	11,000	11,000
381 WATER PIPE FITTINGS		41,440	50,000	50,000	50,000
382 METER SUPPLIES		170,982	175,000	175,000	190,000

<b>SUPPLIES Totals</b>	332,795	430,200	442,200	457,200
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,057	2,400	2,400	2,400
415 RECRUITING EXPENSES	247	100	100	-
430 TUITION & TRAINING	7,496	8,500	9,800	8,500
436 TRAVEL	593	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	9,393	16,000	17,300	15,900
<i>UTILITIES</i>				
501 ELECTRICITY	333,764	300,000	300,000	280,000
507 CELLULAR TELEPHONE	5,475	6,050	6,050	6,050
508 TELEPHONE SERVICE	4,405	4,500	4,500	4,500
<i>UTILITIES Totals</i>	343,644	310,550	310,550	290,550
<i>CAPITAL</i>				
621 FIELD MACHINERY & EQUIPMENT	-	68,850	68,850	26,000

<b>Notes:</b>	<b>New Equipment</b>
<p>Enigma - Correlation System for Leak Location                  Enigma loggers are deployed at valves or hydrants. They may be programmed for either daytime or night-time operation. The loggers record the actual leak sound. When retrieved the leak sound is transferred to the host software where it is processed to display all leak positions between loggers. This system would save the Water Division time and labor in determining the exact location of a leak and prevent extensive excavation and time only to discover that the water is coming from groundwater or a spring.</p> <p>Enigma 8 pod case with 4 enigma correlators and Enigma hyQ 2 correlators + hydrophones \$26,000</p> <p>Grand LX - Valve Maintenance Trailer                  The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine. \$75,000</p> <p><i>*CITY MANAGER'S COMMENTS: Enigma Correlator is Approved, Trailer is Disapproved</i></p>	

623 VEHICLES	-	199,500	233,000	53,000
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<b>Notes:</b>	<b>New Vehicles</b>
<p>FORD F-150 EXTENDED CAB                  This vehicle will replace a 2004 Ford Ranger with 95,060 miles driven by one of the Water Quality Technician. Engel Portable Fridge to maintain temperature of water sample. \$800                  FORD F-150 EXTENDED CAB = \$30,660                  Total: \$31,460</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Trucks 1/2 ton
<p>Replace units 196 and 198 in Meter Services with 1/2 ton trucks. Both of these older vehicles are hand-me-downs from other departments. A brief description of each truck:</p> <p>Unit 196 is a 2005 1/2 ton with 120,000 miles in need of exhaust leak repair, popping noise when turning and engine light stays on.</p> <p>Unit 198 is a 2006 1/2 ton with 90,000 miles in need of transmission replacement.</p> <p>Total replacement cost is \$53,000</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<i>CAPITAL Totals</i>	-	268,350	301,850	79,000
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<b>WATER OPERATIONS Totals</b>	<b>9,105,360</b>	<b>10,713,700</b>	<b>10,418,300</b>	<b>11,492,800</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

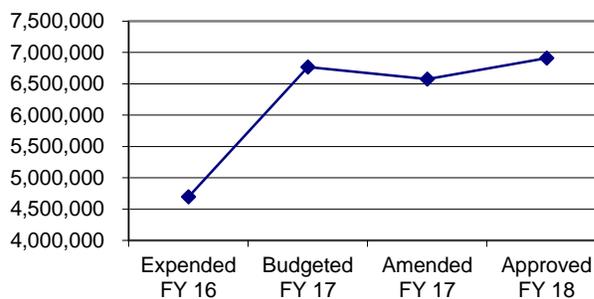
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	722,642	878,700	827,400	884,200
Contractual	3,732,758	4,521,000	4,529,550	5,127,350
Supplies	130,678	192,650	197,950	197,950
Operational	9,743	14,450	14,550	14,450
Utilities	103,399	135,150	120,150	136,400
Capital	-	1,026,950	886,950	548,450
<b>Total</b>	<b>4,699,220</b>	<b>6,768,900</b>	<b>6,576,550</b>	<b>6,908,800</b>

### Personnel Schedule

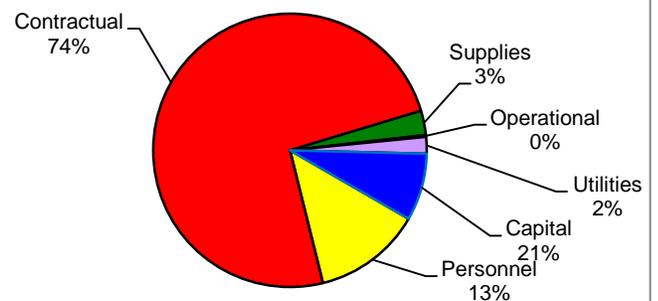
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	15	2	2
FOG Agent	15	-	1
Production Technician II	14	1	1
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	147,250	147,350	147,350	147,350
107 SALARIES & WAGES-LABOR	353,152	509,950	436,950	507,550

Notes:	New Positions
<p>Maintenance Worker The Wastewater Division is requesting the addition of a Maintenance Worker. The new Maintenance Worker is needed to allow for two individuals to operate the current jet truck and assist with service calls.</p> <p>\$31,086 Salary 7,464 Benefits \$38,550 Total</p>	
<p>Pump Mechanic The Production Division is requesting the addition of a Pump Mechanic. The individual would focus on scheduled preventative and predictive maintenance of the 76 wastewater pumps and 15 water pumps.</p> <p>\$47,915 Salary 11,504 Benefits \$59,419 Total</p>	
<p>FOG Implementation/Enforcement Agent The Environmental Protection Agency (EPA) provides regulatory guidelines to eliminate pollutants that discharge into the sewer system that cause interference such as Fats, Oils, and Grease (FOG) that are discharged by residential, commercial, institutional, and industrial users. FOG presents a significant problem to the wastewater collection and treatment systems, causing sewer blockages resulting in sewer overflows and spills. Statistics have shown that 47 percent of reported blockages of sewer systems is from FOG related issues. A FOG program is a part of the City's Capacity, Management, Operations, and Maintenance Program (CMOM) submitted to the EPA for approval on December 12, 2016.</p> <p>The FOG Implementation/Enforcement Agent will report directly to the Water/Wastewater Manager. The primary duties of the new position will include:</p> <ul style="list-style-type: none"> <li>• Public educational activities</li> <li>• Conduct annual inspection of grease interceptors at food service establishment</li> <li>• Issuance of permits for approved companies that clean establishments grease interceptors</li> <li>• Written notices of violation and take enforcement action for noncompliance</li> <li>• Detailed records and reports</li> </ul> <p>\$43,480 Salary 10,440 Benefits \$53,920 Total</p>	
<p>*CITY MANAGER'S COMMENTS: FOG Agent is Approved, maintenance worker and mechanic are Disapproved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
109 SALARIES & WAGES-OVERTIME	74,838	60,000	84,000	60,000
113 EDUCATION/CERTIFICATE PAY	2,700	3,600	1,500	3,600
114 LONGEVITY PAY	6,715	6,900	6,700	7,700
120 FICA & MEDICARE EXPENSE	42,174	48,100	48,100	50,350
122 T.M.R.S. RETIREMENT EXPENSE	95,813	102,800	102,800	107,650
<i>PERSONNEL SERVICES Totals</i>	722,642	878,700	827,400	884,200

CONTRACTUAL

213 CONSULTING FEES	56,553	50,000	50,000	50,000
231 SERVICE-MAINT. CONTRACTS	31,683	158,300	158,300	136,700

<b>Notes:</b>	<b>New Software and Services</b>
<p>Ongoing maintenance:                  Air cards \$4,320                  Generator maintenance \$ 9,748                  Load bank testing all stations \$5,330                  SCADA support \$7,772                  Bomgar Service \$750                  Mowing lift stations \$7,800</p> <p>XC2 FOG Management Software for FOG program \$7,000</p> <p>Cityworks Public Asset Management Maintenance Contract \$45,000</p> <p>Granite Support Plan \$1,800</p> <p>Evoqua Odor Control - Timber Creek and Fontana Ranch lift stations \$31,000</p> <p>The wastewater division has received numerous complaints about sewer odor in the area of Tubbs Road and Mahogany Drive. Evoqua has taken readings and recommended adding odor control at the Mims lift station. Besides controlling odors in the system, Evoqua’s treatment with Bioxide prevents corrosion and overcomes safety concerns associated with atmospheric hydrogen sulfide. \$20,000</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	10,978	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	18,919	16,000	16,000	16,000
242 EQUIPMENT RENTAL & LEASE	3,015	10,000	15,000	10,000

<b>Notes:</b>	<b>Budget Amendment</b>
<p>Request additional funding of \$5,000 to complete the 2017 budget year. The division has experienced several unexpected pump failures at some key lift stations that required the rental of pumps and crane trucks.</p>	

246 VEHICLE REPAIRS	22,015	21,600	21,600	21,600
279 INDUSTRIAL PRE-TREATMENT	25,914	46,400	48,800	53,750
282 LIFT STATION MAINTENANCE	97,924	70,000	205,000	128,550

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Budget Amendment
This line item had to be increased in order to accommodate emergency repairs at lift stations.	

<b>Notes:</b>	Lift Station Upgrades
Lift station check valves and quick-connect fittings for by-pass pump connections. Some lift stations did not have these installed when originally constructed. \$28,000	
Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed. \$20,000	
Both Kroger Lift Station pump impellers and volutes are worn and need replacing. \$10,550	
*CITY MANAGER'S COMMENTS: Approved	

284	SEWER LINE REPAIR REPLACEMENT	35,133	55,000	55,000	184,650
285	SQUABBLE TREATMENT PLANT	500,242	471,500	540,550	461,850
286	BUFFALO CREEK TREATMENT PLANT	1,016,078	1,387,500	1,387,500	1,691,700
292	REGIONAL WASTEWATER SYSTEM	1,914,306	2,220,000	2,017,100	2,357,850
		<u>3,732,758</u>	<u>4,521,000</u>	<u>4,529,550</u>	<u>5,127,350</u>
<i>SUPPLIES</i>					
301	OFFICE SUPPLIES	537	1,500	1,500	1,500
323	SMALL TOOLS	20,619	15,300	15,300	15,300
325	SAFETY SUPPLIES	6,867	11,400	11,400	11,400
331	FUEL & LUBRICANTS	26,525	28,700	34,000	34,000
333	CHEMICAL	6,449	7,900	7,900	7,900
341	CONSTRUCTION & REPAIR SUPPLIES	50,353	89,000	89,000	89,000
347	GENERAL MAINTENANCE SUPPLIES	8,616	16,250	16,250	16,250
385	LIFT STATION SUPPLIES	10,713	22,600	22,600	22,600
	<i>SUPPLIES Totals</i>	<u>130,678</u>	<u>192,650</u>	<u>197,950</u>	<u>197,950</u>
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	1,101	2,150	2,150	2,150
415	RECRUITING EXPENSES	108	-	100	-
430	TUITION & TRAINING	6,931	8,500	8,500	8,500
436	TRAVEL	1,604	3,800	3,800	3,800
	<i>OPERATIONS Totals</i>	<u>9,743</u>	<u>14,450</u>	<u>14,550</u>	<u>14,450</u>
<i>UTILITIES</i>					
501	ELECTRICITY	98,743	130,000	115,000	130,000
507	CELLULAR TELEPHONE	4,656	5,150	5,150	6,400
	<i>UTILITIES Totals</i>	<u>103,399</u>	<u>135,150</u>	<u>120,150</u>	<u>136,400</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	1,600
621 FIELD MACHINERY & EQUIPMENT	-	939,450	799,450	391,200

<b>Notes:</b>	<b>Heavy Equipment</b>
<p>Cat Model 305 E Compact Excavator and Trailer                  The compact excavator will replace a 2003 backhoe with 4,212 hours. The Water Division added a compact excavator to its fleet that allowed for excavate in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment.</p> <p>Cat Model 305 E Compact Excavator and Trailer model 12TST \$85,250</p> <p>JOHN DEERE 5075E Utility Tractor                  The tractor will replace a 1981 Ford 3610 tractor that is in poor condition. Wastewater Division will use the tractor to mow easements to gain easy access to aerial crossings and sewer mains in remote locations. \$30,000</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Notes:</b>	<b>New Equipment</b>
<p>Source One PipePatch                  PipePatch provides a structural repair within a pipe for point repairs up to four feet in length. This product works on the same principle as relining a pipe, but on a smaller scale. When crews need to make a point repair, it requires the removal of sidewalks, pavement, landscape, and sod. Point repairs are holes, cracks, and bad joints in the pipe that can allow roots, mud, and water to enter the sewer system. PipePatch will allow crews to make these types of repairs without the expenses and time associated with excavation. \$7,200</p> <p>On Site Generators                  Lofland Farms                  FM 3097 #2                  Preserve lift stations.</p> <p>Currently, the City has 40 lift stations, with only 16 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lesson the chances of having an adverse impact on personal property and the environment we are requesting to add three generators this year.</p> <p>Lofland Farms Lift Station \$110,000                  FM 3097 #2 Lift Station \$120,000                  Preserve Lift Station \$154,000</p> <p>Total \$384,000</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	





City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2017  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$5,238,256,063 and includes senior values of \$513,283,494 and new improvements of \$141,776,810. The certified value reflects an increase of 11.11% over the prior year of which 3.01% is from new values.

A tax rate of 42.36 cents per hundred dollars of assessed value was used to prepare the 2017-18 Proposed Annual Budget.

The City's debt service rate is calculated to be 17.82 cents and the proposed operations rate would be 24.54 cents for a proposed combined rate of 42.36 cents per hundred dollars of assessed value. A penny on the tax rate generates \$472,479. Our Effective Tax Rate is 42.3671 cents and the Rollback Rate is 42.3729 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY17.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget anticipates issuance of \$11million in new voter-approved debt during the fiscal year. These are construction dollars approved in the 2012 bond election road projects. We may also elect to restructure some outstanding debt for interest savings but that will be market driven and determined later in the calendar year.

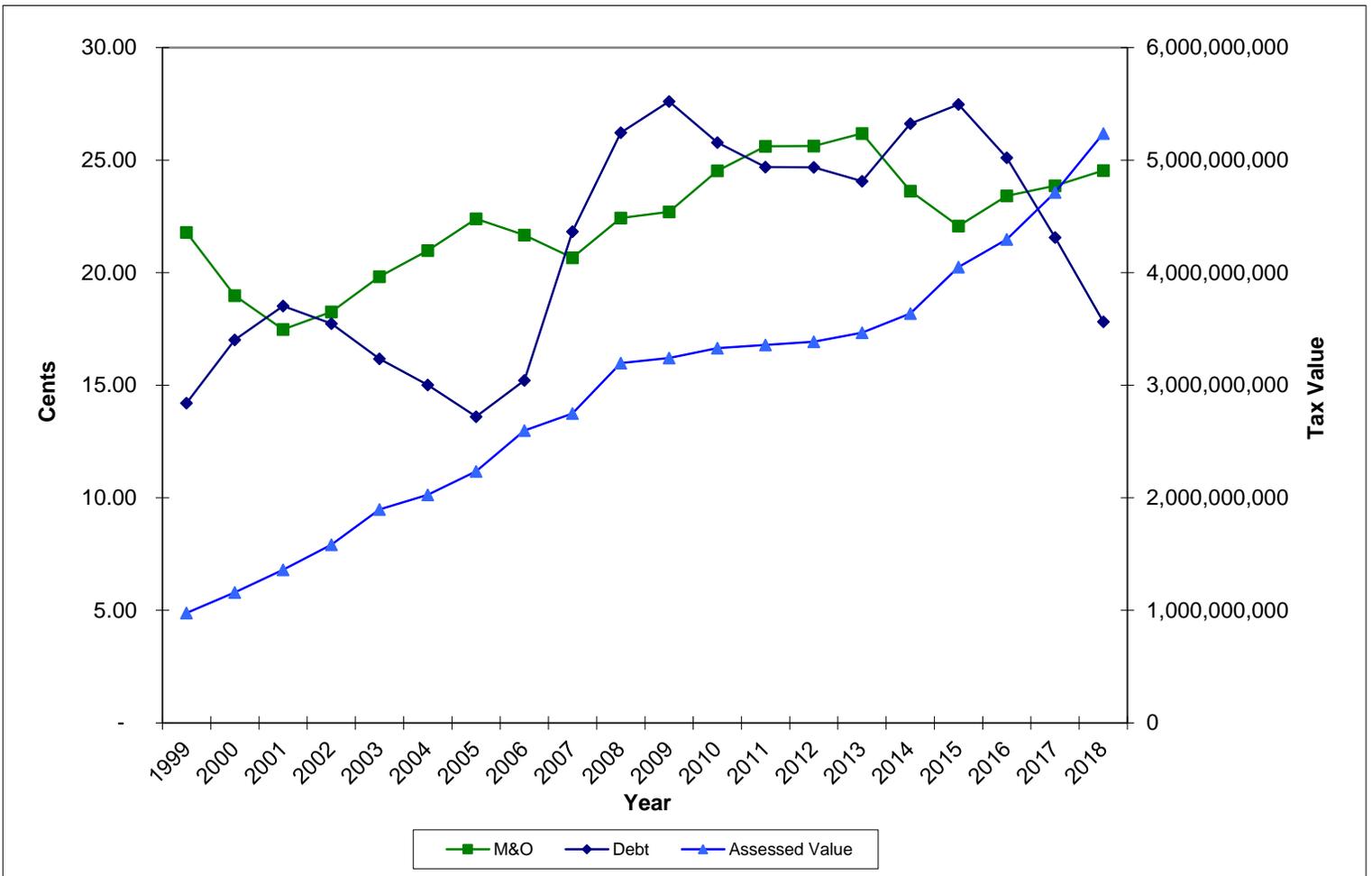
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 42.36 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 5<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 18<sup>th</sup> Council agenda.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.37	55.02
2015	4,050,756,693	11.35%	22.07	27.48	49.55	99.44%	49.55	51.98
2016	4,297,271,069	6.09%	23.42	25.11	48.53	99.56%	48.53	49.38
2017	4,714,674,107	9.71%	23.86	21.57	45.43	99.40%	45.4345	45.4373
2018	5,238,256,063	11.11%	24.54	17.82	42.36	proj 98.00%	42.3671	42.3729



## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Total Revenues	10,964,634	10,122,850	10,738,300	9,216,300
Total Expenditures	9,696,147	9,631,200	9,631,200	11,223,500
Excess Revenues Over (Under) Expenditures	1,268,487	491,650	1,107,100	(2,007,200)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	1,268,487	491,650	1,107,100	(2,007,200)
Fund Balance - Beginning	936,769	793,820	2,205,255	3,312,355
Fund Balance - Ending	2,205,255	1,285,470	3,312,355	1,305,155

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
4001	Interest Earnings	12,502	250	17,250	12,000
4100	Current Taxes	10,408,698	9,662,600	9,787,900	8,734,300
4105	Delinquent Taxes	54,844	70,000	85,150	70,000
4110	Penalty & Interest	53,572	50,000	50,000	50,000
4460	Building Lease	13,905	15,000	15,000	-
4674	Roadway Impact Fees	421,113	325,000	783,000	350,000
<b>Total Revenues</b>		<b>10,964,634</b>	<b>10,122,850</b>	<b>10,738,300</b>	<b>9,216,300</b>

## SUMMARY OF EXPENDITURES

**Fund**  
04 Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Debt Service	9,580,639	9,631,200	9,631,200	11,223,500
<b>Total Expenditures</b>	<b>9,696,147</b>	<b>9,631,200</b>	<b>9,631,200</b>	<b>11,223,500</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
208	E.S. Corp Contract	115,507	-	-	-
750	Admin. Fees	25,855	20,000	20,000	20,000
752	Bonds - Principal	4,910,000	5,105,000	5,105,000	5,850,500
754	Bonds - Interest	3,259,634	3,240,400	3,240,400	3,368,100
768	Certificates - Principal	1,085,000	1,080,000	1,080,000	1,820,000
770	Certificates - Interest	300,151	185,800	185,800	164,900
<b>Total Debt Service</b>		<b>9,696,147</b>	<b>9,631,200</b>	<b>9,631,200</b>	<b>11,223,500</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2017  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$94,380,072, resulting in a captured value of \$86,154,822. This is a valuation increase of 6.37%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. City property taxes to the Zone should total \$364,952. The recent amendment to the Amended and Restated agreement with the Hilton owners required an upfront payment of five years of payment in lieu of taxes which has been received.

Due to the significant savings generated from debt restructuring, the annual principal and interest payment to be covered by the TIF is nearly 50% lower than FY16. The next significant increase in payments will occur in FY2019.

Sales taxes have been estimated for fiscal year 2018 at \$281,500. 100% of the City's sales tax generated in the TIF is revenue to the zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Total Revenues	1,150,924	729,100	904,250	702,150
Total Expenditures	950,973	697,350	697,350	644,500
Excess Revenues Over (Under) Expenditures	199,951	31,750	206,900	57,650
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	199,951	31,750	206,900	57,650
Fund Balance - Beginning	127,659	766,398	327,610	534,510
Fund Balance - Ending	327,610	798,148	534,510	592,160

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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05 Harbor Debt Service
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Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
4100	Current Taxes	621,858	336,050	349,450	365,850
4105	Delinquent Taxes	-	-	1,750	-
4150	Sales Taxes	290,923	276,000	276,000	281,500
4155	Beverage Sales Taxes	39,327	33,000	33,000	33,000
4680	Developers Contribution	198,816	84,050	244,050	21,800
<b>Total Revenues</b>		<b>1,150,924</b>	<b>729,100</b>	<b>904,250</b>	<b>702,150</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Debt Service	950,973	697,350	697,350	644,500
<b>Total Expenditures</b>	<b>950,973</b>	<b>697,350</b>	<b>697,350</b>	<b>644,500</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
768	Certificates - Principal	565,000	315,000	315,000	270,000
770	Certificates - Interest	385,973	382,350	442,950	435,100
<b>Total Debt Service</b>		<b>950,973</b>	<b>697,350</b>	<b>757,950</b>	<b>705,100</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	6,650	3,000	4,600	3,000
Total Expenditures	39,100	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	(32,450)	(7,000)	(5,400)	(7,000)
Fund Balance - Beginning	103,961	101,549	71,511	66,111
Fund Balance - Ending	71,511	94,549	66,111	59,111

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4720	Cemetery Receipts	5,625	2,000	3,600	2,000
4722	Registration & Permit Fees	1,025	1,000	1,000	1,000
<b>Total Revenues</b>		<b>6,650</b>	<b>3,000</b>	<b>4,600</b>	<b>3,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	22,000	10,000	10,000	10,000
Capital	17,100	-	-	-
<b>Total</b>	<b>39,100</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

<b>Fund</b>
10 Cemetery

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	22,000	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	<u>22,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
633 INFRASTRUCTURE	17,100	-	-	-
<i>CAPITAL Totals</i>	<u>17,100</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CEMETERY FUND Totals</b>	<b>39,100</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	102,042	96,900	119,300	98,400
Total Expenditures	77,263	69,100	95,900	83,600
Excess Revenues Over (Under) Expenditures	24,779	27,800	23,400	14,800
Net Other Financing Sources (Uses)	(30,500)	(25,000)	(25,000)	(25,000)
Net Gain (Loss)	(5,721)	2,800	(1,600)	(10,200)
Fund Balance - Beginning	167,328	165,959	161,607	160,007
Fund Balance - Ending	161,607	168,759	160,007	149,807

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	9,169	1,000	7,700	1,000
4070	Donations - Silent Partners	7,175	-	8,400	1,000
4415	Court Security Fee	23,115	24,000	24,000	24,000
4420	Technology Fee	30,625	32,000	32,000	32,000
4425	Child Safety Fines	10,322	7,500	14,800	10,000
4520	Gun Range M&O	21,636	32,350	32,350	30,350
<b>Total Revenues</b>		<b>102,042</b>	<b>96,900</b>	<b>119,300</b>	<b>98,400</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers Out To General Fund	30,500	25,000	25,000	25,000
<b>Total Other Financing Uses</b>	<b>30,500</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(30,500)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	71,927	68,100	83,100	80,100
Operational	3,967	1,000	12,800	3,500
Capital Outlay	1,369	-	-	-
<b>Total Expenditures</b>	<b>77,263</b>	<b>69,100</b>	<b>95,900</b>	<b>83,600</b>

<b>Fund</b> 11 Public Safety
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
208 EMERGENCY SERVICES CORP	33,558	35,100	35,100	35,100
231 SERVICE MAINTENANCE CONTRACTS	38,369	33,000	48,000	45,000
<i>CONTRACTUAL Totals</i>	71,927	68,100	83,100	80,100
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	1,000	-	8,200	1,000
430 TUITION & TRAINING	2,967	1,000	1,600	1,000
464 CERT EXPENSES	-	-	1,500	500
466 SILENT PARTNERS PROGRAM	-	-	1,500	1,000
<i>OPERATIONS Totals</i>	3,967	1,000	12,800	3,500
<i>CAPITAL</i>				
621 FIELD MACHINERY	1,029	-	-	-
624 POLICE EQUIPMENT	340	-	-	-
<i>CAPITAL Totals</i>	1,369	-	-	-
<b>PUBLIC SAFETY FUNDS Totals</b>	77,263	69,100	95,900	83,600

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	825,829	1,985,000	1,828,350	999,750
Total Expenditures	1,101,547	1,998,850	1,444,950	1,013,450
Excess Revenues Over (Under) Expenditures	(275,718)	(13,850)	383,400	(13,700)
Net Other Financing Sources (Uses)	168,600	-	-	-
Net Gain (Loss)	(107,118)	(13,850)	383,400	(13,700)
Fund Balance - Beginning	131,539	75,575	24,421	407,821
Fund Balance - Ending	24,421	61,725	407,821	394,121

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4050	Donations	42,738	40,000	50,000	50,000
4250	Recreation Program Fees	166,763	140,000	175,000	150,000
4252	RBSL Revenues	174,584	270,000	226,150	215,500
4500	Grant Proceeds	200,000	893,250	600,000	393,250
4680	Developer Contributions	-	465,750	571,200	15,000
4700	Takeline Concessions	212,894	150,000	180,000	150,000
4750	Land Lease Revenues	28,850	26,000	26,000	26,000
<b>Total Revenues</b>		<b>825,829</b>	<b>1,985,000</b>	<b>1,828,350</b>	<b>999,750</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In General Fund	168,600	-		-
<b>Total Other Financing Sources</b>	<b>168,600</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out To General Fund	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>168,600</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	258,220	347,000	345,000	302,600
Supplies	26,362	26,000	26,000	32,000
Operations	56,020	50,000	60,100	50,000
Capital Outlay	760,946	1,575,850	1,013,850	628,850
<b>Total Expenditures</b>	<b>1,101,547</b>	<b>1,998,850</b>	<b>1,444,950</b>	<b>1,013,450</b>

<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*CONTRACTUAL*

213	CONSULTING FEES	15,557	37,500	37,500	13,000
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<b>Notes:</b>	<b>Park Development</b>
<p>A major component of the department's Strategic Initiatives is to update, validate or initiate the public input process for the development of various future parks.</p> <p>Consulting fees for each project are requested to conduct public meetings, revise or create concept plans, prepare construction cost estimates and prepare final renderings for the following parks:</p> <p>\$20,000 - North community park                  20,000 - South community park                  20,000 - Lakeside park                  12,500- Lakes of Squabble Creek                  15,000 - Build-out of Phase 2 neighborhood parks                  20,000 - Baseball/Softball Complex</p> <p>\$3,000 is also needed for the annual price per acre of park land appraisal.</p> <p><i>*CITY MANAGER'S COMMENTS: Appraisals are Approved, Planning projects are Disapproved. We do not want to complete the planning and then the plans go stale. If during the year, any of the projects gain momentum then the funds will be available to prepare the plans. Let's get closer to firming up a potential bond election then we can do one or more of the projects in order to be ready.</i></p>	

<b>Notes:</b>	<b>Pettinger Preserve Plan</b>
<p>\$10,000 to plan improvements to the Pettinger Preserve land being donated to the City.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

233	ADVERTISING	21,680	30,000	30,000	30,000
235	BANK CHARGES	17,209	32,000	32,000	20,000
239	RECREATION CONTRACT	90,767	80,000	115,000	80,000
245	POOL REPAIR & MAINTENANCE	-	-	-	29,000

<b>Notes:</b>	<b>Pool House Repairs</b>
<p>\$29,000 - estimated for building repairs to the Myers Pool restrooms and entrance lobby. Estimate includes locate and repair leak in the men's restroom wall, demo showers in both restrooms, replace toilets, sinks, lighting, exhaust fans and emergency lights, replace FRP walls, ceiling tiles, install non-slip tile in restrooms and lobby. Repair drywall as needed.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

260	ATHLETIC PROGRAMS	113,007	167,500	130,500	130,600
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<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<i>CONTRACTUAL Totals</i>	258,220	347,000	345,000	302,600
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*SUPPLIES*

341 CONSTRUCTION & REPAIR SUPPLIES	4,549	-	-	-
360 ATHLETIC PROGRAM SUPPLIES	16,327	20,000	20,000	20,000
391 RECREATION PROG. SUPPLY	5,485	6,000	6,000	12,000

<b>Notes:</b>	Kayak Program
<p>\$6,000 is requested to expand our water based and lake front recreation opportunities. Staff will become certified canoe/kayak instructors and begin offering fee-based kayak instruction classes. Kayaks can also be used during existing non-fee based programs such as Outdoor Family Campout, Family Fun Fridays and Founders Day.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

392 SIGNS AND SIGNALS	-	-	-	-
<i>SUPPLIES Totals</i>	26,362	26,000	26,000	32,000

*OPERATIONS*

406 SPECIAL EVENTS	56,020	50,000	60,100	50,000
<i>OPERATIONS Totals</i>	56,020	50,000	60,100	50,000

*CAPITAL*

610 FURNITURE & FIXTURES	-	-	-	29,500
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<b>Notes:</b>	AV Equipment at Center
<p>\$29,500 - Request for Audio/visual equipment for The Center includes: 12 ceiling mounted speakers; control panel on stage for sound inputs and volume control; replace movie screen; add ceiling mount video projector; connection ports for DVD, CD, Bluetooth, amplifiers and in-floor mounted microphone plugs on stage.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

633 INFRASTRUCTURE IMPROVEMENT	667,828	938,350	896,350	-
641 TRAIL DEVELOPMENT	51,730	-	-	-

<b>Notes:</b>	Trail along John King
<p>\$150,000 - Cost estimate to design and construct approximately 1,200 linear feet of trail adjacent to John King Blvd. This section would close the gap along City property between Skorburg parcels that were required to install 10' wide concrete trail along John King.</p> <p>*CITY MANAGER'S COMMENTS: Disapproved</p>	

<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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643 PLAYGROUND EQUIPMENT	41,388	113,150	93,150	75,000
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<b>Notes:</b>	Recreation Projects
<p>\$30,000 to remove and replace existing playground at Tuttle Athletic Fields. Current equipment is nearly 20 years old and cannot acquire replacement parts. One piece of equipment has been removed as a result of an unsatisfactory playground safety inspection. (see note below regarding additional \$35,000</p> <p>\$10,000 to install a 9-hole disc golf course along the east side of The Park at Stone Creek. Cost includes, baskets, tee boxes, and all signage.</p> <p>\$16,500 to install three cantilever shade structures at the Myers dog park. We receive many complaints requesting that shade be added to the west side area. The east side is covered mostly by large trees.</p> <p>*CITY MANAGER'S COMMENTS: Playground equipment is Approved. Disc Golf and Shade Structure are Disapproved. Prior to buying the Tuttle playground equipment if it becomes clear that funding is available for the handicapped playground at Breezy Hill then the handicapped playground equipment will be purchased for Breezy Hill and the new Breezy playground equipment will be moved to Tuttle. Council agreed to add an additional \$45,000 to this amount - \$15,000 of which is from Skorburg development.</p>	

669 BOAT RAMP IMPROVEMENTS	-	524,350	24,350	524,350
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<i>CAPITAL Totals</i>	<u>760,946</u>	<u>1,575,850</u>	<u>1,013,850</u>	<u>628,850</u>
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<b>RECREATION DEVELOPMENT Totals</b>	<b>1,101,547</b>	<b>1,998,850</b>	<b>1,444,950</b>	<b>1,013,450</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	40,949	42,350	42,350	19,200
Total Expenditures	199,168	689,150	659,670	99,150
Excess Revenues Over (Under) Expenditures	(158,219)	(646,800)	(617,320)	(79,950)
Net Other Financing Sources (Uses)	160,000	640,000	640,000	43,000
Net Gain (Loss)	1,781	(6,800)	22,680	(36,950)
Fund Balance - Beginning	13,038	7,088	14,819	37,499
Fund Balance - Ending	14,819	288	37,499	549

## SUMMARY OF REVENUES

**Fund**  
13 Radio System

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4530	City Contracts	40,949	42,350	42,350	19,200
<b>Total Revenues</b>		40,949	42,350	42,350	19,200

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In				
From General Fund	160,000	640,000	640,000	43,000
*Expended in General Fund	75,200	75,200	75,200	75,200
Operating Transfers Out				
*Expended in General Fund	75,200	75,200	75,200	75,200
Net Other Financing Sources (Uses)	160,000	640,000	640,000	43,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

<b>SUMMARY OF EXPENDITURES</b>				
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<b>Fund</b>				
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13 Radio System				
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	195,587	202,680	173,200	44,400
Supplies	3,581	5,000	5,000	44,700
Operational	-	11,470	11,470	10,050
Capital	-	470,000	470,000	-
<b>Total Expenditures</b>	<b>199,168</b>	<b>689,150</b>	<b>659,670</b>	<b>99,150</b>

<b>Fund</b> 13 Radio System
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*CONTRACTUAL*

213	CONSULTING FEES	11,322	11,000	15,000	11,000
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<b>Notes:</b>	Consulting Fees
Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system. \$5,000	
Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$6,000	
*CITY MANAGER'S COMMENTS: Approved	

231	SERVICE MAINTENANCE CONTRACTS	184,265	191,680	158,200	33,400
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<b>Notes:</b>	Service Maintenance Contracts
The City is partnering with Rockwall County for the new Interoperability Radio Network. The new system is anticipated to be accepted by the County in February 2018. Rockwall County will enter into a system maintenance agreement with Harris Corporation for repair and maintenance of the system upon final acceptance. For the system infrastructure, the warranty period will be for two years. For radios and accessories, the warranty period will be for three years. There will not be a maintenance cost to the city for the first year upon final acceptance for the new system.	
The City’s current radio system maintenance runs through December 31, 2017. Since the warranty period for the new system is not expected to begin until February 2018, the City must budget for maintenance for its current system for 2 months.	
Total Service Maintenance Contract Request: \$33,385	
*CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	195,587	202,680	173,200	44,400
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*SUPPLIES*

347	GENERAL MAINT. SUPPLIES	3,581	5,000	5,000	44,700
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<b>Notes:</b>	Spare Radios
The interlocal agreement with Rockwall County provides mobile and portable radios for the police and fire departments for the number of radios that were in use at the time of the ILA. There are no spare radios and accessories included in the agreement. This request is for spare mobile and portable radios and accessories.	
Mobile Unit x 5 \$21,000	
Portable Unit x 5 \$18,700	
Miscellaneous Parts and Accessories \$5,000	
Total Spare Parts and Accessories \$44,700	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 13 Radio System
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved						
<i>SUPPLIES Totals</i>	3,581	5,000	5,000	44,700						
<i>OPERATIONS</i>										
430 TUITION & TRAINING	-	-	-	5,300						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td>Radio System Training/Travel</td> </tr> <tr> <td colspan="2">The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.</td> </tr> <tr> <td colspan="2" style="color: green;">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Radio System Training/Travel	The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.		*CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Radio System Training/Travel									
The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.										
*CITY MANAGER'S COMMENTS: Approved										
436 TRAVEL	-	11,470	11,470	4,750						
<i>OPERATIONS Totals</i>	-	11,470	11,470	10,050						
<i>CAPITAL</i>										
617 RADIOS	-	470,000	470,000	-						
<i>CAPITAL Totals</i>	-	470,000	470,000	-						
<b>RADIO SYSTEM FUND Totals      199,168                  689,150                  659,670                  99,150</b>										

## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	36,362	-	171,750	-
Total Expenditures	69,490	120,000	102,100	23,150
Excess Revenues Over (Under) Expenditures	(33,128)	(120,000)	69,650	(23,150)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(33,128)	(120,000)	69,650	(23,150)
Fund Balance - Beginning	309,329	281,399	276,201	345,851
Fund Balance - Ending	276,201	161,399	345,851	322,701

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4001	Interest Earnings	308	-	-	-
4800	Assessments	175	-	8,100	-
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.	-	-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	35,879	-	163,650	-
<b>Total Revenues</b>		<b>36,362</b>	<b>-</b>	<b>171,750</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	69,490	-	-	-
Capital Outlay	-	102,100	102,100	23,150
<b>Total Expenditures</b>	69,490	102,100	102,100	23,150

<b>Fund</b> 14 Street Improvement
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved						
213 CONSULTING FEES	69,490	-	-	-						
<i>CONTRACTUAL Totals</i>	69,490	-	-	-						
<i>CAPITAL</i>										
635 STREET CONSTRUCTION	-	15,700	15,700	23,150						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"><b>Notes:</b></td> <td>Traffic Signal Upgrade</td> </tr> <tr> <td colspan="2">                     \$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.                 </td> </tr> <tr> <td colspan="2">                     *CITY MANAGER'S COMMENTS: <i>Approved</i> </td> </tr> </table>					<b>Notes:</b>	Traffic Signal Upgrade	\$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.		*CITY MANAGER'S COMMENTS: <i>Approved</i>	
<b>Notes:</b>	Traffic Signal Upgrade									
\$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.										
*CITY MANAGER'S COMMENTS: <i>Approved</i>										
645 INFRASTRUCTURE IMPROVEMENT	-	86,400	86,400	-						
<i>CAPITAL Totals</i>	-	102,100	102,100	23,150						
<b>STREET IMPROVEMENT FUND Totals</b>	<b>69,490</b>	<b>102,100</b>	<b>102,100</b>	<b>23,150</b>						

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	59,062	58,300	58,300	58,250
Total Expenditures	79,053	165,000	140,000	156,850
Excess Revenues Over (Under) Expenditures	(19,991)	(106,700)	(81,700)	(98,600)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(19,991)	(106,700)	(81,700)	(98,600)
Fund Balance - Beginning	236,586	226,904	216,595	134,895
Fund Balance - Ending	216,595	120,204	134,895	36,295

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4001	Interest Earnings	812	50	50	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
<b>Total Revenues</b>		<b>59,062</b>	<b>58,300</b>	<b>58,300</b>	<b>58,250</b>

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	-	25,000	-	-
Supplies	8,479	11,000	11,000	11,000
Capital Outlay	70,574	129,000	129,000	145,850
<b>Total Expenditures</b>	<b>79,053</b>	<b>165,000</b>	<b>140,000</b>	<b>156,850</b>

<b>Fund</b> 16 Fire Equipment
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CONTRACTUAL*

213 CONSULTING FEES	-	25,000	-	-
<i>CONTRACTUAL Totals</i>	-	25,000	-	-

*SUPPLIES*

377 VOLUNTEER EXPENSES	8,479	11,000	11,000	11,000
<i>SUPPLIES Totals</i>	8,479	11,000	11,000	11,000

*CAPITAL*

617 RADIO EQUIPMENT	8,271	12,000	12,000	54,950
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<b>Notes:</b>	New Radios and Pagers
\$12,000 New & Replacement Pagers (10 each) for the firefighters of emergency calls.	
\$42,950 Portable Radios for 10 New Volunteer Positions if added.	
*CITY MANAGER'S COMMENTS: Approved	

621 FIELD MACHINERY & EQUIPMENT	45,803	117,000	117,000	90,900
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<b>Notes:</b>	New Equipment
\$ 2,500 SCBA Masks for 10 New Volunteer Positions	
44,000 Replacement Bunker Gear for 10 Existing Paid/Volunteer Firefighters	
44,000 Bunker Gear for 10 New Volunteer Firefighters if added	
400 Emergency Gate Openers for 10 New Volunteer Positions if added	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 16 Fire Equipment
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
623 VEHICLES	16,500	-	-	-

**Notes:** Replace 1999 Pumper

New Pumper \$645,000  
 We replaced one of the two 1999 reserve pumpers in 2016 and now we need to replace the second 1999 reserve engine. We are required to have two reserve engines. It is currently 18 years old and by the time we write specifications, get bids, place order and take delivery, it will be 20 years old. We have stated in the past that our goal was to keep an engine or a ladder in front line service for 8 to 10 years and keep them in reserve status service for 18 to 20 years.

New Pumper Equipment \$100,000  
 Required loose equipment to meet the requirements of NFPA. The equipment is also required to receive credit under the ISO regulations. We will be able to use some of the equipment from the engine that is being replaced, however this engine has been in reserve for quite a long time now and the equipment has either been moved to other apparatus or is very old and needs to be replaced. This equipment will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community.

*\*CITY MANAGER'S COMMENTS: Disapproved. The Fire Chief will evaluate the need for this vehicle and if needed it will be considered when new debt is being issued.*

<i>CAPITAL Totals</i>	70,574	129,000	129,000	145,850
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<b>FIRE EQUIPMENT FUND Totals</b>	<b>79,054</b>	<b>165,000</b>	<b>140,000</b>	<b>156,850</b>
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	60,034	42,900	42,900	53,000
Total Expenditures	48,324	67,350	135,200	49,000
Excess Revenues Over (Under) Expenditures	11,710	(24,450)	(92,300)	4,000
Net Other Financing Sources (Uses)	15,000	30,000	30,000	-
Net Gain (Loss)	26,710	5,550	(62,300)	4,000
Fund Balance - Beginning	51,207	49,762	77,917	15,617
Fund Balance - Ending	77,917	55,312	15,617	19,617

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4500	Grant Proceeds	21,400	6,900	6,900	17,000
4750	Land Lease	33,729	30,000	30,000	30,000
4752	F.B.O. Lease	4,905	6,000	6,000	6,000
Total Revenues		60,034	42,900	42,900	53,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In				
From General Fund	15,000	30,000	30,000	-
<b>Total Other Financing Sources</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>
Net Other Financing Sources (Uses)	15,000	30,000	30,000	-

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	14,591	48,800	47,650	10,250
Supplies	2,738	2,550	2,550	2,750
Operational	29,823	13,750	82,750	33,750
Utilities	1,172	2,250	2,250	2,250
<b>Total Expenditures</b>	<b>48,324</b>	<b>67,350</b>	<b>135,200</b>	<b>49,000</b>

<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CONTRACTUAL*

213	CONSULTING FEES	-	25,000	25,000	-
227	INSURANCE-REAL PROPERTY	1,521	1,200	1,550	1,200
229	INSURANCE-LIABILITY	-	1,500	-	1,500
240	EQUIPMENT REPAIRS	5,429	2,100	2,100	2,100

<b>Notes:</b>	<b>Equipment Repairs</b>
New Self-Service Fueling Terminal – purchase and installation of a self-service fuel dispenser. Cost: \$22,000	
Miscellaneous site work (concrete, electrical) \$4,000	
Total \$26,000	
Fuel System Maintenance - Underground Storage Tank maintenance and miscellaneous repairs (gauges, calibrations, etc.) \$1,300	
Runway light lenses and repairs \$800	
*CITY MANAGER'S COMMENTS: Self-Service Terminal is Disapproved but funding would be available if it is determined during the RFP process that the City should pursue installing a system. Fuel System maintenance is Approved.	

242	EQUIPMENT RENTAL & LEASE	-	250	250	250
244	BUILDING REPAIRS	7,641	16,050	16,050	2,500
246	VEHICLE REPAIRS	-	2,400	2,400	2,400
280	STATE PERMITS	-	300	300	300

<i>CONTRACTUAL Totals</i>	14,591	48,800	47,650	10,250
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*SUPPLIES*

331	FUEL & LUBRICANTS	1,628	1,800	1,800	2,000
339	FUEL TANK REPAIRS	1,094	250	250	250
341	CONSTRUCTION & REPAIR SUPPLIES	16	500	500	500

<i>SUPPLIES Totals</i>	2,738	2,550	2,550	2,750
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<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*OPERATIONS*

409 GRANT MATCHING	29,823	13,750	82,750	33,750
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<b>Notes:</b>	<b>Routine Airport Maint Program</b>
RAMP Projects are reimbursed 50/50 up to \$100,000 by TxDOT Aviation.	
AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780.	
AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with DBT and is eligible for a 50% reimbursement from RAMP Grant) \$5,966.	
Hangar Surface Improvements There are several hangars that are not available to be rented due to poor parking surface and poor drainage. It is proposed that funds be allocated to rebuild 5 hangar pads at \$5400 per space. This is eligible for 50/50 reimbursement through the TXDOT RAMP grant program. Cost \$27,000	
Total RAMP Grant Matching Request \$33,746	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

	<i>SUPPLIES Totals</i>	<u>29,823</u>	<u>13,750</u>	<u>82,750</u>	<u>33,750</u>
<i>UTILITIES</i>					
501 ELECTRICITY		1,172	2,250	2,250	2,250
	<i>UTILITIES Totals</i>	<u>1,172</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>

<b>AVIATION FUND Totals</b>	<b>48,323</b>	<b>67,350</b>	<b>135,200</b>	<b>49,000</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	6,346	-	-	-
Total Expenditures	3,840	-	-	-
Excess Revenues Over (Under) Expenditures	2,506	-	-	-
Net Other Financing Sources (Uses)	-	(33,000)	(33,000)	-
Net Gain (Loss)	2,506	(33,000)	(33,000)	-
Fund Balance - Beginning	132,472	130,579	134,978	101,978
Fund Balance - Ending	134,978	97,579	101,978	101,978

**SUMMARY OF REVENUES**

**Fund**  
18 Recycling

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4780	Recycling Revenue	6,346	-	-	-
Total Revenues		6,346	-	-	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Uses				
Operating Transfers Out To General Fund	-	33,000	33,000	-
Total Other Financing Sources	-	(33,000)	(33,000)	-
Net Other Financing Sources (Uses)	-	(33,000)	(33,000)	-

## SUMMARY OF EXPENDITURES

**Fund**  
18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operational	3,840	-	-	-
<b>Total Expenditures</b>	<b>3,840</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	10,000	10,000	10,000	10,000
Total Expenditures	19,439	15,750	15,750	8,500
Excess Revenues Over (Under) Expenditures	(9,439)	(5,750)	(5,750)	1,500
Net Gain (Loss)	(9,439)	(5,750)	(5,750)	1,500
Fund Balance - Beginning	16,570	56,121	7,131	1,381
Fund Balance - Ending	7,131	50,371	1,381	2,881

**SUMMARY OF REVENUES**

**Fund**

24 Downtown Fund

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4050	Donations	10,000	10,000	10,000	10,000
Total Revenues		10,000	10,000	10,000	10,000

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	4,395	5,000	5,000	5,000
Supplies	5,044	2,750	2,750	1,000
Operational	10,000	8,000	8,000	2,500
<b>Total Expenditures</b>	<b>19,439</b>	<b>15,750</b>	<b>15,750</b>	<b>8,500</b>

<b>Fund</b> 24 Downtown Improvement
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CONTRACTUAL</i>				
293 GRANT PROGRAM	4,395	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	<u>4,395</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<i>SUPPLIES</i>				
347 GENERAL MAINT SUPPLY	5,044	2,750	2,750	1,000
<i>SUPPLIES Totals</i>	<u>5,044</u>	<u>2,750</u>	<u>2,750</u>	<u>1,000</u>
<i>OPERATIONS</i>				
469 PROMOTION EXPENSE	10,000	8,000	8,000	2,500
<i>OPERATIONS Totals</i>	<u>10,000</u>	<u>8,000</u>	<u>8,000</u>	<u>2,500</u>
<b>DOWNTOWN IMPROVEMENT Totals</b>	<b>19,439</b>	<b>15,750</b>	<b>15,750</b>	<b>8,500</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	119,538	-	92,000	-
Total Expenditures	295,003	92,400	118,050	83,000
Excess Revenues Over (Under) Expenditures	(175,465)	(92,400)	(26,050)	(83,000)
Net Other Financing Sources (Uses)	-	(208,500)	(208,500)	-
Net Gain (Loss)	(175,465)	(300,900)	(234,550)	(83,000)
Fund Balance - Beginning	621,132	685,562	445,667	211,117
Fund Balance - Ending	445,667	384,662	211,117	128,117

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4550	Seizure Revenue	119,538	-	92,000	-
Total Revenues		119,538	-	92,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	20,968	22,400	26,050	25,000
Operational	14,500	20,000	20,000	20,000
Capital	259,535	50,000	72,000	38,000
<b>Total Expenditures</b>	<b>295,003</b>	<b>92,400</b>	<b>118,050</b>	<b>83,000</b>

<b>Fund</b>
26 Seized Funds

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	20,969	22,400	22,400	25,000
246 VEHICLE REPAIRS	-	-	3,650	-
<i>CONTRACTUAL Totals</i>	20,969	22,400	26,050	25,000
<i>38,000</i>				
<i>OPERATIONS</i>				
451 CONFIDENTIAL FUNDS	14,500	20,000	20,000	20,000
<i>OPERATIONS Totals</i>	14,500	20,000	20,000	20,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	10,455	-	4,500	-
623 VEHICLES	81,161	50,000	50,000	25,000

<b>Notes:</b>	New Vehicle
Purchase a Dodge Charger for our Citizens on Patrol. We have implemented a four year replacement program that would allow us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal. 2018-2019 fiscal budget will be the final year of this replacement program.	
*CITY MANAGER'S COMMENTS: Approved	

624	POLICE EQUIPMENT	167,919	-	17,500	13,000
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<b>Notes:</b>	Less Lethal Shotguns
We are requesting an additional \$9,000 to purchase 12 Less Lethal Shotguns. This will allow each patrol unit to have a less lethal option when responding to highly volatile situations. The cost of each less lethal shotgun is \$750.	
*CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	SWAT Equipment
SWAT Communication Headsets	
We are requesting an additional \$4,000 for 15 new communication headset systems for the SWAT team. The current headsets are designed to work with the old radio system and will not operate with the new portable radios when the Countywide Radio System is operational. The old headsets could be sent back to the manufacture to be refitted with new plugins at a cost of \$170.00 per unit. New headsets cost \$267.00 a unit. Several of the existing headsets are over 10 years old and in need of replacement so we are asking to purchase all new units for the team.	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	259,535	50,000	72,000	38,000
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<b>SEIZED FUNDS - NARCOTICS Totals</b>	<b>295,004</b>	<b>92,400</b>	<b>118,050</b>	<b>83,000</b>
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ROCKWALL ECONOMIC DEVELOPMENT CORPORATION  
YEAR IN REVIEW  
2016 - 2017

Strategic initiatives for 2016-17 clearly aligned with the Five Year Strategic Plan of the REDC. These initiatives and areas of focus included: (1) Expand and Diversify Tax Base; (2) Retain and Expand Existing Business; (3) Attract New Business and Investment to Rockwall; (4) Enhance Existing Job Opportunities and Create New Ones.

Rockwall EDC has been successful in increasing awareness of site selectors, commercial real estate brokers, Office of the Governor and state marketing organizations and businesses nationwide. Our reach and success has been achieved through reputation, building relationships, reputation, creative advertising, social media, branding and a variety of marketing initiatives. REDC developed and sent ten detailed proposals for business opportunities that have resulted in several extensive site tours.

The REDC expanded and diversified the tax base for the City of Rockwall with the opening of Pratt Industries 388,000 SF headquarters which manufactures corrugated boxes for the likes of Amazon, The Home Depot, and many other recognizable brands. Pratt Industries transferred 21 jobs to Rockwall and created an additional 79 jobs for Rockwall area residents, and had a capital investment of \$50MM.

*“Pratt Industries is excited to be a part of the growing, thriving Rockwall community. We’re grateful to the Rockwall Economic Development Corporation and the City of Rockwall for their efforts to welcome us to the area, learn about the great things we do, and streamline the process of getting the newest manufacturing plant up and running. Both entities worked quickly and efficiently throughout the process of bringing Pratt to Rockwall. We look forward to being an integral part of this community. Pratt Industries is starting out with a significant work force, which will grow even larger in the coming year. We see our partnerships with the City and the REDC as critical to our success.” John Batts, General Manager Pratt Industries*

Rockwall EDC finalized a contract with Lollicup USA, Inc., a California-based disposable plastic food container manufacturer for thousands of retailers to the Rockwall Technology Park. They will begin construction on their new 600,000 SF facility in Phase IV of the Rockwall Technology Park in 2018. Lollicup was recently listed on the Inc. Magazine’s Top 3000 fastest-growing businesses. They will create over 300 new manufacturing jobs and also provide distribution/logistics out of this \$50M facility.

There are several existing Rockwall businesses which have growth plans in their near future. REDC is in conversations with SPR, EZ-Flo, Elements and Precision Sheet Metal.

REDC’s active involvement and visibility in the Rockwall community is recognized and appreciated. Our relationship with businesses, citizens, civic and political organizations is

solid and strong. REDC maintains the reputation of credibility, honesty, integrity, quality and strength.

REDC remains active in promoting Rockwall through several professional organizations including Texas Economic Development Council (TEDC), International Economic Development Council (IEDC), Team Texas, North Texas Commercial Association of Realtors (NTCAR), Southern Economic Development Council (SEDC) and International Conference of Shopping Centers (ICSC).

We work closely with our existing businesses because we are aware that they have a choice of where to do business and we want to retain their investment and identify opportunities for them to expand and further prosper in Rockwall. We understand the importance of keeping those existing industries delighted to do business here and how their satisfaction in Rockwall strongly affects potential investors as they inquire about our business environment during site selections processes.

We are pleased to say that Rockwall, Texas remains the ideal place to live work and operate a growing successful and sustainable business.

## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	5,425,837	7,898,700	5,462,250	8,613,400
Total Expenditures	5,430,318	8,730,000	7,215,950	14,272,850
Excess Revenues Over (Under) Expenditures	(4,481)	(831,300)	(1,753,700)	(5,659,450)
Net Other Financing Sources (Uses)	-	-	-	7,700,000
Net Gain (Loss)	(4,481)	(831,300)	(1,753,700)	2,040,550
Fund Balance - Beginning	4,989,818	4,306,698	4,985,337	3,231,637
Fund Balance - Ending	4,985,337	3,475,398	3,231,637	5,272,187

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4150	Sales Tax	5,223,273	5,263,750	5,435,450	5,535,000
4001	Interest Earnings	11,641	7,000	12,000	7,000
4019	Misc. Revenue	2,411	-	9,700	-
4020	Interest/Reserve Fund	5,432	500	5,100	500
4450	Technology Park Sales	183,079	2,627,450	-	3,070,900
<b>Total Revenues</b>		<b>5,425,837</b>	<b>7,898,700</b>	<b>5,462,250</b>	<b>8,613,400</b>

**SUMMARY OF OTHER FINANCING SOURCES (USES)**

**Fund**

21 Economic Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources (Uses)				
Bond Proceeds	-	-	-	7,700,000
<b>Total Other Financing Sources</b>	-	-	-	<b>7,700,000</b>
Total Other Financing Uses	-	-	-	-
Net Other Financing Sources (Uses)	-	-	-	7,700,000

## SUMMARY OF EXPENDITURES

**Fund**

21 Economic Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
REDC Administration	764,034	943,700	943,700	976,350
Promotions & Marketing	238,668	255,000	255,000	240,000
Incentives	1,639,163	3,612,150	2,098,100	2,433,750
Capital Projects	154,686	1,349,750	1,349,750	7,703,000
Debt Service	2,633,767	2,569,400	2,569,400	2,919,750
<b>Total Expenditures</b>	<b>5,430,318</b>	<b>8,730,000</b>	<b>7,215,950</b>	<b>14,272,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	71 Economic Develop.

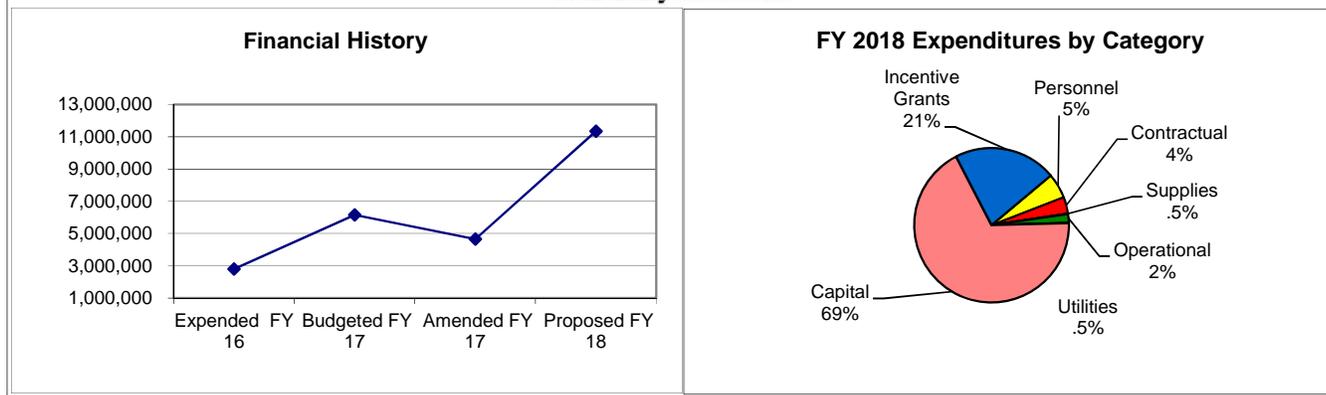
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Personnel	488,087	572,050	572,050	593,700
Contractual	352,758	390,400	390,400	394,150
Supplies	9,451	12,300	12,300	8,300
Operational	147,309	213,450	213,450	208,600
Utilities	5,097	8,500	8,500	9,600
Capital	154,686	1,349,750	1,349,750	7,703,000
Incentive Grants	1,639,163	3,614,150	2,100,100	2,435,750
<b>Total</b>	<b>2,796,551</b>	<b>6,160,600</b>	<b>4,646,550</b>	<b>11,353,100</b>

### Personnel Schedule

<u>Position</u>	<u>FY 17 Approved</u>	<u>FY 18 Approved</u>
Economic Development Corporation President	1	1
Director of Project Development	1	1
Vacant Position	1	1
Executive Assistant	1	1

### Activity Trends



## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Personnel</b>				
Salaries - Wages & Incentives	370,889	436,700	436,700	454,150
<b>Total Salaries - Wages Incentives</b>	<b>370,889</b>	<b>436,700</b>	<b>436,700</b>	<b>454,150</b>
120 FICA & Medicare	25,177	33,400	33,400	34,750
122 Retirement	60,146	71,450	71,450	74,300
128 Ins. Unemployment	3,376	2,000	2,000	2,000
224 Workers Comp.	500	500	500	500
230 Health Insurance	28,000	28,000	28,000	28,000
<b>Total Benefits</b>	<b>117,198</b>	<b>135,350</b>	<b>135,350</b>	<b>139,550</b>
<b>Total Personnel Costs</b>	<b>488,087</b>	<b>572,050</b>	<b>572,050</b>	<b>593,700</b>
<b>Contractual</b>				
210 Auditing	1,500	1,500	1,500	1,500
211 Legal	34,648	60,000	60,000	50,000
213 Consulting Fees	36,162	60,000	60,000	60,000
217 IT Services	20,502	13,000	13,000	15,000
223 Insurance - Blanket Surety Bond	100	100	100	100
227 Insurance - Property	1,800	1,800	1,800	1,800
229 Insurance - Liability	500	500	500	500
232 Temporary Labor	-	5,200	5,200	5,200
234 Marketing Expenses	193,720	180,000	180,000	180,000
242 Equipment Rental & Lease	7,712	8,500	8,500	8,500
243 Building Lease	44,114	44,800	44,800	56,550
244 Building Repairs	-	3,000	3,000	3,000
299 Administrative Services	12,000	12,000	12,000	12,000
<b>Total Contractual</b>	<b>352,758</b>	<b>390,400</b>	<b>390,400</b>	<b>394,150</b>

Annual Budget, Economic Development Cont'd

Account Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Supplies</b>				
301 Office Supplies	6,071	6,500	6,500	5,000
307 Postage	725	1,500	1,500	1,000
310 Printing & Binding	2,655	4,000	4,000	2,000
347 Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>	<b>9,451</b>	<b>12,300</b>	<b>12,300</b>	<b>8,300</b>
<b>Operational</b>				
410 Dues & Subscriptions	2,091	2,000	2,000	2,000
428 Meeting Expenses - Other	8,131	7,000	7,000	7,000
430 Tuition & Training	2,139	4,000	4,000	7,000
436 Travel	13,270	30,000	30,000	15,000
437 Marketing Conferences	14,340	15,000	15,000	15,000
438 Prospect Visits	17,338	30,000	30,000	30,000
439 Common Area Maintenance-Park	90,000	125,450	125,450	132,600
<b>Total Operational</b>	<b>147,309</b>	<b>213,450</b>	<b>213,450</b>	<b>208,600</b>
<b>Utilities</b>				
501 Electricity	-	-	-	5,600
507 Telephone	5,097	8,500	8,500	4,000
<b>Total Utilities</b>	<b>5,097</b>	<b>8,500</b>	<b>8,500</b>	<b>9,600</b>
<b>Capital</b>				
612 Computer Equipment	-	-	-	3,000
678 Phase III Eng/Construction	-	1,349,750	1,349,750	6,700,000
696 Office Eng/Construction	-	-	-	1,000,000
698 Justin Rd. Extension	154,686	-	-	-
<b>Total Capital</b>	<b>154,686</b>	<b>1,349,750</b>	<b>1,349,750</b>	<b>7,703,000</b>
<b>Incentives</b>				
660 Due Diligence	-	2,000	2,000	2,000
661 Contracted Incentives	1,639,163	3,612,150	2,098,100	2,433,750
<b>Total Incentives</b>	<b>1,639,163</b>	<b>3,614,150</b>	<b>2,100,100</b>	<b>2,435,750</b>
<b>Division Total</b>	<b>2,796,551</b>	<b>6,160,600</b>	<b>4,646,550</b>	<b>11,353,100</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Debt Service</b>					
750	Administration Fees	4,500	4,500	4,500	4,500
752	Principal - Bonds	1,625,000	1,590,000	1,590,000	1,940,000
754	Interest - Bonds	1,004,267	974,900	974,900	975,250
<b>Total Debt Service</b>		<b>2,633,767</b>	<b>2,569,400</b>	<b>2,569,400</b>	<b>2,919,750</b>

Detail	Principal	Interest
2008-Land Purchase	205,000	222,600
2008-Infrastructure	285,000	11,400
2012-Ref. Bonds (1999)	355,000	14,400
2013- Infrastructure	300,000	260,738
2013 Land Purchase	175,000	200,975
2015 Ref Bonds (2006)	320,000	56,296
2016 Ref Bonds (2008)	-	157,825
2017 Proposed Debt	300,000	51,000
	1,940,000	975,234

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	170,929	198,100	198,100	215,100
Total Expenditures	183,953	198,100	198,100	215,100
Excess Revenues Over (Under) Expenditures	(13,023)	-	-	-
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(13,023)	-	-	-
Fund Balance - Beginning	47,321	37,415	34,298	34,298
Fund Balance - Ending	34,298	37,415	34,298	34,298

## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

RTPA

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4470	RTP Dues - Tenants	80,919	72,650	72,650	82,500
	REDC Cam Dues	90,000	125,450	125,450	132,600
	<b>Total Revenues</b>	<b>170,929</b>	<b>198,100</b>	<b>198,100</b>	<b>215,100</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
22 Tech Park Association	70 Economic Development	RTPA

### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	142,765	154,300	154,300	171,300
Supplies	7,045	10,300	10,300	10,300
Utilities	34,143	33,500	33,500	33,500
<b>Total</b>	183,953	198,100	198,100	215,100

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 75</b>
22 Tech Park Association	70 Economic Develop.	RTPA Developed Phases

=		Actual	Budgeted	Amended	Adopted
Account	Description	15-16	16-17	16-17	17-18
<b>Contractual</b>					
210	Auditing	500	500	500	500
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maint	114,938	120,000	120,000	132,000
299	Administrative Svcs	2,000	2,000	2,000	2,000
<b>Total Contractual</b>		<b>118,338</b>	<b>123,400</b>	<b>123,400</b>	<b>135,400</b>
<b>Supplies</b>					
329	Flag Replacements	7,045	9,000	9,000	9,000
347	Gen. Maint. Supplies	-	1,000	1,000	1,000
<b>Total Supplies</b>		<b>7,045</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Utilities</b>					
501	Electric	333	3,500	3,500	3,500
513	Water	19,166	30,000	30,000	30,000
<b>Total Utilities</b>		<b>19,499</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>
<b>Division Total</b>		<b>144,882</b>	<b>166,900</b>	<b>166,900</b>	<b>178,900</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 77</b>
22 Tech Park Association	70 Economic Develop.	RTPA Undeveloped Phases

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Contractual</b>					
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Main <sup>1</sup> incl. mowing EDC owned lots	23,527	30,000	30,000	35,000
<b>Total Contractual</b>		<b>24,427</b>	<b>30,900</b>	<b>30,900</b>	<b>35,900</b>
<b>Supplies</b>					
329	Flag Replacements	-	-	-	-
347	Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>		<b>-</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>Utilities</b>					
501	Electric	2,982	-	-	-
513	Water	11,662	-	-	-
<b>Total Utilities</b>		<b>14,644</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Division Total</b>		<b>39,071</b>	<b>31,200</b>	<b>31,200</b>	<b>36,200</b>



City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 25, 2017**  
**SUBJECT: City's Health & Welfare Programs**

**General Overview**

The City of Rockwall has partnered with **Holmes Murphy** since January 2012 for broker and consultant services to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. In January of 2017, the City changed third-party administrators for administration of the health plan from Group & Pension Administrators, Inc. (GPA) to **Cigna**. The RFP analysis showed that the City would experience greater network access and discounts, a more favorable prescription contract, and decreased administration costs if it moved to Cigna.

**Health Care Cost Summary**

As the chart below indicates, the City has experienced an almost continued rise in healthcare claims and costs since the 2014 plan year. However, comparing GPA claims to mature Cigna claims, the monthly reduction in claims expense by moving to Cigna is estimated at \$77,000 a month based on claims through June 2017.

**History of Claims Cost:**

Cal Year	Claims Cost	Annual Cost PEPY	# of EEs @ YR End
2011	\$2,251,503	\$9,006	253
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240

**Prescription Benefits Plan**

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. With the move to Cigna, isolating mature prescription claims, the City of Rockwall has realized an average monthly claim expense reduction of \$38,000 through June of this year.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
2015	\$594,363	-5%
2016	\$741,688	24.8%

Note: Claims cost does not include Admin Fees.

### Healthcare Reform

The City was faced with additional fees and plan changes as a result of the *Affordable Care Act*. For 2016, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$977.42*
- *Transitional Reinsurance Fee - \$25,000 (estimated)*

For 2017, the projected fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,300 (estimated)*
- *Transitional Reinsurance Fee - \$15,900 (estimated)*. In January 2017, this fee will be eliminated.

There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2020)**, if actually implemented.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	1,556,213	803,000	1,104,650	898,000
Total Expenditures	4,800,282	4,074,000	4,074,000	4,124,000
Operating Income (Loss)	(3,244,069)	(3,271,000)	(2,969,350)	(3,226,000)
Non-Operating Revenues	7,521	6,000	9,000	6,000
Non-Operating Income (Loss)	7,521	6,000	9,000	6,000
Net Income (Loss) Before Transfers	(3,236,548)	(3,265,000)	(2,960,350)	(3,220,000)
Net Transfers In (Out)	3,400,000	3,400,000	3,150,000	3,400,000
Net Income (Loss)	163,452	135,000	189,650	180,000
Retained Earnings - Beginning	736,622	582,953	900,074	1,089,724
Retained Earnings - Ending	900,074	717,953	1,089,724	1,269,724

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Operating Revenues</b>					
4019	Miscellaneous	30,067	28,000	28,000	28,000
4850	Employee Contributions	750,208	755,000	845,000	850,000
4860	Stop Loss Reimbursements	775,938	20,000	231,650	20,000
<b>Total Operating Revenues</b>		<b>1,556,213</b>	<b>803,000</b>	<b>1,104,650</b>	<b>898,000</b>
<b>Non-Operating Revenues</b>					
4001	Interest Earnings	7,521	6,000	9,000	6,000
<b>Total Non-Operating Revenues</b>		<b>7,521</b>	<b>6,000</b>	<b>9,000</b>	<b>6,000</b>
<b>Total Revenues</b>		<b>1,563,734</b>	<b>809,000</b>	<b>1,113,650</b>	<b>904,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers In				
From General Fund	2,500,000	2,500,000	2,500,000	2,500,000
From Water & Sewer Fund	900,000	900,000	900,000	900,000
<b>Total Operating Transfers In</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>
Operating Transfers Out				
To Workers Compensation Fund	-	-	250,000	-
<b>Total Operating Transfers Out</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b>Net Operating Transfers In (Out)</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,150,000</b>	<b>3,400,000</b>

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Expenses				
Operations	4,800,282	4,074,000	4,074,000	4,124,000
<b>Total Expenditures</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2016 Actual Expense</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	5,366	5,000	5,000	5,000
440 ADMINISTRATION FEES	262,097	250,000	250,000	250,000
441 REINSURANCE PREMIUMS	271,208	345,000	345,000	345,000
442 PAID HEALTH CLAIMS	4,207,196	3,450,000	3,450,000	3,500,000
443 LIFE INSURANCE PREMIUMS	54,415	24,000	24,000	24,000
<b>Operational TOTAL . . . . .:</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>



## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**CC:** Mary Smith, Asst. City Manager

**DATE:** August 25, 2017

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TMLIRP.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs.* In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

Although the *reportable incidents* have increased slightly, the *number of days away from work* and the *days on restricted or light duty* have reduced significantly. In addition, the *medical claims cost* to-date is the lowest it has been in 20 years. However, there was one claim pending from FY '15-'16 incurring costs through to May 2017. This claim has been challenged and appealed to the highest level with a favorable result to the City. Although the claimant has until September 9, 2017 to dispute in district court, the City anticipates recovering costs from this claim. TMLIRP will prepare a detailed audit after the September 9<sup>th</sup> date and will notify the City of the recoverable amount.

Staff could not recommend to fund the safety incentive to employees in last year's budget due to the number of serious incidents and the increase in overall costs. However, this year's data fully supports the recommendation to fund the safety incentive to employees.

<b>Workers' Compensation Claims Activity</b>												
<b>Fiscal Year</b>												
Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
14/15	302	18	17	114	\$ 19,056	207	\$ 72,687	NA	NA	NA	NA	\$ 89,092
15/16	300	20	33	292	\$ 78,639	337	\$237,350	\$ 28,771	\$20,467	\$479,815	\$ 20,691	\$ 452,101
16/17	302	23	25	27	\$ 8,890	97	\$ 15,340	\$ 1,530	\$ -	\$ 21,776	\$ 4,569	\$ 17,207

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We had a difficult year last fiscal year primarily to the one claim mentioned above. Even with the very good year this fiscal year, we expect the fund balance to continue to deplete. We anticipate we will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again. In addition to these transfers, we will make a one-time transfer from the employee benefits fund balance to the workers' comp fund.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Revenues	-	-	-	-
Operating Expenses	305,016	119,000	317,950	262,000
Operating Income (Loss)	(305,016)	(119,000)	(317,950)	(262,000)
Non-Operating Revenues	1,269	1,000	1,000	1,000
Non-Operating Expenses	-	-	-	-
Non-Operating Income (Loss)	1,269	1,000	1,000	1,000
Net Income (Loss) Before Transfers	(303,747)	(118,000)	(316,950)	(261,000)
Net Transfers In (Out)	150,000	200,000	450,000	230,000
Net Income (Loss)	(153,747)	82,000	133,050	(31,000)
Retained Earnings - Beginning	82,900	392,946	(70,847)	62,203
Retained Earnings - Ending	(70,847)	474,946	62,203	31,203

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Non-Operating Revenues					
4001	Interest Earnings	769	500	500	500
4019	Misc. Revenues	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers In				
From General Fund	110,000	150,000	150,000	175,000
From Water & Sewer Fund	40,000	50,000	50,000	55,000
From Employee Benefits Fund	-	-	250,000	-
<b>Net Operating Transfers In (Out)</b>	<b>150,000</b>	<b>200,000</b>	<b>450,000</b>	<b>230,000</b>

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensati

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operational	305,016	119,000	317,950	262,000
<b>Total Operating Expenses</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>
<b>Total Expenditures</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2016 Actual Expense</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	-	1,000	1,000	1,000
440 ADMINISTRATION FEES	34,037	38,000	46,950	56,000
444 PAID LOSSES	194,524	75,000	265,000	125,000
446 SAFETY INCENTIVES	74,340	-	-	75,000
447 DRUG TESTING	2,115	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO: Mayor and City Council**  
**FROM: Rick Crowley, City Manager**  
**DATE: August 21, 2015**  
**SUBJECT: Proposed FY16 Budget**

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The proposed budget for FY16 is attached and recommended for City Council consideration.

### **Water and Wastewater Fund**

The effects of the recently concluded drought and the financial pressures that the aftermath of the drought continues to impose still heavily influence the budget proposal for the coming year. While water and sewer utility rates have been adjusted in accordance with the recommendations of the City's rate consultant, and with continued diligence and availability of water to sell, the Water and Wastewater Fund is expected to recover. However, this recovery will not be immediate and has been slowed by the rain events that filled the lakes and ended the drought. Water sales, as well as revenues, began to recover during the month of August.

We received 40% less water from NTMWD during the "water year" due to conservation by our residents and customers. Due to the "minimum-take-or-pay" provision of our contract and member city status, the cost of treated water does not decrease proportionate to the amount of water received. There are renewed efforts for the coming year among some NTMWD member cities to develop an alternative to "minimum-take-or-pay." To date, all such alternatives considered would result in City of Rockwall paying more for treated water. Such a change would require unanimous approval of member cities. Rockwall and other member cities whose costs would go up under alternatives to "minimum-take-or-pay" will continue to oppose changes, which result in these increased costs.

As indicated in the report provided by the City's rate consultant last fall, the increased costs (each year) in the cost of water purchased from NTMWD will require a rate increase in January of 2016 of about 11%.

Lack of funding due to declining sales of water over the course of the last several years has caused deferral of a considerable amount of equipment replacement during those years. It is necessary that the proposed FY16 budget include significant equipment acquisition and replacement. While the acquisition of this equipment through issuance of short/medium-term

notes or lease purchase goes against recent administratively established goals to acquire such equipment with current available cash, the need for the equipment to address continued maintenance requirements of the water and sewer system indicates the need to finance the equipment in the coming year. Funds for the financing payments are included in the proposed budget. These will be offset by reductions of expenditures of an expiring program obligation in the Wastewater budget, which will be explained in more detail at the budget workshop. This should not negate continued efforts to establish a working Equipment Replacement Program, which does not rely upon use of these financing practices and will not change the practice for General Fund acquisitions.

For FY 15, some of the Certificate of Obligation debt typically paid through water and wastewater revenue was paid from the Debt Service Fund, and there was no transfer from the Water and Wastewater Fund to the General Fund. This transfer had historically reimbursed the General Fund for services provided to the Water and Sewer Fund. This caused a reduction of current revenue availability of about \$1,300,000 for FY15.

The proposed FY16 budget anticipates sufficient sales to resume the CO debt payment from the Water and Sewer Fund; however, it is anticipated that sales will not be sufficient to resume making the transfer to the General Fund. Two years ago, this transfer was \$602,000 – an amount absent from General Fund revenue projections for the General Fund for FY16 as well.

It is difficult to accurately project the year-end revenue totals for the Water and Wastewater Fund at budget preparation time because a very high percentage of water sales occurs during the last four months of the fiscal year and cycle billing delays the receipt of the high-volume-month sales, which are accrued after the end of the fiscal year. Best estimates of the current year water sales and wastewater fees indicate that the Water and Wastewater Fund may end FY15 with some, but minimal, working capital. This reflects only a beginning of recovery from the drought.

### **General Fund**

A stronger Water and Wastewater Fund, paying its own debt and reimbursing the associated costs of services received by a transfer to the General Fund would have significantly increased the possibility of funding a number of other departmental requests proposed to enhance the services provided by the City. As the circumstance now exists, there were a number of choices required in order to propose a budget, which includes adoption of the current Effective Tax Rate.

The certified Effective Tax Rate (that rate which allows the City to collect the same Ad Valorem Tax revenue for Maintenance and Operations, as was collected last year, and Debt Service) is **\$48.53/100** valuation, which compares to the adopted Tax Rate for the current year of **\$49.55/\$100** valuation. The Tax Rate Analysis is included in the proposed budget document. The FY16 proposed budget assumes adoption of the Effective Tax Rate. The Effective Tax Rate as certified by the Rockwall County Appraisal District is slightly less than one-cent higher than had been initially anticipated.

Revenues to the General Fund from sources other than Ad Valorem Tax collection are expected to increase over the current adopted budget as indicated in the proposed budget for FY16. The base assumption made in preparation of the FY16 budget does include a continued strong local economy for the coming year.

These include:

<b>Revenue Type</b>	<b>\$ Increase</b>	<b>% Increase</b>
Sales Taxes	\$ 1,323,700	9.72%
Building Permits	71,000	7.11%
Franchise Fees	207,000	7.07%
Intergovernmental	71,900	11.48%

The proposed budget for FY16 includes:

Continuation of the adopted Employee Compensation Plan

- Merit Pay increases for employees

Our adopted pay plan provides the opportunity for any employee to receive a pay increase with a successful performance evaluation. Evaluations are conducted annually in November for non-sworn employees and annually on their anniversary date for Sworn Police and Fire personnel. Sworn Police and Fire personnel are eligible for a 5% increase in their base pay if merited. Non-sworn employees are eligible for a 4% increase in their base pay.

- Market Adjustments for positions based on market survey data (primarily Police and Fire)

The adopted pay plan calls for the city to conduct an annual survey of cities, which have been designated as our “market cities” after study by the City Council. In 2012, the following cities were chosen: Allen, Burleson, Coppell, Grapevine, Lewisville, Richardson, Rowlett and Wylie. A consultant assisted with the choice of the cities and selection of benchmark positions. These are positions common across cities and representative of large numbers of employees. Human Resources survey the cities annually and compare the average of the maximum salary by position to our maximum pay for the same position. Fifteen years ago, the Council adopted a policy to keep our pay ranges within 5% of the maximum average of the various benchmark positions. When we are out of this range then we adjust our pay scale accordingly for affected positions.

After several years of very slow growth in salaries, a number of our market cities made significant increases, specifically in Police and Fire positions. In keeping with the policy, we have included market adjustments in the proposed budget. The market adjustments total \$687,040 and include \$435,222 affecting 96 Police employees and \$105,817 affecting 19 Fire employees. A very limited number of non-sworn positions will be increased under this plan including dispatchers and crew leaders.

- Funding Fire Department needs for new equipment, the need to replace expiring safety equipment, market adjustments for applicable positions, and operational equipment used by firefighters, and authorizes the purchase of a replacement fire truck (pumper to be funded by medium-term notes or lease purchase).

SCBA Airpacks	\$340,000	General Fund Reserves
Bunker Helmets	44,000	Fire Equipment Fund
Fire Pumper and Equipment	688,000	To Be Financed
Consultant to evaluate Fire Station 1 sites	18,000	Fire Equipment Fund

- Funding significant Street Department needs for street maintenance equipment to perform in-house maintenance and repair, additional resources to perform street maintenance by contract, and requested increases in street maintenance supplies.
- Funding for a full time Public Relations/Marketing position (partially offset by a reduction in consulting services currently used for that purpose) and two part-time positions (court bailiff and accounts payable).
- Funding for other vehicle replacement needs in various departments of the City including Police, Streets, Parks, Building Inspections, Neighborhood Improvement Services, and Water and Wastewater Departments.
- Increased funds to enhance the City's ability to deal with unsightly litter and cleanliness of the City.

The General Fund continues to have sufficient reserve funds to allow expenditures from that reserve while continuing to maintain the reserve at a level consistent with the adopted financial policies of the City.

Expenditures from General Fund Reserve include:

Fire SCBA Airpacks	\$ 340,000
Police cars and equipment	250,800
NIS truck	24,650
Building Inspections truck	25,900
Infield Groomer	28,750
Parks 3/4 ton truck	33,000
Parks 1 ton truck	36,000
Pro Depth Patcher	152,650
Steel Wheel Roller	38,150
Streets Backhoe	127,820
Skid Steer Loader	38,870
Streets 12 yard dump truck	116,410
Streets Duty truck	40,500
Streets 3/4 ton truck	40,500
New Traffic Signal	249,000
	<u>\$ 1,203,000</u>

The adopted Financial Policies call for the General Fund Reserves goal to be 3 months of recurring expenditures and when the reserves exceed 3.5 months of recurring expenditures the funds can be used for capital acquisitions. The City's FY15 budget estimated year-end reserves to be \$8,212,334 and we are now able to more accurately estimate year-end reserves to be \$10,033,294. Looking at non-recurring proposed expenditures for FY16, we can then determine that at this level, policy would allow up to \$1,919,434 to be used for capital acquisitions.

The proposed budget for FY2016 represents the best efforts of management to address as many of the current needs of the City in providing services to our citizens as is possible. Significant documentation of other needs also important to service delivery can also be seen throughout the document as disapproved requests. These are generally worthy requests left

unfunded for FY16; however, every effort has been made to address as many of the requests as possible. The proposal reflects several alternative (somewhat non-traditional) solutions to problems developed during the budget preparation process.

These include:

- Organizational function changes in the Police Department to address the need to provide specific directed police services and to reduce reliance on departmental overtime by the development of a Police Department-proposed Deployment Unit, which will add increased level of efficiency to the use of authorized department personnel.
- Addressing a demonstrated need for assistance with clerical and customer service “call taking” currently performed exclusively by the public works customer service representative through analysis of the nature of the calls for service (a high percentage of which are for animal services) by proposing a contract (\$10,000 annually) with the Legacy Humane Society (CCHS) rather than doing so by adding an additional employee in FY16. Other related changes in Animal Services include transferring supervision to the Parks Manager and providing assistance from an existing Police Lieutenant in advising and directing matters related to enforcement and court-related activities.
- Recognizing the ever increasing importance of local Police Department “Community Connection” and visibility through the reassignment of one patrol position to the Community Services Division, the implementation of a new police youth Explorer program designed to improve “connection” with the youth of the Community through the Patrol Division, and further emphasizing the Police Department’s “Park, Walk, and Talk” program targeted toward both neighborhoods and businesses.
- Recently expressed concerns regarding the City’s overall right-of-way appearance have been addressed by restoring additional litter collection contract work (\$40,000) which was removed from the budget a number of years ago. Further better management of wrecker company performance at wreck scenes and reinforcement of the concept that keeping our streets clear of debris is every employee’s responsibility will address this concern.

As always, I would like to thank all City departments for their hard work and diligence in preparation of the proposed budget. Their work in budget development is critically important, as is their work on a daily basis to provide quality services to the citizens of Rockwall. Special thanks to the employees of the Finance Department for their continued great work, and, a specific thanks to Assistant City Manager/Finance Director Mary Smith for outstanding work – both in budget preparation and in daily operations.

If you have any questions regarding the proposed FY16 budget, please advise me or Mary Smith, and we will be more than pleased to provide any assistance needed.



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 20, 2015  
**SUBJECT:** Water / Wastewater Rates

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McLain Decision Support Systems completed the City's comprehensive water and wastewater rate study in 2014. We provided budget estimates and debt outlook through 2019 for the study.

North Texas Municipal Water District will be increasing their rate by 6.02% from the current 2.16 to 2.29 per thousand gallons of treated water. The District has established a long-range rate model and it was incorporated into the City's rate study. In addition to the water rate increase from NTMWD, the charges for wastewater treatment will be increasing by 24% over 2015.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. In addition, bond covenants require that we maintain 1.25X net revenue available for debt service. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past few years and while consumption is increasing, it does not yet reach previous levels seen before conservation was implemented.

Drought conditions and our customers corresponding overwhelmingly positive response to calls for conservation severely diminished our revenues in several of the last few years and despite the eased restrictions this summer sales did not begin to recover until late July 2015. Lower sales and our inability to respond in kind with reduced expenses will keep our reserves low. Just over 75.1% of our expenses for fiscal year 2016 will be paid to either NTMWD or debt service.

The City raised rates effective December 1, 2014 so the full-year effect of this increase has not yet been realized. The proposed budget assumes a full-year of the new rates on the consumption volumes and the need for another rate increase on or before January 1, 2016 to increase revenues by another 10.79% overall. The proposed budget assumes implementation of this increase but is moderated slightly when reflecting revenues since we do not know when consumption may pick up again.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2014 as well. These rates are designed to cover completely our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase of 11.6% based on study findings. The wholesale contracts with Blackland and RCH were extended at the end of 2014. The City of Heath's year-to-year contract with Rockwall provided for rate increases as NTMWD adjusts their rate but they have requested to negotiate a longer-term contract and we intend to bring their rates in line with our other wholesale customers.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Revenues	15,454,489	17,871,650	17,208,500	20,505,900
Operating Expenses	12,491,361	14,380,400	13,880,350	17,013,450
Operating Income (Loss)	2,963,128	3,491,250	3,328,150	3,492,450
Non-Operating Revenues	860,470	868,200	1,043,200	973,200
Non-Operating Expenses	3,938,894	3,337,150	3,337,150	4,540,000
Non-Operating Income (Loss)	(3,078,424)	(2,468,950)	(2,293,950)	(3,566,800)
Net Income (Loss) Before Transfers	(115,295)	1,022,300	1,034,200	(74,350)
Net Transfers In (Out)	(1,091,950)	(936,500)	(936,500)	404,850
Net Income (Loss)	(1,207,245)	85,800	97,700	330,500
Working Capital - Beginning	2,059,881	(89,469)	852,636	950,336
Working Capital - Ending	852,636	(3,669)	950,336	1,280,836

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Available Operating Revenues:					
4601	Retail Water Sales	8,140,267	9,544,000	9,205,000	11,019,700
4603	Sewer Charges	4,901,303	5,500,000	5,475,000	6,546,200
4605	Pretreatment Charges	9,222	9,500	9,300	18,000
4609	HHW Fees	97,482	100,000	100,000	100,000
4610	Penalties	206,954	220,000	210,000	220,000
<b>Total Utility Sales</b>		<b>13,355,228</b>	<b>15,373,500</b>	<b>14,999,300</b>	<b>17,903,900</b>
4622	RCH Water Sales	711,301	846,000	646,200	811,000
4632	Blackland Water Sales	521,128	622,150	583,000	653,000
4650	City of Heath Water Sales	733,563	898,000	814,000	972,000
<b>Total Contract Sales</b>		<b>1,965,992</b>	<b>2,366,150</b>	<b>2,043,200</b>	<b>2,436,000</b>
4660	Water Taps	87,032	85,000	115,000	115,000
4662	Sewer Taps	26,763	25,000	29,000	29,000
4665	Meter Rental Fees	19,475	22,000	22,000	22,000
<b>Total Other Receipts</b>		<b>133,270</b>	<b>132,000</b>	<b>166,000</b>	<b>166,000</b>
<b>Total Operating Revenues</b>		<b>15,454,489</b>	<b>17,871,650</b>	<b>17,208,500</b>	<b>20,505,900</b>
Available Non-Operating Revenues					
4001	Interest Earnings	2,388	5,000	5,000	5,000
4010	Auction/Scrap Proceeds	3,571	5,000	6,000	5,000
4019	Other	16,059	20,000	15,000	15,000
4480	Tower Leases	144,297	188,200	188,200	188,200
4700	Bond Proceeds	-	-	-	-
4670	Water Impact Fees	486,906	450,000	590,000	550,000
4672	Sewer Impact Fees	207,249	200,000	239,000	210,000
<b>Total Non-Operating Revenue</b>		<b>860,470</b>	<b>868,200</b>	<b>1,043,200</b>	<b>973,200</b>
<b>Total Available Revenues</b>		<b>16,314,959</b>	<b>18,739,850</b>	<b>18,251,700</b>	<b>21,479,100</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Transfers In				
From Bond Funds	-	-	-	1,344,100
Operating Transfers Out				
To General Fund	-	-	-	-
To Insurance Fund	1,050,000	900,000	900,000	900,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Tech Replacement Fund	11,950	6,500	6,500	9,250
<b>Total Transfers Out</b>	<b>1,091,950</b>	<b>936,500</b>	<b>936,500</b>	<b>939,250</b>
<b>Net Operating Transfers</b>				
<b>In (Out)</b>	<b>(1,091,950)</b>	<b>(936,500)</b>	<b>(936,500)</b>	<b>404,850</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	983,699	925,100	915,700	953,450
63 Water Operations	7,514,272	8,752,150	8,349,100	9,871,000
67 Sewer Operations	3,993,390	4,703,150	4,615,550	6,189,000
Total Dept. Expenses	12,491,361	14,380,400	13,880,350	17,013,450
Non Operating Expenses				
62 Long Term Debt	3,938,894	3,337,150	3,337,150	4,540,000
Total Non-Operating Expenses	3,938,894	3,337,150	3,337,150	4,540,000
Total Expenses	16,430,255	17,717,550	17,217,500	21,553,450

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Debt Service	3,938,895	3,337,150	3,337,150	4,540,000
<b>Total</b>	<u>3,938,895</u>	<u>3,337,150</u>	<u>3,337,150</u>	<u>4,540,000</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
02 Water & Sewer	60 Utility Services	62 Debt Service		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	14,221	7,500	7,500	7,500
0752 BOND - PRINCIPAL	2,001,962	1,965,400	1,965,400	2,232,000
0754 BOND - INTEREST	1,384,181	651,950	651,950	1,383,450
0770 LEASE PURCHASE/SHORT TERM	-	-	-	204,700
0772 NTMWD - PRINCIPAL	425,005	443,350	443,350	443,350
0774 NTMWD - INTEREST	113,526	268,950	268,950	269,000
<b>Debt Service TOTAL . . . . . :</b>	<b>3,938,895</b>	<b>3,337,150</b>	<b>3,337,150</b>	<b>4,540,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

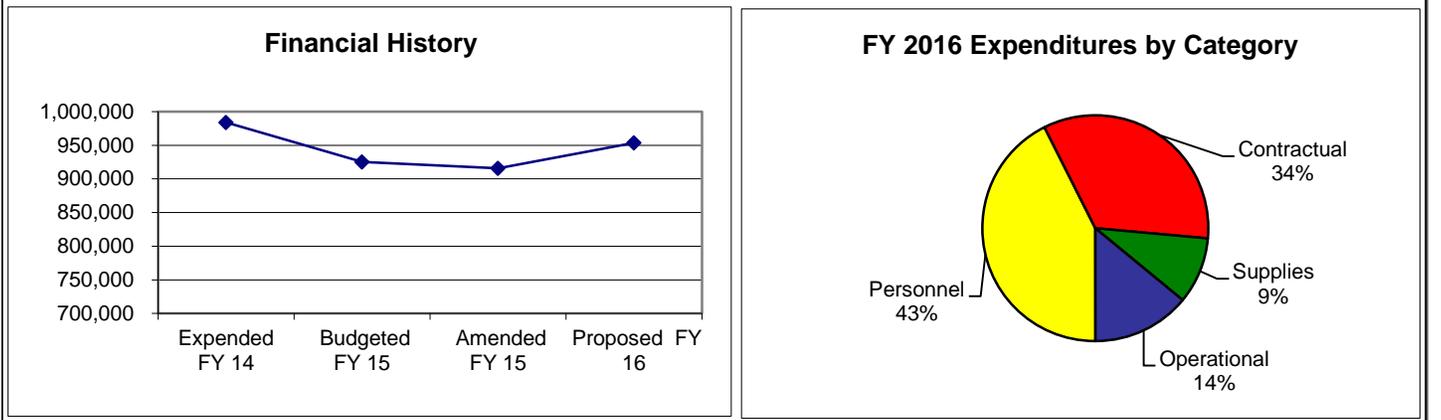
### Expenditure Summary

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	374,900	383,900	383,900	405,950
Contractual	322,662	306,600	316,000	322,900
Supplies	100,547	100,800	85,800	90,800
Operational	185,590	133,800	130,000	133,800
<b>Total</b>	<b>983,699</b>	<b>925,100</b>	<b>915,700</b>	<b>953,450</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Utility Billing Supervisor	21	1	1
Customer Service Representative	11	3	3
Meter Technician	11	4	4

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
02 Water & Sewer	60 Utility Services	61 Utility Billing		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	69,816	69,200	69,200	72,300
0104 SALARIES & WAGES-CLERICAL	92,860	96,900	96,900	102,200
0107 SALARIES & WAGES-LABOR	136,216	139,500	139,500	150,200
0109 SALARIES & WAGES-OVERTIME	207	500	500	500
<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>299,099</b>	<b>306,100</b>	<b>306,100</b>	<b>325,200</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	900	900	900	900
0114 LONGEVITY PAY	3,375	3,100	3,100	3,300
0120 FICA & MEDICARE EXPENSE	22,956	23,400	23,400	24,350
0122 T.M.R.S. RETIREMENT EXP.	48,571	50,400	50,400	52,200
<b>Benefits TOTAL . . . . . :</b>	<b>75,802</b>	<b>77,800</b>	<b>77,800</b>	<b>80,750</b>
<b>20 Contractual</b>				
0210 AUDITING	23,250	25,000	23,000	25,000
0217 IT SERVICE	18,539	36,100	31,100	36,100
0223 INSURANCE-SURETY BONDS	204	300	200	200
0225 INSURANCE-AUTOMOBILES	19,933	20,000	20,000	20,000
0227 INSURANCE-REAL PROPERTY	17,970	25,000	25,000	25,000
0228 INSURANCE-CLAIMS & DED.	30,751	25,000	25,000	25,000
0229 INSURANCE-LIABILITY	12,967	24,000	20,500	24,000
0231 SERVICE-MAINT. CONTRACTS	191,992	141,100	161,100	157,500
0240 EQUIPMENT REPAIRS	-	1,000	1,000	1,000
0242 EQUIPMENT RENTAL & LEASE	7,056	9,100	9,100	9,100
<b>Contractual TOTAL . . . . . :</b>	<b>322,662</b>	<b>306,600</b>	<b>316,000</b>	<b>322,900</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	683	1,800	1,800	1,800
0307 POSTAGE	92,890	90,000	75,000	80,000
0310 PRINTING & BINDING	6,750	8,000	8,000	8,000
0347 GENERAL MAINT. SUPPLY	225	1,000	1,000	1,000
<b>Supplies TOTAL . . . . . :</b>	<b>100,547</b>	<b>100,800</b>	<b>85,800</b>	<b>90,800</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
02 Water & Sewer	60 Utility Services	61 Utility Billing		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	191	300	300	300
0415 RECRUITING EXPENSES	365	-	200	-
0430 TUITION & TRAINING	1,595	2,000	2,000	2,000
0436 TRAVEL	227	1,500	1,500	1,500
0450 BAD DEBT EXPENSE	86,337	30,000	30,000	30,000
0490 HOUSEHOLD HAZ WASTE DAY	96,875	100,000	96,000	100,000
<b>Operational TOTAL . . . . . :</b>	<b>185,590</b>	<b>133,800</b>	<b>130,000</b>	<b>133,800</b>
<b>Utility Billing TOTAL :</b>	<b>983,699</b>	<b>925,100</b>	<b>915,700</b>	<b>953,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

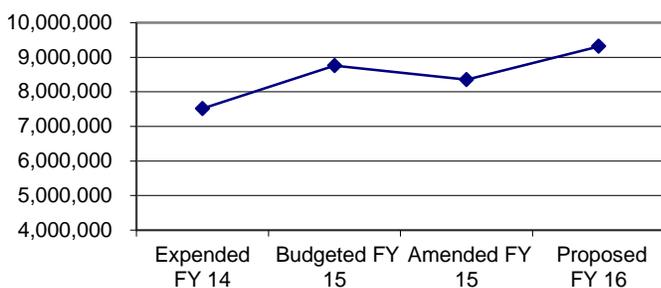
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	846,009	849,700	848,800	877,900
Contractual	6,064,486	7,199,800	6,754,450	7,653,100
Supplies	369,774	412,650	399,750	433,500
Operational	5,771	13,300	13,400	16,100
Utilities	228,233	259,400	315,400	310,550
Capital	-	17,300	17,300	22,000
<b>Total</b>	<b>7,514,272</b>	<b>8,752,150</b>	<b>8,349,100</b>	<b>9,313,150</b>

### Personnel Schedule

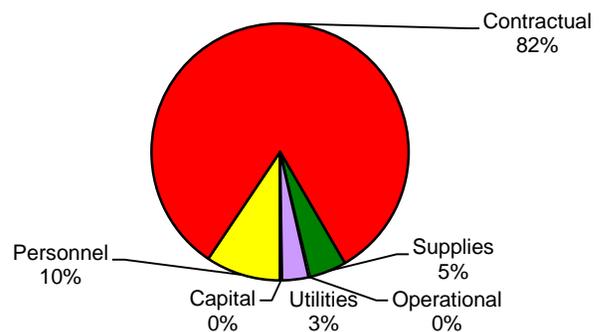
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	21	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	15	1	1
Water Quality Technician	12	1	2
Equipment Operator II	12	1	1
Production Technician I	11	1	1
Fire Hydrant Technician	10	2	2
Maintenance Worker II	8	4	4

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	161,954	165,100	165,100	172,300
0104	SALARIES & WAGES-CLERICAL	48,181	49,300	49,300	51,450
0107	SALARIES & WAGES-LABOR	407,522	430,700	407,700	426,500

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107** **Seasonal Maintenance Worker**

The water department is requesting one seasonal maintenance worker. The water department would utilize this employee to paint and trim the grass around fire hydrants. This would allow current fire hydrant techs to continue with the needed maintenance on the fire hydrants.

Salary & Wages \$5,300

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107** **Water Quality Technician**

The water department is requesting to add a Water Quality Technician position. This employee will assist and support the current Water Quality Technician with cross connection control, backflow testing (including associated paperwork) and daily operations. This individual would allow the current Water Quality Technician to concentrate on state required water samples and customer service concerns. Salary and Benefits \$50,411

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	56,360	40,000	54,500	45,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0109** **Standby Pay**

Each week three employees from the water or wastewater departments are on call 24/7 to respond to emergencies. One employee with the water or wastewater department responds to emergency calls related to water or sewer issues. Another from the pump division responds to any emergency regarding lift stations and water pumps. One equipment operator is on call from either water or wastewater for emergency repairs. These employees only receive compensation if they are called in for a project. We proposed \$100 per week for each of the employees on call when they do not get called in.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>674,016</b>	<b>685,100</b>	<b>676,600</b>	<b>695,250</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,800	1,800	3,600
0114	LONGEVITY PAY	7,787	7,100	7,100	7,900
0120	FICA & MEDICARE EXPENSE	51,413	49,400	52,450	54,400
0122	T.M.R.S. RETIREMENT EXP.	111,893	106,300	110,850	116,750

<b>Benefits TOTAL . . . . . :</b>	<b>171,993</b>	<b>164,600</b>	<b>172,200</b>	<b>182,650</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**20 Contractual**

0211	LEGAL	-	5,000	5,000	5,000
0213	CONSULTING FEES	8,383	20,000	20,000	20,000
0231	SERVICE-MAINT. CONTRACTS	37,304	49,200	49,200	44,400
0237	UNIFORM SERVICE	11,491	15,400	15,400	15,400
0240	EQUIPMENT REPAIR	8,626	10,000	10,000	10,000
0242	EQUIPMENT RENTAL	4,255	16,000	16,000	16,000
0244	BUILDING REPAIR	3,786	15,000	15,000	15,000
0246	VEHICLE REPAIRS	28,178	22,000	22,000	22,000
0270	WASTE DISPOSAL SERVICE	1,296	10,000	10,000	10,000
0280	STATE PERMITS	33,137	39,000	37,000	37,000
0281	METER REPAIR & REPLACEMENT	4,205	6,000	6,000	12,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0281**

**Fire Hydrant Meters**

Fire Hydrant Backflow Preventers (5) \$3000

Fire Hydrant Meters (5) \$3000

**CITY MANAGER'S COMMENTS: Approved**

0287	WATER PURCHASES	5,786,815	6,851,950	6,408,600	7,264,350
0288	WATERLINE REPAIR & REPLACEMENT	27,083	70,000	70,000	70,000
0289	RESERVOIR MAINT. & REPAIR	109,927	70,250	70,250	111,950

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289**

**Reservoir Maint. & Repair**

\$34,000 Rebuild water pumps at Heath St. and Eastside Pump Station

10,000 Miscellaneous repairs

9,670 Tank inspections and cleaning

14,850 2 LP Generators for Southside and Springer Water Towers

13,350 Replace old motor starters at Heath St. Pumps 2 & 3

3,000 Contacts for Pumps 4 & 5 motor starters

15,330 Install security cameras at Country Lane Tower

27,050 Replace check valves EastSide 700 pump 4 and Heath St. Pump 2.

Total: \$127,250.

**CITY MANAGER'S COMMENTS: Security cameras are Disapproved, remaining items are Approved.**

<b>Contractual TOTAL . . . . . :</b>	<b>6,064,486</b>	<b>7,199,800</b>	<b>6,754,450</b>	<b>7,653,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,159	2,550	2,550	2,550
0310	PRINTING & BINDING	1,787	2,000	1,000	2,000
0323	SMALL TOOLS	5,140	8,500	21,300	24,600

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0321** **Small Tools**

Amended Budget: several trash pumps failed during a main break and were replaced

0325	SAFETY SUPPLIES	3,035	8,000	8,000	12,450
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0325** **Arrow Board**

The arrow board provides easy to see advanced warning for drivers approaching and entering the work zone and is required to meet certain traffic control plans. \$4,250

**CITY MANAGER'S COMMENTS: Approved**

0331	FUEL & LUBRICANTS	54,700	66,700	40,000	40,000
0333	CHEMICAL	4,019	8,400	8,400	8,400
0335	PROPANE	25,542	17,500	19,500	19,500
0341	CONSTRUCTION & REPAIR SUPPLY	68,288	70,000	70,000	70,000
0347	GENERAL MAINT. SUPPLY	19,448	18,000	18,000	18,000
0380	FIRE HYDRANT MAINT SUPPLY	9,623	11,000	11,000	11,000
0381	WATER PIPE FITTINGS	31,588	50,000	50,000	50,000
0382	METER SUPPLIES	145,446	150,000	150,000	175,000

<b>Supplies TOTAL . . . . . :</b>	<b>369,774</b>	<b>412,650</b>	<b>399,750</b>	<b>433,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,295	2,100	2,100	2,400
0415	RECRUITING EXPENSES	-	200	300	200
0430	TUITION & TRAINING	2,733	6,000	6,000	8,500
0436	TRAVEL	1,743	5,000	5,000	5,000

<b>Operational TOTAL . . . . . :</b>	<b>5,771</b>	<b>13,300</b>	<b>13,400</b>	<b>16,100</b>
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**50 Utilities**

0501	ELECTRICITY	219,005	250,000	306,000	300,000
0507	CELLULAR TELEPHONE	4,764	4,900	4,900	6,050
0508	TELEPHONE SERVICE	4,464	4,500	4,500	4,500

<b>Utilities TOTAL . . . . . :</b>	<b>228,233</b>	<b>259,400</b>	<b>315,400</b>	<b>310,550</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT - 17,300 17,300 22,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621 Field Machinery & Equipment**

Valve Exercising Equipment: ERV 750 \$22,000

**Compact Excavator**

request a compact excavator to improve the utility crew's ability to excavate water and sewer lines for repair or replacement in Lake Rockwall Estates. Large portions of the water and sewer lines are located in the rear of the property with no alleys or with narrow access. Over the past year, the water and sewer departments have rented compact excavators because the department's backhoes are too large to access and work efficiently in these confined areas.

\$81,790 John Deere 50G Compact Excavator with Hydraulic Hammer

**Backhoe Loader**

2 Caterpillar Model 420F2 C4EX Backhoe Loaders - Purchasing these units will add one to the fleet and replace the 2003 model that is 12 years old has 4,547 hours of run time. Having two back hoes will allow the department to have two separate crews that can make repairs and respond to emergencies more efficiently.

Backhoe Loaders with Hydraulic Thumb, H95E Hammer and Trailer \$148,510 per unit

**Skid Steer Loader**

This unit will be a new edition to the fleet. It will be used for excavation cleanup in areas inaccessible to our backhoe (Lake Rockwall Estates). It will be shared with the Wastewater Department.

Caterpillar Model 262D Skid Steer with trailer \$43,980

**CITY MANAGER'S COMMENTS: Valve Exercising equipment is Approved. Compact Excavator and one Backhoe is Approved with short term financing. Second Backhoe and Skid Steer are Disapproved**

0623 VEHICLES - - - -

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0623**

**Fire Hydrant Truck**

This truck will be used for fire hydrant maintenance. We had a 2008 3/4 ton truck assigned to this function until it failed with more than \$12,000 in needed repairs. Out of necessity we used a 2004 Ford Ranger to take its place. It is too small to continue to use for this purpose.

F350 1 ton extended cab with utility bed \$53,000

**3/4-ton Truck**

This truck will replace a 2004 F-250 with 159,327 miles. The vehicle was an old Animal Services vehicle. It will be replaced with a 3/4 ton truck with utility bed \$35,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
02 Water & Sewer	60 Utility Services	63 Water Operations		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>

**¾-ton Truck**

This truck will be used for on-call after hour emergency water and sewer issues. It will replace the existing 2007 F-150 that is used 7 days a week by on call personnel with 195,199 miles. The vehicle has serious mechanical problems. It will be replaced with a ¾ ton with utility bed \$35,500.

**¾-ton Truck**

This truck will replace the existing 2002 Dodge R-1500 1/2 ton (unit 121) that currently has 132,968 miles with multiple mechanical issues. The estimated cost of repairs is \$7,747. The estimated value of the truck is \$1,500 Replace with a ¾ ton extended cab \$35,500

**12 Yard Dump Truck**

Currently the water department has a 5-yard dump truck. When a main breaks, often the dirt removed from the hole cannot be stockpiled next to the trench because it would impede traffic. This requires the crew to remove the spoils from the job site quickly. Over the past few years, the city has expanded greatly, adding to the distance that the driver must travel to dump the load. When the dirt is wet, the truck cannot be loaded as heavy, requiring more trips to offload. When available, the water department uses the wastewater department’s 5-yard dump truck as well to speed up the process. The water department is requesting to purchase a 12-yard dump truck to improve efficiency and reduce the amount of time it takes to repair a main. The additional time taken with the smaller dump trucks can add additional time before water is restored to our customers. One 12-yard dump truck can carry over twice the amount of materials as one 5- yard truck.

12-Yard Dump Truck \$110,557

**1 1/2 Ton Crew Cab**

This truck carries a three-man crew and is used daily for water system maintenance and repairs. This truck will replace a 2000 model truck with 151,700 miles.

1 1/2 ton F450 - Crew Cab with Walk In Bed Box \$57,500

**5 Yard Dump Truck**

This truck will replace a 1998 truck with 30,000 miles. This truck will tow the backhoe trailer and backhoe to and from job sites as well as loads of excavated dirt, asphalt, and concrete to dump area

2 1/2 ton F650 - 5 yard Dump Truck \$50,700

CITY MANAGER'S COMMENTS: 5 Yard Dump Truck is Disapproved, remaining items are approved with short-term financing

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>17,300</b>	<b>17,300</b>	<b>22,000</b>
<b>Water Operations TOTAL :</b>	<b>7,514,272</b>	<b>8,752,150</b>	<b>8,349,100</b>	<b>9,313,150</b>

## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

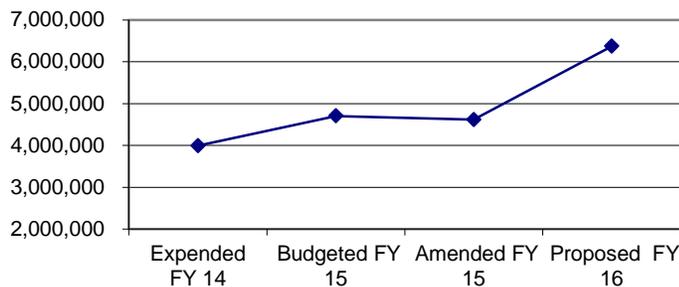
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	695,564	642,700	671,450	691,900
Contractual	3,061,709	3,762,250	3,660,900	4,414,960
Supplies	103,977	145,350	140,350	134,050
Operational	3,082	9,400	9,400	14,450
Utilities	129,058	143,450	133,450	135,150
Capital	-	-	-	978,440
<b>Total</b>	<b>3,993,390</b>	<b>4,703,150</b>	<b>4,615,550</b>	<b>6,368,950</b>

### Personnel Schedule

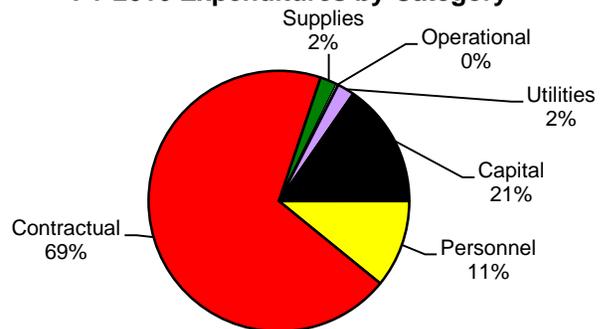
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Wastewater - Field Supervisor	21	1	1
Production Technician - Field Supervisor	21	1	1
Crew Leader	15	1	1
Production Technician II	14	1	1
Equipment Operator II	12	1	1
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	5	4

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	131,001	133,800	133,800	136,600
0107	SALARIES & WAGES-LABOR	360,702	350,100	340,100	371,650

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0107** **Seasonal Maintenance Worker**

The water department is requesting one seasonal maintenance worker. The water department would utilize this employee to paint and trim the grass around fire hydrants. This would allow current fire hydrant techs to continue with the needed maintenance on the fire hydrants.

Salary & Wages \$5,300

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	65,834	35,000	62,000	50,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0109** **Standby Pay**

Each week three employees from the water or wastewater departments are on call 24/7 to respond to emergencies. One employee with the water or wastewater department responds to emergency calls related to water or sewer issues. Another from the pump division responds to any emergency regarding lift stations and water pumps. One equipment operator is on call from either water or wastewater for emergency repairs. These employees only receive compensation if they are called in for a project. We propose \$100 per week for each employees who do not get called out.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>557,537</b>	<b>518,900</b>	<b>535,900</b>	<b>558,250</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,500	2,100
0114	LONGEVITY PAY	5,365	5,600	5,600	6,300
0120	FICA & MEDICARE EXPENSE	40,704	37,000	41,950	39,800
0122	T.M.R.S. RETIREMENT EXP.	91,058	79,700	86,500	85,450

<b>Benefits TOTAL . . . . . :</b>	<b>138,027</b>	<b>123,800</b>	<b>135,550</b>	<b>133,650</b>
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**20 Contractual**

0213	CONSULTING FEES	11,236	20,000	45,000	20,000
0214	BUFFALO BASIN SSO	-	100,000	-	-
0216	SQUABBLE CREEK BASIN SSO	-	101,350	-	-
0231	SERVICE-MAINT. CONTRACTS	19,868	25,350	25,350	27,650

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231**

**Service-Maint. Contracts**

- \$3,840 Air cards
- 8,900 Generator Maintenance
- 7,772 SCADA licensing and Support
- 750 Bomgar remote SCADA system service
- 6,372 Mowing at lift stations

0237	UNIFORM SERVICE	11,437	14,700	14,700	14,700
0240	EQUIPMENT REPAIR	15,829	16,000	16,000	16,000
0242	EQUIPMENT RENTAL	6,669	13,200	13,200	13,200
0246	VEHICLE REPAIRS	25,622	21,600	21,600	21,600
0279	INDUSTRIAL PRE-TREATMENT	24,486	28,600	28,600	35,200
0282	LIFT STATION REPAIR & MAINT	29,571	50,000	65,000	70,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282**

**Amended Budget**

In 2015 we experienced some unexpected pump failures due to aging pumps

0284	SWR LINE REPAIR & REPLACEMENT	430	35,000	95,000	55,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284**

**Amended Budget**

Repairs including the Random Oaks sewer line repair have caused this line item to be over budget.

**Proposed Budget**

Smoke Test various sections of the sewer system to detect I&I \$20,000

Miscellaneous repairs \$35,000

**CITY MANAGER'S COMMENTS: Approved**

0285	TREATMENT PLANT-SQUABBLE	410,064	442,950	442,950	591,150
0286	TREATMENT PLANT-BUFFALO	628,642	992,750	992,750	1,247,310
0292	WASTEWATER TREATMENT	1,877,855	1,900,750	1,900,750	2,303,150

<b>Contractual TOTAL . . . . . :</b>	<b>3,061,709</b>	<b>3,762,250</b>	<b>3,660,900</b>	<b>4,414,960</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	255	1,500	1,500	1,500
0323	SMALL TOOLS	1,429	7,300	15,300	15,300
0325	SAFETY SUPPLIES	6,972	11,400	11,400	11,400
0331	FUEL & LUBRICANTS	49,446	48,000	35,000	28,700
0333	CHEMICAL	3,558	7,900	7,900	7,900

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
0341 CONSTRUCTION & REPAIR SUPPLY	35,101	51,000	51,000	51,000
0347 GENERAL MAINT. SUPPLY	5,371	8,000	8,000	8,000
0385 LIFT STATION SUPPLIES	1,845	10,250	10,250	10,250

<b>Supplies TOTAL . . . . . :</b>	<b>103,977</b>	<b>145,350</b>	<b>140,350</b>	<b>134,050</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,196	1,500	1,500	2,150
0415 RECRUITING EXPENSES	143	200	200	-
0430 TUITION & TRAINING	904	6,500	6,500	8,500
0436 TRAVEL	840	1,200	1,200	3,800

<b>Operational TOTAL . . . . . :</b>	<b>3,082</b>	<b>9,400</b>	<b>9,400</b>	<b>14,450</b>
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**50 Utilities**

0501 ELECTRICITY	125,788	140,000	130,000	130,000
0507 CELLULAR TELEPHONE	3,270	3,450	3,450	5,150

<b>Utilities TOTAL . . . . . :</b>	<b>129,058</b>	<b>143,450</b>	<b>133,450</b>	<b>135,150</b>
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	-	-	-	13,060
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621</b>			<b>Field Machinery &amp; Equip</b>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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Sewer Push Camera with monitor 200ft. \$13,060

**Backhoe Loaders**

2 Caterpillar Model 420F2 C4EX Backhoe Loaders Purchasing these units will add one to the fleet and replace the 2003 model that is 12 years old has 4,239 hours of run time. The current unit has electrical and air conditioning problems and is prone to breakdown unexpectedly. Having two backhoes will allow the department to have two separate crews that can make repairs and respond to emergencies more efficiently. Backhoe Loaders with Hydraulic Thumb, H95E Hammer and Trailer \$148,510 per unit

**Centrifugal Pump**

This pump will be used for emergency bypassing of sewage at lift stations and other locations when pumps or sewer lines fail. Currently we rely on equipment from private contractors.  
8X6 Trailer Mounted Centrifugal Bypass Pump \$38,000

**Lift Station Generators**

Currently the City has 39 lift stations, with only 9 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. Currently, we have two large 200 KW tow behind generators that weigh over 12,000 pounds to provide temporary power. In icy conditions with the topography of the city, getting these generators to some of the location in time before the lift stations overflow has been challenging. To protect the health and safety of the residents and lesson the chance of having an adverse impact on personal property and the environment we request to add two generators per year.  
2- Onsite Generators for Lift Stations \$130,000

**CITY MANAGER'S COMMENTS: Sewer Push Camera is Approved, remaining equipment is Approved with short term financing**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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0623 VEHICLES - - - 965,380

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623**

**12-Yard Dump Truck**

Currently, the wastewater department has a 5-yard dump truck. When a sewer line repair is done, often the dirt removed from the hole cannot be stockpiled next to the trench because it would impede traffic. This requires the crew to remove the spoils from the job site. Over the past few years, the city has expanded greatly, adding to the distance that the driver must travel to dump the load. When the dirt is wet, the truck cannot be loaded as heavy, requiring more trips to offload. When available, the wastewater department uses the water department’s 5-yard dump truck as well to speed up the process. The wastewater department is requesting to purchase a 12-yard dump truck to improve efficiency and reduce the amount of time it takes to repair a sewer main. The additional time taken with the smaller dump trucks can add additional time before wastewater repairs are complete and the possibility of sanitary sewer overflow. One 12-yard dump truck can carry over twice the amount of materials as one 5-yard truck.

12 Yard Dump Truck \$102,620

**5 Yard Dump Truck**

This truck will replace a 1998 truck with 30,000 miles and is in a constant need of repair. This truck will pull the backhoe trailer and backhoe to and from job sites as well as loads of excavated dirt, asphalt and concrete to dump area.

2 1/2 ton F540 - 5 Yard Dump Truck \$50,700

**Crane Truck Maintainer**

The vehicle will replace the current (Unit#126) which is a 1994 1-ton GMC flat bed truck with 110,115 miles. This truck was retired from the Parks Department several years ago and was converted into crane truck. This truck is in poor condition, is often very unreliable, and does not have the capacity to pull all of our lift station pumps. Often we have to call the City of Rowlett or a contractor to pull our pumps.

F750 Crane Truck Maintainer 1400 Series \$180,000

**3/4 Ton Truck**

This truck will replace the 1999 Chevy G1500 1/2 ton van that currently has 83,258 miles.

¾-ton truck with utility bed and safety lights \$35,500

**1 1/2 ton Crew Cab Truck**

This truck will replace a 2003 F-450 Crew Cab which has 153,228 miles and needs a transmission overhaul.

1 1/2 ton F450 Crew Cab with Utility Bed \$45,500

**Vac Truck**

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
02 Water & Sewer	60 Utility Services	67 Sewer Operations		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>

Request a combination jet, vacuum and hydro truck to the wastewater equipment fleet. The current unit in service is a trailer-mounted vacuum unit purchased in 2001 and does not have hydro capabilities or a jet system needed for cleaning lift station pumps, hydro excavation and unclogging drains. Currently to complete these tasks, a second crew must arrive on the jobsite with a jet truck. Crews use the jet unit for hydro excavation in conjunction with the vacuum trailer with an attachment that was made in the shop. The pressure output is 1800 psi. The new unit's output is 3000 psi.

The current machine is the only one in the City's fleet that has the capability to vacuum sewer in the event of loss of power at lift stations, collapse of sewer lines or during repairs. It is also the only piece of equipment capable of vacuuming spills, mud, and debris from lift stations, manholes, and storm drains. The current unit is not capable of vacuuming solids and debris from the bottom of 16 of the City's lift stations due to their depth.

When the current machine is in need of repair, the wastewater department must rely on aid from other cities in our surrounding area, a contractor, or rent the equipment. The machine, at times, is pushed beyond the limits of the manufacturer's recommendations to get the job done. Working the machine that hard often requires repairs, leaving the department without a vacuum machine.

The new unit proposed is a vac-con 9-yard combination truck. This combination unit is equipped to handle all of the current unit's capabilities and more. Having all these features on one unit reduces the size of the crew needed to accomplish these tasks. The tank capacity is almost double the current unit thus reducing the number of trips to empty the tank during emergency repairs/outages. It can clean the bottom Vac-Con 9 Yard Combination Sewer Cleaner Unit \$317,260

CCTV Inspection Van \$220,000

**CCTV Inspection Van**

CUES Cameras CCTV Inspection Van - This inspection vehicle is needed to video/record the sewer lines to determine the condition of the pipe. It would allow the maintenance crews to identify problems and make repairs prevent sanitary sewer overflows in the collection system. The van would allow for a predictive - preventative approach to our maintenance program. The camera van would be an addition to the maintenance fleet.

CCTV Inspection Van \$220,000

**CITY MANAGER'S COMMENTS: 5 Yard Dump Truck, 12 Yard Dump Truck and Crane Maintainer are Disapproved, remaining vehicles are Approved using short-term financing**

<b>Capital TOTAL . . . . . :</b>	-	-	-	<b>978,440</b>
<b>Sewer Operations TOTAL . . :</b>	<b>3,993,390</b>	<b>4,703,150</b>	<b>4,615,550</b>	<b>6,368,950</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2015  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$4,314,158,274 and includes senior values of \$379,063,284 and new improvements of \$105,331,475. The certified value reflects an increase of 6.50% over the prior year of which 2.84% is from new values.

A tax rate of 48.53 cents per hundred dollars of assessed value was used to prepare the 2015-16 Proposed Annual Budget.

The City's debt service rate is calculated to be 25.11 cents and the proposed operations rate would be 23.42 cents for a proposed combined rate of 48.53 cents per hundred dollars of assessed value. A penny on the tax rate generates \$385,958. Our Effective Tax Rate is 48.53 cents and the Rollback Rate is 49.38 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY15.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget anticipates the issuance of General Obligation Bonds \$8.78 million of new voter approved debt with first payments in FY 2016. This will provide funds for engineering and other costs associated with beginning the street rehabilitation projects approved in 2012. This will also provide the funds for the new I-30 on ramp. We will again propose to take advantage of the opportunity to do a debt refinancing for savings in the next couple of months. Preliminary evaluation of our current debt shows approximately \$40,000,000 which is eligible for refinancing and for which savings are estimated to be in the 8-9% range over the remaining life of the debt.

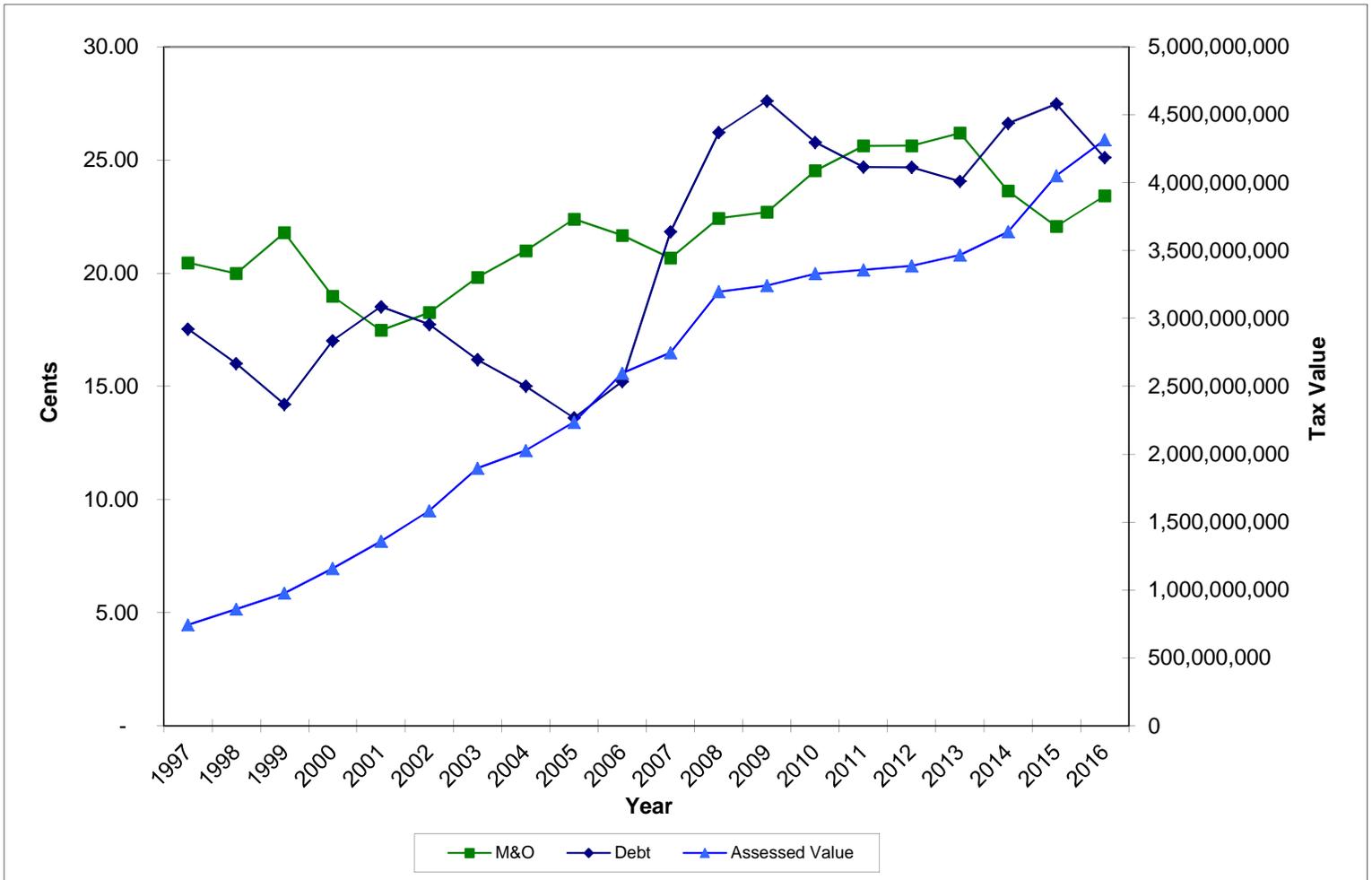
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 48.53 cents does not cause the City to need to conduct the tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 8<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 21<sup>st</sup> Council agenda.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1997	744,849,949	7.74%	20.46	17.54	38.00	97.93%		
1998	860,154,647	15.48%	19.99	16.01	36.00	98.27%		
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.37	55.02
2015	4,050,756,693	11.35%	22.07	27.48	49.55	proj 98.00%	49.55	51.98
2016	4,314,158,274	6.50%	23.42	25.11	48.53	proj 98.00%	48.53	49.38



<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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04 Debt Service
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	9,823,954	11,134,400	11,409,400	10,743,743
Total Expenditures	10,242,693	11,105,150	11,103,650	11,086,750
Excess Revenues Over (Under) Expenditures	(418,739)	29,250	305,750	(343,007)
Net Other Financing Sources (Uses)	107,342	-	-	-
Net Gain (Loss)	(311,397)	29,250	305,750	(343,007)
Fund Balance - Beginning	772,045	656,251	460,648	766,398
Fund Balance - Ending	460,648	685,501	766,398	423,391

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4001	Interest Earnings	125	250	250	250
4019	Misc. Revenue	-	-	-	-
4100	Current Taxes	9,372,156	10,674,150	10,674,150	10,283,493
4105	Delinquent Taxes	60,706	70,000	70,000	70,000
4110	Penalty & Interest	54,546	50,000	50,000	50,000
4460	Building Lease	17,500	15,000	15,000	15,000
4674	Roadway Impact Fees	318,921	325,000	600,000	325,000
<b>Total Revenues</b>		<b>9,823,954</b>	<b>11,134,400</b>	<b>11,409,400</b>	<b>10,743,743</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Other Financing Sources				
Developer Contributions	107,342			
<b>Total Other Financing Sources</b>	107,342	-	-	-
Other Financing Uses				
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	107,342	-	-	-

**SUMMARY OF EXPENDITURES**

**Fund**

04 Debt Service

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Debt Service	10,242,693	11,105,150	11,103,650	11,086,750
<b>Total Expenditures</b>	<b>10,242,693</b>	<b>11,105,150</b>	<b>11,103,650</b>	<b>11,086,750</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
208	E.S. Corp Contract	116,004	118,050	116,550	118,050
750	Admin. Fees	14,800	12,000	12,000	12,000
752	Bonds - Principal	4,528,038	4,989,650	4,989,650	4,998,000
754	Bonds - Interest	3,876,166	3,671,950	3,671,950	3,534,050
768	Certificates - Principal	1,365,000	1,360,000	1,360,000	1,563,800
770	Certificates - Interest	342,685	953,500	953,500	860,850
<b>Total Debt Service</b>		<b>10,242,693</b>	<b>11,105,150</b>	<b>11,103,650</b>	<b>11,086,750</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 20, 2015  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$87,097,467, resulting in a captured value of \$74,413,720. This is a valuation decrease of 5.69% resulting almost entirely from a decrease in the Hilton valuation. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. Rockwall County has committed 100% of property taxes on the Harbor Tracts and 50% of the taxes on properties in the remainder of the Zone through fiscal year 2016. Property taxes to the zone should total \$597,550. The REDC commitment to debt service on the Harbor Heights project continues for the life of the debt service repayment associated with the infrastructure debt for that project.

Sales taxes have been estimated for fiscal year 2015 at \$300,000. This would reflect an increase due to the anticipated opening of the new restaurant site adjacent to Trend Tower. The Comptroller's Office provides a monthly report to the City with the combined sales tax for all businesses in the TIF.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	1,031,976	1,091,650	1,048,100	1,062,650
Total Expenditures	1,321,888	1,204,900	1,204,900	1,292,450
Excess Revenues Over (Under) Expenditures	(289,912)	(113,250)	(156,800)	(229,800)
Net Other Financing Sources (Uses)	-	192,850	247,250	244,450
Net Gain (Loss)	(289,912)	79,600	90,450	14,650
Fund Balance - Beginning	201,816	245,668	(88,096)	2,354
Fund Balance - Ending	(88,096)	325,268	2,354	17,004

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4100	Current Taxes	514,288	661,500	661,500	597,950
4105	Delinquent Taxes	1,297	-	-	-
4150	Sales Taxes	286,254	320,000	268,000	300,000
4680	Developers Contribut	230,137	110,150	118,600	164,700
<b>Total Revenues</b>		<b>1,031,976</b>	<b>1,091,650</b>	<b>1,048,100</b>	<b>1,062,650</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Other Financing Sources				
Operating Transfers In:				
Net Effect of restructuring	-	-	-	-
From Economic Development	-	192,850	247,250	244,450
<b>Total Other Financing Sources</b>	-	192,850	247,250	244,450
Other Financing Uses				
To Economic Development	-	-	-	-
<b>Total Other Financing Uses</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	-	192,850	247,250	244,450

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Debt Service	1,321,888	1,204,900	1,204,900	1,292,450
<b>Total Expenditures</b>	<b>1,321,888</b>	<b>1,204,900</b>	<b>1,204,900</b>	<b>1,292,450</b>

**LONG TERM DEBT**

**Fund**

05 Harbor Debt Service

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
768	Certificates - Principal	910,000	575,000	575,000	755,000
770	Certificates - Interest	411,888	629,900	629,900	537,450
<b>Total Debt Service</b>		<b>1,321,888</b>	<b>1,204,900</b>	<b>1,204,900</b>	<b>1,292,450</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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01 General
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	28,503,081	28,864,250	30,002,750	31,589,800
Total Operating Expenditures	25,482,029	26,252,550	26,757,650	28,558,700
Capital Reserve Expenditures	1,323,950	860,100	900,950	1,203,000
Excess Revenues Over (Under) Expenditures	1,697,102	1,751,600	2,344,150	1,828,100
Net Other Financing Sources (Uses)	(2,667,442)	(2,584,500)	(2,616,500)	(2,816,500)
Net Gain (Loss)	(970,340)	(832,900)	(272,350)	(988,400)
Fund Balance - Beginning	11,275,984	9,045,234	10,305,644	10,033,294
Fund Balance - Ending	10,305,644	8,212,334	10,033,294	9,044,894

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4100	Current Taxes	8,301,522	8,580,100	8,580,100	9,588,000
4105	Delinquent Taxes	61,979	60,000	60,000	60,000
4110	Penalty & Interest	50,054	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>8,413,555</b>	<b>8,700,100</b>	<b>8,700,100</b>	<b>9,708,000</b>
4150	Sales Taxes	13,515,016	13,617,300	14,366,300	14,941,000
4155	Beverage Taxes	214,951	210,000	210,000	210,000
<b>Total Sales Taxes</b>		<b>13,729,967</b>	<b>13,827,300</b>	<b>14,576,300</b>	<b>15,151,000</b>
4201	Electrical Franchise	1,675,912	1,680,000	1,680,000	1,725,000
4203	Telephone Franchise	147,542	150,000	150,000	150,000
4205	Gas Franchise	402,664	388,000	538,000	440,000
4207	Cable TV Franchise	561,956	500,000	643,000	600,000
4209	Garbage Franchise	228,371	208,000	208,000	218,000
<b>Total Franchise</b>		<b>3,016,445</b>	<b>2,926,000</b>	<b>3,219,000</b>	<b>3,133,000</b>
4250	Park & Recreation Fees	35,892	35,000	35,000	35,000
4251	Municipal Pool Fees	11,821	17,000	17,000	17,000
4253	Center Rentals	39,428	38,000	38,000	38,000
4255	Harbor Rentals	4,710	10,000	3,000	10,000
4260	Tax Certificate Fees	216	250	250	250
4270	Code Enforcement Fees	42,954	5,000	12,000	5,000
4280	Zoning Request Fees	43,849	35,000	49,000	35,000
4283	Construction Inspection	242,205	280,000	250,000	280,000
4295	Fire - Plans	20,750	20,000	15,000	20,000
<b>Total Fees</b>		<b>441,825</b>	<b>440,250</b>	<b>419,250</b>	<b>440,250</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4300	Building Permits	723,095	710,000	875,000	775,000
4302	Fence Permits	20,757	20,000	20,000	20,000
4304	Electrical Permits	31,883	30,000	21,000	30,000
4306	Plumbing Permits	41,443	38,000	38,000	38,000
4308	Mechanical Permits	40,487	35,000	39,000	39,000
4310	Daycare Center Permits	2,410	2,000	2,000	2,000
4312	Health Permits	84,180	86,000	86,000	88,000
4314	Sign Permits	25,560	26,000	26,000	26,000
4288	Beverage Permits	6,370	10,000	7,000	10,000
4320	Miscellaneous Permits	42,944	41,000	48,000	41,000
Total Permits		1,019,129	998,000	1,162,000	1,069,000
4400	Court Fines	483,439	500,000	500,000	500,000
4402	Court Fees	173,078	165,000	165,000	165,000
4404	Warrant Fees	76,227	70,000	76,000	90,000
4406	Court Deferral Fees	310,546	285,000	285,000	285,000
4408	Animal Registration Fees	7,199	7,000	7,000	7,000
4414	Alarm Fees and Fines	48,970	45,000	45,000	45,000
Total Municipal Court		1,099,459	1,072,000	1,078,000	1,092,000
4001	Interest Earnings	25,209	20,000	25,000	25,000
4007	Sale of Supplies	638	500	1,000	500
4010	Auction/Scrap Proceeds	48,263	20,000	40,000	40,000
4019	Other	72,292	58,000	20,000	20,000
	Developer Contributions	-	-	-	77,000
4480	Tower Leases	55,920	70,000	70,000	70,000
Total Miscellaneous		202,322	168,500	156,000	232,500
4500	Grant Proceeds	4,257	106,000	66,000	66,000
4510	School Patrol	326,131	306,100	306,100	346,850
4520	County Contracts	1,040	1,000	1,000	1,000
4530	City Contracts	248,951	319,000	319,000	350,200
Total Intergovernmental		580,379	732,100	692,100	764,050
Total Revenues		28,503,081	28,864,250	30,002,750	31,589,800

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	-	-	-	-
From Recreational Development	110,000	60,000	60,000	60,000
From Court Security/Tech Fees	25,000	30,500	30,500	30,500
From Narcotics	176,782	-	-	-
<b>Total Other Financing Sources</b>	<b>311,782</b>	<b>90,500</b>	<b>90,500</b>	<b>90,500</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	11,000	15,000	15,000	15,000
To Rec. Dev. Fund	40,500	-	-	-
To Radio Fund	185,000	160,000	185,000	160,000
To Employee Benefit Fund (Ins.)	2,500,000	2,300,000	2,300,000	2,500,000
To Workers Compensation Fund	-	50,000	50,000	75,000
To Tech. Replacement Fund	157,000	150,000	157,000	157,000
To Bond Projects	126,224	-	-	-
<b>Total Other Financing Uses</b>	<b>3,019,724</b>	<b>2,675,000</b>	<b>2,707,000</b>	<b>2,907,000</b>
Less Capital Reserve	40,500	-	-	-
<b>Net Other Financing Sources (Uses)</b>	<b>(2,667,442)</b>	<b>(2,584,500)</b>	<b>(2,616,500)</b>	<b>(2,816,500)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
10	01	Mayor/Council	94,747	112,250	113,550	117,450
10	05	Administration	1,684,508	1,709,900	1,725,000	1,759,350
10	06	Administrative Services	512,985	532,150	556,150	555,100
10	09	Internal Operations	1,931,276	1,670,250	1,702,150	1,823,800
15	11	Finance	678,197	699,650	652,450	734,700
15	15	Municipal Court	415,220	436,350	436,450	437,600
20	25	Fire Operations	2,394,837	2,841,250	2,924,250	3,345,300
20	29	Fire Marshal	503,151	534,400	526,250	443,750
30	31	Police Administration	1,078,725	1,102,350	1,145,650	996,700
30	32	Communications	984,639	1,057,600	1,115,500	1,196,150
30	33	Patrol	5,540,051	5,097,050	5,161,150	5,598,750
30	34	CID	1,046,806	1,090,000	1,139,350	1,167,450
30	35	Community Services	791,395	810,450	785,700	950,600
30	36	Warrants	180,498	198,750	198,250	231,250
30	37	Records	321,449	338,950	336,300	426,550
40	41	Planning	576,227	595,450	670,600	600,850
40	42	Neighborhood Improv.	455,652	462,350	448,900	517,850
40	43	Building Inspections	667,549	687,950	686,750	727,650
45	45	Parks	1,779,140	1,855,600	1,989,350	2,000,050
45	46	Harbor O&M	410,238	374,150	359,600	395,650
45	47	Recreation	799,466	835,750	769,400	828,100
45	48	Animal Services	617,543	625,650	618,450	632,650
50	53	Engineering	1,074,669	1,105,000	1,086,500	1,122,350
50	59	Streets	2,226,511	2,339,400	2,510,900	3,152,050
			26,765,479	27,112,650	27,658,600	29,761,700
Less Capital Reserve			1,283,450	860,100	900,950	1,203,000
<b>Total Operating Expenditures</b>			<b>25,482,029</b>	<b>26,252,550</b>	<b>26,757,650</b>	<b>28,558,700</b>

## DIVISION SUMMARY

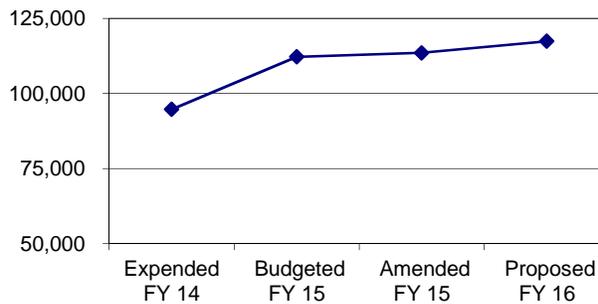
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

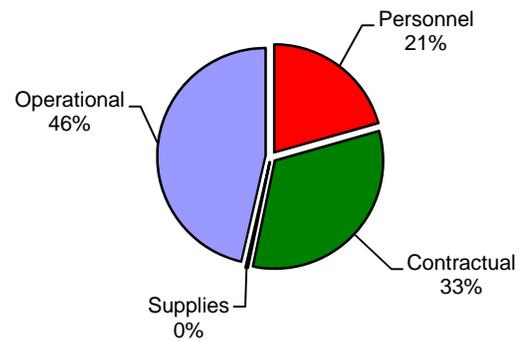
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	-	-	-	24,200
Contractual	30,093	38,350	36,150	38,350
Supplies	-	400	400	400
Operational	64,654	73,500	77,000	54,500
<b>Total</b>	<b>94,747</b>	<b>112,250</b>	<b>113,550</b>	<b>117,450</b>

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	01 Mayor/Council		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	-	-	-	22,500
<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,500</b>
<b>15 Benefits</b>				
0120 FICA & MEDICARE EXPENSE	-	-	-	1,700
<b>Benefits TOTAL . . . . .</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,700</b>
<b>20 Contractual</b>				
0221 INSURANCE-PUBLIC OFFICIAL	26,902	35,000	32,800	35,000
0231 SERVICE-MAINT. CONTRACTS	3,191	3,350	3,350	3,350
<b>Contractual TOTAL . . . . .</b>	<b>30,093</b>	<b>38,350</b>	<b>36,150</b>	<b>38,350</b>
<b>30 Supplies</b>				
0310 PRINTING & BINDING	-	300	300	300
0347 GENERAL MAINT. SUPPLY	-	100	100	100
<b>Supplies TOTAL . . . . .</b>	<b>-</b>	<b>400</b>	<b>400</b>	<b>400</b>
<b>40 Operational</b>				
0401 COUNCIL COMPENSATION	22,500	22,500	22,500	-
0402 YOUTH ADVISORY COUNCIL	2,399	3,000	3,000	3,000
0404 ELECTION EXPENSES	-	9,000	9,000	9,000
0410 DUES & SUBSCRIPTIONS	8,476	9,000	12,500	12,500
0420 AWARDS	8,265	10,000	10,000	10,000
0428 MEETING EXPENSES	3,197	3,000	3,000	3,000
0430 TUITION & TRAINING	3,262	3,000	3,000	3,000
0436 TRAVEL	16,555	14,000	14,000	14,000
<b>Operational TOTAL . . . . .</b>	<b>64,654</b>	<b>73,500</b>	<b>77,000</b>	<b>54,500</b>
<b>MAYOR/COUNCIL TOTAL :</b>	<b>94,747</b>	<b>112,250</b>	<b>113,550</b>	<b>117,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

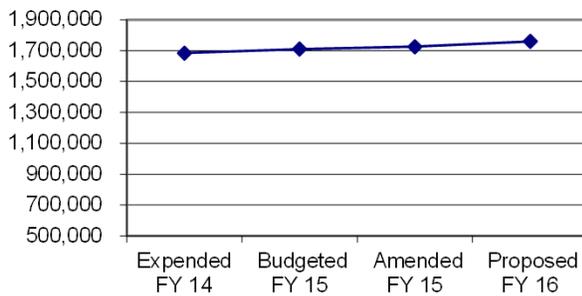
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	881,379	917,000	923,100	966,350
Contractual	724,705	716,500	718,500	709,600
Supplies	15,502	18,050	18,050	18,050
Operational	57,399	52,750	59,750	59,750
Utilities	5,523	5,600	5,600	5,600
<b>Total</b>	<b>1,684,508</b>	<b>1,709,900</b>	<b>1,725,000</b>	<b>1,759,350</b>

### Personnel Schedule

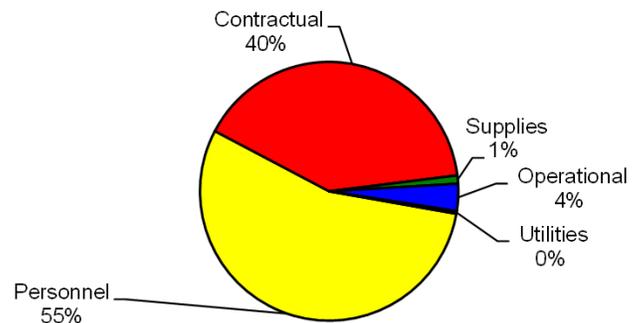
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	23	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	14	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	481,276	496,600	499,700	528,150
0104	SALARIES & WAGES-CLERICAL	221,818	234,500	234,500	241,400
0109	SALARIES & WAGES-OVERTIME	-	300	300	300

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>703,094</b>	<b>731,400</b>	<b>734,500</b>	<b>769,850</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	4,860	5,300	5,300	5,750
0120	FICA & MEDICARE EXPENSE	46,004	46,900	49,900	50,050
0122	T.M.R.S. RETIREMENT EXP.	126,821	132,800	132,800	140,100

<b>Benefits TOTAL . . . . .:</b>	<b>178,285</b>	<b>185,600</b>	<b>188,600</b>	<b>196,500</b>
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**20 Contractual**

0207	APPRAISAL & COLLECTION	206,721	224,000	224,000	243,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0207**

**RCAD Budgets**

Collections \$ 67,940  
 Appraisals \$175,547  
 Total \$243,487

Rockwall Central Appraisal District requested an increase in their budget in order to hire another appraiser due to growth in the number of properties to be appraised each year.

**CITY MANAGER'S COMMENTS: Approved**

0208	E.S. CORP CONTRACT	200,571	207,800	207,800	183,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213**

**ES Corporation Budgets**

Ambulance \$127,750  
 Emergency Management 50,003  
 Firing Range Operating 6,119

0211	LEGAL	191,438	140,000	140,000	140,000
0213	CONSULTING FEES	43,963	42,700	42,700	42,700
0231	SERVICE-MAINT. CONTRACTS	18,392	19,500	19,500	23,500
0233	ADVERTISING	2,802	6,000	8,000	6,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	05 Administration		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
0236 COMMUNITY SERVICES	31,231	32,000	32,000	35,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0236</b>				<b>Organization Funding</b>
Meals on Wheels \$30,000				
Star Transit <b>To Be Determined</b>				
Parades \$4,500				
Sheriff's Posse Insurance \$500				
0240 EQUIPMENT REPAIRS	85	500	500	500
0242 COPIER LEASE	5,009	5,000	5,000	5,000
0243 PARKING LOT LEASES	18,667	35,000	35,000	25,500
0254 RECORDING FEES	5,826	4,000	4,000	4,000
<b>Contractual TOTAL . . . . . :</b>	<b>724,705</b>	<b>716,500</b>	<b>718,500</b>	<b>709,600</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,755	3,050	3,050	3,050
0310 PRINTING & BINDING	13,405	14,500	14,500	14,500
0347 GENERAL MAINT. SUPPLY	342	500	500	500
<b>Supplies TOTAL . . . . . :</b>	<b>15,502</b>	<b>18,050</b>	<b>18,050</b>	<b>18,050</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	14,635	13,000	20,000	20,000
0428 MEETING EXPENSES	9,664	9,500	9,500	9,500
0430 TUITION & TRAINING	7,761	8,450	8,450	8,450
0436 TRAVEL	25,339	21,800	21,800	21,800
<b>Operational TOTAL . . . . . :</b>	<b>57,399</b>	<b>52,750</b>	<b>59,750</b>	<b>59,750</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	5,523	5,600	5,600	5,600
<b>Utilities TOTAL . . . . . :</b>	<b>5,523</b>	<b>5,600</b>	<b>5,600</b>	<b>5,600</b>
<b>Administration TOTAL . . . :</b>	<b>1,684,508</b>	<b>1,709,900</b>	<b>1,725,000</b>	<b>1,759,350</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

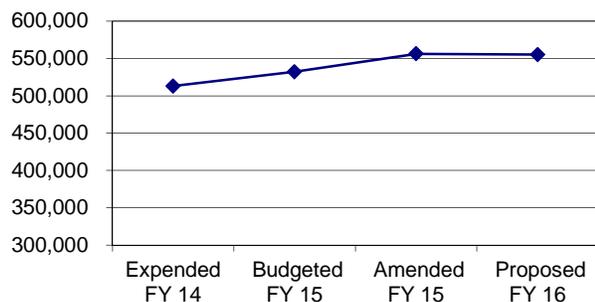
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	448,814	468,950	492,950	490,700
Contractual	5,634	6,000	6,000	6,000
Supplies	746	2,500	2,500	2,500
Operational	55,943	52,600	52,600	53,100
Utilities	1,849	2,100	2,100	2,800
<b>Total</b>	<b>512,986</b>	<b>532,150</b>	<b>556,150</b>	<b>555,100</b>

### Personnel Schedule

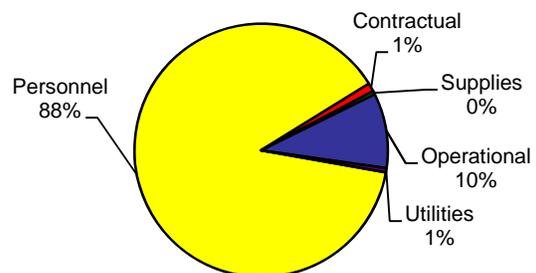
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Administrative Services Director	-	1	1
HR Supervisor	22	1	1
HR Analyst	17	1	1
HR Generalist	14	1	1
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	06 Admin. Services		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	130,542	135,250	135,250	140,650
0104 SALARIES & WAGES-CLERICAL	219,850	227,200	211,200	238,950
0112 INCENTIVE PAY	2,615	10,000	10,000	10,000
<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>353,007</b>	<b>372,450</b>	<b>356,450</b>	<b>389,600</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
0114 LONGEVITY PAY	3,135	3,400	3,400	3,700
0120 FICA & MEDICARE EXPENSE	25,904	26,600	26,600	28,300
0122 T.M.R.S. RETIREMENT EXP.	57,634	59,700	59,700	62,300
0128 UNEMPLOYMENT INS.	7,634	5,000	45,000	5,000
<b>Benefits TOTAL . . . . .</b>	<b>95,807</b>	<b>96,500</b>	<b>136,500</b>	<b>101,100</b>
<b>20 Contractual</b>				
0213 CONSULTING FEES	2,000	2,000	2,000	2,000
0231 SERVICE-MAINT. CONTRACTS	3,634	4,000	4,000	4,000
<b>Contractual TOTAL . . . . .</b>	<b>5,634</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	586	1,000	1,000	1,000
0310 PRINTING & BINDING	140	1,000	1,000	1,000
0347 GENERAL MAINT. SUPPLY	20	500	500	500
<b>Supplies TOTAL . . . . .</b>	<b>746</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	2,346	2,600	2,600	2,600
0420 AWARDS	6,218	6,500	6,500	7,000
0422 EMPLOYEE ACTIVITIES	14,989	14,000	14,000	14,000
0430 TUITION & TRAINING	2,431	3,500	3,500	3,500
0432 EDUCATION REIMBURSEMENT	3,800	3,800	3,800	3,800
0435 EMPLOYEE DEVELOPMENT	15,375	14,200	14,200	14,200
0436 TRAVEL	10,784	8,000	8,000	8,000
<b>Operational TOTAL . . . . .</b>	<b>55,943</b>	<b>52,600</b>	<b>52,600</b>	<b>53,100</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,849	2,100	2,100	2,800
<b>Utilities TOTAL . . . . .</b>	<b>1,849</b>	<b>2,100</b>	<b>2,100</b>	<b>2,800</b>
<b>Administrative Services TOTAL :</b>	<b>512,986</b>	<b>532,150</b>	<b>556,150</b>	<b>555,100</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

### Expenditure Summary

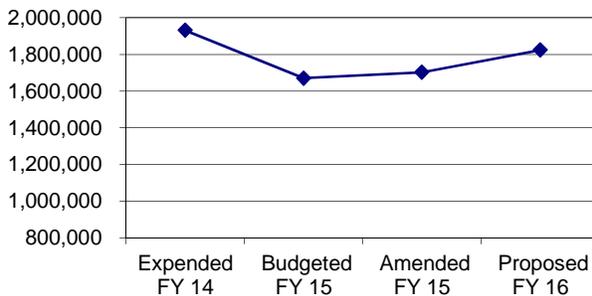
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	854,280	867,300	879,900	994,100
Contractual	309,766	342,250	342,250	393,000
Supplies	84,525	91,700	87,400	87,400
Operational	1,107	5,000	5,100	7,000
Utilities	335,942	337,200	360,700	342,300
Capital	345,656	26,800	26,800	-
<b>Total</b>	<b>1,931,276</b>	<b>1,670,250</b>	<b>1,702,150</b>	<b>1,823,800</b>

### Personnel Schedule

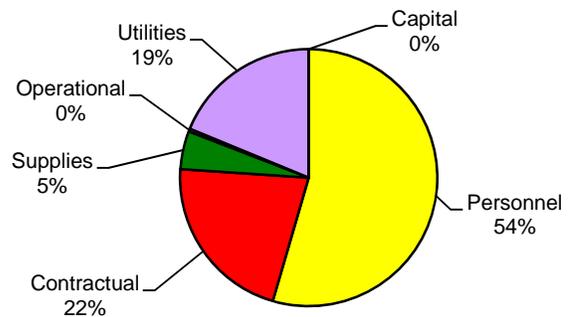
<u>Position</u>	<u>Classification</u>	FY 15 <u>Approved</u>	FY 16 <u>Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	24	1	1
PIO/Marketing Manager	22	-	1
Network Administrator	22	1	1
Network Technician	18	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	10	3	3
Lead Custodian	8	1	2
Custodian	6	5	4

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	167,352	173,400	184,200	201,300
0104	SALARIES & WAGES-CLERICAL	186,680	190,100	190,100	257,600

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0104**

**PIO/Marketing/PR Position**

For several years, the City has hired an independent outside media consultant to write press releases while leaving comprehensive, detailed marketing of the city and its individual departments to other employees as time permits. It is recommended that the City consider a full-time employee for Marketing / Public Relations / Public Information to administer a wide range of activities. A member of the city staff that serves as a liaison between the city government and the general public, that consolidates and strategically disseminates critical information in a timely and effective manner, and works to develop new ideas, fresh approaches, and presents information that will keep the public informed and aware of City action, events, and services it provides is needed.

Marketing to Residents to include communicating City plans and goals through strategic marketing to internal and external constituents. Develop, write, and coordinate a comprehensive media campaign for various city departments, the city council, and the overall city. Work directly with department directors, city administration, and/or elected officials on various public relations efforts. Develop a marketing strategy and actively manage the City’s social media presence through Twitter, Facebook, etc. Write scripts, shoot, and produce and/or publish photography and videos to market the city, individual departments, special events, and feature stories. Select and manage production, packaging and delivery of customized promotional materials. Develop, communicate, and implement a strategy for promoting and protecting the City brand. Work with the City’s webmaster to refresh and enhance online information and features.

Public Relations: Build relationships with neighborhood associations, the business community, civic organizations, and other governmental bodies. Assist the City Management team with business outreach and retention efforts by developing and maintaining regular relationships with existing businesses, through one-on-one visits, group meetings, e-newsletters and networking events; Develop and implement programs to address needs of existing businesses, such as holiday storage, seasonal events, etc. Work with local groups to develop a comprehensive calendar of events in Rockwall and market its use as a resource for citizens.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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Public Information Duties: Champion the use of all forms of communication including social media, website, and public forums when necessary, print materials and other methods commonly used to inform internal and external customers. Writes and distributes timely and accurate information to the public. Develop and maintain professional relationship with all media outlets; Pitches stories to local media partners. Develops communications plans. Posts news and announcements to City's social media outlets. Writes articles for newsletters, develops fresh layouts. Writes news releases and talking points for city management and elected officials. Assists with the gathering of information and writing of Annual Report. Develops and writes Public Service Announcements. Develops content and artwork for media ads. Develops brochures and pamphlets. Releases, pamphlets, and special articles. Acts as contact person for the news media. Writes and produces informational and marketing YouTube videos. Acts as city spokesperson during Emergency Operations Center activations.

Salary and Benefits \$83,750  
 Radio \$2,563  
 Uniforms \$400  
 Computer \$1,800  
 Cell Phone \$1,100  
 Total \$89,613

**CITY MANAGER'S COMMENTS: Approved**

**New IT Network Technician**

A new position is requested in the Internal Operations Department to help with desktop support and IT network administration. While most requests are resolved within 30 minutes or less, many can take hours to resolve. This new position would provide valuable backup and provide knowledge about the network beyond more than one person in the department.

The City's IT staff has not increased since 2004 and during this time, an additional 74 new employees have been added. The City IT staff fielded 2091 help desk service tickets for 2014. Additionally, these two employees are also responsible for maintaining 3 full websites and a multitude of specialized software applications. In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member.

Proposed Grade: 18 Salary & Benefits \$61,190  
 Uniforms \$400  
 Computer 1,800  
 Cell Phone 1,100  
 Misc. Tools 500

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
0107 SALARIES & WAGES-LABOR	317,782	320,200	320,200	326,300

**Upgrade to Lead Custodian**

The Internal Operations Department has 6 custodians, 3 daytime staff members and 3 on the night crew. The daytime has a Lead Custodian but the night time staff does not. The previous Lead Custodian on the night shift was moved to the daytime shift in 2010 and has remained there since then. It is proposed that additional funds be allocated to elevate one of the night shift team members to a Lead Custodian position. The night shift starts working at 3:00 pm and ends as late as 1:00 am. The daytime lead custodian is not available around the clock. The request is to upgrade 1 Custodian position from Grade 5 to a Lead Custodian position, Grade 8. Increase of \$2,000

**CITY MANAGER'S COMMENTS: Approved**

0109 SALARIES & WAGES-OVERTIME	7,972	7,500	7,500	7,500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>679,786</b>	<b>691,200</b>	<b>702,000</b>	<b>792,700</b>

**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	600	600	600	600
0114 LONGEVITY PAY	9,975	10,600	10,600	11,450
0120 FICA & MEDICARE EXPENSE	51,658	52,300	52,300	60,200
0122 T.M.R.S. RETIREMENT EXP.	112,261	112,600	114,400	129,150
<b>Benefits TOTAL . . . . .:</b>	<b>174,494</b>	<b>176,100</b>	<b>177,900</b>	<b>201,400</b>

**20 Contractual**

0217 IT SERVICE	86,779	80,600	80,600	127,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0217</b>				<b>IT Service</b>

\$42,500 Datamax – network consultant

17,000 Software licenses for backup exec, spam filters, IT projects, PDF software upgrades, etc.

21,100 Internet service to all locations -including redundant backup service

**Information Technology Audit and 3-Year Technology Plan**

This request is to engage a qualified consultant to conduct an investigation into technology initiatives that should be considered for implementation within the City. The previous Technology Plan was completed in 2007. The plan will involve interviews with City management personnel, individual departments, and specific user groups. The findings of study will be provided in the form of an Implementation Roadmap and projected technology initiatives to be considered for approximately the next three years. The roadmap will identify the suggested chronology of those recommendations. The study would specifically focus on the overall network, IT staffing, GIS, hardware and software needs, network security, redundancy, and disaster recovery.

Total: \$9,450

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**Microsoft Exchange Upgrade**

It is necessary to upgrade our current email server infrastructure from Microsoft Exchange 2007 to Exchange 2013. Support for Microsoft Exchange 2007 will be ending 04/11/2017, therefore it is highly recommended to move forward with the upgrade in the 2016 budget year. Outlook 2010, which we currently have deployed throughout the network, will operate more efficiently in conjunction with Exchange 2013; features will better align. This is the server that experienced a catastrophic failure earlier this year when the entire city was without email for 4 days.

Cost for Enterprise license and 300 CAL \$20,756

**Network Backup Solution**

Over the past few years our data storage requirements have increased at an exponential rate. Therefore, our current backup regimen has become inadequate to handle the amount of data now being required to make safe and secure. We currently utilize Symantec Backup Exec 2014 and a relatively inexpensive NAS (Network Attached Storage) unit located at City Hall to back up the mounds of data from our data center at the police department. However, this method is becoming increasingly antiquated and somewhat beyond the capacity of the current backup method(s) to handle. We are requesting the purchase of a very robust backup solution provided by Dell in the form of a Dell Disk Backup System so backups can still be performed and written to an off-site location, i.e. City Hall in a timely manner. Time has become an issue since there is so much data to backup. Currently, it requires approximately 2-3 days for our backups to run completely, which is exceeding the weekend time-frame which has normally been the time of the week we use to complete full backups of all of the data on the network.

Dell DR4100 unit to be purchased at a cost of \$16,622

**CITY MANAGER'S COMMENTS: Approved**

0231	SERVICE-MAINT. CONTRACTS	114,871	143,750	143,750	141,800
0237	UNIFORM SERVICE	2,146	2,400	2,400	2,400
0240	EQUIPMENT REPAIRS	9,027	8,000	8,000	8,000
0242	EQUIPMENT RENTAL & LEASE	-	500	500	500
0244	BUILDING REPAIRS	76,033	90,000	90,000	95,800

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244**

**Building Repairs**

The City provides the Internal Operations Department a budget of \$55,000 to maintain the facilities. In the last 4 years, the City has added over 40,000 square feet of new facilities. The requested increase in this line item is to address specific needs identified over time that are needed throughout our facilities.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**Animal Adoption Center A/C**

The coils were installed during construction of the shelter in 2008 but have deteriorated quickly from chlorine cleaning products used by CCHS in their operation of the facility. The aluminum coils become crystallized and brittle and eventually crumble, causing inefficient cooling and possible long term damage to compressors.

Total cost of repair: \$12,000

**Municipal Service Center – new storefront and glass**

The existing windows are not energy efficient and make the office area cold in the winter and very hot in the summer. The proposal is to replace the storefront with new UV rated and energy efficient windows. Request: \$9,600

**The Center & HMCC – replace broken tables**

There are eight - 60 inch tables that need to be replaced. The primary issue is the edges on these tables are cracked from constant wear and tear. The Center 60 inch round tables are \$2,234.72

There are eight - 6 foot tables that need to be replaced. They range from having waves or hot spots on the tables from rental wear and tear. The Center/HMCC 6 ft rectangle tables are \$2,166.50

**Counter Tops and Cabinets**

Counter top and cabinet replacement – Various Locations. Over time, the laminate counter tops and cabinets have become worn due to normal use at FS 1 and the Municipal Service Center. At The Center and City Hall, countertops have started warping due to moisture and are also worn in the 1st floor breakroom and restrooms due to normal use.

Year 1:

- \$ 6,686 Service Center cabinets -countertops
- 8,125 City Hall Kitchen -restroom countertops

Year 2:

- \$15,452 The Center Kitchen - restroom countertops
- 7,051 Fire Station #1 Kitchen cabinets and countertops

**Paint Fire Station #1**

Repaint the exterior of Fire Station 1 – the building was built in the 1980’s and needs to be repainted for maintenance of the stairs, doors, and trim around the bay doors and for general overall appearance. Budget Request: \$10,000

**CITY MANAGER'S COMMENTS: Painting at Fire Station #1 is Disapproved, remaining items are Approved.**

0246	VEHICLE REPAIRS	8,824	5,000	5,000	5,000
0272	JANITORIAL SERVICES	12,086	12,000	12,000	12,000
<b>Contractual TOTAL . . . . .:</b>		<b>309,766</b>	<b>342,250</b>	<b>342,250</b>	<b>393,000</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**30 Supplies**

0301	OFFICE SUPPLIES	386	400	400	400
0303	COMPUTER SUPPLIES	15,718	20,000	20,000	20,000
0323	SMALL TOOLS	1,805	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	16,479	16,800	12,500	12,500
0345	CLEANING SUPPLIES	20,251	23,000	23,000	23,000
0347	GENERAL MAINT. SUPPLY	29,886	30,000	30,000	30,000

<b>Supplies TOTAL . . . . . :</b>	<b>84,525</b>	<b>91,700</b>	<b>87,400</b>	<b>87,400</b>
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**40 Operational**

0415	RECRUITING EXPENSES	43	-	100	-
0430	TUITION & TRAINING	346	2,000	2,000	4,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0430**

**Training**

IT Training \$2,000

TML and Aviation Conference \$2,000

**CITY MANAGER'S COMMENT'S: Approved**

0436	TRAVEL	718	3,000	3,000	3,000
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<b>Operational TOTAL . . . . . :</b>	<b>1,107</b>	<b>5,000</b>	<b>5,100</b>	<b>7,000</b>
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**50 Utilities**

0501	ELECTRICITY	197,799	202,000	216,000	202,000
0507	CELLULAR TELEPHONE	4,649	5,700	5,700	9,800
0508	TELEPHONE SERVICE	87,556	85,000	85,000	85,000
0510	NATURAL GAS SERVICE	18,925	17,500	17,500	17,500
0513	WATER	27,013	27,000	36,500	28,000

<b>Utilities TOTAL . . . . . :</b>	<b>335,942</b>	<b>337,200</b>	<b>360,700</b>	<b>342,300</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	-	26,800	26,800	-
0612	COMPUTER EQUIPMENT	165,774	-	-	-
0621	FIELD MACHINERY & EQUIPMENT	2,610	-	-	-
0626	SECURITY EQUIPMENT	177,272	-	-	-

<b>Capital TOTAL . . . . . :</b>	<b>345,656</b>	<b>26,800</b>	<b>26,800</b>	<b>-</b>
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<b>Internal Operations TOTAL :</b>	<b>1,931,276</b>	<b>1,670,250</b>	<b>1,702,150</b>	<b>1,823,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

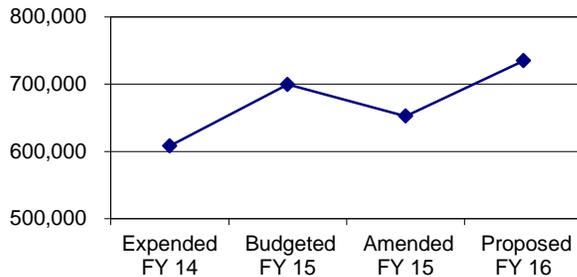
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	292,240	366,900	302,700	403,850
Contractual	247,564	241,000	266,000	245,100
Supplies	62,525	82,750	74,750	76,750
Operational	5,869	9,000	9,000	9,000
<b>Total</b>	<b>608,198</b>	<b>699,650</b>	<b>652,450</b>	<b>734,700</b>

### Personnel Schedule

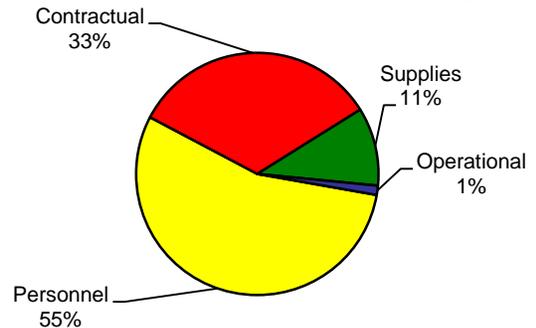
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Senior Accountant	24	1	1
Purchasing Agent	23	1	1
Finance Clerk - Payroll	17	1	1
Finance Clerk - A/P	13	1	1.5
Inventory Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	-	-	-	-
0104	SALARIES & WAGES-CLERICAL	217,931	291,300	239,800	320,750

**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0104** **Part-Time Clerk**

We request the addition of a part-time (20hour per week) Accounts Payable clerk. As the city has grown so has the workload on the current clerk. With the added focus the federal government is putting on W-9 compliance we must respond by putting extra time into verifying compliance each year.

Salary and Benefits \$24,750

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	293.00	300	300	300
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>218,224</b>	<b>291,600</b>	<b>240,100</b>	<b>321,050</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,200	1,200	-
0114	LONGEVITY PAY	3,746	3,800	3,800	4,050
0120	FICA & MEDICARE EXPENSE	21,796	22,300	18,300	25,050
0122	T.M.R.S. RETIREMENT EXP.	47,574	48,000	39,300	53,700

<b>Benefits TOTAL . . . . .:</b>	<b>74,016</b>	<b>75,300</b>	<b>62,600</b>	<b>82,800</b>
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**20 Contractual**

0210	AUDITING	29,000	31,000	31,000	31,000
0223	INSURANCE-SURETY BONDS	566	400	400	400
0225	INSURANCE-AUTOMOBILES	34,491	35,000	35,000	35,000
0227	INSURANCE-REAL PROPERTY	42,581	45,000	45,000	45,000
0228	INSURANCE-CLAIMS & DED.	53,654	30,000	55,000	30,000

**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0228** **Deductibles**

Our insurance carrier, TML, settled 2 liability claims this year which resulted in the City having to pay our deductible which was a sizable payment. These claims were covered by the City Attorney in briefings to Council.

0229	INSURANCE-LIABILITY	23,940	35,000	35,000	35,000
0231	SERVICE-MAINT. CONTRACTS	61,130	60,900	60,900	65,000
0233	ADVERTISING	788	1,000	1,000	1,000
0242	COPIER RENTAL	1,414	2,700	2,700	2,700

<b>Contractual TOTAL . . . . .:</b>	<b>247,564</b>	<b>241,000</b>	<b>266,000</b>	<b>245,100</b>
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<b>Fund</b>		<b>Department</b>		<b>Division</b>	
01 General Fund		15 Finance		11 Fiscal Services	
<b>ACCOUNT</b>		<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	1,762	2,000	2,000	2,000
0305	COPY MACHINE SUPPLY	28,611	33,000	33,000	33,000
0307	POSTAGE	29,942	45,000	37,000	39,000
0310	PRINTING & BINDING	1,705	2,000	2,000	2,000
0347	GENERAL MAINT. SUPPLY	505	750	750	750
<b>Supplies TOTAL . . . . . :</b>		<b>62,525</b>	<b>82,750</b>	<b>74,750</b>	<b>76,750</b>
<b>40 Operational</b>					
0410	DUES & SUBSCRIPTIONS	2,367	2,500	2,500	2,500
0415	RECRUITING EXPENSES	63	-	-	-
0430	TUITION & TRAINING	1,932	2,500	3,500	2,500
0436	TRAVEL	1,507	4,000	3,000	4,000
<b>Operational TOTAL . . . . . :</b>		<b>5,869</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
<b>FINANCE TOTAL . . :</b>		<b>608,198</b>	<b>699,650</b>	<b>652,450</b>	<b>734,700</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

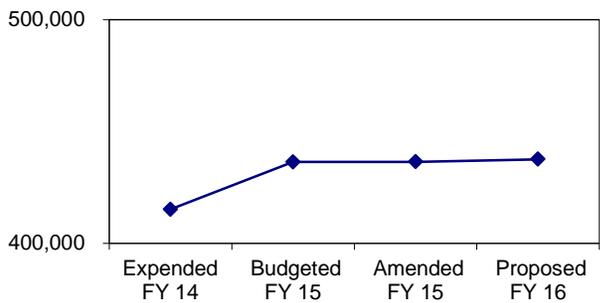
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	331,005	334,400	334,400	339,450
Contractual	73,529	87,700	87,700	83,900
Supplies	6,295	9,250	9,250	9,250
Operational	4,391	5,000	5,100	5,000
<b>Total</b>	<b>415,220</b>	<b>436,350</b>	<b>436,450</b>	<b>437,600</b>

### Personnel Schedule

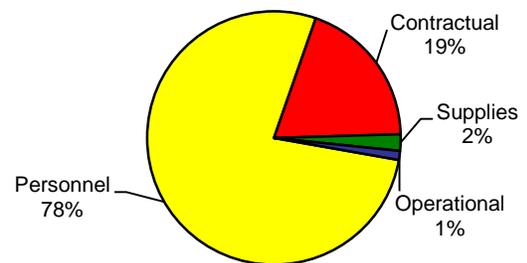
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	4	4

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	15 Finance	15 Municipal Court		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manger Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	79,294	76,900	76,900	79,850
0104 SALARIES & WAGES-CLERICAL	178,581	185,700	185,700	186,750
0109 SALARIES & WAGES-OVERTIME	5,004	3,000	3,000	3,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>262,879</b>	<b>265,600</b>	<b>265,600</b>	<b>269,600</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	600	900	900	900
0114 LONGEVITY PAY	3,650	4,500	4,500	4,800
0120 FICA & MEDICARE EXPENSE	20,194	20,100	20,100	20,400
0122 T.M.R.S. RETIREMENT EXP.	43,682	43,300	43,300	43,750
<b>Benefits TOTAL . . . . . :</b>	<b>68,126</b>	<b>68,800</b>	<b>68,800</b>	<b>69,850</b>
<b>20 Contractual</b>				
0211 LEGAL	55,282	65,000	65,000	78,000
0231 SERVICE-MAINT. CONTRACTS	14,485	16,800	16,800	-
0240 EQUIPMENT REPAIRS	-	500	500	500
0242 COPIER RENTAL	3,762	5,400	5,400	5,400
<b>Contractual TOTAL . . . . . :</b>	<b>73,529</b>	<b>87,700</b>	<b>87,700</b>	<b>83,900</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,151	1,500	1,500	1,500
0310 PRINTING & BINDING	4,757	7,000	7,000	7,000
0347 GENERAL MAINT. SUPPLY	387	750	750	750
<b>Supplies TOTAL . . . . . :</b>	<b>6,295</b>	<b>9,250</b>	<b>9,250</b>	<b>9,250</b>
<b>40 Operational</b>				
0407 JURY EXPENSE	1,080	1,500	1,500	1,500
0410 DUES & SUBSCRIPTIONS	512	500	500	500
0415 RECRUITING	-	-	100	-
0430 TUITION & TRAINING	926	1,000	1,000	1,000
0436 TRAVEL	1,873	2,000	2,000	2,000
<b>Operational TOTAL . . . . . :</b>	<b>4,391</b>	<b>5,000</b>	<b>5,100</b>	<b>5,000</b>
<b>Municipal Court TOTAL . . . :</b>	<b>415,220</b>	<b>436,350</b>	<b>436,450</b>	<b>437,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

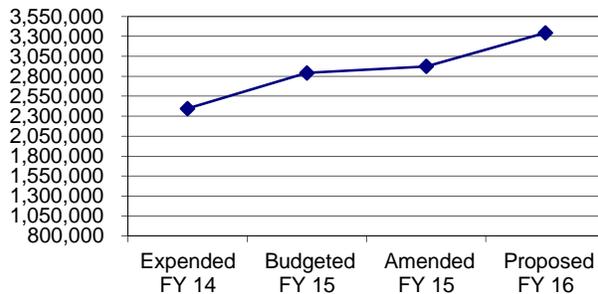
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	2,053,782	2,469,000	2,571,000	2,675,150
Contractual	189,897	212,900	201,900	204,850
Supplies	76,509	91,900	83,900	83,900
Operational	21,745	38,600	38,600	38,600
Utilities	2,684	2,800	2,800	2,800
Capital	50,220	26,050	26,050	340,000
<b>Total</b>	<b>2,394,837</b>	<b>2,841,250</b>	<b>2,924,250</b>	<b>3,345,300</b>

### Personnel Schedule

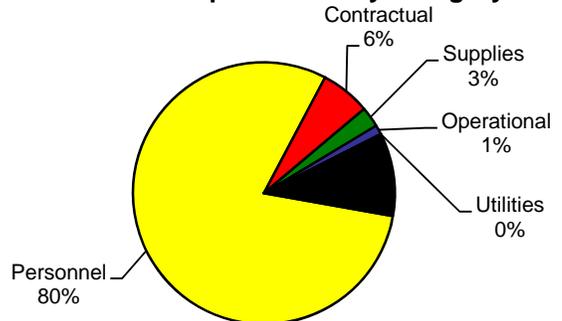
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Fire Chief	-	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	15	15
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	144,302	142,600	148,900	152,500
0104 SALARIES & WAGES-CLERICAL	98,834	98,500	90,400	90,500
0107 SALARIES & WAGES-LABOR	1,183,369	1,530,200	1,530,200	1,638,950

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**New Driver Positions**

This 3 new full time drivers program aids in maintaining acceptable fire department response times and manpower. By hiring these three drivers, we will be increasing the number of driver/firefighters available for structure fires, extraction calls, haz-mat calls and large scale disasters. By hiring three new driver/firefighters it will also aid in reducing the time period it takes to get proper manpower to the scene. With the hiring of three new driver/firefighters, this will get us to where we have two driver/firefighters in each of the four stations. This would give us a total of three Captains and eighteen Drivers which work full time twenty-four shifts. Also hiring these three new driver/firefighters in 2015-2016 will get us to Phase 1 Step 4 of the 6 step process which is achieving our goal of having two firefighters on each shift in all four stations per the Staffing Plan 2 we submitted to Council in 2012.

We have been tracking how long it takes to get a 4 men crew, 8 men crew and full alarm assignment crew (12 men) to structure fires from 2009 to date. In years 2009 - 2014, we fell short of our goal of having 24 firefighters on these type calls. We averaged 16.81 firefighters in 2014; therefore we fell short of meeting our target by 7.19 firefighters. By hiring three new driver/firefighters, it will increase the number of firefighters to major calls, increase safety on fire scenes, and increase safety when responding to calls because there will be two people on an apparatus . It will also increase safety at the station when working on and around the equipment. If new positions are approved, we will be adding another 46.5 twenty four hour shifts to be filled when they are off for vacation, holiday, Kelly day and continuing education.

Total cost for new drivers

\$223,665 salary and benefits

24,552 shift coverage for time off

12,000 overtime

3,000 certification and degree pay

1,832 uniform cleaning service

1,500 uniforms

615 dues

1,000 recruiting

3,000 training

2,000 travel

1,800 pagers

8,500 radios

15,750 bunker gear, PASS devices, gate opener

\$295,614 Total for 3 new drivers (\$93,538 each)

**CITY MANAGER'S COMMENTS: New full time drivers are disapproved.**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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0109 SALARIES & WAGES-OVERTIME	95,873	106,500	200,000	200,000
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<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>1,522,378</b>	<b>1,877,800</b>	<b>1,969,500</b>	<b>2,081,950</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	36,383	39,000	39,000	41,000
0114 LONGEVITY PAY	38,126	37,500	37,500	39,600
0115 FIREMEN-INCENTIVE PAY	78,122	85,000	85,000	85,000
0120 FICA & MEDICARE EXPENSE	123,657	139,600	139,600	123,300
0122 T.M.R.S. RETIREMENT EXP.	210,750	237,950	255,550	258,150
0125 FIREMEN WATER DISCOUNT	3,666	4,150	4,150	4,150
0126 RETIREMENT-FIREMEN'S PENSION	40,700	48,000	40,700	42,000

<b>Benefits TOTAL . . . . . :</b>	<b>531,404</b>	<b>591,200</b>	<b>601,500</b>	<b>593,200</b>
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**20 Contractual**

0222 DISABILITY INSURANCE	33,005	41,000	33,000	35,000
0231 SERVICE-MAINT. CONTRACTS	33,502	45,800	45,800	45,050
0237 UNIFORM SERVICE	2,009	4,300	4,300	3,000
0238 TRAINING REIMBURSEMENT	2,655	5,000	2,000	5,000
0240 EQUIPMENT REPAIRS	14,453	16,500	16,500	16,500
0242 COPIER LEASE	5,274	5,300	5,300	5,300
0246 VEHICLE REPAIRS	98,999	95,000	95,000	95,000

<b>Contractual TOTAL . . . . . :</b>	<b>189,897</b>	<b>212,900</b>	<b>201,900</b>	<b>204,850</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,092	1,500	1,500	1,500
0310 PRINTING & BINDING	148	500	500	500
0321 UNIFORMS	10,790	10,000	10,000	10,000
0323 SMALL TOOLS	979	1,000	1,000	1,000
0331 FUEL & LUBRICANTS	38,768	38,000	30,000	30,000
0347 GENERAL MAINT. SUPPLY	8,521	9,900	9,900	9,900
0378 FIRE PREVENTION SUPPLIES	54	1,000	1,000	1,000
0379 FIRE FIGHTING SUPPLIES	16,157	30,000	30,000	30,000

<b>Supplies TOTAL . . . . . :</b>	<b>76,509</b>	<b>91,900</b>	<b>83,900</b>	<b>83,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	4,753	5,600	5,600	5,600
0415	RECRUITING EXPENSES	3,249	4,000	4,000	4,000
0430	TUITION & TRAINING	6,168	15,000	15,000	15,000
0436	TRAVEL	7,575	14,000	14,000	14,000

<b>Operational TOTAL . . . . . :</b>	<b>21,745</b>	<b>38,600</b>	<b>38,600</b>	<b>38,600</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,684	2,800	2,800	2,800
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<b>Utilities TOTAL . . . . . :</b>	<b>2,684</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
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**60 Capital**

0617	RADIO EQUIPMENT	-	10,300	10,300	-
0621	FIELD MACHINERY & EQUIPMENT	-	15,750	15,750	340,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0621** **Replacement Air Packs**

We currently have 47 SCBA bottles that will reach the end of their serviceable life between August 2015 and February 2016. This is over 50 percent of our SCBA bottles. The manufacturer of these bottles states the life of the bottle is 15 years and each of these bottles was purchased in 2000 and 2001. These bottles were purchased at the same time as the SCBA, which is the pack that the firefighters wear when performing firefighting operations. Also the new bottles are 5500 Psi where the old bottles were 4500 PSI. The new bottles will not work with the old packs because of the PSI difference. We maintain one primary bottle and one spare bottle per pack in order to ensure that plenty of bottles are available on incident scenes. Due to the age of the packs we are proposing to replace the packs along with the bottles. We would replace all of the packs which would be 45 packs and 79 bottles.

**CITY MANAGER'S COMMENTS: Approved from General Fund Reserves**

0623	VEHICLES	50,220	-	-	-
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<b>Capital TOTAL . . . . . :</b>	<b>50,220</b>	<b>26,050</b>	<b>26,050</b>	<b>340,000</b>
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<b>Fire Operations TOTAL :</b>	<b>2,394,837</b>	<b>2,841,250</b>	<b>2,924,250</b>	<b>3,345,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

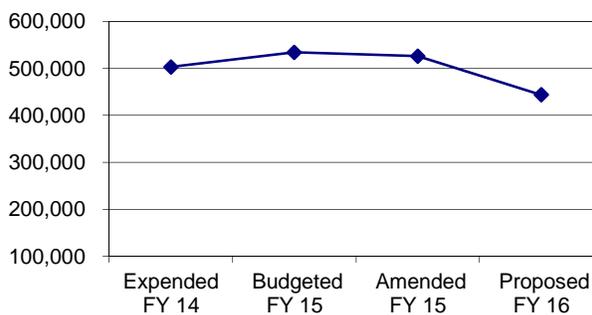
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	340,129	358,700	358,700	370,100
Contractual	16,302	15,500	14,500	10,800
Supplies	39,103	45,000	40,200	43,100
Operational	13,889	16,500	16,750	16,750
Utilities	2,559	3,800	3,800	3,000
Capital	91,169	94,900	92,300	-
<b>Total</b>	503,151	534,400	526,250	443,750

### Personnel Schedule

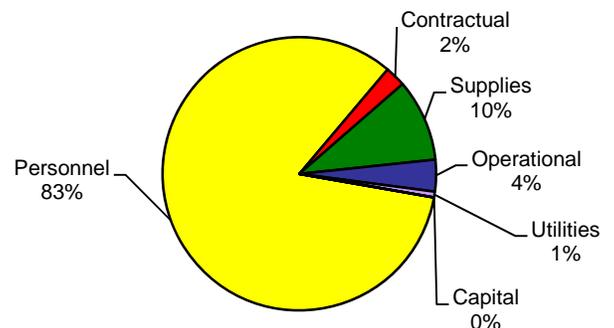
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Inspector/Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	94,200	97,700	97,700	101,900
0107	SALARIES & WAGES-LABOR	172,098	182,200	182,200	187,050
0109	SALARIES & WAGES-OVERTIME	5,197	7,000	7,000	7,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>271,495</b>	<b>286,900</b>	<b>286,900</b>	<b>295,950</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	2,284	2,800	2,800	2,800
0114	LONGEVITY PAY	1,220	1,500	1,500	1,750
0120	FICA & MEDICARE EXPENSE	20,575	21,400	21,400	22,100
0122	T.M.R.S. RETIREMENT EXP.	44,555	46,100	46,100	47,500

<b>Benefits TOTAL . . . . .:</b>	<b>68,634</b>	<b>71,800</b>	<b>71,800</b>	<b>74,150</b>
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**20 Contractual**

0213	CONSULTING FEES	2,150	2,000	2,000	-
0231	SERVICE-MAINT. CONTRACTS	2,963	3,000	2,000	2,800
0237	UNIFORM SERVICE	2,434	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	434	500	500	500
0246	VEHICLE REPAIRS	8,321	7,500	7,500	5,000
0261	CRIME SCENE SERVICES	-	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>16,302</b>	<b>15,500</b>	<b>14,500</b>	<b>10,800</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,164	1,500	1,500	1,500
0310	PRINTING & BINDING	559	2,000	2,000	2,000
0321	UNIFORMS	3,146	3,300	3,300	6,400

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0321**

**Duty Weapons**

Purchase City issued firearms for the Fire Marshal Staff and Chief Poindexter. This will provide the same weapons currently issued to the Police Officers. This will standardize all duty weapons among the Fire Marshal Staff as well as among all City Police Officers and allow for the Fire Marshal's staff to utilize the in-house Glock certified armorer within the Police Department. Total cost is \$2,930

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
0331 FUEL & LUBRICANTS	15,319	14,500	9,500	9,500
0347 GENERAL MAINT. SUPPLY	102	500	700	500
0373 INVESTIGATION SUPPLIES	2,755	3,000	3,000	3,000
0378 FIRE PREVENTION SUPPLIES	14,151	16,000	16,000	16,000
0379 FIRE FIGHTING SUPPLIES	1,907	4,200	4,200	4,200
<b>Supplies TOTAL . . . . . :</b>	<b>39,103</b>	<b>45,000</b>	<b>40,200</b>	<b>43,100</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	3,118	2,500	2,750	2,750
0415 RECRUITING EXPENSES	200	-	-	-
0430 TUITION & TRAINING	4,223	5,000	5,000	5,000
0436 TRAVEL	6,348	9,000	9,000	9,000
<b>Operational TOTAL . . . . . :</b>	<b>13,889</b>	<b>16,500</b>	<b>16,750</b>	<b>16,750</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	2,559	3,800	3,800	3,000
<b>Utilities TOTAL . . . . . :</b>	<b>2,559</b>	<b>3,800</b>	<b>3,800</b>	<b>3,000</b>

**60 Capital**

0623 VEHICLES	91,169	94,900	92,300	-
<b>Capital TOTAL . . . . . :</b>	<b>91,169</b>	<b>94,900</b>	<b>92,300</b>	<b>-</b>

<b>Fire Marshal TOTAL :</b>	<b>503,151</b>	<b>534,400</b>	<b>526,250</b>	<b>443,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

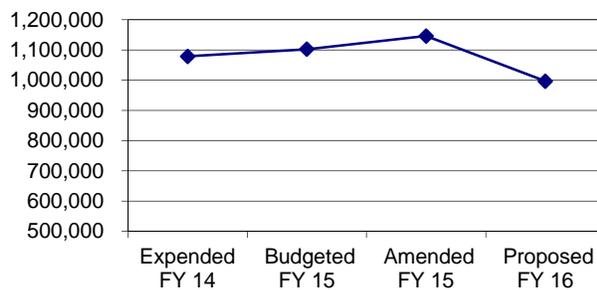
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	982,290	987,800	1,051,100	860,000
Contractual	60,142	70,500	54,500	96,050
Supplies	13,828	16,600	12,600	12,600
Operational	15,882	20,650	20,650	20,650
Utilities	6,583	6,800	6,800	7,400
<b>Total</b>	<b>1,078,725</b>	<b>1,102,350</b>	<b>1,145,650</b>	<b>996,700</b>

### Personnel Schedule

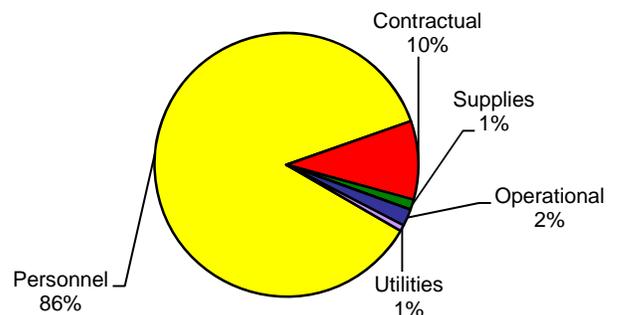
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Police Chief	-	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	4	4
Personnel Sergeant	-	1	-
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	134,630	142,600	194,500	146,150
0104 SALARIES & WAGES-CLERICAL	54,436	54,000	54,000	54,000
0107 SALARIES & WAGES-LABOR	557,512	559,800	543,000	497,500
0109 SALARIES & WAGES-OVERTIME	33,455	36,000	45,000	16,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>780,033</b>	<b>792,400</b>	<b>836,500</b>	<b>713,650</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	6,495	6,600	6,600	5,250
0114 LONGEVITY PAY	7,420	7,900	7,900	8,400
0120 FICA & MEDICARE EXPENSE	58,149	56,300	64,200	42,200
0122 T.M.R.S. RETIREMENT EXP.	130,193	124,600	135,900	90,500
<b>Benefits TOTAL . . . . .:</b>	<b>202,257</b>	<b>195,400</b>	<b>214,600</b>	<b>146,350</b>

<b>20 Contractual</b>				
0226 INSURANCE-LAW ENFORCEMENT	31,576	32,000	32,000	32,000
0231 SERVICE-MAINT. CONTRACTS	-	-	-	40,550
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0231</b>				<b>Software</b>

Additional Software Licenses

Request additional software license: In fiscal year 2012-2013, the Rockwall Police Department started dispatching for the City of Fate Department of Public Safety and also agreed to support them on our New World Public Safety Software System. Since this time, Heath Public Safety has also requested to switch from the County's software system to our Public Safety Software. With the increase of customers utilizing RMS and Mobile Reporting, we need to add 20 additional software licenses and 5 client licenses to keep up with the demand as well as additional licenses for Rockwall's use at a total cost of \$37,565. The cities of Fate and Heath will each fund \$5,000. If approved, our portion is \$27,565.

Scheduling Software

Purchase of scheduling software. This program will assist supervisors with the reduction of overtime and staffing conflicts, management of vacation requests, improve staff decision making on special events, while providing an accurate projection of current and future schedules while helping to reduce overall staffing costs. Cost \$13,000.

**CITY MANAGER'S COMMENTS: Approved**

0237 UNIFORM SERVICE	1,500	1,500	1,500	1,500
0240 EQUIPMENT REPAIRS	-	500	500	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
0246 VEHICLE REPAIRS	939	1,000	2,000	3,000
0263 COUNTY JAIL CONTRACT	26,127	35,000	18,000	18,000
0265 MEDICAL SERVICE-PRISONER	-	500	500	500
<b>Contractual TOTAL . . . . . :</b>	<b>60,142</b>	<b>70,500</b>	<b>54,500</b>	<b>96,050</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,053	1,000	1,000	1,000
0310 PRINTING & BINDING	1,451	1,500	1,500	1,500
0321 UNIFORMS	930	1,600	1,600	1,600
0331 FUEL & LUBRICANTS	8,907	11,000	7,000	7,000
0347 GENERAL MAINT. SUPPLY	1,487	1,500	1,500	1,500
<b>Supplies TOTAL . . . . . :</b>	<b>13,828</b>	<b>16,600</b>	<b>12,600</b>	<b>12,600</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	3,585	4,400	4,400	4,400
0420 AWARDS	2,311	3,500	3,500	3,500
0430 TUITION & TRAINING	2,805	4,000	4,000	4,000
0436 TRAVEL	7,181	8,750	8,750	8,750
<b>Operational TOTAL . . . . . :</b>	<b>15,882</b>	<b>20,650</b>	<b>20,650</b>	<b>20,650</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	6,583	6,800	6,800	7,400
<b>Utilities TOTAL . . . . . :</b>	<b>6,583</b>	<b>6,800</b>	<b>6,800</b>	<b>7,400</b>

**60 Capital**

0623 VEHICLES	-	-	-	-
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0623**

**Admin Vehicle**

Replace an existing administrative vehicle. The vehicle is approaching 90,000 miles and the vehicle evaluation indicates that the existing mechanical problems outweigh the value of the vehicles. Cost is \$27,500

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>Police Administration TOTAL :</b>	<b>1,078,725</b>	<b>1,102,350</b>	<b>1,145,650</b>	<b>996,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

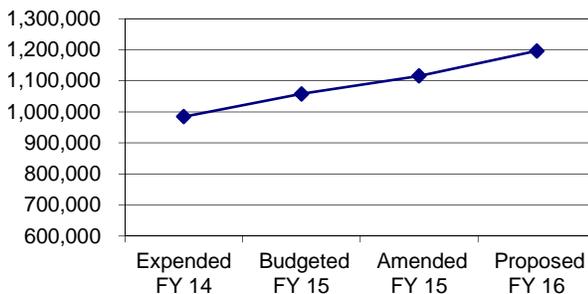
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	827,090	862,600	920,500	987,850
Contractual	147,539	178,500	178,500	180,800
Supplies	5,208	5,700	5,700	5,950
Operational	3,723	9,800	9,800	11,550
Utilities	1,080	1,000	1,000	3,700
Capital	-	-	-	6,300
<b>Total</b>	<b>984,640</b>	<b>1,057,600</b>	<b>1,115,500</b>	<b>1,196,150</b>

### Personnel Schedule

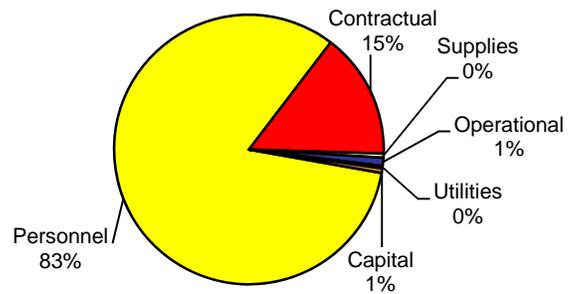
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Communications Manager	22	1	1
Communications Supervisor	17	2	2
Communications Specialist	14	11	12

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	76,318	182,500	182,500	190,600
0104	SALARIES & WAGES-CLERICAL	482,789	456,500	456,500	552,100

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104** **2 New Dispatch Positions**

The Communications Division is currently staffed by 13 telecommunication operators who coordinate police and fire dispatch operations for the City of Rockwall, City of Fate and City of Heath 24 hours a day / 7 days a week. The addition of the City of Fate in October 2013 in conjunction with the increased growth and call load within the City of Rockwall has created a need to staff three dispatch consoles, which requires 504 man hours per week. However, the current staffing levels only provide 520 work hours available each week, which has led to large amounts of overtime being paid for vacations, sick time, FMLA, mandatory training and unforeseen events. Since October 2014 lost time due to FMLA has accounted for 784 hours or 78.4 days, which required the use of overtime fund to provide required staffing. The addition of two dispatchers would provide effective and appropriate staffing, reduce overtime substantially, provide a relief option for unforeseen events and reduce the burden placed on employees to work extended shifts.

Salary and Benefits \$52,768 per dispatcher

Uniforms \$250

Training \$1,750

**CITY MANAGER'S COMMENTS: One dispatcher position is Approved**

0109	SALARIES & WAGES-OVERTIME	106,717	60,000	99,700	60,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>665,824</b>	<b>699,000</b>	<b>738,700</b>	<b>802,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATION PAY	600	1,200	1,200	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0113** **Education & Certificate Pay**

A recent evaluation of our recruiting strategy and hiring practice for dispatchers included pay and incentives compared to our 8 survey cities. This survey indicates that 4 of the 8 surveyed cities offer certificate and education pay as a benefit to their Telecommunication Operators, while we currently do not offer this as an incentive. We've recently found that it is a struggle to attract and retain qualified candidates for the position and adding certificate pay would provide an incentive for recruiting and retaining qualified employees. In addition, providing certificate pay and educational pay will help provide a morale boost and a career path within the Communications Division while bringing them more in line with the sworn employees who already receive these incentives. An increase of \$7,800 is requested to provide education and certificate pay to those who meet the qualifications.

**CITY MANAGER'S COMMENTS: Disapproved**

Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
0114 LONGEVITY PAY	3,840	4,400	4,400	5,250
0120 FICA & MEDICARE EXPENSE	49,966	50,100	56,500	56,800
0122 T.M.R.S. RETIREMENT EXP.	106,860	107,900	119,700	121,900
<b>Benefits TOTAL . . . . .:</b>	<b>161,266</b>	<b>163,600</b>	<b>181,800</b>	<b>185,150</b>

**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	147,539	178,500	178,500	180,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231**

**Maintenance Agreements**

\$116,840 New World Systems \$62,940 + 53,900 (year 7 of 7)

5,000 Voice recorder

27,100 Air Cards includes Netmotion license

8,950 E-Ticket SSMA

2,400 Crime Report Subscription

9,500 Coban Mobile Video (warranty period is ending)

9,000 Smart 911 System

1,000 Phone Surveillance

1,000 Charter cable service

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .:</b>	<b>147,539</b>	<b>178,500</b>	<b>178,500</b>	<b>180,800</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	709	900	900	900
0310 PRINTING & BINDING	-	100	100	100
0321 UNIFORMS	2,542	3,000	3,000	3,250
0347 GENERAL MAINT. SUPPLY	1957	1,700	1,700	1,700

<b>Supplies TOTAL . . . . .:</b>	<b>5,208</b>	<b>5,700</b>	<b>5,700</b>	<b>5,950</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	877	2,000	2,000	2,000
0415 RECRUITING EXPENSES	853	3,300	3,300	3,300
0430 TUITION & TRAINING	1,993	2,500	2,500	4,250
0436 TRAVEL	-	2,000	2,000	2,000

<b>Operational TOTAL . . . . .:</b>	<b>3,723</b>	<b>9,800</b>	<b>9,800</b>	<b>11,550</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,080	1,000	1,000	3,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0507** **Cell Phones**

An increase of \$1,700 is requested to pay for the cell phone service of the two dispatch supervisors.

**CITY MANAGER'S COMMENTS: Approved**

<b>Utilities TOTAL . . . . .:</b>	<b>1,080</b>	<b>1,000</b>	<b>1,000</b>	<b>3,700</b>
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**60 Capital**

0615 OFFICE EQUIPMENT	-	-	-	6,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0615** **Communication Center Chairs**

The current dispatch chairs are aged and have become inadequate to support the intensive daily operations in the Communications Center. The chairs will not rise, they are unstable and wobble side to side, their locking mechanisms fail to engage, and they lower all the way to the floor when someone sits in them. The dispatchers rely upon the chairs to provide a high level of comfort and stability for their shifts; however, due to the numerous mechanical problems the chairs no longer meet these requirements.

We request funds in the amount of \$6,300 to purchase four new chairs that are designed and built to withstand the 24 hour a day operations in Communications Center.

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . .:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,300</b>
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<b>Communications TOTAL . . .:</b>	<b>984,640</b>	<b>1,057,600</b>	<b>1,115,500</b>	<b>1,196,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

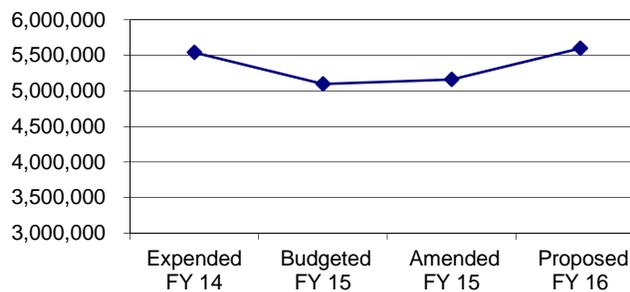
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	4,562,590	4,644,200	4,738,200	4,926,600
Contractual	87,380	73,600	93,100	73,600
Supplies	286,964	336,950	291,950	301,950
Operational	31,225	36,800	32,400	36,800
Utilities	5,529	5,500	5,500	9,000
Capital	566,363	-	-	250,800
<b>Total</b>	<b>5,540,051</b>	<b>5,097,050</b>	<b>5,161,150</b>	<b>5,598,750</b>

### Personnel Schedule

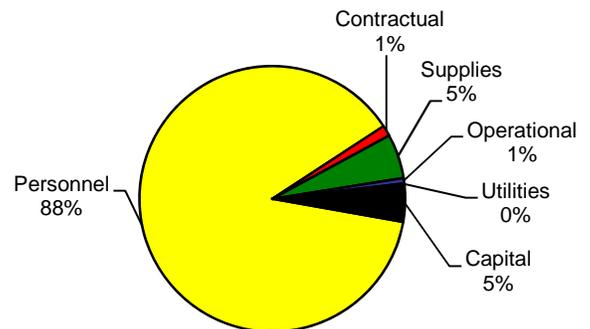
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Patrol Sergeant	-	6	7
Traffic Sergeant		1	1
Patrol Officer	-	45	43

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	466,915	538,400	538,400	598,950
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0101**

**Upgrade Officer to Sgt**

The Police Department is seeking to upgrade a patrol officer position to the rank of sergeant. The sergeant position would be responsible for supervising a newly formed deployment unit that will be made up of 3 current patrol officers. The goal of the deployment unit would be to identify crime trends that are occurring in the City of Rockwall and utilize special tactics such as surveillance, information gathering and directed patrols to make arrests and reduce overall crime. The unit would mainly focus on combating property crimes such as; Thefts, Burglaries, and unauthorized use of motor vehicle (UUMV) This unit would be able to supplement CID and Narcotics when needed.

The unit would also be responsible for working the security at the Harbor District on Friday and Saturday nights. This duty is currently handled by officers working overtime. By allowing the deployment unit to take over this assignment as part of their normal duties, it should reduce overtime expenditures by roughly \$73,000 in this division and an additional \$16,000 in the Administration division\

Cost to upgrade officer to Sergeant is \$6,900

**CITY MANAGER'S COMMENTS: Approved**

0107 SALARIES & WAGES-LABOR	2,724,218	2,819,000	2,765,000	3,030,350
0108 OVERTIME-STEP	58,877	80,000	80,000	80,000
0109 SALARIES & WAGES-OVERTIME	378,723	333,000	398,000	260,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>3,628,733</b>	<b>3,770,400</b>	<b>3,781,400</b>	<b>3,969,300</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	37,712	39,000	39,000	39,000
0114 LONGEVITY PAY	22,160	24,500	24,500	27,600
0120 FICA & MEDICARE EXPENSE	275,548	256,900	281,900	283,150
0122 T.M.R.S. RETIREMENT EXP.	598,437	553,400	611,400	607,550

<b>Benefits TOTAL . . . . .:</b>	<b>933,857</b>	<b>873,800</b>	<b>956,800</b>	<b>957,300</b>
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**20 Contractual**

0240 EQUIPMENT REPAIRS	3,819	6,000	6,000	6,000
0242 EQUIPMENT RENTAL & LEASE	4,227	2,600	2,600	2,600

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
0246 VEHICLE REPAIRS	79,334	65,000	84,500	65,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0246</b>				<b>Amended Budget</b>
We expect to exceed budget this year by 30% and request an additional \$19,500.				
<b>Contractual TOTAL . . . . . :</b>	<b>87,380</b>	<b>73,600</b>	<b>93,100</b>	<b>73,600</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,074	1,000	1,000	1,000
0310 PRINTING & BINDING	1,419	3,900	3,900	3,900
0315 TRAINING SUPPLIES	21,589	30,000	30,000	30,000
0321 UNIFORMS	65,023	62,650	62,650	62,650
0331 FUEL & LUBRICANTS	182,355	220,000	175,000	175,000
0347 GENERAL MAINT. SUPPLY	11,188	13,400	13,400	13,400
0374 POLICE EXPLORER PROGRAM	-	-	-	10,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0246 Explorer Program**

The Rockwall Police Department Police Explorer Program will be a career orientation and experience program for young people contemplating a career in law enforcement or a related field in the criminal justice system. The program is designed by Learning for Life (a sub-division of the Boy Scouts of America) open to persons 14 years old who have completed the eighth grade, up to persons under 21 years old. Participants will gain personal awareness of the criminal justice system through training, practical experiences, competition, and other community related activities. The Police Explorer Program promotes personal growth through: character development, respect for the rule of law, physical fitness, good citizenship and patriotism. Police Explorer Programs have existed since 1959 and are endorsed by the International Chiefs of Police Association (IACP) as a valuable career path program for young persons interested in serving others. Cost to establish \$10,000

**CITY MANAGER'S COMMENTS: Approved**

0376 POLICE CANINE EXPENSE	4,316	6,000	6,000	6,000
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<b>Supplies TOTAL . . . . . :</b>	<b>286,964</b>	<b>336,950</b>	<b>291,950</b>	<b>301,950</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	350	400	400	400
0415 RECRUITING EXPENSES	10,332	10,400	6,000	10,400
0430 TUITION & TRAINING	15,044	20,000	20,000	20,000
0436 TRAVEL	5,499	6,000	6,000	6,000

<b>Operational TOTAL . . . . . :</b>	<b>31,225</b>	<b>36,800</b>	<b>32,400</b>	<b>36,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	5,529	5,500	5,500	9,000
<b>Utilities TOTAL . . . . .:</b>	<b>5,529</b>	<b>5,500</b>	<b>5,500</b>	<b>9,000</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	77,897	-	-	-
0617 RADIO EQUIPMENT	13,175	-	-	-
0623 VEHICLES	465,456	-	-	250,800

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623 Vehicles and Equipment**

We request funds to replace 6 aged vehicles that have had extensive maintenance problems or have been evaluated and are projected to have large repair costs in the near future. The majority of these vehicles are all approaching 100,000 miles and the power train warranty will no longer be valid, requiring all maintenance costs to be funded by the City of Rockwall. In addition, in the past year several of these vehicles were out of service for extended periods due to mechanical problems and have become unreliable. \$184,800

In addition, funds in the amount of \$66,000 will be needed for the purchase of equipment to outfit 6 new patrol vehicles. The funds will pay for the equipment, installation of and decals for the new vehicles.

**CITY MANAGER'S COMMENTS: Approved from General Fund Reserves**

0624 POLICE EQUIPMENT	9,835	-	-	-
<b>Capital TOTAL . . . . .:</b>	<b>566,363</b>	<b>-</b>	<b>-</b>	<b>250,800</b>

<b>Patrol TOTAL . . .:</b>	<b>5,540,051</b>	<b>5,097,050</b>	<b>5,161,150</b>	<b>5,598,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

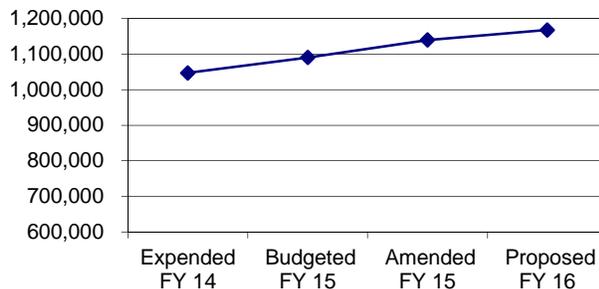
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	975,737	980,500	1,030,100	1,081,400
Contractual	14,532	19,700	21,700	22,800
Supplies	38,730	38,000	34,500	34,500
Operational	7,315	9,200	10,450	13,700
Utilities	10,491	9,300	9,300	15,050
<b>Total</b>	<b>1,046,805</b>	<b>1,090,000</b>	<b>1,139,350</b>	<b>1,167,450</b>

### Personnel Schedule

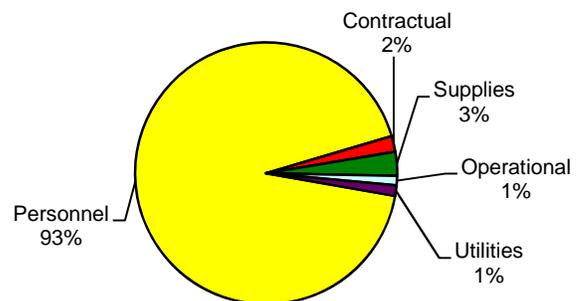
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Sergeant	-	2	2
Investigator	-	6	6
Investigator - Narcotics	-	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	199,460	158,300	158,300	171,250
0104 SALARIES & WAGES-CLERICAL	41,040	42,500	42,500	44,400
0107 SALARIES & WAGES-LABOR	517,670	560,900	599,700	627,150
0109 SALARIES & WAGES-OVERTIME	11,492	18,000	18,000	18,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>769,662</b>	<b>779,700</b>	<b>818,500</b>	<b>860,800</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	8,375	8,400	8,400	8,400
0114 LONGEVITY PAY	8,993	8,600	8,600	9,350
0120 FICA & MEDICARE EXPENSE	59,294	58,300	62,500	64,500
0122 T.M.R.S. RETIREMENT EXP.	129,413	125,500	132,100	138,350
<b>Benefits TOTAL . . . . .:</b>	<b>206,075</b>	<b>200,800</b>	<b>211,600</b>	<b>220,600</b>

<b>20 Contractual</b>				
0231 SERVICE-MAINT. CONTRACTS	-	3,600	3,600	3,600
0237 UNIFORM SERVICE	-	3,600	3,600	4,200
0240 EQUIPMENT REPAIRS	-	500	500	500
0242 EQUIPMENT RENTAL & LEASE	-	-	-	-
0246 VEHICLE REPAIRS	8,199	6,000	8,000	8,500

An increase of \$2,500 is requested for several vehicles assigned to CID and Narcotics that are approaching 8-10 years in service. The increase may extend the duration of the vehicles for an additional year.

**CITY MANAGER'S COMMENTS: Approved**

0261 CRIME SCENE SERVICES	6,333	6,000	6,000	6,000
<b>Contractual TOTAL . . . . .:</b>	<b>14,532</b>	<b>19,700</b>	<b>21,700</b>	<b>22,800</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1524	2,000	2,000	2,000
0310	PRINTING & BINDING	258	500	500	500
0321	UNIFORMS	5,463	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	22,921	24,500	20,000	20,000
0347	GENERAL MAINT. SUPPLY	491	500	500	500
0373	INVESTIGATION SUPPLIES	8,073	9,000	10,000	10,000

<b>Supplies TOTAL . . . . . :</b>	<b>38,730</b>	<b>38,000</b>	<b>34,500</b>	<b>34,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	-	200	200	200
0415	RECRUITING EXPENSES	-	-	250	-
0430	TUITION & TRAINING	1,843	3,500	4,500	5,000
0436	TRAVEL	5,472	5,000	5,000	8,000
0447	DRUG TESTING	-	500	500	500

<b>Operational TOTAL . . . . . :</b>	<b>7,315</b>	<b>9,200</b>	<b>10,450</b>	<b>13,700</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	10,491	9,300	9,300	15,050
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<b>Utilities TOTAL . . . . . :</b>	<b>10,491</b>	<b>9,300</b>	<b>9,300</b>	<b>15,050</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	-	1,800	1,800	-
0623	VEHICLES	-	28,000	28,000	-
0624	POLICE EQUIPMENT	-	3,500	3,500	-

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>33,300</b>	<b>33,300</b>	<b>-</b>
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<b>CID TOTAL . . . . :</b>	<b>1,046,805</b>	<b>1,090,000</b>	<b>1,139,350</b>	<b>1,167,450</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

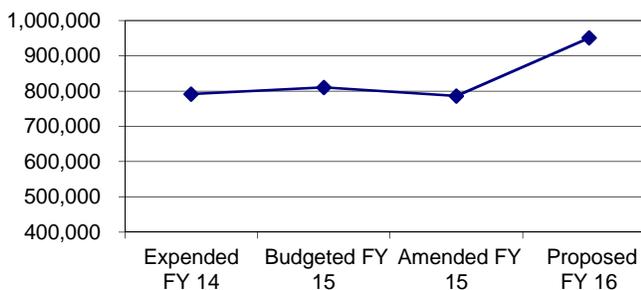
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	713,717	695,800	672,300	848,600
Contractual	26,589	25,750	25,750	28,150
Supplies	29,803	32,100	30,850	31,500
Operational	5,082	9,900	9,900	9,900
Utilities	490	1,000	1,000	2,450
Capital	15,714	45,900	45,900	30,000
<b>Total</b>	<b>791,395</b>	<b>810,450</b>	<b>785,700</b>	<b>950,600</b>

### Personnel Schedule

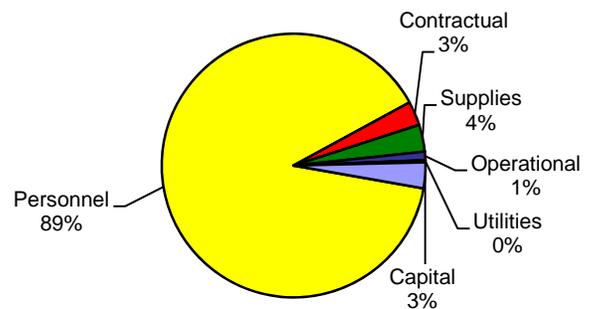
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
School Resource Officer	-	6	6
Crime Prevention Officer	-	1	2

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	79,641	79,200	79,200	85,600
0107	SALARIES & WAGES-LABOR	458,410	459,100	431,100	575,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0107 Crime Prevention Officer**

With the growth of our population comes a greater demand for educational and community service programs for our neighborhoods and crime watches. This unit has also seen an exponential growth in social media communication with our citizens. We believe the time has come to transfer one police officer position from Patrol into this unit as a second Crime Prevention Officer to better serve the needs of our citizens through these community outreach programs.

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	25,048	15,000	19,500	15,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>563,099</b>	<b>553,300</b>	<b>529,800</b>	<b>676,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	6,564	6,600	6,600	6,600
0114	LONGEVITY PAY	5,495	6,000	6,000	6,550
0120	FICA & MEDICARE EXPENSE	42,844	41,200	41,200	50,600
0122	T.M.R.S. RETIREMENT EXP.	95,715	88,700	88,700	108,550

<b>Benefits TOTAL . . . . .:</b>	<b>150,618</b>	<b>142,500</b>	<b>142,500</b>	<b>172,300</b>
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**20 Contractual**

0240	EQUIPMENT REPAIRS	-	500	500	500
0242	EQUIPMENT RENTAL & LEASE	93	150	150	150
0243	BUILDING LEASE	20,814	20,100	20,100	22,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0243 Training Building Lease**

A \$2,400 increase is requested to lease a building that will be used by SWAT Operators, Patrol Officers and K-9 Officers for monthly training. Currently, the SWAT Team travels to Mesquite once a month for training, which results in additional expenses of overtime for travel. The lease of building in the City of Rockwall will eliminate this extra expenditure and provide a training facility for the entire police department.

**CITY MANAGER'S COMMENTS: Approved**

0246	VEHICLE REPAIRS	5,682	5,000	5,000	5,000
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<b>Contractual TOTAL . . . . .:</b>	<b>26,589</b>	<b>25,750</b>	<b>25,750</b>	<b>28,150</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	501	1,000	1,000	1,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
0310 PRINTING & BINDING	544	600	600	600
0321 UNIFORMS	3,637	5,000	5,000	5,600
0331 FUEL & LUBRICANTS	12,479	10,000	8,500	8,500
0347 GENERAL MAINT. SUPPLY	2,715	2,800	2,800	2,800
0370 COP PROGRAM SUPPLIES	4,312	4,500	4,500	4,500
0371 CRIME PREV. SUPPLIES	5,055	7,700	7,700	7,700
0372 CPA PROGRAM SUPPLIES	560	500	750	800
<b>Supplies TOTAL . . . . . :</b>	<b>29,803</b>	<b>32,100</b>	<b>30,850</b>	<b>31,500</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	375	900	900	900
0430 TUITION & TRAINING	1,716	4,000	4,000	4,000
0436 TRAVEL	2,991	5,000	5,000	5,000
<b>Operational TOTAL . . . . . :</b>	<b>5,082</b>	<b>9,900</b>	<b>9,900</b>	<b>9,900</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	490	1,000	1,000	2,450
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0507**

**Phones - Crime Prevention Officers**

We request an increase to allow cell phone reimbursement for the existing and new Community Services Officers. These positions require that the officers respond to questions or concerns with citizens and the news media after hours and on the weekends.

**CITY MANAGER'S COMMENTS: Approved**

<b>Utilities TOTAL . . . . . :</b>	<b>490</b>	<b>1,000</b>	<b>1,000</b>	<b>2,450</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	-	14,000	14,000	-
0623 VEHICLES	-	-	-	30,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0507**

**New Truck**

The Community Service’s Unit has had a substantial increase in the number of events and programs which are being requested, scheduled, and taught within the community. Each of these events or programs requires large quantities of literature (brochures, safety materials, etc.) visual aids (power point, overhead projector, etc.), display devices (tables, pop up tent, tri-pods, boards, etc.) and safety equipment. Officers have found that the typical patrol vehicle does not afford them with the room necessary to carry and transport the items required for the programs and events we are currently being taught. A larger vehicle would provide the Crime Prevention Unit with all the room necessary to keep basic information on hand when out in the community and provide a platform for transporting larger quantities of materials and devices. We request \$32,500 for the purchase of the vehicle, equipment and installation costs.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**CITY MANAGER'S COMMENTS: Disapproved**

**Equipment for Tahoes**

We request \$75,000 to equip all existing School Resource Officer (SRO) vehicles with the required equipment to also serve in the capacity of a patrol vehicle. In the past year several patrol vehicles have been out of service for extended periods of time due to wear and tear and increased maintenance. A fully equipped SRO vehicle will provide an additional pool vehicle to ensure that patrol officers have functional patrol cars 24 hours a day, 7 days a week. The funds will provide each SRO vehicle with a Coban computer, a video system, a printer for the ticket writer and the installation cost of all the equipment.

**CITY MANAGER'S COMMENTS: Equipment is Approved for two vehicles**

0624 POLICE EQUIPMENT	15,714	31,900	31,900	-
<b>Capital TOTAL . . . . .:</b>	<b>15,714</b>	<b>45,900</b>	<b>45,900</b>	<b>30,000</b>
<b>Community Services TOTAL :</b>	<b>791,395</b>	<b>810,450</b>	<b>785,700</b>	<b>950,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

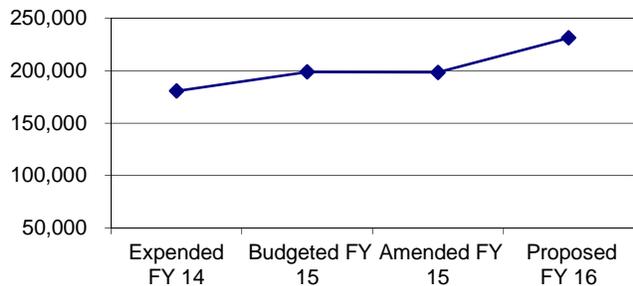
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	175,164	175,300	175,300	224,300
Contractual	2,054	2,600	2,600	2,600
Supplies	3,280	3,950	3,450	3,450
Utilities	-	900	900	900
Capital	-	16,000	16,000	-
<b>Total</b>	180,498	198,750	198,250	231,250

### Personnel Schedule

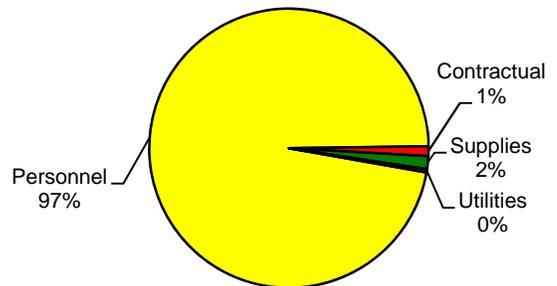
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Warrant Officer	-	1	1
Warrant Clerk	10	1	1
Bailiff	-	0.5	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	42,490	42,500	42,500	42,500
0107	SALARIES & WAGES-LABOR	99,341	99,400	99,400	143,950

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0107**

**Additional Bailiff**

The City currently employs a retired police officer on a part-time basis to function as one of our municipal court bailiffs. The second bailiff position is filled by either the warrant officer or a police officer on overtime. We propose to add a second part-time bailiff to cover the second position allowing the warrant officer to effectively use his time to serve warrants and eliminate the need for overtime to fill this slot. Salary and taxes would total \$35,981

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	1,177	1,500	1,500	1,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>143,008</b>	<b>143,400</b>	<b>143,400</b>	<b>187,950</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,199	1,200	1,200	1,200
0114	LONGEVITY PAY	1,815	2,000	2,000	2,150
0120	FICA & MEDICARE EXPENSE	10,852	10,800	10,800	14,250
0122	T.M.R.S. RETIREMENT EXP.	18,290	17,900	17,900	18,750

<b>Benefits TOTAL . . . . .:</b>	<b>32,156</b>	<b>31,900</b>	<b>31,900</b>	<b>36,350</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	900	900	900	900
0240	EQUIPMENT REPAIRS	-	200	200	200
0246	VEHICLE REPAIRS	1,154	1,500	1,500	1,500

<b>Contractual TOTAL . . . . .:</b>	<b>2,054</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	112	150	150	150
0310	PRINTING & BINDING	272	300	300	300
0321	UNIFORMS	517	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	2,379	2,500	2,000	2,000

<b>Supplies TOTAL . . . . .:</b>	<b>3,280</b>	<b>3,950</b>	<b>3,450</b>	<b>3,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	30 Police	36 Warrants		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	-	900	900	900
<b>Utilities TOTAL . . . . .:</b>	<b>-</b>	<b>900</b>	<b>900</b>	<b>900</b>
<b>60 Capital</b>				
0624 POLICE EQUIPMENT	-	16,000	16,000	-
<b>Capital TOTAL . . . . .:</b>	<b>-</b>	<b>16,000</b>	<b>16,000</b>	<b>-</b>
<b>Warrants TOTAL . . :</b>	<b>180,498</b>	<b>198,750</b>	<b>198,250</b>	<b>231,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

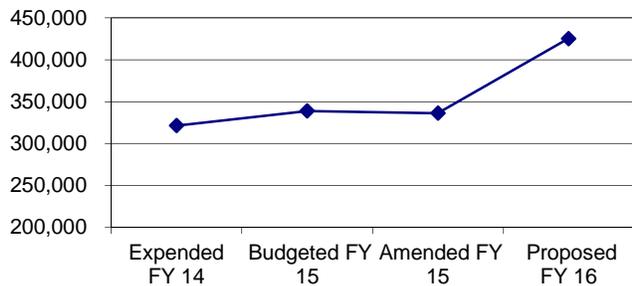
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	315,626	325,700	325,700	413,250
Contractual	654	5,550	3,150	3,150
Supplies	1,448	1,700	1,450	1,450
Operational	2,502	4,900	4,900	4,900
Utilities	1,219	1,100	1,100	2,450
<b>Total</b>	<b>321,449</b>	<b>338,950</b>	<b>336,300</b>	<b>425,200</b>

### Personnel Schedule

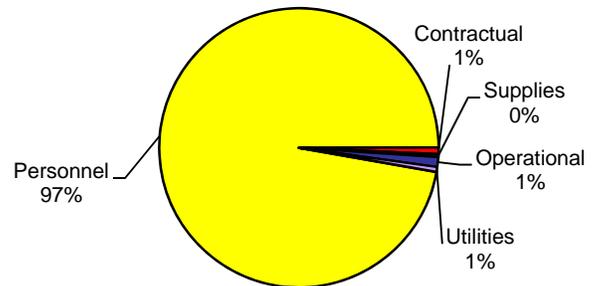
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Personnel Sergeant	-	-	1
Public Safety Computer Manager	24	1	1
Network Technician	18	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	37 Records

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	80,632	83,800	83,800	169,450
0104 SALARIES & WAGES-CLERICAL	169,174	173,700	173,700	175,150

**DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0104**

**Network Technician**

A 2nd Network Technician position would be needed to provide software and hardware support for our current demands and the needs of the other area departments we support.

In 2013 we expanded our multijurisdictional coverage Records Management System (RMS) to include; the City of Fate Department of Public Safety, the City of Heath Department of Public Safety and the District Attorney’s Office. These additions created a considerable amount of additional work and technical support for our two current Information and Technology personnel.

Some of the duties that would be performed by the new position would include:

- Troubleshoot software issues with New World, Coban and Brazos
- Serve as another point of contact for the agencies we currently support
- Install software upgrades, fix hardware issues and assist with day to day computer issues
- Provide training on technology issues related to all public safety software systems.

Salary & Benefits:	\$57,636
Training	2,800
Cell phone	800
Computer	1,800
First year costs	\$63,000

**CITY MANAGER'S COMMENTS: Disapproved**

0109 SALARIES & WAGES-OVERTIME	232	500	500	500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>250,038</b>	<b>258,000</b>	<b>258,000</b>	<b>345,100</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	899	900	900	900
0114 LONGEVITY PAY	4,045	4,700	4,700	4,950
0120 FICA & MEDICARE EXPENSE	18,920	19,700	19,700	19,800
0122 T.M.R.S. RETIREMENT EXP.	41,725	42,400	42,400	42,500

<b>Benefits TOTAL . . . . .:</b>	<b>65,588</b>	<b>67,700</b>	<b>67,700</b>	<b>68,150</b>
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**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	518	4,800	2,400	2,400
0240 EQUIPMENT REPAIRS	-	500	500	500
0246 VEHICLE REPAIRS	136	250	250	250

<b>Contractual TOTAL . . . . .:</b>	<b>654</b>	<b>5,550</b>	<b>3,150</b>	<b>3,150</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	743	750	750	750
0310	PRINTING & BINDING	93	200	200	200
0331	FUEL & LUBRICANTS	612	750	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>1,448</b>	<b>1,700</b>	<b>1,450</b>	<b>1,450</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	71	100	100	100
0430	TUITION & TRAINING	1,637	2,300	2,300	2,300
0436	TRAVEL	794	2,500	2,500	2,500

<b>Operational TOTAL . . . . . :</b>	<b>2,502</b>	<b>4,900</b>	<b>4,900</b>	<b>4,900</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,219	1,100	1,100	2,450
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0507**

**Cell Phone Allowance**

Request to provide a cell phone to the current Network Technician. An increase is requested to provide cellular telephone and data package. This position is subject to call outs at any time on computer or car video system issues.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Utilities TOTAL . . . . . :</b>	<b>1,219</b>	<b>1,100</b>	<b>1,100</b>	<b>2,450</b>
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<b>Records TOTAL . . :</b>	<b>321,449</b>	<b>338,950</b>	<b>336,300</b>	<b>425,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

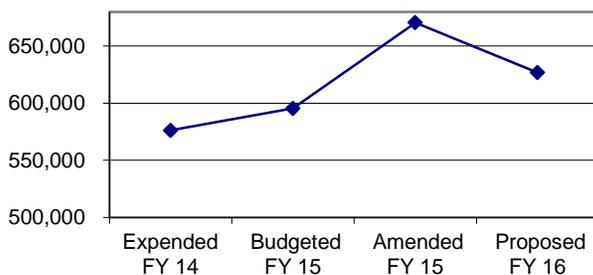
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	520,211	548,850	623,800	541,050
Contractual	42,344	26,000	26,000	38,500
Supplies	2,238	1,600	1,600	1,950
Operational	10,270	18,000	18,200	18,000
Capital	-	-	-	25,950
Utilities	1,089	1,000	1,000	1,350
<b>Total</b>	<b>576,152</b>	<b>595,450</b>	<b>670,600</b>	<b>626,800</b>

### Personnel Schedule

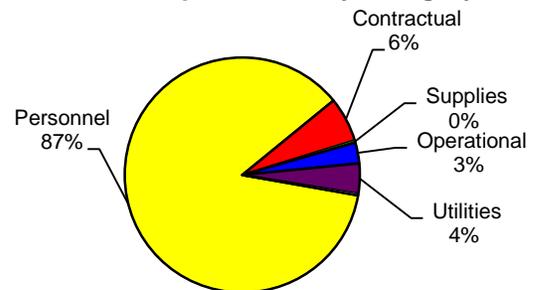
<u>Position</u>	<u>Classification</u>	FY 15 <u>Approved</u>	FY 16 <u>Proposed</u>
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	23	1	1
GIS Supervisor	22	1	1
Senior Planner	22	1	1
GIS Technician	15	1	1
Planning Technician	15	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	130,542	135,250	196,250	125,000
0104	SALARIES & WAGES-CLERICAL	285,999	303,500	303,500	306,150
0109	SALARIES & WAGES-OVERTIME	-	500	500	1,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>416,541</b>	<b>439,250</b>	<b>500,250</b>	<b>432,150</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	2,400	2,400	2,400	2,400
	Capital				
0114	LONGEVITY PAY	2,525	2,500	2,500	2,750
0120	FICA & MEDICARE EXPENSE	30,394	32,400	37,950	33,050
0122	T.M.R.S. RETIREMENT EXP.	68,351	72,300	80,700	70,700

<b>Benefits TOTAL . . . . . :</b>	<b>103,670</b>	<b>109,600</b>	<b>123,550</b>	<b>108,900</b>
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**20 Contractual**

0213	CONSULTING FEES	3,509	-	-	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213**

**HPAB Requests**

Survey of the Historic District \$5,000

The last Historic Resource Survey of properties within the Original Town Rockwall (OTR) Historic District was completed in the summer of 1999 and is more than a decade old. It is the objective of the Historic Preservation Advisory Board (HPAB) to update this survey to account for changes within the district and to document properties that have become eligible for historic preservation. Staff estimates the cost of hiring a consultant to perform a Historic Resource Survey is around \$10,000. As a member of the Certified Local Government (CLG) program our municipality is eligible for matching funds that would subsidize the cost of hiring a consultant to perform this study. Staff will be preparing an application to request this funding later this year, but needs to secure the matching funding prior to submitting a request for CLG grants.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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Medallion Program \$2,500

In an attempt to increase the visibility of the City’s Historic Landmarks and increase awareness of the City’s historical past the HPAB has approved a medallion that can be displayed on Landmarked and Contributing Properties. The medallions, similar to what other cities use to mark historical places, are bronze colored, oval shaped placards that indicate the year the structure was constructed, the property number (which will relate to the Historical Tour of Rockwall that the HPAB will be working on later this year), the words “Historic Property”, and the “City of Rockwall”. The \$2,500 will be used to purchase the first eight (8) medallions that will be displayed on the cities eight (8) historical landmarks. It is the boards intent, after the original eight (8) medallions are purchased, to award a set amount of medallions each year to Contributing Properties within the district. Currently, Contributing Property owners are able to purchase medallions through the city for display on their properties.

Neighborhood Matching Grants \$5,000

The Neighborhood Matching Grants Program will provide matching grant funds up to \$1,000 to owner-occupied households in eligible neighborhoods (i.e. Southside Neighborhood and Old Town Rockwall Historic District) for the purpose of encouraging restoration, rehabilitation and reinvestment in these areas. The program will be administered through the Historic Preservation Advisory Board (HPAB), and place an emphasis on projects that propose improvements to the exterior of households; however, all projects will be considered on a case-by-case basis by the board. All grants will be offered on a first come/best qualified/first serve basis and will not be disbursed to the homeowner until after the completion and inspection of the approved project.

**CITY MANAGER'S COMMENTS: Survey is Approved, Medallion Program and Matching Grants are Disapproved**

0231	SERVICE-MAINT. CONTRACTS	34,486	21,000	21,000	28,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231** **Maintenance Contracts**

- Air Card \$ 500
- ESRI Maintenance 18,900
- Copier/plotter 1,400
- Adobe Cloud subscription \$1,200

**GIS Conversion for Police Department**

The City hired an outside GIS consultant, Alexander Open Systems (AOS), to prepare a proposal to help convert the existing New World Systems Aegis GIS Data over to the new NCTCOG NextGen911 GIS Data. The main goal of this project is to implement recommended best practices, convert the CAD system GIS data to the new data standard and ensure address look up is functioning properly.

**CITY MANAGER'S COMMENTS: Approved**

0233	ADVERTISING	4,349	5,000	5,000	5,000
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<b>Contractual TOTAL . . . . . :</b>	<b>42,344</b>	<b>26,000</b>	<b>26,000</b>	<b>38,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**30 Supplies**

0301 OFFICE SUPPLIES	608	600	600	950
0310 PRINTING & BINDING	1,041	500	500	500
0347 GENERAL MAINT. SUPPLY	589	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>2,238</b>	<b>1,600</b>	<b>1,600</b>	<b>1,950</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	3,034	2,500	2,500	2,500
0415 RECRUITING EXPENSES	73	-	200	-
0430 TUITION & TRAINING	3,984	7,000	7,000	7,000
0436 TRAVEL	3,179	8,500	8,500	8,500

<b>Operational TOTAL . . . . . :</b>	<b>10,270</b>	<b>18,000</b>	<b>18,200</b>	<b>18,000</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,089	1000	1,000	1,350
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<b>Utilities TOTAL . . . . . :</b>	<b>1,089</b>	<b>1,000</b>	<b>1,000</b>	<b>1,350</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	-	-	-	5,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0612** **Tablets**

9 Tablets \$3,400

Tablets for Planning Commission and Staff - (this includes the tablets and the protection plan for each)  
The Planning Commission are unable to use the term serve computer stations in the Council Chambers to view their agenda packet.

**GIS Laptop**

Laptop for GIS staff use \$2,500

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,900</b>
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<b>Planning TOTAL . . . :</b>	<b>576,152</b>	<b>595,450</b>	<b>670,600</b>	<b>606,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Neighborhood Improvement

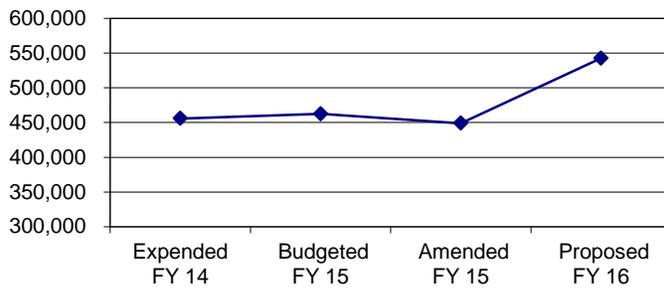
### Expenditure Summary

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	324,167	308,800	297,200	343,400
Contractual	100,622	117,350	117,350	117,650
Supplies	18,083	24,050	22,050	19,550
Operational	10,685	9,650	9,800	9,650
Utilities	2,095	2,500	2,500	2,950
Capital	-	-	-	24,650
<b>Total</b>	<b>455,652</b>	<b>462,350</b>	<b>448,900</b>	<b>542,500</b>

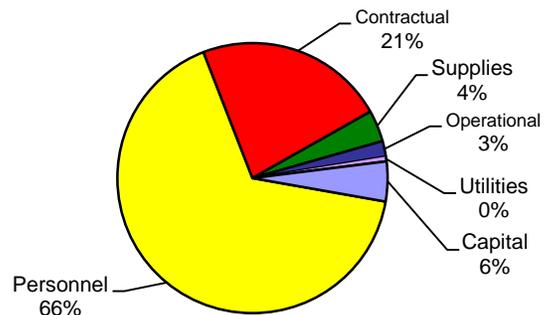
### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

**Financial History**



**FY 2016 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	75,625	53,800	53,800	58,200
0104 SALARIES & WAGES-CLERICAL	51,195	49,900	49,900	51,950
0107 SALARIES & WAGES-LABOR	132,111	139,700	128,900	162,650
0109 SALARIES & WAGES-OVERTIME	185	3,000	3,000	1,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>259,116</b>	<b>246,400</b>	<b>235,600</b>	<b>273,800</b>

<b>15 Benefits</b>				
	<b>Capital</b>			
0113 EDUCATION/CERTIFICATE PAY	1,534	2,400	2,400	2,400
0114 LONGEVITY PAY	2,847	1,300	1,300	1,600
0120 FICA & MEDICARE EXPENSE	19,525	18,600	18,600	20,850
0122 T.M.R.S. RETIREMENT EXP.	41,145	40,100	39,300	44,750
<b>Benefits TOTAL . . . . . :</b>	<b>65,051</b>	<b>62,400</b>	<b>61,600</b>	<b>69,600</b>

<b>20 Contractual</b>				
0213 CONSULTING FEES	750	3,000	3,000	3,000
0231 SERVICE-MAINT. CONTRACTS	2,963	2,900	2,900	2,900
0240 EQUIPMENT REPAIRS	250	250	250	250
0242 EQUIPMENT RENTAL & LEASE	3,436	5,200	5,200	3,600
0246 VEHICLE REPAIRS	7,171	5,000	5,000	5,000
0255 CODE ENFORCEMENT CONTRACT	21,277	25,000	25,000	25,000
0256 HEALTH INSPECTION SERVICE	58,505	56,000	56,000	57,900
0257 DEMOLITION SERVICES	6,270	20,000	20,000	20,000
<b>Contractual TOTAL . . . . . :</b>	<b>100,622</b>	<b>117,350</b>	<b>117,350</b>	<b>117,650</b>

<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	2,377	2,550	2,550	2,550
0310 PRINTING & BINDING	3,409	6,000	6,000	3,500
0321 UNIFORMS	1,563	1,750	1,750	1,750
0323 SMALL TOOLS	167	750	750	750
0325 SAFETY SUPPLIES	50	1,500	1,500	1,500
0331 FUEL & LUBRICANTS	10,168	11,000	9,000	9,000
0347 GENERAL MAINT. SUPPLY	349	500	500	500
<b>Supplies TOTAL . . . . . :</b>	<b>18,083</b>	<b>24,050</b>	<b>22,050</b>	<b>19,550</b>

Fund	Department	Division
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	4,365	3,250	3,250	3,250
0415 RECRUITING EXPENSES	108	-	150	-
0430 TUITION & TRAINING	2,541	3,200	3,200	3,200
0436 TRAVEL	3,671	3,200	3,200	3,200

<b>Operational TOTAL . . . . . :</b>	<b>10,685</b>	<b>9,650</b>	<b>9,800</b>	<b>9,650</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	2,095	2,500	2,500	2,950
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<b>Utilities TOTAL . . . . . :</b>	<b>2,095</b>	<b>2,500</b>	<b>2,500</b>	<b>2,950</b>
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**60 Capital**

0623 VEHICLES	-	-	-	24,650
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0623** **New Vehicle**

Request to purchase a new 1/2 ton pickup to replace a 2005 Ford F150 with approximately 84,500 miles.  
\$23,500 plus safety lighting \$1,150

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,650</b>
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<b>Code Enforcement TOTAL :</b>	<b>455,652</b>	<b>462,350</b>	<b>448,900</b>	<b>517,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

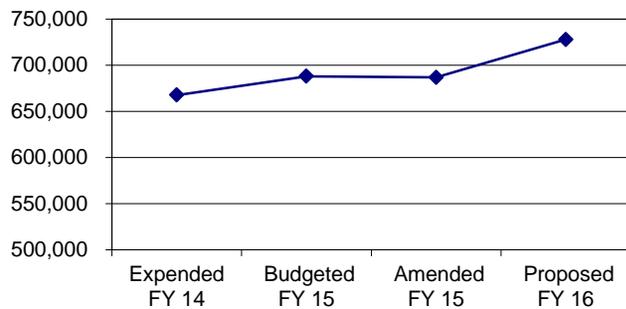
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	609,112	617,350	617,350	635,000
Contractual	33,540	43,600	43,600	40,600
Supplies	11,103	13,450	12,250	12,250
Operational	10,717	9,750	9,750	9,750
Utilities	3,077	3,800	3,800	4,100
Capital	-	-	-	25,950
<b>Total</b>	<b>667,549</b>	<b>687,950</b>	<b>686,750</b>	<b>727,650</b>

### Personnel Schedule

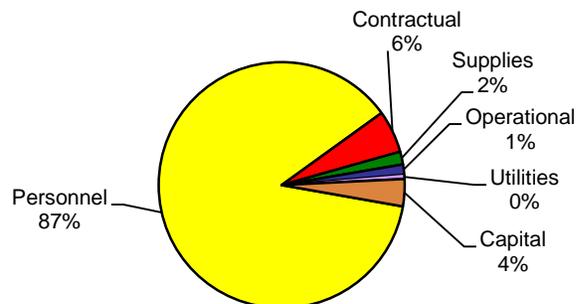
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Building Official	30	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	17	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	116,488	115,900	115,900	184,600
0104	SALARIES & WAGES-CLERICAL	93,709	93,400	93,400	93,400
0107	SALARIES & WAGES-LABOR	274,487	281,400	281,400	226,700
0109	SALARIES & WAGES-OVERTIME	69	1,000	1,000	1,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>484,753</b>	<b>491,700</b>	<b>491,700</b>	<b>505,700</b>
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**15 Benefits**

**Capital**

0113	EDUCATION/CERTIFICATE PAY	2,700	3,000	3,000	3,000
0114	LONGEVITY PAY	4,929	4,350	4,350	4,850
0120	FICA & MEDICARE EXPENSE	36,832	37,500	37,500	38,600
0122	T.M.R.S. RETIREMENT EXP.	79,898	80,800	80,800	82,850

<b>Benefits TOTAL . . . . . :</b>	<b>124,359</b>	<b>125,650</b>	<b>125,650</b>	<b>129,300</b>
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**20 Contractual**

0213	CONSULTING FEES	-	-	-	-
0231	SERVICE-MAINT. CONTRACTS	24,466	35,400	35,400	32,400
0240	EQUIPMENT REPAIRS	-	500	500	500
0242	COPIER LEASE	2,006	2,700	2,700	2,700
0246	VEHICLE REPAIRS	7,068	5,000	5,000	5,000

<b>Contractual TOTAL . . . . . :</b>	<b>33,540</b>	<b>43,600</b>	<b>43,600</b>	<b>40,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	845	1,250	1,250	1,250
0310	PRINTING & BINDING	284	1,250	1,250	1,250
0321	UNIFORMS	1,173	1,250	1,250	1,250
0323	SMALL TOOLS	194	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	8,699	8,200	7,000	7,000
0347	GENERAL MAINT. SUPPLY	-92	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>11,103</b>	<b>13,450</b>	<b>12,250</b>	<b>12,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	2,765	2,500	2,500	2,500
0415	RECRUITING EXPENSES	73	-	-	-
0430	TUITION & TRAINING	4,355	4,000	4,000	4,000
0436	TRAVEL	3,524	3,250	3,250	3,250

<b>Operational TOTAL . . . . . :</b>	<b>10,717</b>	<b>9,750</b>	<b>9,750</b>	<b>9,750</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,077	3,800	3,800	4,100
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<b>Utilities TOTAL . . . . . :</b>	<b>3,077</b>	<b>3,800</b>	<b>3,800</b>	<b>4,100</b>
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**60 Capital**

0623	VEHICLES	-	-	-	25,950
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0623** **New Vehicle**

Request to purchase a new 1/2 ton extended cab pickup to replace a 2004 unit with approximately 87,000 miles. The existing unit has various interior issues and it did not rate well in the City's independent vehicle evaluation process.

Vehicle \$23,500

Bed Cover \$1,250 (storage of field equipment)

Safety lighting \$1,150

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,950</b>
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<b>Building Inspections TOTAL :</b>	<b>667,549</b>	<b>687,950</b>	<b>686,750</b>	<b>727,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

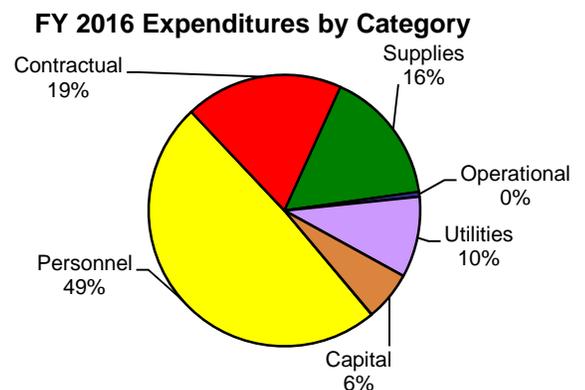
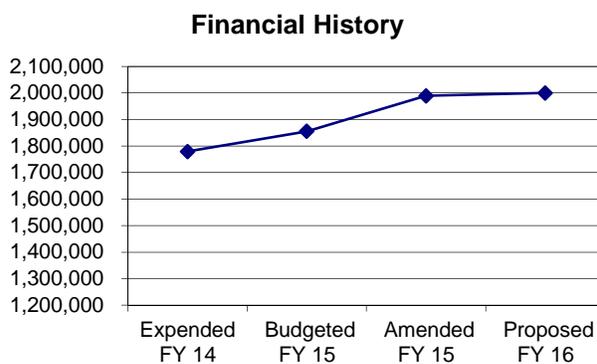
### Expenditure Summary

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	944,787	913,400	1,056,550	981,350
Contractual	408,273	363,450	363,450	376,250
Supplies	219,382	358,450	349,050	320,300
Operational	8,920	11,500	11,500	11,500
Utilities	116,818	191,900	191,900	193,400
Capital	80,960	16,900	16,900	117,250
<b>Total</b>	<b>1,779,140</b>	<b>1,855,600</b>	<b>1,989,350</b>	<b>2,000,050</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Parks Superintendent	23	1	1
Crew Leader	15	3	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator I	10	4	4
Maintenance Worker II	8	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	78,213	79,800	182,800	77,500
0107	SALARIES & WAGES-LABOR	659,542	638,700	638,700	695,250
0109	SALARIES & WAGES-OVERTIME	20,343	16,000	22,000	16,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>758,098</b>	<b>734,500</b>	<b>843,500</b>	<b>788,750</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	1,800	1,800	1,800
0114	LONGEVITY PAY	10,346	8,100	8,100	9,300
0120	FICA & MEDICARE EXPENSE	56,615	55,000	65,250	59,100
0122	T.M.R.S. RETIREMENT EXP.	119,128	114,000	137,900	122,400

<b>Benefits TOTAL . . . . . :</b>	<b>186,689</b>	<b>178,900</b>	<b>213,050</b>	<b>192,600</b>
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**20 Contractual**

0237	UNIFORM SERVICE	13,585	11,200	11,200	6,000
0240	EQUIPMENT REPAIRS	37,873	19,500	19,500	19,500
0242	EQUIPMENT RENTAL & LEASE	10,751	17,000	17,000	17,000
0244	BUILDING REPAIRS	2,267	3,000	3,000	4,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0244**

**Restroom Maintenance**

Requested for any needed repairs and painting for the new restroom installed at Tuttle Athletic Complex in 2015. \$3,000 is the base budget used for repairs for three restrooms at Myers Park and one at Yellowjacket Park and an additional \$1,500 is requested.

**CITY MANAGER'S COMMENTS: Approved**

0246	VEHICLE REPAIRS	11,843	10,500	10,500	10,500
0247	GROUNDS MAINTENANCE	330,904	300,750	300,750	307,250

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247**

**Grounds Maint. Contracts**

Grounds Maintenance Contract: \$194,250

The City contracts with a private company to maintain City facilities, medians and rights-of-way during the growing season. The service includes mowing, edging, weedeating, shrub and tree trimming and litter abatement. The facilities maintained are: City Hall, The Center, Police Dept. four fire stations, Animal Adoption Center, Firearms Training Facility, and The Municipal Court building.

Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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Medians and ROW include: Yellowjacket Lane, N. Lakeshore, Ralph Hall Parkway, Clark St., FM 740 medians, SH 205 medians, IH-30 and John King intersection, IH-30 and FM 740 intersection, SH 205 and FM 740 intersection, Summer Lee Dr., TL Townsend, John King Blvd. medians, and Caruth Lane. In addition the extension of Justin Road will be completed between Industrial and John King Blvd. This would be performed on a bi-weekly basis for 12 to 13 cycles during the growing season. An additional \$5,000 will be required for Justin Road.

Contract Mowing Services Total: \$89,000

The City contracts with a private company to tractor mow large areas such as two closed landfill sites, John King Blvd. medians, Sids Rd., Mims Rd. Tubbs Rd., Clem Rd. County Line Rd, Lofland Circle, Corporate Crossing medians, Brockway Branch Drainage ROW, and several other drainage easements.

Park Pond Maintenance Total: \$24,000

The City contracts with a company to perform lake vegetation and pest management in the lakes with neighborhood parks and Myers Park.

**CITY MANAGER'S COMMENTS: Approved**

0270 WASTE DISPOSAL SERVICE	1,050	1,500	1,500	11,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0270</b>				<b>Tree Trimming/Removal</b>

\$10,000 is requested to address situations that arise regarding trimming or removing large and dangerous trees when the park maintenance staff does not have the personnel, equipment or expertise to perform these services. The staff relies on a professional tree trimming service to perform these tasks as well as stump grinding. This does not include trimming or removal in the Takeline.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .</b>	<b>408,273</b>	<b>363,450</b>	<b>363,450</b>	<b>376,250</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	217	150	150	150
0310 PRINTING & BINDING	-	200	200	200
0323 SMALL TOOLS	10,805	13,500	13,500	13,500
0325 SAFETY SUPPLIES	2,002	2,000	2,000	10,050

<b>DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247</b>				<b>Grounds Maint. Contracts</b>
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Two Ford pickups and one Chevrolet pickup do not have roof top light bars and back up alarms. This request is for \$8,030 for all three vehicles. The base budget is \$2,000.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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0331	FUEL & LUBRICANTS	43,936	44,400	35,000	35,000
0333	CHEMICAL	26,806	31,500	31,500	31,500
0341	CONSTRUCTION & REPAIR SUPPLY	49,897	188,800	188,800	75,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0341**

**2016 Projects**

The base budget for this line item is \$60,670 to cover major repairs, minor projects and service requests throughout the parks and trail system.

**Pond Fountain Repairs \$11,000**

There is a lighted aerial fountain in each of the two small ponds at Harry Myers Park. They have been in use for many years to circulate the pond surface to improve water quality. The water tight seal in the casings have failed. Repair costs are nearly the same as the cost to replace.

**Bulk Material Bins \$3,330**

The Park Maintenance Department stores large stock piles of various mulches, crushed granite and top soil. Request to provide a three sided block wall to contain all bulk materials. Project total is \$3,330

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	39,662	33,000	33,000	33,000
0349	AGRICULTURAL SUPPLIES	35,292	36,900	36,900	113,900

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0349**

**Tree Planting**

One of the Parks Department's strategic initiatives is to plant 162 trees in 2016 and increase that count by one tree each year to correspond with the City's founding date of 1854. Plant material that was lost due to drought and ice storm needs to be replaced primarily within the FM 740, SH 205 and SH 66 corridors. Request \$50,000 from the developer tree mitigation funds

The Park at Stone Creek will be under construction in 2016. The design will include approximately 100 newly planted trees at a cost of \$27,000. Funding for this initiative also comes from tree mitigation funds received by developers.

**CITY MANAGER'S COMMENTS: Approved**

0350	IRRIGATION SYS SUPPLIES	10,765	8,000	8,000	8,000
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<b>Supplies TOTAL . . . . . :</b>	<b>219,382</b>	<b>358,450</b>	<b>349,050</b>	<b>320,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>40 Operational</b>				
0415 RECRUITING EXPENSES	990	500	500	500
0430 TUITION & TRAINING	2,951	3,500	3,500	3,500
0436 TRAVEL	1,854	2,500	2,500	2,500
0480 VOLUNTEER PROGRAM	3,125	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>8,920</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	2,208	1,900	1,900	3,400
0513 WATER	114,610	190,000	190,000	190,000
<b>Utilities TOTAL . . . . .:</b>	<b>116,818</b>	<b>191,900</b>	<b>191,900</b>	<b>193,400</b>
<b>60 Capital</b>				
0621 FIELD MACHINERY & EQUIPMENT	22,730	16,900	16,900	39,750

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621**

**Infield Groomer**

Two park maintenance employees are responsible for maintaining 13 ball fields at three different locations. Their daily duties during the season include infield grooming, grass infield lip maintenance, chalking, setting bases & pitching mounds, painting foul lines, picking up trash, fence repair etc.

The biggest challenge is maintaining infield/grass edge in a safe attractive condition on a daily basis. The other challenge is maintaining the clay infields through a range of conditions from very dry to rainouts. The drainage patterns of the complex create conditions where the clay mix needs to be moved around to fill in ruts and low spots created by runoff.

This request is for an infield groomer that includes a grass lip edge, rotary broom and rear mounted leveling box blade. The combination of these three implements address the major challenges of infield maintenance. Cost is \$28,750

**CITY MANAGER'S COMMENTS: Approved, funded with General Reserves.**

**Thorguard Lightning System**

A lightning prediction system is needed at Tuttle Athletic Complex to provide umpires and staff an audible warning siren when lightning events are likely to occur. This system is different that a lightning detection system which is generally less accurate. A prediction system sounds off when the conditions are present that could produce lightning and give players and spectators more time to clear the field. Cost is \$11,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
0623 VEHICLES	58,230	-	-	77,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623</b>			<b>3/4 Ton Extended Cab</b>	

As approved in the FY 2014/15 budget, the Downtown Maintenance Worker will begin in August of 2015. This person will need a truck to perform their duties on the square to transport tools, supplies and trash between the square and the Service Center. Unit 173 would be transferred to the downtown maintenance worker and outfitted with a Tommy Lift Gate. The vehicle request is for the existing unit 173 to be moved to Downtown and purchase a new truck for Parks. The vehicle is ¾ ton extended cab with a utility bed, roof racks and light bar. This truck would go to the Beautification Crew Leader. The crew leader’s current truck, Unit 173 is a standard cab and standard bed. The truck with the utility bed is more suitable to the Crew Leader’s duties, who is responsible for pool maintenance, ball field maintenance, playground maintenance and special event support. Replacement Vehicle Cost is \$33,000

**Parks Maintenance 1 Ton Truck**

Unit 164 is a 2000 Ford with 121,000 miles. This truck is used by two Maintenance Workers on the Projects Crew. Their main function is major repairs and construction projects. The vehicle is not suitable for carrying a lot of tools or towing heavy equipment or trailers. It is in need of approximately \$7,000 in repairs. This request is for a 1-ton extended cab with utility bed, racks, light bar and towing package. Replacement Vehicle Cost is \$36,000

**CITY MANAGER'S COMMENTS: Approved from General Fund Reserves**

**Utility Truck Bed**

The truck utilized by The Harbor Technician is a 3/4 ton Ford extended cab pickup. Organized storage is limited at The Harbor. Many specialty tools and equipment are needed on a regular basis to maintain pumps, irrigation, water filtration systems, electrical, lighting and plumbing. This request is to replace the standard pick up bed with a utility bed for \$8,500.

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>80,960</b>	<b>16,900</b>	<b>16,900</b>	<b>117,250</b>
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<b>Parks TOTAL . . . :</b>	<b>1,779,140</b>	<b>1,855,600</b>	<b>1,989,350</b>	<b>2,000,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	101,323	104,050	104,050	111,600
Contractual	155,382	92,800	81,300	94,800
Supplies	41,656	41,800	42,000	46,000
Operational	18	4,000	750	11,750
Utilities	104,278	131,500	131,500	131,500
Capital	7,581	-	-	-
<b>Total</b>	<b>410,238</b>	<b>374,150</b>	<b>359,600</b>	<b>395,650</b>

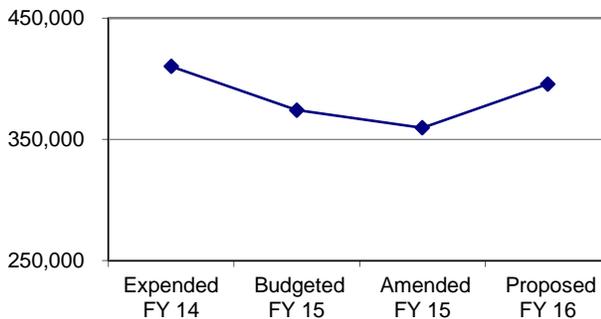
FY 15 Approved      FY 16 Proposed

### Personnel Schedule

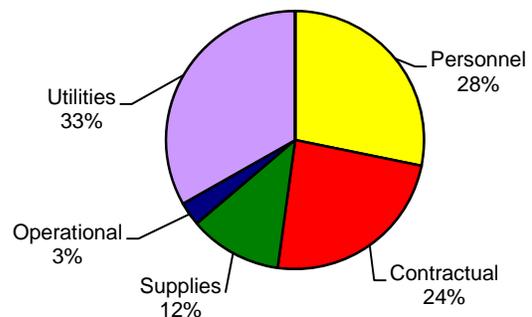
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Harbor Technician	15	1	1
Maintenance Worker II	8	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	77,901	80,100	80,100	86,050
0109	SALARIES & WAGES-OVERTIME	3,645	4,000	4,000	4,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>81,546</b>	<b>84,100</b>	<b>84,100</b>	<b>90,050</b>
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**15 Benefits**

0114	LONGEVITY PAY	514	650	650	800
0120	FICA & MEDICARE EXPENSE	5,963	6,100	6,100	6,600
0122	T.M.R.S. RETIREMENT EXP.	13,300	13,200	13,200	14,150

<b>Benefits TOTAL . . . . .:</b>	<b>19,777</b>	<b>19,950</b>	<b>19,950</b>	<b>21,550</b>
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**20 Contractual**

0237	UNIFORM SERVICE	453	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	7,483	7,500	7,500	7,500
0242	EQUIPMENT RENTAL & LEASE	1,369	1,000	1,000	1,000
0244	BUILDING REPAIRS	80,975	5,000	5,000	30,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0244 Concrete and Lighting Repairs**

*\$10,000 Remove and replace failing concrete around the spray plaza*

*\$15,000 Electrical and lighting repairs*

**CITY MANAGER'S COMMENTS: Approved**

0245	POOL REPAIR & MAINT	4,384	4,500	4,500	5,000
0246	VEHICLE REPAIRS	1,630	1,500	1,500	1,500
0247	GROUNDS MAINTENANCE	33,440	48,800	48,800	48,800
0258	SECURITY SERVICES	25,648	23,500	12,000	-

<b>Contractual TOTAL . . . . .:</b>	<b>155,382</b>	<b>92,800</b>	<b>81,300</b>	<b>94,800</b>
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**30 Supplies**

0323	SMALL TOOLS	3,171	2,000	2,000	2,000
0325	SAFETY SUPPLIES	484	500	500	500
0331	FUEL & LUBRICANTS	4,586	4,000	4,000	4,000
0333	CHEMICAL	17,689	20,000	20,000	20,000
0347	GENERAL MAINT. SUPPLY	7,416	7,000	7,000	7,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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0349	AGRICULTURAL SUPPLIES	7,469	7,500	7,500	7,500
0350	IRRIGATION SYS SUPPLIES	841	800	1,000	1,000
0392	SIGNS AND SIGNALS	-	-	-	4,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0392 Replacement Signs**

Many of the rules and ordinance signs have been damaged or removed due to vandalism. Replacement signs will be made of a high pressure laminate product that has a higher quality graphic as well as more durable and vandal resistant. \$4,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>41,656</b>	<b>41,800</b>	<b>42,000</b>	<b>46,000</b>
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**40 Operational**

0410	DUES AND SUBSCRIPTIONS	18	-	50	50
0436	TRAVEL	-	-	200	200
0469	PROMOTION EXPENSE	-	500	500	8,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0469 Banners**

Within the Harbor, each light pole has two double sided banners. There are two designs which are switched out seasonally. This request is to replace 100 banners and add banners in PD32 where poles have been set. \$7,500

**CITY MANAGER'S COMMENTS: Approved**

0489	HARBOR RENTAL SUPPLIES	-	3,500	-	3,500
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<b>Operational TOTAL . . . . . :</b>	<b>18</b>	<b>4,000</b>	<b>750</b>	<b>11,750</b>
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**50 Utilities**

0501	ELECTRICITY	73,394	90,000	90,000	90,000
0507	CELLULAR TELEPHONE	1,233	1,500	1,500	1,500
0513	WATER	29,651	40,000	40,000	40,000

<b>Utilities TOTAL . . . . . :</b>	<b>104,278</b>	<b>131,500</b>	<b>131,500</b>	<b>131,500</b>
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**60 Capital**

0621	FIELD MACHINERY & EQUIPMENT	7,581	-	-	-
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<b>Capital TOTAL . . . . . :</b>	<b>7,581</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>410,238</b>	<b>374,150</b>	<b>359,600</b>	<b>395,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

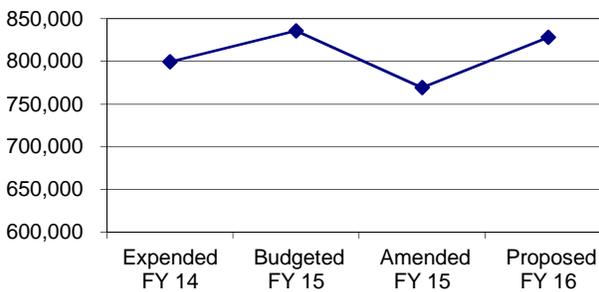
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	573,006	586,000	548,600	591,250
Contractual	18,841	20,250	24,000	39,050
Supplies	49,227	55,150	53,150	56,650
Operational	84,883	98,650	59,950	65,450
Utilities	73,509	75,700	83,700	75,700
<b>Total</b>	799,466	835,750	769,400	828,100

### Personnel Schedule

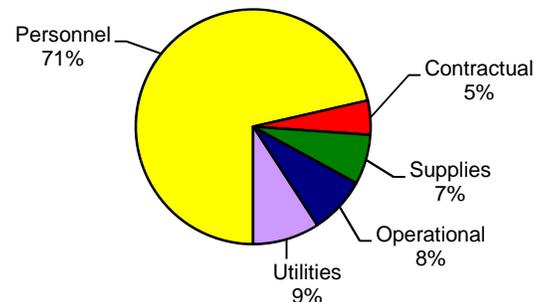
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Parks & Recreation Manager	30	1	1
Recreation Superintendent	24	1	1
Athletics & Aquatics Supervisor	18	1	1
Recreation Coordinator	16	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	217,899	221,100	211,100	225,400
0104	SALARIES & WAGES-CLERICAL	114,806	121,600	104,000	121,400
0107	SALARIES & WAGES-LABOR	147,507	146,000	146,000	149,750

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0107**

**Downtown Event Staff**

There are 44 scheduled music events on the San Jacinto Plaza and 22 Farmers Market events. An additional \$3,750 is request to cover the cost of part-time recreation employees. During the music series, one employee would serve as a liaison for the band, event concierge during the event and clean up afterwards. A second staff person is needed as a restroom attendant. During the Farmers Market one person is needed as a restroom attendant.

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	493	1,500	1,500	1,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>480,705</b>	<b>490,200</b>	<b>462,600</b>	<b>498,050</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	1,274	1,300	1,300	1,650
0120	FICA & MEDICARE EXPENSE	36,306	37,400	34,600	36,000
0122	T.M.R.S. RETIREMENT EXP.	54,121	56,500	49,500	54,950

<b>Benefits TOTAL . . . . .:</b>	<b>92,301</b>	<b>95,800</b>	<b>86,000</b>	<b>93,200</b>
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**20 Contractual**

0213	CONSULTING FEES	-	-	-	3,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0213**

**Website Integration**

Consolidate all Parks and Recreation related web pages into one comprehensive site with consistent appearance. This includes making the websites mobile device compatible. Contingent upon approval of recreation registration software, this cost would also include integration of the registration functions with the website. Cost is \$3,500

**CITY MANAGER'S COMMENTS: Approved**

0231	SERVICE-MAINT. CONTRACTS	3,851	4,450	4,450	6,000
0239	RECREATION CONTRACT	1,271	-	2,250	2,250
0242	EQUIPMENT RENTAL & LEASE	9,845	9,300	9,300	9,300
0245	POOL REPAIR & MAINT	1,913	6,500	6,500	6,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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0246 VEHICLE REPAIRS	1,961	-	1,500	11,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0246</b>				<b>Vehicle Wraps</b>

The Recreation Division has one Chevrolet pickup, one Ford van, and one 12' box trailer which we would like to apply full graphic wraps to promote city programs. Cost is \$9,950

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>18,841</b>	<b>20,250</b>	<b>24,000</b>	<b>39,050</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	2,994	2,000	2,000	2,000
0307 POSTAGE	646	2,000	-	2,000
0310 PRINTING & BINDING	15,738	16,500	16,500	16,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0310** **Public Awareness Campaign**

The strategic initiative for improving public awareness includes the following:

\$56,000 Fun Guide mailed out two times per year to 19,000 households

9,880 4"x6" refrigerator magnets designed, printed and mailed to 19,000 households

6,000 Promotional giveaways during city events, Park Ambassador program, and House Warmers

6,000 Design, print and mail postcards to 19,000 households twice per year to promote major special events and summer programs

5,000 Design and printing of 5,000 pocket maps that highlight City parks, facilities and trails.

2,500 Paid ads for local electronic and print media

\$85,380 Total

**CITY MANAGER'S COMMENTS: A limited number of these programs can be implemented with \$30,000 available in Recreation Development Fund.**

0321 UNIFORMS	121	2,100	2,100	2,100
0331 FUEL & LUBRICANTS	2,541	2,600	2,600	2,600
0333 CHEMICAL	11,113	10,000	10,000	10,000
0347 GENERAL MAINT. SUPPLY	3,754	6,450	6,450	6,450
0390 SWIMMING POOL SUPPLIES	3,429	2,500	2,500	2,500

Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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0391 RECREATION PROG. SUPPLY 8,891 11,000 11,000 12,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0391 Mascot and Tents**

Request \$1,500 to replace 12'x12' Parks and Recreation booth tent. They are worn and faded. Replacement tops would utilize any new public awareness campaign graphics and style.

Request \$2,000 to purchase a mascot costume, cooling vest and storage container. Mascot concept would be utilized during programs and special events. Mascot would appear in various print and digital media, social media, YouTube etc. to promote parks and recreation activities.

**CITY MANAGER'S COMMENTS: Tents are Approved, Mascot is Disapproved**

<b>Supplies TOTAL . . . . . :</b>	<b>49,227</b>	<b>55,150</b>	<b>53,150</b>	<b>56,650</b>
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**40 Operational**

0406 SPECIAL EVENTS 50,219 42,000 42,000 46,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406 Easter Egg Hunt and Fishing Derby**

The size of the Easter Egg Hunt has grown significantly over the last two years. An additional \$2,500 is needed to increase the amount of candy and prizes to keep up with the crowd.

Fishing Derby - add 300 pounds of fish to the event \$2,000

The remaining budget covers the costs of the Christmas Tree lighting, July 4th and Halloween

**CITY MANAGER'S COMMENTS: Approved**

0410 DUES & SUBSCRIPTIONS	1,907	2,500	2,500	2,500
0415 RECRUITING EXPENSES	4,447	2,000	3,300	2,000
0428 OTHER	947	1,000	1,000	1,000
0429 ROCK GRANT PROGRAM	-	40,000	-	-
0430 TUITION & TRAINING	2,724	4,000	4,000	6,300
0436 TRAVEL	24,639	7,150	7,150	7,150

<b>Operational TOTAL . . . . . :</b>	<b>84,883</b>	<b>98,650</b>	<b>59,950</b>	<b>65,450</b>
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**50 Utilities**

0501 ELECTRICITY	69,270	72,000	80,000	72,000
0507 CELLULAR TELEPHONE	4,239	3,700	3,700	3,700

<b>Utilities TOTAL . . . . . :</b>	<b>73,509</b>	<b>75,700</b>	<b>83,700</b>	<b>75,700</b>
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<b>Recreation TOTAL :</b>	<b>799,466</b>	<b>835,750</b>	<b>769,400</b>	<b>828,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

### Expenditure Summary

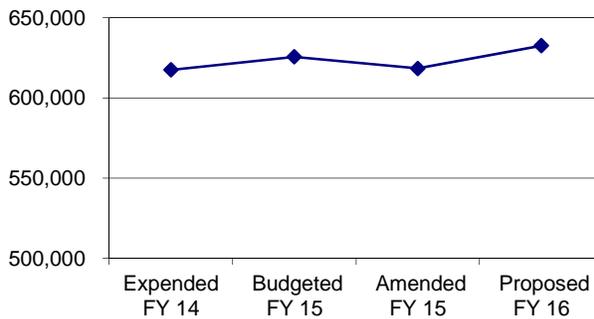
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	186,381	186,100	186,100	190,300
Contractual	413,153	414,500	414,500	424,500
Supplies	13,119	18,500	11,500	11,500
Operational	1,242	2,550	2,550	2,550
Utilities	3,648	4,000	3,800	3,800
<b>Total</b>	<b>617,543</b>	<b>625,650</b>	<b>618,450</b>	<b>632,650</b>

### Personnel Schedule

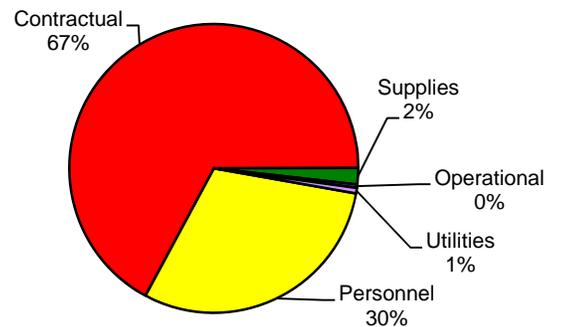
<u>Position</u>	<u>Classification</u>	<u>FY 15 Approved</u>	<u>FY 16 Proposed</u>
Animal Services Crewleader	15	1	1
Animal Services Officer	12	2	2

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	48 Animal Services

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	145,302	144,800	144,800	147,300
0109	SALARIES & WAGES-OVERTIME	2,445	3,000	3,000	4,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>147,747</b>	<b>147,800</b>	<b>147,800</b>	<b>151,300</b>
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**15 Benefits**

0114	LONGEVITY PAY	3,125	3,300	3,300	3,500
0120	FICA & MEDICARE EXPENSE	10,993	11,100	11,100	11,300
0122	T.M.R.S. RETIREMENT EXP.	24,516	23,900	23,900	24,200

<b>Benefits TOTAL . . . . .:</b>	<b>38,634</b>	<b>38,300</b>	<b>38,300</b>	<b>39,000</b>
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**20 Contractual**

0213	CONSULTING FEES	410,472	410,000	410,000	420,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-48-0213**

**Customer Service**

CCHS will begin answering the phones for animal services which are currently going to the Service Center before being transferred to the adoption center or to the animal services officers. They will perform this service for an additional \$10,000 per year. The City Attorney is assisting with a contract amendment and Administration is working on performance standards.

**CITY MANAGER'S COMMENTS: Approved**

0240	EQUIPMENT REPAIRS	390	750	750	750
0246	VEHICLE REPAIRS	2,291	3,500	3,500	3,500
0270	WASTE DISPOSAL SERVICE	-	250	250	250

<b>Contractual TOTAL . . . . .:</b>	<b>413,153</b>	<b>414,500</b>	<b>414,500</b>	<b>424,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	533	500	500	500
0310	PRINTING & BINDING	225	1,000	1,000	1,000
0321	UNIFORMS	414	1,000	1,000	1,000
0325	SAFETY SUPPLIES	162	750	750	750
0331	FUEL & LUBRICANTS	10,431	14,500	7,500	7,500
0347	GENERAL MAINT. SUPPLY	1,354	750	750	750

<b>Supplies TOTAL . . . . .:</b>	<b>13,119</b>	<b>18,500</b>	<b>11,500</b>	<b>11,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	45 Parks	48 Animal Services		
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	50	500	500	500
0430 TUITION & TRAINING	249	1,000	1,000	1,000
0436 TRAVEL	943	1,050	1,050	1,050
<b>Operational TOTAL . . . . . :</b>	<b>1,242</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	3,648	4,000	3,800	3,800
<b>Utilities TOTAL . . . . . :</b>	<b>3,648</b>	<b>4,000</b>	<b>3,800</b>	<b>3,800</b>
<b>Animal Services TOTAL :</b>	<b>617,543</b>	<b>625,650</b>	<b>618,450</b>	<b>632,650</b>

## DIVISION SUMMARY

<b>Fund</b> 01 General	<b>Department</b> 50 Public Works	<b>Division</b> 53 Engineering
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### Expenditure Summary

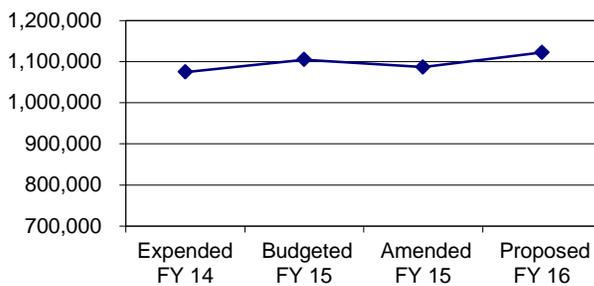
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	920,683	930,500	915,500	934,850
Contractual	79,841	115,100	115,100	120,100
Supplies	17,192	25,500	22,000	23,950
Operational	21,253	24,900	24,900	24,900
Utilities	9,014	9,000	9,000	10,050
Capital	26,687	-	-	8,500
<b>Total</b>	<b>1,074,670</b>	<b>1,105,000</b>	<b>1,086,500</b>	<b>1,122,350</b>

### Personnel Schedule

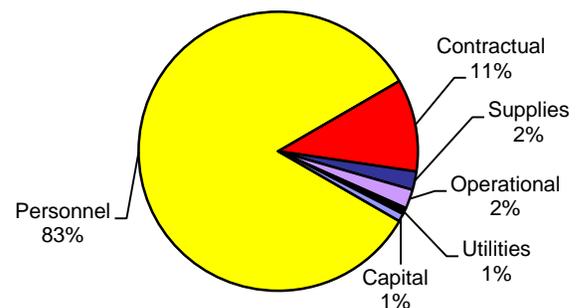
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	28	1	1
Civil Engineer	25	1	1
Senior Engineering Technician	22	1	1
Senior Construction Inspector	20	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	130,542	135,250	135,250	140,650
0104 SALARIES & WAGES-CLERICAL	304,522	309,000	299,000	306,750
0107 SALARIES & WAGES-LABOR	287,692	291,500	288,500	291,900
0109 SALARIES & WAGES-OVERTIME	16,052	12,000	12,000	12,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>738,808</b>	<b>747,750</b>	<b>734,750</b>	<b>751,300</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	-	300	300	600
0114 LONGEVITY PAY	5,505	6,150	6,150	6,750
0120 FICA & MEDICARE EXPENSE	55,584	55,100	55,100	55,500
0122 T.M.R.S. RETIREMENT EXP.	120,786	121,200	119,200	120,700
<b>Benefits TOTAL . . . . . :</b>	<b>181,875</b>	<b>182,750</b>	<b>180,750</b>	<b>183,550</b>

<b>20 Contractual</b>				
0213 CONSULTING FEES	65,144	87,200	87,200	87,200
0231 SERVICE-MAINT. CONTRACTS	9,390	15,100	15,100	14,100
0240 EQUIPMENT REPAIRS	-	600	600	600
0242 EQUIPMENT RENTAL & LEASE	-	6,200	6,200	6,200
0246 VEHICLE REPAIRS	5,307	6,000	6,000	6,000
0276 STORMWATER PROGRAM EXPENSE	-	-	-	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0276** **Stormwater Program**

Per the TCEQ Stormwater Permit requirements, this line item will allow staff to install storm markers on 1000 storm sewer inlets. Total cost is \$5,300.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>79,841</b>	<b>115,100</b>	<b>115,100</b>	<b>120,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,649	1,800	1,800	1,800
0310	PRINTING & BINDING	1,126	1,500	1,500	1,500
0321	UNIFORMS	1,014	1,050	1,050	1,050
0323	SMALL TOOLS	195	5,550	5,550	1,500
0325	SAFETY SUPPLIES	258	500	500	500
0331	FUEL & LUBRICANTS	12,762	14,000	10,500	10,500
0341	CONSTRUCTION & REPAIR SUPPLY	49	600	600	6,600

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0341**

**Markers**

Request \$18,900 to replenish our supply of floodway markers and survey inlet markers.

**CITY MANAGER'S COMMENTS: Approved at a smaller quantity**

0347	GENERAL MAINT. SUPPLY	139	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>17,192</b>	<b>25,500</b>	<b>22,000</b>	<b>23,950</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	11,331	13,400	13,400	13,400
0430	TUITION & TRAINING	5,163	6,000	6,000	6,000
0436	TRAVEL	4,759	5,500	5,500	5,500

<b>Operational TOTAL . . . . . :</b>	<b>21,253</b>	<b>24,900</b>	<b>24,900</b>	<b>24,900</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	9,014	9,000	9,000	10,050
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<b>Utilities TOTAL . . . . . :</b>	<b>9,014</b>	<b>9,000</b>	<b>9,000</b>	<b>10,050</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	7,600	-	-	-
0612	COMPUTER EQUIPMENT	-	-	-	8,500

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0612**

**GPS Unit**

Replace an existing GPS Tremble unit \$8,500. Staff uses these units to collect and maintain utility, parks assets and 911 addressing data in the field.

**CITY MANAGER'S COMMENTS: Approved**

0623	VEHICLES	19,087	-	-	-
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<b>Capital TOTAL . . . . . :</b>	<b>26,687</b>	<b>-</b>	<b>-</b>	<b>8,500</b>
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<b>Engineering TOTAL . . :</b>	<b>1,074,670</b>	<b>1,105,000</b>	<b>1,086,500</b>	<b>1,122,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

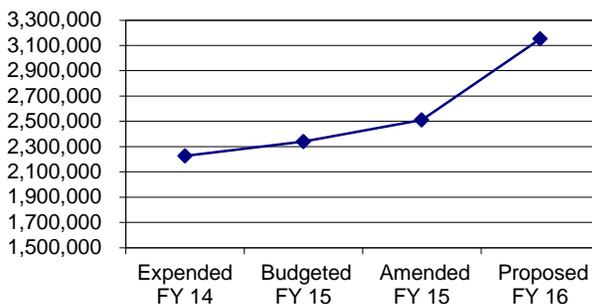
	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Personnel	600,052	596,500	596,500	632,400
Contractual	91,068	129,800	184,300	185,700
Supplies	1,097,202	1,147,400	1,182,400	1,398,100
Operational	3,499	5,800	5,800	5,800
Utilities	419,395	459,900	541,900	522,550
Capital	15,295	-	-	407,500
<b>Total</b>	<b>2,226,511</b>	<b>2,339,400</b>	<b>2,510,900</b>	<b>3,152,050</b>

### Personnel Schedule

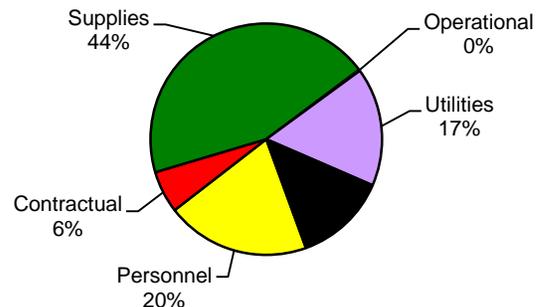
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Superintendent	24	1	1
Crew Leader	15	2	2
Equipment Operator II	12	2	2
Equipment Operator I	10	1	1
Sign Technician	10	2	2
Maintenance Worker II	8	3	3

### Activity Trends

**Financial History**



**FY 2016 Expenditures by Category**



Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	84,134	84,100	84,100	84,100
0107 SALARIES & WAGES-LABOR	377,286	382,350	382,350	406,100
0109 SALARIES & WAGES-OVERTIME	16,622	10,000	10,000	15,200

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0109**

**Standby Pay**

Each week, a duty man will be assigned to a 24/7 rotation to address after hour emergency calls. The duty man will respond to all street and drainage related calls dispatched by the Police Department or a supervisor. If they are not called out during the week they will be compensated \$100 for standby pay. If they are called out then standard overtime rates would apply.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>478,042</b>	<b>476,450</b>	<b>476,450</b>	<b>505,400</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	900	900	900	1,800
0114 LONGEVITY PAY	6,635	6,600	6,600	7,200
0120 FICA & MEDICARE EXPENSE	35,724	35,650	35,650	37,500
0122 T.M.R.S. RETIREMENT EXP.	78,751	76,900	76,900	80,500

<b>Benefits TOTAL . . . . :</b>	<b>122,010</b>	<b>120,050</b>	<b>120,050</b>	<b>127,000</b>
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**20 Contractual**

0213 CONSULTING FEES	6,757	5,000	59,500	5,000
0231 SERVICE-MAINT. CONTRACTS	912	28,800	28,800	38,100

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0231**

**Software Maint Contracts**

Scada Maintenance \$5,000  
 Signal Maintenance \$8,534 (previously in Engineering budget)  
 Air Cards \$4,558  
 Street Sweeping \$20,000

**CITY MANAGER'S COMMENTS: Approved**

0237 UNIFORM SERVICE	7,769	7,500	7,500	6,100
0240 EQUIPMENT REPAIRS	19,223	30,300	30,300	30,300
0242 EQUIPMENT RENTAL & LEASE	4,182	5,000	5,000	5,000
0246 VEHICLE REPAIRS	23,914	25,000	25,000	25,000

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0270 WASTE DISPOSAL SERVICE 28,311 28,000 28,000 76,000

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0270 Tub Grinding**

Request a budget increase of \$8,000 to allow for the tub grinding and disposal of brush and trees which are stockpiled.

**Litter Abatement**

For several years the City contracted with a company to perform litter abatement along the state roadways. Budgetary constraints caused us to cancel the contract but we propose to implement the program in the FY16 budget. The contract amount will be \$40,000.

**CITY MANAGER'S COMMENTS: Approved**

0271 LANDFILL MAINTENANCE - 200 200 200

<b>Contractual TOTAL . . . . :</b>	<b>91,068</b>	<b>129,800</b>	<b>184,300</b>	<b>185,700</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	539	500	500	500
0310 PRINTING & BINDING	-	100	100	100
0323 SMALL TOOLS	5,663	6,100	6,100	6,100
0325 SAFETY SUPPLIES	5,939	6,000	6,000	6,000
0331 FUEL & LUBRICANTS	33,932	35,000	30,000	30,000
0333 CHEMICAL	109	200	200	15,500

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0333 Meltdown 20**

Meltdown 20 – (Concentrated Deicing Crystals) is a magnesium chloride based concentrated deicing Crystal. Once applied Meltdown 20 begins to draw moisture from the ice, air and road surface to form melting brine that helps break the bond between the ice and the road surface. In our application process this product is mixed in with the road chat and distributed through the sand spreaders. By combining the meltdown with the chat we are able to provide traction for treated pavement surface as well as adding an ice melting component to the roadway. During last years winter weather events this product was used extensively to pre-treat bridges prior to icing events and to treat bridges and overpasses along with various roadways during icing events. We would like to purchase 50,000 lbs. of Meltdown 20 for a total cost of \$15,500

**CITY MANAGER'S COMMENTS: Approved**

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0341	CONSTRUCTION & REPAIR SUPPLY	992,892	865,000	865,000	1,000,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0341</b>					<b>Street Projects</b>

The Street Department Construction Supplies budget for 2013/2014 was \$1,000,000. The approved budget for the 2014/2015 budget year was reduced by \$135,000 to \$865,000 due to budgetary constraints. Projects undertaken with these funds include removing and replacing areas of failed concrete, asphalt patching and overlay, sidewalk repairs and similar projects. A list of some of the projects they may be included are attached.

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	7,399	7,500	7,500	7,500
0384	DRAIN. SYS. REPAIR SUPP	20,119	20,000	20,000	20,000
0392	SIGNS AND SIGNALS	30,610	207,000	247,000	312,400

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0392** **New Traffic Signal**

Amended Budget: bids for the signal at Ralph Hall and Mims exceeded budget.

Request additional funds of \$249,000 for the installation of a traffic signal at the intersection of Lakeshore & Masters. A warrant study was conducted and the intersection showed a need for traffic signal control.

**CITY MANAGER'S COMMENTS: Approved, funded with General Reserves**

**Non Compliant Sign Replacement**

The Texas MUTCD has established minimum retro reflectivity standards for street and regulatory signs. There are also requirements for establishing a method of sign management for compliance. The Planning Departments GIS division is currently conducting a field inventory of our signage network and has completed about 75% of the field survey inventory for regulatory signage. When completed the inventory and sign mapping will allow us to better assess and document the condition of our streets and regulatory signage network and act as a sign management tool to assist us in achieving compliance with the Texas MUTCD minimum retro reflectivity standards. Compliance with these standards is expensive. We are using high intensity retro reflective tape for all of our street and regulatory signs. Due to these retro reflectivity requirements we have accelerated the replacement of non-compliant signs. Along with the added cost of upgrading these signs, we must also allow funds to address other signage issues. Typically we have a substantial amount of sign damage related to vandalism. These signs must often be removed and replaced. Another large factor that impacts this budget is the maintenance of our 34 flashing school zone beacons and associated SCADA system. We have a very large inventory of over 8,000 street, regulatory and other miscellaneous signs to maintain. The cost of sign materials and supplies continue to trend up. Some of the materials purchased out of this budget include, street and regulatory signage along with a large amount of miscellaneous sign blanks, poles, mounting brackets, street sign crosses etc.

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**Solar Signs**

\$5,300 Solar powered school zone flashing beacons to hold in reserve for needed replacements. Funding is available from traffic ticket fees in school zones.

\$8,100 Pole Mounted Radar Signs - 2 additional high intensity LED Radar signs to monitor traffic and address speeding concerns. The signs increase community awareness and are proven to reduce traffic speed. They can be moved from location to location as target areas are addressed.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>1,097,202</b>	<b>1,147,400</b>	<b>1,182,400</b>	<b>1,398,100</b>
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**40 Operational**

0415 RECRUITING EXPENSE	348	-	-	-
0430 TUITION & TRAINING	1,548	2,500	2,500	2,500
0436 TRAVEL	1,603	3,300	3,300	3,300

<b>Operational TOTAL . . . . . :</b>	<b>3,499</b>	<b>5,800</b>	<b>5,800</b>	<b>5,800</b>
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**50 Utilities**

0504 STREET LIGHTING	415,679	456,000	538,000	515,750
0507 CELLULAR TELEPHONE	3,716	3,900	3,900	6,800

<b>Utilities TOTAL . . . . . :</b>	<b>419,395</b>	<b>459,900</b>	<b>541,900</b>	<b>522,550</b>
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**60 Capital**

0603 BUILDINGS	-	-	-	-
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0603**

**Sign Production Room**

Mishler Builders provided us with the construction estimate to create a sign production room. The Street Department currently lacks the office space to effectively perform some of our overall daily functions. We currently operate out of a 16’x12’ (192 square feet) office which offices 2 crew leaders, 2 sign technicians, and 1 maintenance worker. It also includes 1 office desk, 2 work tables, 10 filing cabinets, a functional computer server rack, 2 plotters (sign production printers), and 2 computers that sign technicians and crew leaders share. We fabricate street signs, regulatory signs (signs that measure in excess of 36 inches wide) and special request signs, all within this workspace which drastically limits our amount of workspace area. We would like to request an additional work area which we have already earmarked within our upstairs facility. This additional work area would effectively accommodate the additional workspace needed for our overall sign production operations..

**CITY MANAGER'S COMMENTS: Disapproved**

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0612 COMPUTER EQUIPMENT - - - 6,050

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0612 Plotter Cutter**

We are requesting to purchase a cutting plotter for the sign lab. The current plotter does not have the capability to produce street and regulatory sign material larger than 36". A new cutter is necessary due to the fact that many regulatory signs are required to be significantly larger than the 36 inches. We can not produce the larger signs with our current plotter. \$6,050

**CITY MANAGER'S COMMENTS: Approved**

0621 FIELD MACHINERY & EQUIPMENT 15,295 - - 204,050

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0621 Pro Depth Pothole Patcher**

We are requesting to purchase a Pro Depth Pothole Patcher. As with any municipality potholes are a major problem. Rockwall is certainly no exception. Potholes are not only a nuisance; they can puncture and flatten tires, bend wheel rims, contribute to suspension damage and cause steering system misalignments. Pothole repairs are by far the number one request we receive. Pothole repairs are only one of the many street maintenance functions we perform, yet of all of the services we provide this one function probably determines more than anything else how our department and our services are perceived. In the future we want to try to better address this issue. We are currently using a small 3-yard dump truck with a two man crew for street patching. This truck is typically loaded with 2-3 tons of hot mix per load. We purchase our hot mix from the APAC Asphalt Plant in Sunnyvale. On a hot summer day the patch crew can hand place up to 4-6 tons of hot mix asphalt, however; that changes when patching in colder weather. Although our patch truck is equipped with a transport tarp, by the time we can get from the asphalt plant in Sunnyvale to the jobsite in Rockwall the hot mix has cooled down sufficiently to a point that it is not technically acting as hot mix and loses a great deal of its cohesive/bonding properties. This makes for an inferior pothole repair. During late fall, winter and early spring we are not able to transport hot mix in our open bed patch truck except for rare occasions. During these months we must switch over to cold mix asphalt or upm. Cold mix is not as durable as hot mix, but it is used out of necessity. Potholes that are repaired with cold mix often must be repaired again within a month or two of the original repair.

The Pro Depth Pothole Patcher would provide us with ability to place hot mix asphalt year round. The winter months are especially demanding on our roadways. Rain, ice, and snow further damage roadways causing a sharp rise in potholes which is aggravated by our inability to address this problem effectively during the winter months. This boxed unit is self contained and the aggregate hopper and road oil tank are fully insulated with 2" industrial 12 R factor insulation wrapped in a double steel jacket. The hot mix asphalt load is sealed by two hydraulically operated steel doors which are also insulated with 2" of high temperature insulation in double steel jacket. The unit is also equipped with a heating unit for the asphalt.

The unit costs \$152,640.

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**Steel Wheel Roller**

We are requesting to replace the 2000 model Hamm HD-70 Steel Drum Vibratory Roller. The roller is now 15 year old and has been taken out of service. The roller has various mechanical and hydraulic issues. We want to purchase a smaller 2.5 ton steel drum vibratory roller that is much more suited for our type asphalt repairs than the much larger HD 70 roller. We currently must rent a 2.5 ton vibratory roller and transport trailer each time we make asphalt repairs of any significant size. The rental is costly and time consuming. The steel wheel roller plays an integral role in the asphalt laying process. Hot mix asphalt must be uniformly compacted into place after has been laid. Total cost is \$38,150

**Backhoe and Trailer**

We are requesting to take a 2000 New Holland backhoe/front end loader out of service. This piece of equipment is essential to the daily operations of the streets and drainage department. The backhoe is not as dependable as we need it to be. It is not unusual for this piece of equipment to break down in the middle of a project.

Requested Replacement Equipment is a CAT 420F2 C4EX Backhoe Loader = \$127,820  
and Backhoe Trailer \$21,180

**Skid Steer Loader**

2000 Model Skid loader (Replace Existing Unit)We are requesting to take this skid loader out of service. The Case Skid Loader was purchased in the year 2000 and is now 15 years old. This piece of equipment is essential to the daily operations of the streets and drainage department. The skid loader is used daily by multiple departments and it is the only skid loader that we have at the service center. The loader is frequently in high demand and is used by the streets and drainage, water/wastewater and parks. The skid loader is fairly dependable however it does require a lot of mechanical upkeep.

Replacement Equipment Caterpillar Model 262D Skid Loader (With Tracks) = \$38,870

**Button Applicator**

We are requesting to purchase a traffic button applicator for pavement marking. We currently have no effective way to replace missing traffic buttons on our streets other than by hand placement. This process is so slow and tedious that it is not practical or possible to perform button maintenance on our roadways as well as we would like. The purchase of the button applicator would allow our pavement marking crew to perform button maintenance in a timely manner and address some of the pavement marking issues that we currently are not equipped to do.

Button Applicator (Model 50302-100-50C 2-Seat Applicator w/work platform \$18,850

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**Compact Excavator**

We request to purchase a compact mini excavator to replace a 1988 Front End Loader which will improve the street and drainage crew’s ability to address various grading and drainage issues. The mini excavator is especially suited for excavating silt and debris from drainage ditches, creeks and drain ways. The optional HH60 hydraulic hammer makes the excavator excellent for the breakdown and removal of concrete pavement. The hydraulic hammer is an attachment to break concrete. The excavator can also be equipped with an optional brush clamp which would eliminate most brush hand work and allow us the ability to safely remove brush and brush jams from creeks and drain ways as well as beaver dams. The brush clamp would also allow us to load brush and debris into trucks, much faster after wind or ice events when there is widespread tree damage. The hydraulic hammer is an attachment for the compact excavator to break concrete.

John Deere 50G Compact Excavator, accessories and trailer \$89,380

**CITY MANAGER'S COMMENTS:** Pro Depth Patcher, Steel Wheel Roller, Skid Steer and Backhoe are approved from General Fund Reserves. Button Applicator and Compact Excavator are Disapproved

0623 VEHICLES - - - 197,400

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0623**

**(2) 12 Yard Dump Trucks**

The 1995 vehicle has suspension issues when transporting heavy loads and has consistent driveshaft issues. We recommend the purchase of a 12 yard dump truck with a 13.5 ft. bed. This truck will be used to transport construction materials, excavated materials and be used for street sanding. The 12 yard dump bed will increase our hauling capacity by up to 140% per load when compared to the 5-yard trucks currently used.

Also replace a 2002 5-yard dump truck and the truck bed is rusting out on this unit. The bed sometimes cracks. The cracks must be welded after heavy load hauls. Sometimes the PTO gauge will not engage from inside the cab. It must be adjusted from outside the truck. The driveshaft keeps going out because the truck is geared too high for the weight loads.

2016 International 7400 12 yard dump truck with safety lighting \$116,410 per unit

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**New Duty Truck**

We are establishing a Duty Man/On Call for the Streets & Drainage Department. Each week, a duty man will be assigned to a 24/7 duty rotation. The duty man will address after hour emergency calls. The duty man will be required to respond to all miscellaneous streets & drainage related calls from PD or supervisor dispatch. The City has grown so much, that a duty man needs to be in place for the street department to investigate and address after hour dispatches. The duty man will respond to a variety of issues. We currently have no vehicle to serve as a duty truck. We propose the purchase of a 3/4 ton Extended Cab Truck with Utility Bed that is equipped with a master locking system. The truck will be self contained and will be equipped with all the tools and supplies necessary to respond to almost any situation. The truck also will carry a chainsaw, portable stop signs, cones, barricades, emergency lighting unit for night work etc. This will allow the duty man to be dispatched directly to the location of concern instead of first stopping at the service center to pick up a vehicle that may or may not be equipped with the specific items necessary to afford an immediate response.

Ford F-250 3/4 ton Extended Cab Truck with Utility Bed \$40,500

**Utility Truck 3/4 Ton**

Unit 240 2002 Dodge Pickup Replace with 3/4 ton Extended Cab Truck with Utility Bed We are requesting to take unit 240 out of service and replace it with a 3/4 ton extended cab pickup truck equipped with a utility bed. The 2002 Dodge truck now serves a critical role in the street department’s active fleet and is used daily for sign maintenance. This vehicle was previously retired by the engineering department in 2012. It was placed back into service out of necessity prior to auction, due to a lack of fleet vehicles that could be designated for use as an additional sign maintenance vehicle. The vehicle has transmission issues. We recommend that this vehicle be replaced with a 3/4 ton pick up truck equipped with a utility bed. The replacement vehicle will be operated by a Signs & Pavement Marking Tech and will primarily be used for streets and regulatory sign maintenance, school zone SCADA systems maintenance and pavement marking.

Ford F-250 3/4 ton Extended Cab Truck with Utility Bed \$40,500

**Ford Expedition**

We are requesting to take a 2006 Crown Victoria (unit 241) out of service. This vehicle is used daily by the streets & drainage superintendent and is on emergency call 24/7. This is the streets & drainage department's lead vehicle for emergency response. The unit serves as the primary response & scout vehicle during winter weather events, high winds, flash flooding/high-water, power outages etc. This vehicle is used for storm damage assessment and response. During winter weather events this vehicle is used to monitor and evaluate ice & snow conditions on streets and bridges throughout town. Rockwall, unlike most area municipalities has a very high percentage of streets which have extremely steep pavement grades. This makes it especially difficult to access and evaluate these roadways during winter storms. For this reason we are requesting that the proposed utility vehicle be equipped with 4-wheel drive. We feel that this feature will allow us to better monitor our roadway network during adverse weather conditions and

2016 Ford Expedition 4 Wheel Drive \$37,000

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**3 Yard Dump Truck**

Replace 3 Ton 2001 Dump Truck with a 2016 F450 3 Yard Dump Truck To replace this vehicle we recommend the purchase of a 3 ton F-450 3 yard dump truck. This truck will be used to transport material in and out of locations where the larger trucks can not access. The truck will also be used to haul various material loads along with street sanding during winter weather events.

F-450 5-Yard Low Bed Dump Truck Ford F-450 Crew Cab \$54,500

**5 Yard Dump Truck**

Replace a 5-Yard Dump with the purchase of a 2 ½ ton F-650 5 yard dump truck. This truck will also be used to pull the backhoe trailer and backhoe along with other miscellaneous equipment. The truck will also be hauling various material loads and sanding Streets during winter weather events.

2016 F-659 5-yard Dump Truck \$50,700

**Bucket Truck**

Replace Unit 145 – 2000 Bucket Truck with a 2016 F-550 Bucket Truck We are requesting to take unit 145 out of service and replace it with a new unit. The bucket truck is 15 years old and was purchased as a “previously used” unit by the street department. The workload of the bucket truck has increased significantly n recent years. The bucket truck is now a multi-departmental use vehicle and is used by streets, water/wastewater parks and internal operations. We recommend that this unit be retired and replaced with a new unit.

Ford F-550 w/ETI/working height 42 FT \$88,060 Safety Equipment and City Decals \$2,500

**CITY MANAGER'S COMMENTS: One 12-Yard Dump Truck, Duty Truck and 3/4 ton Utility Truck are approved from General Fund Reserves. Remaining items are disapproved.**

Capital TOTAL . . . . . :	15,295	-	-	407,500
Streets TOTAL . . :	2,226,511	2,339,400	2,510,900	3,152,050

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	2,875	2,400	3,100	3,000
Total Expenditures	-	6,000	6,000	24,000
Excess Revenues Over (Under) Expenditures	2,875	(3,600)	(2,900)	(21,000)
Fund Balance - Beginning	101,574	95,333	104,449	101,549
Fund Balance - Ending	104,449	91,733	101,549	80,549

## SUMMARY OF REVENUES

**Fund**  
10 Cemetery

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4019	Misc. Revenue	-	-	-	-
4720	Cemetery Receipts	2,400	2,000	2,000	2,000
4722	Registration & Permit Fees	475	400	1,100	1,000
<b>Total Revenues</b>		<b>2,875</b>	<b>2,400</b>	<b>3,100</b>	<b>3,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	-	6,000	6,000	6,000
Capital	-	-	-	18,000
<b>Total</b>	-	6,000	6,000	24,000

<b>Fund</b>
10 Cemetery

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0247 GROUNDS MAINTENANCE	-	6,000	6,000	6,000
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<b>Contractual TOTAL . . . . . :</b>	<b>-</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
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**60 Capital**

0633 INFRASTRUCTURE IMPROVEMENT	-	-	-	18,000
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The wood fence on the west side of the SH205 Cemetery is in poor condition and needs to be replaced. We propose to replace it with a wrought iron fence. Cost is \$18,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,000</b>
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<b>Cemetery Fund TOTAL. :</b>	<b>-</b>	<b>6,000</b>	<b>6,000</b>	<b>24,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	99,477	107,300	101,800	86,200
Total Expenditures	50,400	51,750	85,000	60,100
Excess Revenues Over (Under) Expenditures	49,077	55,550	16,800	26,100
Net Other Financing Sources (Uses)	(25,000)	(30,500)	(30,500)	(30,300)
Net Gain (Loss)	24,077	25,050	(13,700)	(4,200)
Fund Balance - Beginning	155,582	182,994	179,659	165,959
Fund Balance - Ending	179,659	208,044	165,959	161,759

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	812	1,000	1,500	1,000
4055	Donations - Toys for Kids	100	-	-	-
4415	Court Security Fee	24,206	24,000	24,000	24,000
4420	Technology Fee	32,274	32,000	32,000	32,000
4425	Child Safety Fines	5,344	8,500	7,500	7,500
4520	Gun Range M&O	36,741	41,750	36,750	21,650
<b>Total Revenues</b>		<b>99,477</b>	<b>107,300</b>	<b>101,800</b>	<b>86,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Transfers Out To General Fund	25,000	30,500	30,500	30,300
<b>Total Other Financing Uses</b>	<b>25,000</b>	<b>30,500</b>	<b>30,500</b>	<b>30,300</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(25,000)</b>	<b>(30,500)</b>	<b>(30,500)</b>	<b>(30,300)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	46,260	51,750	82,000	59,100
Operational	-	-	1,000	1,000
Capital Outlay	4,140	-	2,000	-
<b>Total Expenditures</b>	<b>50,400</b>	<b>51,750</b>	<b>85,000</b>	<b>60,100</b>

<b>Fund</b>
11 Public Safety Funds

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0208	E.S. CORP CONTRACT	20,998	41,750	52,000	35,150
0231	SERVICE-MAINT. CONTRACTS	25,262	10,000	30,000	23,950

**DOCUMENTS FOR ACCOUNT . . . : 11-15-15-0231** **Court Maintenance Agreements**

- \$ 420 Court Building alarm service
- \$18,000 annual maintenance agreement - court software
- \$ 5,500 Tyco badging system and security cameras

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>46,260</b>	<b>51,750</b>	<b>82,000</b>	<b>59,100</b>
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**40 Operational**

0430	TUITION & TRAINING	-	-	1,000	1,000
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<b>Operational TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	1,311	-	1,000	-
0621	FIELD MACHINERY & EQUIPMENT	2,829	-	1,000	-

<b>Capital TOTAL . . . . . :</b>	<b>4,140</b>	<b>-</b>	<b>2,000</b>	<b>-</b>
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<b>Public Safety Fund TOTAL :</b>	<b>50,400</b>	<b>51,750</b>	<b>85,000</b>	<b>60,100</b>
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## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	658,279	699,000	693,950	1,718,150
Total Expenditures	478,291	703,750	1,132,650	1,630,600
Excess Revenues Over (Under) Expenditures	179,988	(4,750)	(438,700)	87,550
Net Other Financing Sources (Uses)	(69,500)	(60,000)	200,000	(60,000)
Net Gain (Loss)	110,488	(64,750)	(238,700)	27,550
Fund Balance - Beginning	203,787	315,287	314,275	75,575
Fund Balance - Ending	314,275	250,537	75,575	103,125

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4015	Credit Card Fees	-	-	-	19,500
4050	Donations	32,449	30,000	58,000	34,000
4250	Recreation Program Fees	162,448	285,000	135,000	135,000
4252	RBSL Revenues	132,702	-	143,000	158,500
4500	Grant Proceeds	-	-	-	800,000
4680	Developer Contributions	149,200	218,000	191,950	405,150
4700	Takeline Concessions	152,030	140,000	140,000	140,000
4750	Land Lease Revenues	29,450	26,000	26,000	26,000
<b>Total Revenues</b>		<b>658,279</b>	<b>699,000</b>	<b>693,950</b>	<b>1,718,150</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Other Financing Sources				
Operating Transfers In	40,500	-	-	-
Bond Projects Fund	-	-	260,000	-
<b>Total Other Financing Sources</b>	<b>40,500</b>	<b>-</b>	<b>260,000</b>	<b>-</b>
Operating Transfers Out				
To General Fund	110,000	60,000	60,000	60,000
<b>Total Other Financing Uses</b>	<b>110,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(69,500)</b>	<b>(60,000)</b>	<b>200,000</b>	<b>(60,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	234,969	243,400	309,300	293,500
Supplies	21,646	33,500	33,500	38,000
Operations	25,095	30,000	44,000	38,000
Capital Outlay	196,581	396,850	745,850	1,261,100
<b>Total Expenditures</b>	<b>478,291</b>	<b>703,750</b>	<b>1,132,650</b>	<b>1,630,600</b>

<b>Fund</b>
12 Recreational Development

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0213 CONSULTING FEES	21,761	15,000	37,000	37,500
<b>DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0231</b>			<b>Amended budget - Software</b>	

Council approved a Park Board recommendation to proceed with the acquisition and implementation of a new software system for recreation program and facility registration functions. Cost is \$22,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0231 Consulting Fees**

The Parks and Recreation Master Plan was last updated in 2010. The master plan is typically updated every five years. In order to be eligible for grant funding through the Texas Parks and Wildlife Department (TPWD), an update must be submitted and approved to TPWD prior to any grant applications. The City's five year update expires in 2015. In order to be eligible for the 2016 grant cycle, an update must be submitted to TPWD by May 2016. Total Cost is \$20,000

\$2,500 is requested to perform the annual valuation for the price per acre of park land. This value is used to establish the cash-in-lieu of land fees in accordance with the Mandatory Park Land Dedication Ordinance

**CITY MANAGER'S COMMENTS: Approved**

0233 ADVERTISING	-	-	-	30,000
<b>DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0233</b>				<b>Advertising</b>

As part of the adopted Strategic Initiative to increase public awareness of parks and recreation programs and facilities, this request is for \$30,000 to cover advertising and promotional expenses for recreation programs, special events, athletics, parks and trails. Advertising expenses include: paid ads for electronic and print media, post card mail outs, promotional giveaways, posters, signage, graphic design fees, or additional Fun Guide copies. \$30,000 in advertising expenses is based on using 10% of gross revenue projections of \$300,000 in fees collected from recreation and athletic programs for advertising purposes. This additional expense can be recovered by incorporating a 10% marketing fee into all fee based programs.

0235 CREDIT CARD FEES	2,800	-	18,000	19,500
<b>DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0235</b>				<b>Credit Card Fees</b>

This is based on transaction fee not to exceed 5% for recreation program and facility reservations. The transaction fee includes 3% for bank fees and 2% for Active technology fee. Current projections of revenue is \$90,000 in facility reservations to the general fund and \$300,000 in recreation programs and RBSL. This transaction fee will be recovered by incorporating the 5% into all recreation program and facility rental fees. Fees are estimated to be \$19,500

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>				
12 Recreational Development				

ACCOUNT		2013 Actual Expense	2014 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
0239	RECREATION CONTRACT	116,864	80,000	100,000	80,000
0245	POOL REPAIR & MAINTENANCE	-	21,000	17,000	-
0260	ATHLETIC PROGRAM	93,544	127,400	137,300	126,500
<b>Contractual TOTAL . . . . . :</b>		<b>234,969</b>	<b>243,400</b>	<b>309,300</b>	<b>293,500</b>

**30 Supplies**

0310	PRINTING/MARKETING	-	-	-	-
0341	CONSTRUCTION & REPAIR SUPPLY	11,923	-	-	12,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0341**

**Construction Projects**

\$12,000 Replace old and unsafe bleachers at Myers Park ballfields

21,000 Install kayak launch at SH 66 public boat ramp - Park district #21 funding

**CITY MANAGER'S COMMENTS: Bleachers are approved, kayak launch is disapproved**

0360	ATHLETIC PROGRAM SUPPLIES	7,576	2,500	2,500	20,000
0391	RECREATION PROGRAM SUPPLY	2,148	31,000	31,000	6,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0391**

**Fish Stocking**

Fishing in park ponds remains a high request from our park users. We request to continue the fish stocking program for ponds located in Fox chase, Myers, Emerald Bay and Phelps Lakes. Cost is \$6,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>		<b>21,646</b>	<b>33,500</b>	<b>33,500</b>	<b>38,000</b>
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**40 Operational**

0406	SPECIAL EVENTS	25,095	30,000	44,000	38,000
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<b>Operational TOTAL . . . . . :</b>		<b>25,095</b>	<b>30,000.00</b>	<b>44,000</b>	<b>38,000</b>
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<b>Fund</b>
12 Recreational Development

	2013	2014	2015	2016
ACCOUNT	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

**60 Capital**

0633	INFRASTRUCTURE IMPROVEMENT	196,581	396,850	253,850	1,138,350
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **Park Development**

The funds for the development of The Park at Stone Creek are provided through a Texas Parks and Wildlife Dept. (TPWD) matching grant. Total construction and design costs are estimated at \$650,000. \$250,000 are provided by park equipment fees paid by developers in park district #5. The City must apply for reimbursement from the TPWD grant for the remaining \$400,000.

The City was also successful in securing funds for the development of The Park at Breezy Hill which are provided through a Texas Parks and Wildlife Dept. (TPWD) matching grant. Total construction and design costs are estimated at \$488,363. The City must apply for reimbursement from the TPWD grant for the remaining \$400,000. \$88,363 are provided by park equipment fees paid by developers in park district

**CITY MANAGER'S COMMENTS: Approved**

0641	TRAIL DEVELOPMENT	-	-	-	69,500
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **Trail Improvements**

As part of the strategic initiative to improve public awareness and encourage use of parks and trails, a program is proposed to deploy trail counter devices to track trail usage, add trail mile markers, additional way finders, add bike repair stations. There are three trail connections identified that need to be completed on City property, as developers have brought trail segments adjacent to the City's. Park equipment fees paid by developers are available in escrow accounts for each park district listed below.

Phelps/Cameron Lake - Park District #9 \$34,500

Complete two trail connections, install trail markers and way finders, bike repair station, picnic station and Dalton Ranch - Park District #6 \$14,000

Complete trail connection and install trail markers and way finders

Myers Park \$21,000

Add two trail counters, bike repair station, Myers Park entrance covered information and map kiosk, and replace trail maps

**CITY MANAGER'S COMMENTS: Approved**

0643	PLAYGROUND EQUIPMENT	-	-	492,000	53,250
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **Myers Park Playground**

Park District #21 - Replace old and unsafe playground equipment already removed in 2015 - \$41,250 (includes fall zone, concrete border, fencing and equipment)

Add 3.5 HP lighted aerial fountain Myers Park large pond for aesthetics and water quality improvement - \$12,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>196,581</b>	<b>396,850</b>	<b>745,850</b>	<b>1,261,100</b>
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<b>Recreation Development TOTAL . . . :</b>	<b>478,291</b>	<b>703,750</b>	<b>1,132,650</b>	<b>1,630,600</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	41,798	39,300	38,750	40,500
Total Expenditures	235,236	198,500	200,500	206,450
Excess Revenues Over (Under) Expenditures	(193,438)	(159,200)	(161,750)	(165,950)
Net Other Financing Sources (Uses)	185,000	160,000	160,000	160,000
Net Gain (Loss)	(8,438)	800	(1,750)	(5,950)
Fund Balance - Beginning	16,162	1,762	7,724	5,974
Fund Balance - Ending	7,724	2,562	5,974	24

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4530	City Contracts	41,798	39,300	38,750	40,500
<b>Total Revenues</b>		<b>41,798</b>	<b>39,300</b>	<b>38,750</b>	<b>40,500</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Other Financing Sources				
Operating Transfers In				
From General Fund	185,000	160,000	160,000	160,000
*Expended in General Fund	67,200	75,200	75,200	75,200
Operating Transfers Out				
*Expended in General Fund	67,200	75,200	75,200	75,200
Net Other Financing Sources (Uses)	185,000	160,000	160,000	160,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**  
13 Radio System

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	173,093	193,500	193,500	201,450
Supplies	2,584	5,000	7,000	5,000
Capital	59,559	-	-	-
<b>Total Expenditures</b>	<b>235,236</b>	<b>198,500</b>	<b>200,500</b>	<b>206,450</b>

<b>Fund</b>
13 Radio System

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0213 CONSULTING FEES	9,915	18,000	18,000	18,000
<b>DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0213</b>				<b>Consulting Fees</b>

Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system, such as interference issues with lease holders on the towers, in-building coverage testing for commercial developments as required in the Fire Code, etc. \$5,000.

The City is currently involved in studying a County Radio System and Dispatch Center Needs Assessment. \$7,000 is budgeted to cover consultant costs to determine if the new system will cover our needs.

Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$2,000 x 3 towers for a total of \$6,000.

Total Consulting Request: \$18,000.

**CITY MANAGER'S COMMENTS: Approved**

0231 SERVICE-MAINT. CONTRACTS	163,178	175,500	175,500	183,450
<b>DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0231</b>				<b>Service Maint. Contracts</b>

There is an increase of \$7,899 (4.3%) in this line item from the previous year based on the consumer price index. The City’s contract with Harris Corporation is on a calendar year schedule.

This amount includes annual maintenance on the radio system, EOC Equipment, Interoperability, and the Mobile Command Vehicle, and the microwave system that connects the 3rd site at Fire Station #2 back to the control point at the Police Department.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>173,093</b>	<b>193,500</b>	<b>193,500</b>	<b>201,450</b>
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<b>Fund</b>
13 Radio System

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**30 Supplies**

0347	GENERAL MAINT. SUPPLY	2,584	5,000	7,000	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0347**

**Lighting System**

The City owns a 265’ structural communications tower, located at 305 E. Boydston Street, which was built in July, 2004. For the first 9 years, the system only required normal maintenance approximately every other year. In the last two years, the City has paid \$7,000 in repairing this lighting system. Considering the age of this system, it’s anticipated this trend will continue. It is proposed that the City invest in a new Medium Intensity Dual Lighting System (strobe/beacon). This tower is proposed to be used in the County wide communication system currently under consideration.

Total system cost including installation \$10,740

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Supplies TOTAL . . . . . :</b>	<b>2,584</b>	<b>5,000</b>	<b>7,000</b>	<b>5,000</b>
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**60 Capital**

0617	RADIO EQUIPMENT	59,559	-	-	-
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<b>Capital TOTAL . . . . . :</b>	<b>59,559</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>Radio Fund TOTAL :</b>	<b>235,236</b>	<b>198,500</b>	<b>200,500</b>	<b>206,450</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	149,997	-	23,200	-
Total Expenditures	900,000	-	-	120,000
Excess Revenues Over (Under) Expenditures	(750,003)	-	23,200	(120,000)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(750,003)	-	23,200	(120,000)
Fund Balance - Beginning	1,008,202	84,207	258,199	281,399
Fund Balance - Ending	258,199	84,207	281,399	161,399

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4001	Interest Earnings	175	-	-	-
4680	Developer Contributions	-	-	8,500	-
4450	Land Sales		-		-
4800	Assessments	1,438	-	3,700	-
4810	Assessments - Bourn St.	475	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.		-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	147,909	-	11,000	-
<b>Total Revenues</b>		<b>149,997</b>	<b>-</b>	<b>23,200</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	-	-	11,650	120,000
Capital Outlay	900,000	-	-	-
<b>Total Expenditures</b>	900,000	-	11,650	120,000

<b>Fund</b>
14 Street Improvement Fund

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
<b>20 Contractual</b>				
0213 CONSULTING FEES	-	-	11,650	120,000

Pavement Management – Network Level PCI Survey to be conducted by Furgo Consultants Request to establish consulting funds to conduct a complete survey of our pavement network to include the following:192 miles of roadway surveyed and rated and 61 miles alleys surveyed and rated Condition scores of entire network will be produced. The condition assessments can then be utilized to determine repair priorities for several years.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .:</b>	-	-	<b>11,650</b>	<b>120,000</b>
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<b>60 Capital</b>				
0635 STREET CONSTRUCTION	900,000	-	-	-

<b>Capital TOTAL . . . . .:</b>	<b>900,000</b>	-	-	-
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<b>Street Improvement Fund TOTAL :</b>	<b>900,000</b>	-	<b>11,650</b>	<b>120,000</b>
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## **CITY OF ROCKWALL, TEXAS MEMORANDUM**

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2015  
**SUBJECT:** Hotel / Motel Fund Budget

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City staff sent information packets to area organizations. Applications were due June 30th. A complete set of applications is presented under separate cover. Staff will meet with the Hotel/Motel tax sub-committee and be prepared to present the proposed funding for consideration at the September 21st Council meeting.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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16 Fire Equipment Fund
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	58,250	58,300	58,300	58,250
Total Expenditures	202,657	126,850	87,850	163,200
Excess Revenues Over (Under) Expenditures	(144,407)	(68,550)	(29,550)	(104,950)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(144,407)	(68,550)	(29,550)	(104,950)
Fund Balance - Beginning	411,604	226,904	267,197	237,647
Fund Balance - Ending	267,197	158,354	237,647	132,697

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4001	Interest Earnings	-	50	50	-
4010	Auction Proceeds	-	-	-	-
4019	Misc. Revenue	-	-	-	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
Total Revenues		58,250	58,300	58,300	58,250

**SUMMARY OF EXPENDITURES**

**Fund**

16 Fire Equipment Fund

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	-	-	-	18,000
Supplies	9,697	8,000	8,000	8,000
Capital Outlay	192,960	118,850	79,850	137,200
<b>Total Expenditures</b>	<b>202,657</b>	<b>126,850</b>	<b>87,850</b>	<b>163,200</b>

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0213 CONSULTING	-	-	-	18,000
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**Site Consultant**

The City needs to begin planning for a future site for Fire Station 1. When selecting the site, we need to evaluate and determine the general location that the station can be located using appropriate standards. We will then have to determine if Station 1 will also be the location of Fire Administration. At this time, an architect should be consulted to validate the station or administration/station size. With the information we already have, the station alone should be about 13,521 square feet and fire administration should be about 8,000 square feet. Finding a tract to support this in the downtown is going to be very difficult. If administration is included with the station, it will have to be a two story building with administration on the second level above the station. After an architect determines the size of the station, some preliminary floor plans and preliminary site plans should be developed. This is the only way we will make sure the station will fit on the property before it is purchased.

We would propose to move forward with contracting with an architect to help us determine what size property is needed and then decide when the property should be purchased and the appropriate funding

The cost associated with doing a concept plan for fire station, administration and site will cost approximately \$ 18,000.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	-	-	-	<b>18,000</b>
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**30 Supplies**

0377 VOLUNTEER EXPENSES	9,697	8,000	8,000	8,000
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<b>Supplies TOTAL . . . . . :</b>	<b>9,697</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
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**60 Capital**

0603 BUILDINGS	136,779	-	-	-
0610 FURNITURE & FIXTURES	-	9,650	9,650	-
0612 COMPUTER EQUIPMENT	13,560	-	-	-
0617 RADIO EQUIPMENT	1,079	20,200	5,200	17,150

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0617**

**Communication Equipment**

\$14,150 Portable Radios for new volunteers

\$ 3,000 New Pagers for new volunteers

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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0621	FIELD MACHINERY & EQUIPMENT	41,542	89,000	65,000	120,050
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Field Equipment**

\$22,000 - Bunker Gear (5 new or replacement)

5,400 - New PASS devices and gate openers

**Opticom Equipment**

8,500 - Opticom Equipment New Signal at Lakeshore & Masters

6,000 - Opticom Equipment Moving on FM3097

19,000 - Opticom Labor and replacement parts

**Bunker Helmets**

NFPA 1851 section 10.1.2 states “structural firefighting ensembles and ensemble elements shall be retired no more than 10 years from the date the ensembles or ensemble elements were manufactured.” We purchased new helmets for all of our members in July of 2006 which means that all of these helmets will be beyond their service date in August 2016. 60 helmets \$24,800

**SCBA Masks**

Replacement SCBA Masks: With the purchase of the new air packs, we will be required to purchase new air masks for each individual firefighter. Each individual firefighter carries their own mask and we carry spares on each apparatus. 70 masks \$17,200

**CITY MANAGER'S COMMENTS: Approved**

0623	VEHICLES	-	-	-	-
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621**

We have two 1999 required reserve engines. They are currently 16 years old. We have stated in the past that our goal was to keep an engine or a ladder in front line service for 8 to 10 year and keep them in reserve status service for 18 to 20 years. Due to higher call volumes over the past ten years, this goal needs to be changed due to more usage and higher repair cost. The new goal for front line service for engines will be 8 years and reserve status will be 15 years. For the Ladder trucks, we will set the new goal for front line service for 12 years and determine if one will be needed to move to reserve status.

It takes about 14 months to write the specifications, receive bids, place order, complete pre-construction drawings, build and complete final acceptance of an Engine. On the Long Range Capital Equipment Replacement Schedule we had shown that we wanted to spread out the replacement of apparatus at an interval so that we are not buying multiple apparatus in the same budget year as in the past.

<b>Fund</b>
16 Fire Equipment Fund

	2014	2015	2015	2016
ACCOUNT	Actual	Adopted	Amended	City Manager
	Expense	Budget	Budget	Approved

At one time we had a replacement schedule that included replacing one apparatus ever four to five years but this model was not adopted by Council. This plan shows that we replace one engine in 2016 and we should adopt the replacement schedule.

With the new pumper is funded we must have the required loose equipment to meet the requirements of NFPA. The equipment is also required to receive credit under the ISO regulations. We will be able to use some of the equipment from the engine that is being replaced, however this engine has been in reserve for quite a long time now and the equipment has either been moved to other apparatus or is very old and needs to be replaced.

New Pumper \$588,700

Equipment \$100,000

**CITY MANAGER'S COMMENTS: Approved, financed with Certificates of Obligation to be issued when truck is nearing completion.**

Capital TOTAL . . . . . :	192,960	118,850	79,850	137,200
Fire Equipment TOTAL :	202,657	126,850	87,850	163,200

Fire Support Equipment										
Type Vehicle	Vehicle ID Number	Manufacture Date	Front Line Replacement Date	Reserve Replacement Date	Suggested Replacement Date	Purchase Cost	Estimated Replacement Cost	Mileage	Hours	Annual Maintenance Cost
Clown Trailer	ST 1	1995	When Needed	N/A	When Needed	UNK	Unknown	NA	NA	As Needed
Haz-Mat Trailer	HM 1	2005	When Needed	N/A	When Needed	UNK	Unknown	NA	NA	As Needed
Air Trailer	AT 1	2005	When Needed	N/A	When Needed	UNK	Unknown	NA	NA	As Needed
Public Safety Trailer	PS 1	2006	When Needed	N/A	When Needed	UNK	Unknown	NA	NA	As Needed
F250 Pickup	Utility 1	2000	When Needed	N/A	When Needed	23,700	Unknown	62886	NA	1500
Command Vehicle	Command 1	2006	When Needed	N/A	When Needed	260,000	Unknown	2,878	389	
CERT Pickup	CERT 1	2008	When Needed	N/A	When Needed	8,000	Unknown	29,731	N/A	

Fire Response Vehicles										
Type Vehicle	Vehicle ID Number	Manufacture Date	Front Line Replacement Date 8 Yrs.	Reserve Replacement Age 15 Yrs.	Suggested Replacement Date	Purchase Cost	Estimated Replacement Cost	Mileage	Hours	
Pumper Truck	Engine 5	1999	2007	2014	2016	216,300	588,000	37,668	3,464	
Pumper Truck	Engine 6	1999	2007	2014	2018	216,300	Unknown	63,796	5,978	
Pumper Truck	Engine 3	2004	2012	2019	2020	331,555	Unknown	39,714	4,160	
Pumper Truck	Engine 2	2007	2015	2022	2022	401,068	Unknown	41,784	3,620	
Pumper Truck	Engine 4	2007	2015	2022	2024	401,068	Unknown	46,549	3,967	
Pumper Truck	Engine 1	2013	2021	2028	2028	538,942	Unknown	19,322	1,773	

Type Vehicle	Vehicle ID Number	Manufacture Date	Front Line Replacement Date 12 Yrs.	Reserve Replacement	Suggested Replacement Date	Purchase Cost	Estimated Replacement Cost	Mileage	Hours	
Ladder Truck	Ladder 1	2009	2021	TBD	2021	888,060	Unknown	9,148	999	
Ladder Truck	Ladder 2	2013	2025	TBD	2025	1,086,639	Unknown	4,189	419	

Type Vehicle	Vehicle ID Number	Manufacture Date	Front Line Replacement Date 15 Yrs.	Reserve Replacement	Suggested Replacement Date	Purchase Cost	Estimated Replacement Cost	Mileage	Hours	
Tanker Truck	Tanker 1	2005	2020	N/A	2020	Unknown	Unknown	5,070	593	2000

Type Vehicle	Vehicle ID Number	Manufacture Date	Front Line Replacement Date 15 Yrs.	Reserve Replacement	Suggested Replacement Date	Purchase Cost	Estimated Replacement Cost	Mileage	Hours	Annual Maintenance Cost
Brush Truck	Brush 4	2004	2019	N/A	2019	129,472	Unknown	11,259	NA	1500
Brush Truck	Brush 2	2006	2021	N/A	2021	169,319	Unknown	8,965	737	1500
Brush Truck	Brush 3	2010	2025	N/A	2025	103,941	Unknown	7490	NA	1500

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	48,048	48,100	54,100	79,150
Total Expenditures	42,362	69,650	44,950	138,000
Excess Revenues Over (Under) Expenditures	5,687	(21,550)	9,150	(58,850)
Net Other Financing Sources (Uses)	11,000	15,000	15,000	15,000
Net Gain (Loss)	16,687	(6,550)	24,150	(43,850)
Fund Balance - Beginning	8,925	9,575	25,612	49,762
Fund Balance - Ending	25,612	3,025	49,762	5,912

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4500	Grant Proceeds	6,925	18,100	18,100	49,150
4750	Land Lease	17,372	24,000	30,000	24,000
4752	F.B.O. Lease	8,782	6,000	6,000	6,000
4758	Fuel Sales	14,968	-	-	-
<b>Total Revenues</b>		<b>48,048</b>	<b>48,100</b>	<b>54,100</b>	<b>79,150</b>

<b>SUMMARY OF OPERATING TRANSFERS</b>
<b>Fund</b>
17 Airport Special Revenue

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Other Financing Sources				
Operating Transfers In				
From General Fund	11,000	15,000	15,000	15,000
<b>Total Other Financing Sources</b>	<b>11,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
Net Other Financing Sources (Uses)	11,000	15,000	15,000	15,000

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	16,762	10,850	17,350	36,650
Supplies	9,381	750	1,950	750
Operational	7,066	55,800	23,400	98,350
Utilities	2,338	2,250	2,250	2,250
Capital	6,815	-	-	-
<b>Total Expenditures</b>	<b>42,362</b>	<b>69,650</b>	<b>44,950</b>	<b>138,000</b>

<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0224	INSURANCE-WORKERS COMP	-1,370	-	-	-
0227	INSURANCE-REAL PROPERTY	1,521	2,500	1,500	1,000
0229	INSURANCE-LIABILITY	-	1,800	1,800	1,800
0240	BANK CHARGES	616	-	-	-
0240	EQUIPMENT REPAIRS	2,442	-	500	5,950

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0240**

**Fuel Meter Replacement**

The meter and register for the underground tank is very old. Service technicians cannot even identify the model for repair.

Meter is \$5,100 including installation.

Calibrations on the other three fuel truck meters \$350

**CITY MANAGER'S COMMENTS: Approved**

0242	EQUIPMENT RENTAL & LEASE	-	250	250	250
0244	BUILDING REPAIRS	4,150	5,000	5,000	26,350

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0244**

**Hydraulic Door**

For more than 20 years, the north box hangar has been used as a maintenance / repair facility by the previous FBO. The previous tenant moved out in May and it is now being rented as a hangar. The existing door is one piece that is opened and closed by a single winch on an overhead pulley. Since this building is now being marketed and rented as a hangar for aircraft storage and used by the general public, it is important to increase the level of safety. The request is to install a new single panel door with hydraulic lifts. The system can be removed and reused should a similar hangar be constructed in the future.

Total Cost is \$21,350

**CITY MANAGER'S COMMENTS: Approved**

0246	VEHICLE REPAIRS	9,403	1,000	8,000	1,000
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0246**

**Amended Budget**

Unplanned repairs were needed to both the fuel truck and the tractor this year.

0280	STATE PERMITS	-	300	300	300
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<b>Contractual TOTAL . . . . .:</b>	<b>16,762</b>	<b>10,850</b>	<b>17,350</b>	<b>36,650</b>
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**30 Supplies**

0331	FUEL & LUBRICANTS	9,127	-	1,200	-
0339	FUEL TANK REPAIRS	-	250	250	250
0341	CONSTRUCTION & REPAIR SUPPLY	255	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>9,381</b>	<b>750</b>	<b>1,950</b>	<b>750</b>
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<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**40 Operational**

0409 GRANT MATCHING	7,066	55,800	23,400	98,350
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409 Grant Fund Matching - RAMP**

Routine Airport Maintenance Program 50/50 grant funded from TxDOT Aviation

1. AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780.
2. AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with Vaisala, Inc. Cost after reimbursement: \$5,966.
3. Silt Fencing and tree removal - several trees need to be removed due to their proximity to RW 17 on the north end of the airport. The FAA has identified some of these as penetrating the 20:1 approach/departure area. It’s proposed that the Parks Department will remove the trees, but 1281' of erosion control is needed along this area. total cost is \$2,600
4. Runway and taxiway restriping - It has been more than 8 years since the runway and taxiway pavement markings have been repainted. It will increasingly become a safety issue for pilots. It’s recommended to restripe the runway, taxiways, and apron parking. Budget Request: \$14,000
5. Miscellaneous asphalt repair - Should TXDOT not be able to allocate funding for a complete overlay project, it is requested that the City fund asphalt repairs at the airport. Over the last few years during the drought, there have been numerous areas on the airport that have crumbling pavement that can cause damage to aircraft engines. The request is to allow for level overlay of certain smaller areas. Budget Request: \$75,000

Total RAMP Grant Matching Request: \$98,346.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409 Grant Fund Matching - NPE**

Non-Primary Entitlement Grant Program 90% grant with 10% match

The City of Rockwall and the REDC are finalizing an Airport Development Plan at the Ralph M. Hall / Rockwall Municipal Airport. Once approved at the state then it will go to the FAA for consideration. TxDOT has indicated that they are only now receiving federal funding for FY2014 projects. Actual reconstruction of the airport facilities could take 3-5 years depending on funding schedule and what is allowed with expansion and available land for acquisition. With the assistance of KSA Engineers, a 3-5 year maintenance plan has been developed for the airport using federal grant funds.

The top priorities are:

1. Hangar drainage and parking surface. There are several T hangars that are unusable due to poor drainage and parking surface. Total estimated cost: \$498,031.
2. Drainage, apron overlay and seal coat. There are several large areas of asphalt failures that need to be addressed. This area was not upgraded in the last overlay project. Total estimated cost: \$398,664.
3. Runway repair and seal coat. There are several areas along the edge of the runway that need to be addressed. It is proposed to repair the sections in the worst condition and then seal coat the entire runway and restripe. Total estimated cost: \$234,237.

Total for Top 3 priorities: \$1,130,932.

Local grant matching (10%): \$113,093.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Operational TOTAL . . . . .:</b>	<b>7,066</b>	<b>55,800</b>	<b>23,400</b>	<b>98,350</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	2,338	2,250	2,250	2,250
<b>Utilities TOTAL . . . . .:</b>	<b>2,338</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>

<b>Fund</b>				
17 Airport Special Revenue				
<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>60 Capital</b>				
0623 VEHICLES	6,815	-	-	-
<b>Capital TOTAL . . . . .:</b>	<b>6,815</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Airport Fund TOTAL :</b>	<b>42,362</b>	<b>69,650</b>	<b>44,950</b>	<b>138,000</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	24,710	30,000	30,000	6,000
Total Expenditures	3,505	14,000	14,000	14,000
Excess Revenues Over (Under) Expenditures	21,205	16,000	16,000	(8,000)
Fund Balance - Beginning	93,374	114,374	114,579	130,579
Fund Balance - Ending	114,579	130,374	130,579	122,579

**SUMMARY OF REVENUES**

**Fund**  
18 Recycling

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4780	Recycling Revenue	24,710	30,000	30,000	6,000
Total Revenues		24,710	30,000	30,000	6,000

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operational	3,505	14,000	14,000	14,000
<b>Total Expenditures</b>	<b>3,505</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>

<b>Fund</b>
18 Recycling

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>40 Operational</b>				
0428 OTHER	-	10,000	10,000	10,000
0469 PROMOTION EXPENSE	3,505	4,000	4,000	4,000
<b>Operationa TOTAL . . . . .:</b>	<b>3,505</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>
<b>Recycling TOTAL . . . . .:</b>	<b>3,505</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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24 Downtown Fund
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	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	12,650	10,000	16,800	-
Total Expenditures	16,363	7,000	40,000	7,000
Excess Revenues Over (Under) Expenditures	(3,713)	3,000	(23,200)	(7,000)
Fund Balance - Beginning	57,721	56,121	54,008	30,808
Fund Balance - Ending	54,008	59,121	30,808	23,808

## SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4050	Donations	10,000	10,000	10,000	-
4254	Downtown Program Fees	2,650	-	6,800	-
<b>Total Revenues</b>		<b>12,650</b>	<b>10,000</b>	<b>16,800</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	1,000	5,000	5,000	5,000
Supplies	6,622	-	35,000	-
Operational	8,741	2,000	-	2,000
<b>Total Expenditures</b>	<b>16,363</b>	<b>7,000</b>	<b>40,000</b>	<b>7,000</b>

<b>Fund</b>
24 Downtown Fund

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>20 Contractual</b>				
0293 FAÇADE GRANTS - MAIN STREET	1,000	5,000	5,000	5,000
<b>Contractual TOTAL . . . . .:</b>	<b>1,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>30 Supplies</b>				
0347 GENERAL MAINTENANCE SUPPLIES	6,622	-	35,000	-
<b>Contractual TOTAL . . . . .:</b>	<b>6,622</b>	<b>-</b>	<b>35,000</b>	<b>-</b>
<b>40 Operational</b>				
0469 PROMOTION EXPENSE	8,741	2,000	-	2,000
0483.03 RIB RUB EXPENSE	-	-	8,400	-
<b>Operational TOTAL . . . . .:</b>	<b>8,741</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>
<b>Downtown TOTAL . . . . .:</b>	<b>16,363</b>	<b>7,000</b>	<b>40,000</b>	<b>7,000</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	112,994	-	157,000	-
Total Expenditures	141,145	43,500	203,500	94,300
Excess Revenues Over (Under) Expenditures	(28,151)	(43,500)	(46,500)	(94,300)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(28,151)	(43,500)	(46,500)	(94,300)
Fund Balance - Beginning	682,182	685,562	654,031	607,531
Fund Balance - Ending	654,031	642,062	607,531	513,231

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
4550	Seizure Revenue	112,994	-	157,000	-
Total Revenues		112,994	-	157,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Contractual	5,319	6,000	6,000	22,400
Operational	10,500	20,000	20,000	20,000
Capital	125,326	17,500	177,500	51,900
<b>Total Expenditures</b>	<b>141,145</b>	<b>43,500</b>	<b>203,500</b>	<b>94,300</b>

<b>Fund</b>
26 Narcotics - Seizure Awards

ACCOUNT	2014 Actual Expense	2015 Adopted Budget	2015 Amended Budget	2016 City Manager Approved
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**20 Contractual**

0231 SERVICE-MAINT CONTRACTS	5,319	6,000	6,000	22,400
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**DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0231 Database Software**

ADORE is a database system designed to capture both numeric and text data. The standard reports are designed to provide observation reports/performance evaluations, roll-up reports and comparison reports to present relevant data to Training Officers, Trainees and Supervisors. Standard narrative reports are available; the user may also develop additional reports. The product can be set up to replicate the San Jose Field Training Model, PTO module or other evaluative frameworks. The software will be customized so that the question base utilizes Rockwall's own categories and criteria/evaluation guidelines. Total cost is \$4,000 with \$600 annual subscription renewal

**Crash Data Recovery Software**

This would be a valuable tool that the traffic investigators could use to recover crucial pre and post-crash data from vehicles that have been involved in serious and/or fatal collisions. The information retrieved includes speed at impact, seat belt status, throttle position, and braking information.

The first year cost is \$11,400 with an additional \$899 per year for software updates

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>5,319</b>	<b>6,000</b>	<b>6,000</b>	<b>22,400</b>
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**40 Operational**

0451 CONFIDENTIAL FUNDS	10,500	20,000	20,000	20,000
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<b>Operational TOTAL . . . . . :</b>	<b>10,500</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	12,113	-	-	-
0624 POLICE EQUIPMENT	113,213	17,500	177,500	51,900

**DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0624 Kawasaki Mule UTV**

The vehicle would be utilized during searches of the large undeveloped land such as along the lakeshore and large wooded areas. The utility vehicle could also be utilized during events at the Harbor and City Parks. The total amount requested includes the cost of the vehicle, a trailer and the cost to purchase and install the emergency equipment. \$13,400

**Pepper Guns**

The pepper gun will provide officers with a less than lethal option when dealing with violent offenders or those with mental health issues. It helps prevent injuries to officers by allowing them to subdue violent suspects at a safe distance. Purchase 6 pepper guns \$4,800.

<b>Fund</b>				
26 Narcotics - Seizure Awards				
	2014	2015	2015	2016
	Actual	Adopted	Amended	City Manager
<b>ACCOUNT</b>	<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Approved</b>

**Stalker Radar Units**

We currently have 4 marked vehicles that do not have radar installed and we have two marked vehicles with units in excess of 15 years old. Total cost for six units \$15,200

**Surefire Patrol Shotgun**

Officers often work in environments with low or no lighting and must have the ability to readily identify threats. The shotgun requires the use of two hands and doesn't allow the officer to use a flashlight. The Surefire DSF870 weapon light replaces the existing fore-grip allowing officers to quickly and safely identify threats. Cost is \$6,500

**Surveillance Devices**

Purchase 2 surveillance devices for covert recordings and purchase a CellBrite forensic cell phone extract device with the advanced technology. Cost is \$12,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>125,326</b>	<b>17,500</b>	<b>177,500</b>	<b>51,900</b>
<b>Public Safety Fund TOTAL :</b>	<b>141,145</b>	<b>43,500</b>	<b>203,500</b>	<b>94,300</b>



City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO:** Rick Crowley, City Manager  
**FROM:** Cheryl Dunlop  
Director, Administrative Services  
**DATE:** August 10, 2015  
**SUBJECT:** City's Health & Welfare Programs

General Overview

The City of Rockwall continues to partner with **Holmes Murphy** to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. Representatives from Holmes Murphy meet with Administrative team members on an ongoing basis to assist with budgeting and plan design. **Group & Pension Administrators, Inc. (GPA)** continues to act on behalf of the City as our *third-party administrator* in reviewing and paying claims. The savings derived from their review and process intervention service was \$1,285,362 this year.

Healthcare Reform

In 2016, the City will be faced with additional fees and plan changes as a result of Health Care Reform (HCR).

**Fees**

In 2016, the City will be required to pay the following fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$2.08 Per Plan Participant – Due by July 31, 2016. Approximate cost is \$786.*
- *Transitional Reinsurance Fee - \$46.08 Fee Per Plan Participant - Due by January 15, 2016. Approximate cost is \$17,418. In January 2017, this fee will decrease to \$27.08 Per Plan Participant.*

Other additional factors of the healthcare reform, if actually implemented, that may impact the City going forward include:

1. **The Cadillac Tax (2018).** In its simplest form, the government is mandating what the funding rate (Employee and Employer paid portion of medical/Rx) should be for healthcare. The funding rate is the amount being captured on the employee's W2 form.

Health Care Cost Summary

The City experienced a 28% increase in claims cost for medical, dental and vision in 2014.

History of claims cost:

Cal Year	Claims Cost	Annual Cost PEPY	# of EEs @ YR End
2010	\$2,290,656	\$9,054	253
2011	\$2,251,503	\$9,006	253
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236

### Prescription Benefits Plan

This plan year, the City saw a 21.5% increase in prescription claims. As of July 1, 2014, the City excluded covering prescriptions that contain *bulk powder* and other compound drugs contributing to a portion of this increase in claims cost.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%

Note: Claims cost does not include Admin Fees.

### Plan Review

**Nurse Navigator** was implemented on January 1, 2014. Based upon the feedback from several employees, this program has been valuable in assisting them with their healthcare needs and has saved several of them \$100s of dollars. Nurse Navigator provides assistance to the City's members with services such as: locating ***In-Network Providers***, searching lower cost facilities for diagnostic testing and other services such as transferring medical records and bill review. The City's return on investment in this program is at 7:1 for \$107,051 quantifiable savings.

The **Care Management Program** provided by GPA continues to be a valuable service to our employees and to the City with a return of investment of 5:1 compared to a 3:1 last year.

### Pre 65 Retiree Health Benefits

The mandated "retiree health care" program was implemented in January 1, 2011 and is administered through TMLIEBP. The City pays 25% of the lowest premium available to the participants on the Bronze Plan. The City paid \$235.70 per month for the one participant enrolled through February of this year.

In December 2014, the City offered an *early retirement opportunity incentive*. As a result, three new retirees were added to the Pre-65 health plan beginning August 2015. The City pays \$965.24 per month, for each of these three participants until they reach the age of 65, or if they choose not to participate.

### Wellness Programs

The City maintains a proactive Wellness Incentive Program to encourage employees to obtain their wellness exams each year. On Friday, September 18, 2015, the annual Employee Health, Benefits and Safety Fair will take place. Each year, employees and their covered spouses are invited to attend the health fair where they can obtain labs, stroke and other health screenings for free. Chronic conditions, such as *diabetes*, *hypertension* and even *clogged arteries* have been detected by the services that are performed at the health fair. Our employee and dependent participation has increased from 29.7% in 2012 to 31.7% this year. We have also seen an increase in *preventive care visits*.

This past November and December, the City sponsored a ***NaturallySlim*** program for 35 employees, which resulted in significant health benefits and weight-loss for those participants. In addition, the City's Parks and Recreation Department provides wellness program activities, such as, Zumba, PiYo, Yoga, "fun runs" and other fitness classes, for City employees throughout the year.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Total Revenues	756,119	715,000	808,000	840,000
Total Expenditures	3,939,189	3,519,000	3,854,000	4,074,000
Operating Income (Loss)	(3,183,070)	(2,804,000)	(3,046,000)	(3,234,000)
Non-Operating Revenues	63	-	-	-
Non-Operating Income (Loss)	63	-	-	-
Net Income (Loss) Before Transfers	(3,183,007)	(2,804,000)	(3,046,000)	(3,234,000)
Net Transfers In (Out)	3,550,000	3,200,000	3,200,000	3,400,000
Net Income (Loss)	366,993	396,000	154,000	166,000
Retained Earnings - Beginning	61,960	(37,927)	428,953	582,953
Retained Earnings - Ending	428,953	358,073	582,953	748,953

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Approved 15-16
Operating Revenues					
4019	Miscellaneous	26,150	20,000	33,000	28,000
4850	Employee Contributions	661,008	675,000	755,000	792,000
4855	Pharmacy Rebates	852	-	-	
4860	Stop Loss Reimbursements	68,109	20,000	20,000	20,000
<b>Total Operating Revenues</b>		<b>756,119</b>	<b>715,000</b>	<b>808,000</b>	<b>840,000</b>
Non-Operating Revenues					
4001	Interest Earnings	63	-	-	-
<b>Total Non-Operating Revenues</b>		<b>63</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>		<b>756,182</b>	<b>715,000</b>	<b>808,000</b>	<b>840,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Transfers In				
From General Fund	2,500,000	2,300,000	2,300,000	2,500,000
From Water & Sewer Fund	1,050,000	900,000	900,000	900,000
Total Transfers In	3,550,000	3,200,000	3,200,000	3,400,000
Net Operating Transfers In (Out)	3,550,000	3,200,000	3,200,000	3,400,000

**SUMMARY OF EXPENSES**

**Fund**

31 Employee Benefits

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Expenses				
Operations	3,939,189	3,519,000	3,854,000	4,074,000
<b>Total Expenditures</b>	<b>3,939,189</b>	<b>3,519,000</b>	<b>3,854,000</b>	<b>4,074,000</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2014 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>40 Operational</b>				
0422 EMPLOYEE ACTIVITIES	6,459	5,000	5,000	5,000
0440 ADMINISTRATION FEES	228,397	250,000	230,000	250,000
0441 REINSURANCE PREMIUMS	343,572	375,000	295,000	345,000
0442 PAID HEALTH CLAIMS	3,336,273	3,200,000	3,300,000	3,450,000
0443 LIFE INSURANCE PREMIUMS	24,488	24,000	24,000	24,000
<b>Operational TOTAL . . . . .:</b>	<b>3,939,189</b>	<b>3,854,000</b>	<b>3,854,000</b>	<b>4,074,000</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>3,939,189</b>	<b>3,854,000</b>	<b>3,854,000</b>	<b>4,074,000</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**DATE:** August 10, 2015

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, and risk assessments and analysis* conducted by TML.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs.* In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected proactively.

The last two fiscal years have resulted in a significant decrease in the *number of incidents and claims costs.* The chart below reflects the most current claims and claims cost for the last four fiscal years to-date.

### Workers' Compensation Claims Activity

#### Fiscal Year

Fiscal Year	Total # of Employees on Payroll (receiving a check)	Total Incident Reports	Reportable	Non Reportable	Cost per EE	Total Claims Cost ***	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty	Total Aggregate (claims cost plus cost of days away)
11/12	328	90	42	48	\$591	\$193,741	199	\$47,708	278	\$241,449
12/13	286	50	20	30	\$205	\$ 58,771	20	\$5,584	85	\$64,355
13/14	286	48	22	26	\$73	\$ 20,779	4	\$1,100	45	\$ 21,879
14/15	290	27	13	14	\$47	\$ 13,708	47	\$7,605	77	\$21,313
Difference between FY 13/14 & FY 14/15 DECREASE		-78%	-69%	-86%	-54%	-52%	91%	86%	42%	-3%

\*\*\* Claims costs are updated with current data provided by TML. The costs from previous fiscal years carry over into the current fiscal year 14/15 budget. data is current as of 6/30/15

The City carries workers' compensation insurance on our paid employees as well as our volunteer firefighters. On an annual basis, the HR staff looks at the claims history and proposes a safety incentive to employees for their safe work practices. After reviewing claims data for this year, we find that claims have improved again this year compared to the last several years. It is proposed that the City fund the safety incentive to employees for their successful safe work efforts this year. In addition, the City should also continue to fund safety training, site assessments, and random drug testing to ensure a continued safe working environment for our employees and volunteers.

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We have had a good year this year and the two years previously, but, even with a reasonable claims level next year, we expect the fund balance to continue to deplete. For many years, we have transferred an amount from the water and sewer fund for their employees' coverage. Last year, we transferred \$50,000 from the General Fund to cover these employees and \$30,000 for the water/wastewater employees. We anticipate we will need to increase the General Fund transfer to \$75,000 this year and will monitor claims activity closely and adjust the transfer as necessary.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Revenues	-	-	-	-
Operating Expenses	71,650	187,000	157,000	187,000
<b>Operating Income (Loss)</b>	<b>(71,650)</b>	<b>(187,000)</b>	<b>(157,000)</b>	<b>(187,000)</b>
Non-Operating Revenues	567	500	500	500
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>567</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(71,083)</b>	<b>(186,500)</b>	<b>(156,500)</b>	<b>(186,500)</b>
Net Transfers In (Out)	30,000	80,000	80,000	105,000
<b>Net Income (Loss)</b>	<b>(41,083)</b>	<b>(106,500)</b>	<b>(76,500)</b>	<b>(81,500)</b>
Retained Earnings - Beginning	303,449	392,946	262,366	185,866
<b>Retained Earnings - Ending</b>	<b>262,366</b>	<b>286,446</b>	<b>185,866</b>	<b>104,366</b>

### SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Non-Operating Revenues					
4001	Interest Earnings	67	-	-	-
4019	Misc. Revenues	500	500	500	500
Total Non-Operating Revenues		567	500	500	500
Total Revenues		567	500	500	500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operating Transfers In				
From General Fund	-	50,000	50,000	75,000
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Net Operating Transfers				
In (Out)	30,000	80,000	80,000	105,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 13-14	Budgeted 14-15	Amended 14-15	Proposed 15-16
Operational	71,650	187,000	157,000	187,000
Total Operating Expenses	71,650	187,000	157,000	187,000
Total Expenditures	71,650	187,000	157,000	187,000

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>214 Actual Expense</b>	<b>2015 Adopted Budget</b>	<b>2015 Amended Budget</b>	<b>2016 City Manager Approved</b>
<b>40 Operational</b>				
0431 SAFETY TRAINING	1,000	1,000	1,000	1,000
0440 ADMINISTRATION FEES	26,669	31,000	26,000	31,000
0444 PAID LOSSES	(31,909)	75,000	50,000	75,000
0445 INCURRED (ESTIMATED) LOSSES	-	-	-	-
0446 SAFETY INCENTIVES	72,320	75,000	75,000	75,000
0447 DRUG TESTING	3,570	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>71,650</b>	<b>187,000</b>	<b>157,000</b>	<b>187,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>71,650</b>	<b>187,000</b>	<b>157,000</b>	<b>187,000</b>



"This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$504,957."

Ayes:	Nays:	Absent:
Pruitt	None	None
Townsend		
Fowler		
Hohenshelt		
Milder		
Townsend		
White		

	Fiscal Year 2016	Fiscal Year 2017
Adopted Rate	.4853 / 100 assessed value	.454345 / 100 assessed value
Effective Tax Rate	.4853 / 100 assessed value	.454345 / 100 assessed value
Effective Maintenance and Operations Rate	.3392 / 100 assessed value	.358154 / 100 assessed value
Debt Rate	.2511 / 100 assessed value	.215711 / 100 assessed value
Rollback Tax Rate	.4938 / 100 assessed value	.454373 / 100 assessed value

Total City Debt Obligations Secured by a Tax Rate: \$102,100,000



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 18, 2016  
**SUBJECT:** FY17 Budget

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The proposed budget for FY17 is hereby transmitted to the City Council for consideration. As directed by the City Council, the FY17 proposed budget has been prepared assuming adoption of the Effective Tax Rate (that rate which results in the City collecting the same amount from Ad Valorem taxation for maintenance and operations as was the case in the previous tax year and as calculated by the formulas prescribed in the Truth In Taxation laws of the State.) Several factors combine to establish the Effective Tax Rate for FY17 at 45.43 cents (per \$100 of valuation) at its level for this coming tax year. These factors include:

- Increased taxable values due to new construction in the City of 2.58%;
- Increased taxable values due to reappraisals in the City of 7.13%;
- Reductions in debt service requirements due to refinancing of existing debt at a lower interest rate and paying off of certain short-term debt obligations.

The total certified assessed value is \$4,714,674,107 and includes senior citizen values of \$430,007,654 and \$111,139,458 in new value. For FY17, one penny on the Tax Rate generates \$420,698.

The FY17 Effective Tax Rate of **45.43** cents is a **3.1 cent decrease** from the 48.53 cents adopted Tax Rate for FY16. With the Effective Tax Rate for FY15 having been 49.55 cents, the total rate decrease since FY15 is 4.12 cents. Also related to the factors contributing to the calculation of the FY17 Effective Tax Rate, the calculated Rollback Rate is .0028 cents above the Effective Rate. (An increase in the Tax Rate to the Rollback Rate would only increase revenue from Ad Valorem taxation about \$1,000)

Sales Tax revenue continues to indicate an even stronger than anticipated local retail economy with total collections for FY16 projected to be about 3.6% above the estimated increases in the FY16 budget. A continuation of strong retail sales has been assumed for FY17 with a projected

increase for that fiscal year of 2%. This produces a projected increase from sales tax revenue of about \$310,200 for FY17.

Franchise payments by public utilities and the garbage collection company are projected to increase by about \$98,000 for the coming year. "Other" fees (including park and recreation, code enforcement, zoning, construction inspection and several other fees generating smaller amounts of revenue) have been projected to decline for FY17 by about \$149,000 the coming year. These fees are contingent upon facility usage and new development work which is beyond the control of the City. Building permit revenue for FY17 is estimated slightly below the level produced by building activity in FY16, but is based on a continued strong building environment for the coming year. Court fees are projected to remain at about the same level as has been seen over the last two years. Revenue from the various interlocal government agreements is increased for FY17 based on increased costs of services provided and related planned adjustments in those contracts.

It should be noted that no transfer from the Water and Sewer Fund is proposed in the FY17 budget to continue to help facilitate the financial recovery of that fund from the previous drought and watering restriction conditions. This will be the third consecutive year that no such transfer has been made; however, you will note that, for the second consecutive year, this fund has recovered such that no assistance with CO debt to the Water and Sewer Fund has been required. In FY18, it is possible that transfer to the General Fund may be recommended if the condition of that fund continues to improve.

In summary, total revenue budgeted to the FY16 General Fund was \$31,589,000, and the actual fund revenue to be produced is estimated at \$32,628,200. Total General Fund Revenue for FY17 budget is estimated at \$34,044,150.

### Strategic Planning

Over the course of the last several months the Council and Staff have been working on an updated Strategic Plan for the City. As a result, each department has developed and presented proposed strategic planning recommendations to the Council (with the Fire Subcommittee, Staff, and Council continuing to work on completion of strategic planning recommendations for the Fire Department).

Presentation of these plans has indicated that some of the initiatives associated with them require additional funding while others do not. The assumption throughout this process has been that initiatives that do not require funding will be implemented by the various departments while those that do require additional funding are contingent upon funding made available through the budget process.

Upon adoption of the FY17 Annual Operating Budget, funded strategies (and those which do not require additional funding) will be included in a final strategic plan document that will be brought before the Council for consideration for final adoption of the strategic plan. Those items which require funding for implementation but are not funded by the FY17 budget will be noted as requiring future consideration in future budget deliberations prior to their implementation.

While the majority of the funding provided in the proposed FY17 budget relates to the “day-to-day” operations of the City, please note several strategic items included in the proposed budget which are shown in the strategic planning sheets following this memorandum.

#### Compensation Administration

As a service organization, expenditures for personnel who provide services to our citizens continue to be a large percentage of the total operating costs in the proposed FY17 budget. A complete survey of like positions in the eight “market cities” selected by the Council has again been conducted as a part of the preparation for the proposed FY17 budget. The adopted compensation target is that the City of Rockwall should maintain employee pay ranges that are within 5% of the maximum of the maximum compensation range of the selected market cities. In addition, the City compensation decisions should also maintain internal equity between the numerous job types within the City organization.

The survey indicated the need to increase the maximum compensation in many of the job categories in order to continue to meet the targets for compensation and, thereby, remain in a competitive position to retain and attract quality employees. In fact, pay ranges need to be adjusted in 38 of the city’s 86 job categories in order to continue to remain within the “5% of maximum” and to continue to achieve internal equity between jobs. The total cost of these market adjustments is \$310,393 in the General Fund and \$30,750 in the Water and Sewer Fund and is included in the proposed FY17 budget.

Non-sworn positions in the City are eligible for step adjustments based on “merit” within the applicable designated pay grade – with 2% between steps. Employees who have “topped out” in their pay grade are eligible for a lump sum payment of 4% annually which does not otherwise change their rate of pay. Sworn employees receive step adjustments of 5% annually with satisfactory performance. The cost of these “merit step increases” is \$665,184 in the General Fund and \$64,643 in the Water and Sewer Fund and is included in the proposed FY17 budget. *(Additional information related to employee compensation is provided in a supplementary memorandum included in your packet.)*

#### EXPENDITURES

##### Personnel Additions

The proposed budget includes the addition of six new positions proposed for funding in the General Fund:

- Fire Department - 3 Drivers  
As was indicated in workshop discussion, it is understood that there may be discussion at the budget work session on several matters related to the strategic direction of the Fire Department including staffing. These positions have been included in the proposed budget based on my assessment of the strategic goals which have been put forth for Council consideration by the Subcommittee. Recognizing that additional discussion related to staffing may occur; an additional appropriation would be required to increase the minimum staffing level at that station. If approved as currently provided in the

proposed budget, the addition of these positions would address, in part, the issue of one driver per shift at Station 3. As such, it would provide two drivers at this Station 296 days of the year. Should additional discussions result in finding that Station 3 minimum staffing levels should be increased, an increase in appropriation would be needed. Given the significant work of the subcommittee (and my assessment of their findings and thoughts thus far in the progression of the work), the proposed budget has been developed to ensure that options remain open as the budget is considered and strategic planning discussions continue. No funding for a change in the department's current status with regard to responding to medical calls has been included. This subject may/may not be discussed at the workshop. Varying degrees of funding might be required depending on levels of response added, if any.

- **Police Department - 1 Patrol Officer, 1 Captain**  
Recent developments in the challenges of policing were a factor in the addition of budget requests by the Chief of Police to add two patrol positions in the Police Department budget in order to ensure that officers continue to have the "discretionary time" to actively engage citizens and businesses to build relationships in the interest of community safety. The proposed budget includes the addition of one of the two positions requested. In addition, a Police Captain position has been created to assist in the areas of community outreach to continue to build relationships, crime prevention, internal affairs, and general administration. By consolidation of these functions under the Police Captain, the Lieutenants would have more time working "in the field" with the Patrol, CID, Communications, and other departmental divisions increasing field supervision.
- **Street Department - 1 Field Supervisor**  
Over the course of the past several years as the City has sought to address additional street maintenance improvements through significant increases in street maintenance activities - primarily by contract - there have been no increases in departmental staffing. In addition to the proposed increase of \$400,000 designated for maintenance and repair included in the proposed budget, a Field Supervisor position has been proposed. (The department requested additional employees which are not included in the proposed budget.) An added field supervisor will provide for better coordination of activities in street and drainage maintenance. This will provide additional time for management and oversight of the contract work performed for the City.
- **Vehicles and Equipment**  
Throughout the departmental proposed budget pages there are a significant number of requests for vehicles and equipment. Some of those requests have been included in the proposed budget for FY17, and some have not. There are several funding sources for the various items included in the proposed budget: current General Fund Revenue, General Fund Reserve, and, in the case of the Police Department, the Police Seizures Fund. Within each department budget document for new vehicles and equipment lists the funding source.

Please note that regardless of source(s) of funding, all vehicles and equipment are included in the budget for the respective departments. In the event that funding source(s) are other than the General Fund, corresponding transfers from those other applicable funding sources will be shown as "Transfer(s) In" to current General Fund Revenue.

While there are descriptions of each of these items within each of the departmental budget pages, there will certainly be time during the budget workshop to discuss any/all of these items.

#### General Fund Reserve

For the last several fiscal years, the City has been fortunate to see significant increases in the General Fund Balance (Reserve) at the end of each year. End of year financials have indicated "better than expected" Fund Balance in each of these years despite increased expenditures from Reserve for non-reoccurring, non-operating expenses. This has allowed the City, for example, to secure major vehicle and equipment purchases without issuance of short-term debt which had been the practice in the past. The management goal has been to continue to make these major purchases without short term debt issuance through use of a combination of current revenue and reserve.

Furthermore, the goal has included working toward the implementation of a Vehicle Replacement Fund to be ultimately funded by annual deposits into the fund, so that issuance of short term debt may be avoided – even in years when the economy may contribute minimal or no increases in reserve funds. The proposed FY17 budget includes initial deposits from current revenue to an Equipment Replacement Fund - \$100,000 from the General Fund and \$25,000 from the Water and Sewer Fund. Significant additional funding for the Equipment Replacement Fund will be required to establish it as a workable fund. The strategies and policies for development of this fund will be pursued during the course of the coming year as we continue to work toward development of a fund which can provide the resource for acquisitions in the future.

The City's adopted policy for Reserve Funds is:

The City shall strive to maintain a General Fund balance reserve of not less than 3 months of recurring operating appropriations. Should the audited fund balance at the end of a fiscal year exceed 3.5 months, the City Council may elect to transfer a portion of the fund balance to a capital projects fund to pay for future capital projects.

The proposed budget provides for compliance with the adopted Reserve policy.

In the adopted FY16 Operating Budget, a total of \$1,203,000 was proposed for expenditure from the General Fund Reserve. Several additional major expenditures were authorized from Reserve during the course of the fiscal year including Lake Forest drainage and the replacement of two weekend patrol cars. Even with these additional expenditures, the General Fund Reserve is expected to end FY16 at \$10,709,878, or \$1,916,884 better than expected. With the Reserve expenditures proposed in the FY17 budget of \$2,091,150, the General Fund Reserve is expected to end FY17 at \$8,647,828. The amount is well within the guidelines established by the City's Financial Policies.

Proposed Reserve Expenditures

<u>Description</u>	<u>Cost</u>
Radio System	\$ 481,000
Service Center Roof Repairs	93,500
Armoring Police Building	250,000
Police Admin Vehicle	27,500
Police Cars & equipment	316,040
Traffic Motorcycle	29,100
Bearcat SWAT (1/2 cost)	179,000
NIS pickup	23,000
Building Inspec pickup	24,300
11' Mower	65,000
Harbor crewleader truck	28,000
Animal Services Educational Trailer	25,000
Animal Services Truck	50,350
Engineering pickup	26,650
Mims/Steger Traffic Signal	273,000
Loader	64,753
5 yd dump truck	68,220
6 yd dump truck	<u>77,700</u>
Total Reserves	\$ 2,091,150

Other Noteworthy Aspects of the Proposed Budget

<u>Item</u>	<u>Cost</u>	<u>Fund</u>
Implementing audio/video streaming of City Council meetings	\$71,750	General Fund
Increase in grounds maintenance costs	\$165,000	General Fund
Drainage/erosion repair (City Hall, Shores Park, Lofland Park)	\$31,000	General Fund
Increase street material/contract repair & sidewalk repair	\$400,000	General Fund
Asset Management Software	\$120,000	Water and Sewer Fund
Lift Station Generator	\$580,000	Water and Sewer Fund

Water and Sewer Fund

Several years of drought and water restrictions along with increasing costs for treated water and increasing costs for sewer collection and treatment related to regulatory requirements have taken their toll on the financial position of the Water and Sewer Fund.

To recap the financial impact of conservation water restrictions and increasing costs, after continued decline in water sales and the related revenue loss for sewer services, it was

necessary to discontinue the annual \$600,000 transfer to the General Fund which reimburses the General Fund for expenses associated with water and sewer system operations. Furthermore, the \$700,000 of principal and interest payments were required to meet Certificate of Obligation requirements.

As was the case in FY16, the FY17 proposed budget includes no transfer to the General Fund from the Water and Sewer Fund, but it does include all debt service payments from utility revenues. The fund continues to improve; however, even though sales (and availability) of treated water have improved, sales did not climb to the level of the established minimum take-or-pay.

The costs for treated water and regulatory requirements for sewer continue to drive costs upward. The North Texas Municipal Water District will once again increase costs for treated water by 10.5%. This increase is primarily associated with new debt that NTMWD has taken for capital projects – plant expansions, raw water supply enhancement, and planning, land acquisition, design, and permitting to begin construction of a new lake. There are also additional current operating expenses associated with the rate increase.

To facilitate continued financial recovery of the fund, which essentially had no working capital two years ago, the FY17 budget proposal anticipates a rate increase of 10%.

While the department proposed the addition of numerous new positions, there are a total of three new positions proposed in the fund – one in water and two in sewer.

The financial condition of the fund discussed earlier led to several years of deferred equipment replacement which has produced substantial current need for these items. In FY16 the fund was able to begin purchase of several deferred items, and several are included in the proposed budget.

The preparation of the proposed annual budget involves the work of many. I would like to thank the departmental directors and their employees who prepared and presented recommended departmental budgets. As always, the dedication and expertise of Assistant City Manager/Finance Director Mary Smith is greatly appreciated as is the work by other members of her staff who make the presentation possible and assisted in the preparation of the proposed FY17 budget for submission to the City Council. Finally, I appreciate the work of the Mayor and City Council in reviewing the proposal and contributing to its finalization as we prepare for your consideration for adoption.

**Administrative Services/Human Resources Department**

Summary of Strategic Proposals Requiring Additional Budget Funds

**Talent Development**

1. City needs to develop a comprehensive program for professional development of the unskilled entry level positions

**Summary of Funding for Strategic Items Above**

A total of \$11,400 is provided to meet the obligations of 1, as outlined in the strategic initiatives presented by the department.

## **Finance Department**

### Summary of Strategic Proposals Requiring Additional Budget Funds

#### **Fleet Management**

1. Develop a fleet management program which addresses the long range needs of the City with regards to fleet replacement and routine maintenance programs

#### **Summary of Funding for Strategic Items Above**

A total of \$100,000 from the General Fund and \$25,000 from the Water/Sewer Fund is included in the budget to begin to advance fund equipment acquisition.

## **Internal Operations Department**

### Summary of Strategic Proposals Requiring Additional Budget Funds

#### **City Facilities Initiatives**

1. Develop Comprehensive Facilities Evaluation & Maintenance Plan including replacement of major systems - \$93,500 for Service Center roof

#### **Information Technology Initiatives**

2. Review the current configuration, sizing, capabilities, tools, and support structure of the IT Department. \$9,450

#### **Public Safety Radio System Initiatives**

3. Prepare for and acquire equipment and services necessary for transition to the new County-wide system. \$481,000

#### **Summary of Funding for Strategic Items Above**

A total of \$583,950 is provided to meet the obligations of 1, 2, and 3, as outlined in the strategic initiatives presented by the department.

## Fire Marshal Division

Summary of Strategic Proposals Presented Requiring Additional Budgeted Funds

### Employ technology and communications solutions that provide efficiencies and improve services

1. Implement technology applications to automate inspection process to improve efficiency
2. Improve efficiency of plan submittal and review process
3. Improve permit payment processing

### Summary of Funding for Strategic Items Above

A total of \$8,000 is provided to meet the obligations of 1, 2, and 3, as outlined in the strategic initiatives presented by the department.

## Police Department

### Summary of Strategic Proposals Requiring Additional Budget Funds

#### Safety and Security Initiatives

1. Maintain “uncommitted time” at a level not less than 60% to allow officers time to focus on self-initiated activities such as crime prevention, traffic issues, Park Walk and Talk, and direct patrol to reduce property crime. - 1 new officer funded
2. Coordinate directed traffic enforcement and other methods of enforcement selecting custom-tailored tactics based on statistical data and conditions at each selected hotspot. May include traffic assignment to hotspot areas, radar trailer deployment, and others. Two officers from the patrol division will be assigned to the traffic unit to support this departmental initiative. - 1 motorcycle unit added

#### Summary of Funding for Strategic Items Above

A total of \$108,150 is provided to meet the obligations of 1 and 2 as outlined in the strategic initiatives presented by the department.

## Planning and Zoning Department

Summary of Strategic Proposals Presented Requiring Additional Budgeted Funds

### Balance & Maintain Residential/Non-Residential Land Uses

1. Amend the Comprehensive Plan to incorporate policies targeted at maintaining the current ratio of residential to non-residential assessed value

### Summary of Funding for Strategic Items Above

A total of \$10,000 consulting is provided to meet the obligations of 1 as outlined in the strategic initiatives presented by the department.

## **Building Inspection Department**

### Summary of Strategic Proposals Requiring Additional Budget Funds

#### Enhance Customer Satisfaction Experience

1. Improve Plan Review Process - \$6,050 in Planning budget
2. Offer a more convenient permit payment process - \$6,000

#### Summary of Funding for Strategic Items Above

A total of \$12,050 is provided to meet the obligations of 1, and 2, as outlined in the strategic initiatives presented by the department.

## Animal Control Department

### Summary of Strategic Proposals Requiring Additional Budgeted Funds

#### Public Safety Services

1. Increase pet vaccination by 20% by September 30, 2017

#### Service Delivery

2. Reduce number of pets dropped off at adoption center by 10% by September 30, 2017
3. Implement education and recreation based programs to educate residents to minimize negative wildlife interactions

#### Summary of Funding for Strategic Items Above

A total of \$25k is provided to meet the obligations of 1, 2, and 3, as outlined in the strategic initiatives presented by the department.



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Cheryl Dunlop - Director, Administrative Services  
**Cc:** Mary Smith, Asst. City Manager  
**DATE:** August 15, 2016  
**SUBJECT:** Annual Employee Compensation Survey

The City's adopted pay plan calls for an annual compensation survey to be conducted of our market cities (Allen, Burleson, Coppell, Grapevine, Lewisville, Richardson, Rowlett and Wylie), selected and designated by the City Council in 2012. The pay plan also calls for our pay ranges to keep within 5% of the maximum average of our *benchmark job positions*. The *benchmarking of jobs* refers to our ability to match specific jobs to comparable jobs in our labor market. A *benchmark job* is one that has a standard and consistent set of responsibilities from one organization to another and for which data is available in valid and reliable salary surveys.

Human Resources conducted a survey of our designated market cities comparing the average of the maximum salary of those positions to our maximum pay for the same positions. In addition, each position was evaluated in terms of its placement within the organization. As an example, the City's non-sworn pay plan consists of a total of 32 *pay grades*; each *grade* includes a group of jobs that are classified together utilizing factors common to those jobs in the organization ensuring internal equity: *Grade 8 includes lead custodian, maintenance workers in parks, streets, water, and wastewater; Grade 11 includes customer service representatives, records clerks, administrative secretary-HR, administrative secretary/tech-Fire, and meter technicians.*

After several years of very slow growth in salaries, many of our market cities are now making significant adjustments to their pay plans. In the last couple of years, we've seen substantial increases primarily in *public safety* positions. Accordingly, in last year's budget, we adjusted the *police* and *fire* salaries within the adopted 5% range, and made a very limited number of adjustments to non-sworn positions which included *communication specialist* (dispatchers), *customer service representatives*, *building inspectors* and *construction inspectors*.

As a result of this year's survey, we found that our market has made additional adjustments to non-sworn positions which were effective October 1, 2015 (or subsequent dates within their fiscal year). These market adjustments and increases have caused many of our non-sworn positions to fall well under the 5% range of the maximum average of their position. The majority of the positions affected are positions at the entry-level, non-skilled and skilled/technical, and para-professional positions that have not been adjusted in some time. Within the 32 pay grades of the City's non-sworn pay plan, there are approximately 86 job positions. Thirty-eight (38) of these job positions require adjustments to bring them within the adopted ranges and to maintain the appropriate internal equity.

Market adjustments based on the survey data for police and fire include a .52% increase for *police officers*, 3.9% increase for *sergeants*, 3.5% increase for *lieutenantents*, .48% increase for *fire-drivers* and 3.95% increase for *captains*. An average 4% increase in salaries for *assistant city managers* and *director level positions* are necessary to keep these positions competitive with the market.

The following market cities have indicated proposed increases in their FY '16-'17 budgets: Coppell - 7% market increase in *police/fire* and 4% increase in *general employees* pay plans; Grapevine – 4% increase (2% to min-2% max) to *general employees* and *public safety* pay plans; Lewisville – 2% market increases for *professional/administrative* and 3% for *trades* pay plans; Rowlett – expecting *across the board* changes and expansions to pay plan with 25% receiving salary adjustments.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	31,022,838	31,589,800	32,628,200	34,019,150
Total Operating Expenditures	26,358,333	28,810,600	28,346,200	31,283,550
Capital Reserve Expenditures	900,921	1,203,000	2,029,750	2,091,150
Excess Revenues Over (Under) Expenditures	3,763,584	1,576,200	2,252,250	644,450
Net Other Financing Sources (Uses)	(2,591,500)	(2,816,500)	(3,080,100)	(2,833,500)
Net Gain (Loss)	1,172,084	(1,240,300)	(827,850)	(2,189,050)
Fund Balance - Beginning	10,305,644	10,033,294	11,477,728	10,649,878
Fund Balance - Ending	11,477,728	8,792,994	10,649,878	8,460,828

## SUMMARY OF REVENUES

**Fund**  
01 General

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4100	Current Taxes	8,692,937	9,588,000	9,710,000	10,689,500
4105	Delinquent Taxes	90,779	60,000	60,000	60,000
4110	Penalty & Interest	39,378	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>8,823,094</b>	<b>9,708,000</b>	<b>9,830,000</b>	<b>10,809,500</b>
4150	Sales Taxes	14,302,831	14,941,000	15,481,000	15,791,200
4155	Beverage Taxes	242,541	210,000	234,000	245,000
<b>Total Sales Taxes</b>		<b>14,545,372</b>	<b>15,151,000</b>	<b>15,715,000</b>	<b>16,036,200</b>
4201	Electrical Franchise	2,191,743	1,725,000	1,775,000	1,795,000
4203	Telephone Franchise	174,095	150,000	150,000	150,000
4205	Gas Franchise	538,099	440,000	437,000	450,000
4207	Cable TV Franchise	805,110	600,000	675,000	775,000
4209	Garbage Franchise	218,454	218,000	225,000	235,000
<b>Total Franchise</b>		<b>3,927,501</b>	<b>3,133,000</b>	<b>3,262,000</b>	<b>3,405,000</b>
4250	Park & Recreation Fees	29,558	35,000	35,000	35,000
4251	Municipal Pool Fees	16,060	17,000	28,000	22,000
4253	Center Rentals	47,499	38,000	39,500	39,500
4255	Harbor Rentals	1,760	10,000	10,000	10,000
4260	Tax Certificate Fees	1,232	250	250	250
4270	Code Enforcement Fees	20,220	5,000	45,000	5,000
4280	Zoning Request Fees	49,106	35,000	40,000	35,000
4283	Construction Inspection	264,468	280,000	400,000	300,000
4295	Fire - Plans	15,115	20,000	13,000	15,000
<b>Total Fees</b>		<b>445,017</b>	<b>440,250</b>	<b>610,750</b>	<b>461,750</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
4300	Building Permits	984,598	775,000	815,000	800,000
4302	Fence Permits	19,230	20,000	24,000	20,000
4304	Electrical Permits	25,500	30,000	26,000	30,000
4306	Plumbing Permits	42,732	38,000	43,000	40,000
4308	Mechanical Permits	43,207	39,000	45,000	39,000
4310	Daycare Center Permits	2,515	2,000	3,000	3,000
4312	Health Permits	83,645	88,000	88,000	89,550
4314	Sign Permits	20,550	26,000	17,000	26,000
4288	Beverage Permits	6,480	10,000	10,000	10,000
4320	Miscellaneous Permits	47,543	41,000	51,000	45,000
Total Permits		1,276,000	1,069,000	1,122,000	1,102,550
4400	Court Fines	514,590	500,000	500,000	500,000
4402	Court Fees	147,408	165,000	165,000	165,000
4404	Warrant Fees	88,164	90,000	90,000	90,000
4406	Court Deferral Fees	308,552	285,000	285,000	285,000
4408	Animal Registration Fees	6,116	7,000	7,000	7,000
4414	Alarm Fees and Fines	53,601	45,000	45,000	45,000
Total Municipal Court		1,118,431	1,092,000	1,092,000	1,092,000
4001	Interest Earnings	44,697	25,000	35,500	35,500
4007	Sale of Supplies	888	500	900	500
4010	Auction/Scrap Proceeds	42,508	40,000	40,000	40,000
4019	Miscellaneous	26,623	20,000	28,000	20,000
4480	Tower Leases	45,760	70,000	51,000	51,000
4680	Developer Contributions	-	77,000	77,000	79,000
Total Miscellaneous		160,476	232,500	232,400	226,000
4500	Grant Proceeds	76,841	66,000	66,000	86,000
4510	School Patrol	328,436	346,850	346,850	405,000
4520	County Contracts	1,680	1,000	1,000	1,000
4530	City Contracts	319,990	350,200	350,200	394,150
Total Intergovernmental		726,947	764,050	764,050	886,150
Total Revenues		31,022,838	31,589,800	32,628,200	34,019,150

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	-	-	-	-
From Recreational Development	60,000	60,000	-	-
From Court Security/Tech Fees	30,500	30,500	30,500	25,000
From Recycling Fund	-	-	-	33,000
From Seized Funds	-	-	-	208,500
From Siren Fund	-	-	-	25,000
<b>Total Other Financing Sources</b>	<b>90,500</b>	<b>90,500</b>	<b>30,500</b>	<b>291,500</b>
Other Financing Uses				
Operating Transfers Out:				
To Rec. Dev. Fund	-	-	168,600	-
To Radio Fund	160,000	160,000	160,000	640,000
To Airport Fund	15,000	15,000	15,000	30,000
To Employee Benefit Fund (Ins.)	2,300,000	2,500,000	2,500,000	2,500,000
To Workers Compensation Fund	50,000	75,000	110,000	150,000
To Vehicle Replacement Fund	-	-	-	100,000
To Tech. Replacement Fund	157,000	157,000	157,000	175,000
<b>Total Other Financing Uses</b>	<b>2,682,000</b>	<b>2,907,000</b>	<b>3,110,600</b>	<b>3,595,000</b>
Less Capital Reserve	-	-	-	470,000
<b>Net Other Financing Sources (Uses)</b>	<b>(2,591,500)</b>	<b>(2,816,500)</b>	<b>(3,080,100)</b>	<b>(2,833,500)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
10	01	Mayor/Council	116,569	117,450	118,950	124,450
10	05	Administration	1,729,290	1,811,150	1,811,150	1,883,350
10	06	Administrative Services	546,866	555,100	480,100	563,150
10	09	Internal Operations	1,726,056	1,829,650	1,814,650	2,103,000
15	11	Finance	623,300	734,700	655,700	745,100
15	15	Municipal Court	396,406	437,600	418,600	468,400
20	25	Fire Operations	2,738,689	3,355,300	3,322,300	3,371,800
20	29	Fire Marshal	506,482	443,750	442,650	519,200
30	31	Police Administration	1,143,087	996,700	995,700	1,440,650
30	32	Communications	1,079,794	1,196,150	1,151,150	1,215,550
30	33	Patrol	5,119,082	5,598,750	5,597,900	6,138,700
30	34	CID	1,152,703	1,167,450	1,278,450	1,281,450
30	35	Community Services	781,682	950,600	970,600	940,900
30	36	Warrants	189,636	231,250	233,500	237,050
30	37	Records	305,097	426,550	444,550	455,150
40	41	Planning	636,101	606,750	584,850	733,150
40	42	Neighborhood Improv.	410,194	517,850	518,050	532,950
40	43	Building Inspections	678,365	727,650	735,650	749,600
45	45	Parks	2,059,737	2,000,050	2,036,900	2,540,800
45	46	Harbor O&M	398,557	395,650	434,150	499,900
45	47	Recreation	785,010	831,850	859,850	914,200
45	48	Animal Services	610,914	632,650	633,900	712,550
50	53	Engineering	1,067,620	1,122,350	1,130,350	1,138,450
50	59	Streets	2,458,017	3,326,650	3,706,300	3,595,200
			27,259,254	30,013,600	30,375,950	32,904,700
Less Capital Reserve			900,921	1,203,000	2,029,750	1,621,150
<b>Total Operating Expenditures</b>			<b>26,358,333</b>	<b>28,810,600</b>	<b>28,346,200</b>	<b>31,283,550</b>

## DIVISION SUMMARY

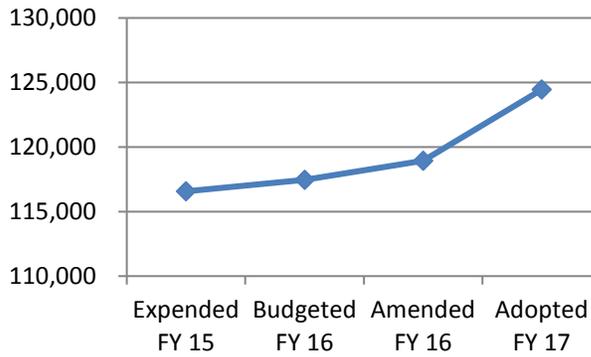
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

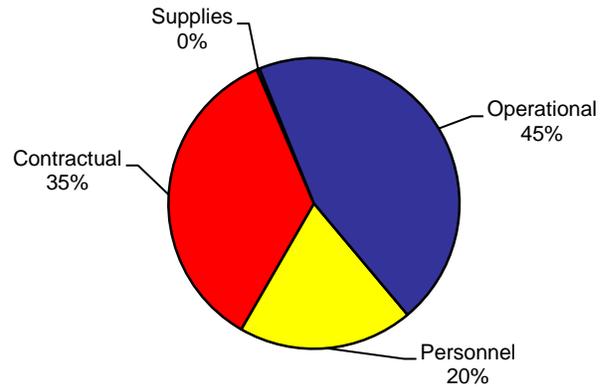
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	-	24,200	24,200	24,200
Contractual	35,840	38,350	48,850	43,850
Supplies	402	400	400	400
Operational	80,327	54,500	45,500	56,000
<b>Total</b>	<b>116,569</b>	<b>117,450</b>	<b>118,950</b>	<b>124,450</b>

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	-	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	-	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	-	24,200	24,200	24,200
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIAL	32,782	35,000	45,500	40,500
231 SERVICE MAINTENANCE CONTRACTS	3,058	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	35,840	38,350	48,850	43,850
<i>SUPPLIES</i>				
310 PRINTING & BINDING	402	300	300	300
347 GENERAL MAINTENANCE SUPPLIES	-	100	100	100
<i>SUPPLIES Totals</i>	402	400	400	400
<i>OPERATIONS</i>				
401 COUNCIL COMPENSATION	22,500	-	-	-
402 YOUTH ADVISORY COUNCIL	2,496	3,000	3,000	3,000
404 ELECTION EXPENSES	8,611	9,000	-	10,500
410 DUES & SUBSCRIPTIONS	12,314	12,500	12,500	12,500
420 AWARDS	10,531	10,000	10,000	10,000
428 MEETING EXPENSES	2,658	3,000	3,000	3,000
430 TUITION & TRAINING	3,170	3,000	3,000	3,000
436 TRAVEL	18,046	14,000	14,000	14,000
<i>OPERATIONS Totals</i>	80,327	54,500	45,500	56,000
<b>MAYOR/COUNCIL Totals</b>	<b>116,569</b>	<b>117,450</b>	<b>118,950</b>	<b>124,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

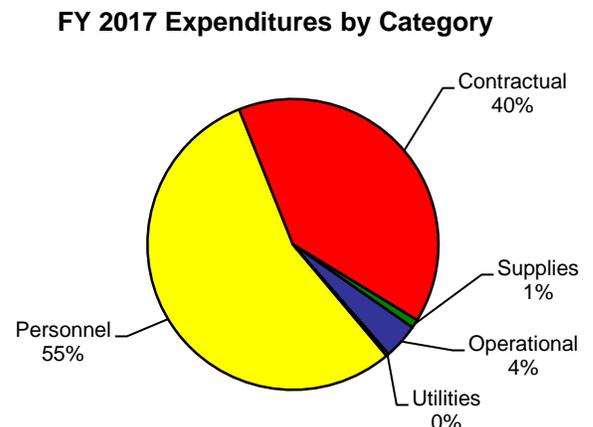
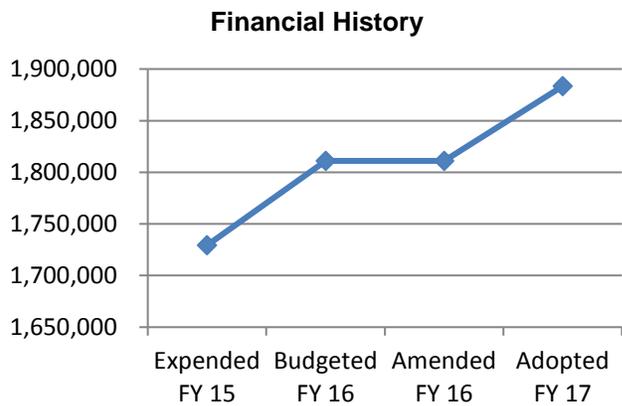
### Expenditure Summary

	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Personnel	929,756	966,350	966,350	1,037,200
Contractual	717,866	761,400	761,400	748,800
Supplies	19,937	18,050	18,050	18,000
Operational	57,202	59,750	59,750	73,750
Utilities	4,529	5,600	5,600	5,600
<b>Total</b>	<b>1,729,290</b>	<b>1,811,150</b>	<b>1,811,150</b>	<b>1,883,350</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 16 Approved</u>	<u>FY 17 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	14	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	500,889	528,150	528,150	551,350
104 SALARIES & WAGES-CLERICAL	239,859	241,400	241,400	264,900
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,280	5,750	5,750	6,150
120 FICA & MEDICARE EXPENSE	47,414	50,050	50,050	52,150
122 T.M.R.S. RETIREMENT EXPENSE	135,714	140,100	140,100	161,750
<i>PERSONNEL SERVICES Totals</i>	929,756	966,350	966,350	1,037,200
<i>CONTRACTUAL</i>				
207 APPRAISAL & COLLECTION	224,127	243,500	243,500	250,000
208 EMERGENCY SERVICES CORP	207,726	184,250	184,250	170,150
211 LEGAL	137,077	140,000	140,000	140,000
213 CONSULTING FEES	46,605	42,700	42,700	42,700
231 SERVICEMAINTENANCE CONTRACTS	22,784	23,500	23,500	23,500
233 ADVERTISING	7,943	6,000	6,000	6,000
236 COMMUNITY SERVICES	31,207	86,450	86,450	86,450
240 EQUIPMENT REPAIRS	95	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,761	5,000	5,000	5,000
243 BUILDING LEASE	31,000	25,500	25,500	20,500
254 RECORDING FEES	4,541	4,000	4,000	4,000
<i>CONTRACTUAL Totals</i>	717,866	761,400	761,400	748,800
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	2,143	3,050	3,050	3,000
310 PRINTING & BINDING	17,600	14,500	14,500	14,500
347 GENERAL MAINTENANCE SUPPLIES	194	500	500	500
<i>SUPPLIES Totals</i>	19,937	18,050	18,050	18,000
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	21,027	20,000	20,000	20,000
422 EMPLOYEE ACTIVITIES	-	-	-	14,000
428 MEETING EXPENSES	10,709	9,500	9,500	9,500
430 TUITION & TRAINING	6,368	8,450	8,450	8,450
436 TRAVEL	19,097	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	57,202	59,750	59,750	73,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,529	5,600	5,600	5,600
<i>UTILITIES Totals</i>	4,529	5,600	5,600	5,600
<b>ADMINISTRATION Totals</b>	<b>1,729,290</b>	<b>1,811,150</b>	<b>1,811,150</b>	<b>1,883,350</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

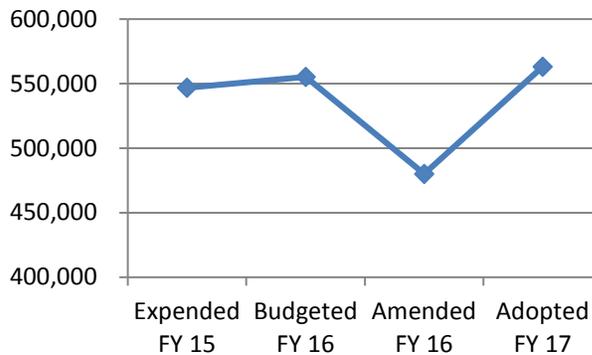
	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Personnel	492,611	490,700	415,700	502,600
Contractual	437	6,000	6,000	7,050
Supplies	1,762	2,500	2,500	2,500
Operational	49,730	53,100	53,100	48,200
Utilities	2,326	2,800	2,800	2,800
<b>Total</b>	<b>546,866</b>	<b>555,100</b>	<b>480,100</b>	<b>563,150</b>

### Personnel Schedule

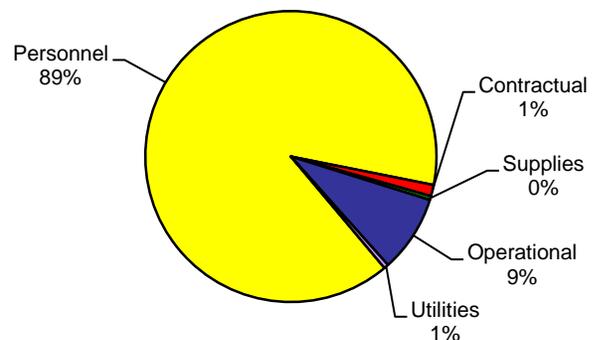
<u>Position</u>	<u>Classification</u>	<u>FY 16 Approved</u>	<u>FY 17 Approved</u>
Administrative Services Director	-	1	1
HR Supervisor	22	1	1
HR Analyst	18	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Administrative Services

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	135,762	140,650	140,650	146,300
104 SALARIES & WAGES-CLERICAL	211,516	238,950	178,950	242,950
112 INCENTIVE PAY	13,176	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
114 LONGEVITY PAY	3,808	3,700	3,700	4,200
120 FICA & MEDICARE EXPENSE	25,845	28,300	23,300	28,650
122 T.M.R.S. RETIREMENT EXPENSE	58,506	62,300	52,300	63,700
128 UNEMPLOYMENT INS.	42,498	5,000	5,000	5,000

*PERSONNEL SERVICES Totals*      492,611      490,700      415,700      502,600

*CONTRACTUAL*

213 CONSULTING FEES	-	2,000	2,000	-
231 SERVICEMAINTENANCE CONTRACTS	437	4,000	4,000	7,050

*CONTRACTUAL Totals*      437      6,000      6,000      7,050

*SUPPLIES*

301 OFFICE SUPPLIES	966	1,000	1,000	1,000
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<b>Notes:</b>	HR-Sliding Cubical Doors
Sliding Cubical Doors (similar to CID) to assist in added privacy and confidentiality of employee information. HR Staff does not always have access to the conference rooms on the 3rd floor; they do not always have the ability to anticipate what conversation they will be engaged in on the phone or as employees come to their cubical; and employees have expressed concern that they don't have privacy when they come to speak to an HR staff member. They have expressed concerns on a number of occasions and asked for a remedy.	
<b>CITY MANAGER'S COMMENTS:</b> Disapproved	

310 PRINTING & BINDING	797	1,000	1,000	1,000
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500

*SUPPLIES Totals*      1,762      2,500      2,500      2,500

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,903	2,600	2,600	2,600
420 AWARDS	6,375	7,000	7,000	7,500
422 EMPLOYEE ACTIVITIES	10,039	14,000	14,000	1,000
430 TUITION & TRAINING	4,298	3,500	3,500	3,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Administrative Services

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved																				
432 EDUCATION REIMBURSEMENT	3,650	3,800	3,800	11,400																				
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">Tuition Reimbursement Program</td> </tr> <tr> <td colspan="5">This budget item was reduced dramatically in 2008 during the recession. There are currently 4 employees that have been on the waiting list since the 2011-2013 timeframe.</td> </tr> <tr> <td colspan="5">Employees selected into the program are able to be reimbursed for up to \$950 per course in tuition, fees and materials and 2 courses per semester. Our Tuition Reimbursement Program is currently the only succession planning tool we have.</td> </tr> <tr> <td colspan="5">CITY MANAGER'S COMMENTS: Increase to allow another participant is approved</td> </tr> </table>					<b>Notes:</b>	Tuition Reimbursement Program				This budget item was reduced dramatically in 2008 during the recession. There are currently 4 employees that have been on the waiting list since the 2011-2013 timeframe.					Employees selected into the program are able to be reimbursed for up to \$950 per course in tuition, fees and materials and 2 courses per semester. Our Tuition Reimbursement Program is currently the only succession planning tool we have.					CITY MANAGER'S COMMENTS: Increase to allow another participant is approved				
<b>Notes:</b>	Tuition Reimbursement Program																							
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CITY MANAGER'S COMMENTS: Increase to allow another participant is approved																								
435 EMPLOYEE DEVELOPMENT	14,401	14,200	14,200	14,200																				
436 TRAVEL	9,065	8,000	8,000	8,000																				
<i>OPERATIONS Totals</i>	49,730	53,100	53,100	48,200																				
<i>UTILITIES</i>																								
507 CELLULAR TELEPHONE	2,326	2,800	2,800	2,800																				
<i>UTILITIES Totals</i>	2,326	2,800	2,800	2,800																				
<b>ADMINISTRATIVE SERVICES Totals</b>	<b>546,866</b>	<b>555,100</b>	<b>480,100</b>	<b>563,150</b>																				

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	09 Internal Operations

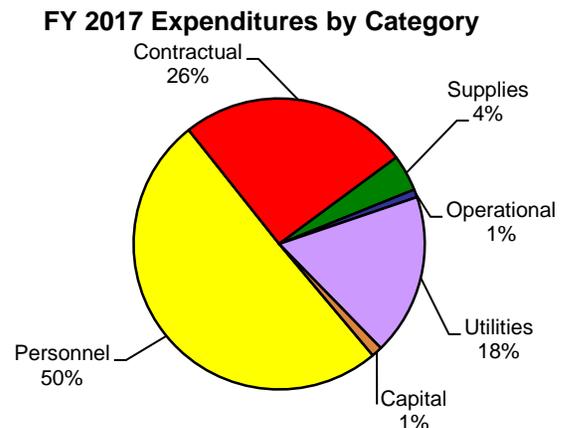
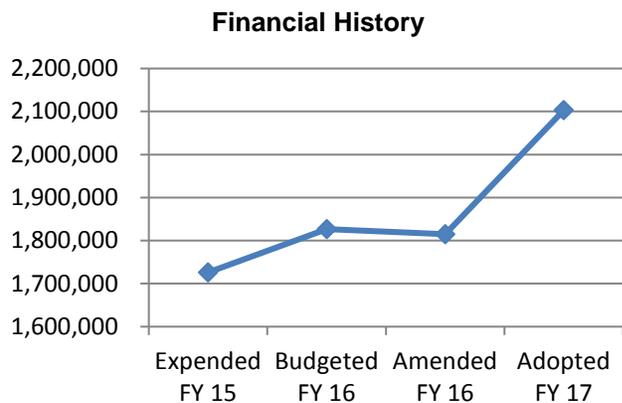
### Expenditure Summary

	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Personnel	891,357	991,400	914,100	1,060,500
Contractual	340,639	393,400	435,400	537,300
Supplies	75,076	87,400	90,400	84,900
Operational	3,026	7,000	7,000	18,500
Utilities	391,542	343,400	363,400	376,800
Capital	24,415	4,350	4,350	25,000
<b>Total</b>	<b>1,726,056</b>	<b>1,826,950</b>	<b>1,814,650</b>	<b>2,103,000</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	FY 16 <u>Approved</u>	FY 17 <u>Approved</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	25	1	1
Network Administrator	25	1	1
PIO/Marketing Manager	22	-	1
Network Technician	19	1	1
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	1	2
Custodian	7	5	4

### Activity Trends



<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 09 Internal Operations
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	185,004	201,300	201,300	216,100
104 SALARIES & WAGES-CLERICAL	196,825	257,600	192,600	274,050
107 SALARIES & WAGES-LABOR	320,008	326,300	326,300	349,900
109 SALARIES & WAGES-OVERTIME	4,234	7,500	7,500	6,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	11,040	11,450	11,450	12,350
120 FICA & MEDICARE EXPENSE	53,981	60,200	55,200	64,100
122 T.M.R.S. RETIREMENT EXPENSE	119,666	129,150	119,150	137,400
<i>PERSONNEL SERVICES Totals</i>	891,357	991,400	914,100	1,060,500

*CONTRACTUAL*

217 IT SERVICE	74,451	127,500	167,500	189,500
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<b>Notes:</b>	IT Service
<p>STRATEGIC - Information Technology Plan Update</p> <p>This request is to engage Datamax to conduct an investigation into technology initiatives that should be considered for implementation within the City. The previous Technology Plan was completed in 2007. The plan will involve all departments of the City. The findings of the study will be provided in the form of an Implementation Roadmap and projected technology initiatives to be considered for approximately the next three years. The roadmap will identify the suggested chronology of those recommendations. The study would specifically focus on the overall network, hardware and software needs, network security, redundancy, and disaster recovery.</p> <p>Budget Request - \$9,485.</p>	
<p>STRATEGIC - Swagit – Live Streaming of City Council and Board Meetings</p> <p>Swagit’s EASE™ streaming video solution allows the City to stream its public content live and on-demand through the City’s website. Its compatibility makes getting to the content even easier and more convenient as viewers are able to access all of the video content via their computer, smart phone or tablet. Archived meetings are indexed and broken up into clips per each agenda item for a greater end-user experience. Swagit’s broadcast solution is comprised of four cameras and pro-video switching equipment that allows Swagit engineers to control the cameras remotely. This solution allows for the City to be able to outsource all of the production and video streaming/indexing to Swagit Productions, LLC for a completely end-to-end, hands-free solution. The Swagit network stretches across North America guaranteeing that the City and its constituents are always connected.</p> <p>One-time upfront cost for hardware and installation: \$54,046                      Recurring annual costs for 50 meeting / year and 120 hours                      Of additional programming: \$17,700                      Total investment and budget request: \$71,746</p> <p>Total IT Service Request: \$228,126</p>	
<p>CITY MANAGER'S COMMENTS: Cloud</p>	

Approved

<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 09 Internal Operations
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
231 SERVICEMAINTEANCE CONTRACTS	146,750	141,800	141,800	141,800
237 UNIFORM SERVICE	2,060	2,800	4,800	4,100
240 EQUIPMENT REPAIRS	8,214	8,000	8,000	8,000
242 EQUIPMENT RENTAL & LEASE	500	500	500	500
244 BUILDING REPAIRS	90,727	95,800	95,800	176,400

**Notes:** Increase in Building Maintenance

The City provides the Internal Operations Department a budget of \$50,000 to maintain more than 127,000 square feet of city owned facilities. The requested increase in this line item is to address specific needs identified above the normal repair and maintenance throughout the fiscal year. The additional funds are for the following:

Resurface the walkways at City Hall – the bridges at City Hall were surfaced with a non-slip surface when the building opened in May 2002. Over this period of time, the weather has worn the surface down and needs to be replaced.  
Budget Request: \$10,860.

Security Lighting at the PD - replace parking lot pole lights and wall pack lights \$7,470.

New round and rectangle tables, storage carts and chairs for Harry Myers Community Center. Also new card tables for The Center. \$14,552

Counter top and cabinet replacement – Over time, the laminate counter tops and cabinets have become worn due to normal use at FS 1 and The Center.  
The Center (kitchen and restrooms countertops) \$15,452.  
Fire Station #1 (kitchen cabinets and countertops) \$7,051.  
Reface Development Services and UB counters \$3,200.  
Budget Request: 25,703.

New Chairs for Development Services and Finance Conference Rooms \$10,000  
These chairs are 14 years old, the fabric is worn and some are torn. Arms are loose, chairs lean, and some will not rise up or down. 20 chairs at \$500 each

Reconfiguration of cubicles for Planning and Engineering \$4,800

**CITY MANAGER'S COMMENTS:** Walkway resurfacing, Security lighting and tables and chairs for Community Center are approved. Counter tops, Cube Configurations and Conference Chairs are Disapproved.

**Notes:** STRATEGIC - Roof Restoration

Fire Station 3 Roof Restoration - \$54,000  
Fire Station 4 Roof Restoration - \$54,000  
Police Department – Roof Replacement - \$212,500  
Service Center – Roof Restoration - \$93,500  
Total: \$414,000

Written evaluations and budget estimates are available.

**CITY MANAGER'S COMMENTS:** Service Center roof replacement is Approved from General Fund Reserves, other buildings will be evaluated for funding in future budgets.

<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 09 Internal Operations
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<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
246 VEHICLE REPAIRS	5,659	5,000	7,000	5,000
272 JANITORIAL SERVICES	12,277	12,000	10,000	12,000
<i>CONTRACTUAL Totals</i>	340,639	393,400	435,400	537,300

*SUPPLIES*

301 OFFICE SUPPLIES	462	400	400	400
303 COMPUTER SUPPLIES	17,060	20,000	25,000	20,000
323 SMALL TOOLS	1,823	1,500	1,500	1,500
331 FUEL & LUBRICANTS	12,194	12,500	10,500	11,000
345 CLEANING SUPPLIES	19,319	23,000	23,000	22,000
347 GENERAL MAINTENANCE SUPPLIES	24,218	30,000	30,000	30,000
<i>SUPPLIES Totals</i>	75,076	87,400	90,400	84,900

*OPERATIONS*

415 RECRUITING EXPENSES	65	-	-	-
430 TUITION & TRAINING	570	4,000	4,000	4,000
436 TRAVEL	2,391	3,000	3,000	14,500

**Notes:** Radio System Training Trips  
 The City's radio system administrator will need to travel multiple times to Harris' corporate training facility in Virginia for training. The County is paying for the training but we will need to cover travel.  
**CITY MANAGER'S COMMENTS:** Approved

<i>OPERATIONS Totals</i>	3,026	7,000	7,000	18,500
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*UTILITIES*

501 ELECTRICITY	228,453	202,000	202,000	202,000
507 CELLULAR TELEPHONE	5,234	10,900	10,900	10,900
508 TELEPHONE SERVICE	93,791	85,000	85,000	94,400
510 NATURAL GAS SERVICE	17,216	17,500	17,500	17,500
513 WATER	46,848	28,000	48,000	52,000
<i>UTILITIES Totals</i>	391,542	343,400	363,400	376,800

*CAPITAL*

610 FURNITURE & FIXTURES	24,415	-	-	-
612 COMPUTER EQUIPMENT	-	1,800	1,800	-
617 RADIO EQUIPMENT	-	2,550	2,550	-

<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 09 Internal Operations
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
621 FIELD MACHINERY & EQUIPMENT	-	-	-	25,000

**Notes:** New Outdoor Emergency Siren

The City currently has 13 outdoor emergency warning sirens throughout the city. These sirens are intended to warn citizens that an imminent threat of severe weather is approaching and to take cover inside a building. The request is to address an area with inadequate coverage in the north section of the city. The preferred siren location is in the vicinity of the Park at Breezy Hill and has a 5500 foot radius. A Map showing the coverage area of the entire system is available. \$25,000

**CITY MANAGER'S COMMENTS:** Approved with funding from Developer Contributions for sirens.

<i>CAPITAL Totals</i>	24,415	4,350	4,350	25,000
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<b>INTERNAL OPERATIONS Totals</b>	<b>1,726,056</b>	<b>1,826,950</b>	<b>1,814,650</b>	<b>2,103,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

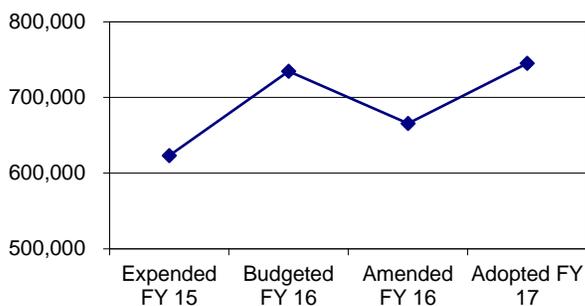
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	312,136	403,850	330,850	408,450
Contractual	246,748	245,100	249,100	256,150
Supplies	56,869	76,750	76,750	70,250
Operational	7,547	9,000	9,000	9,000
Utilities	-	-	-	1,250
<b>Total</b>	<b>623,300</b>	<b>734,700</b>	<b>665,700</b>	<b>745,100</b>

### Personnel Schedule

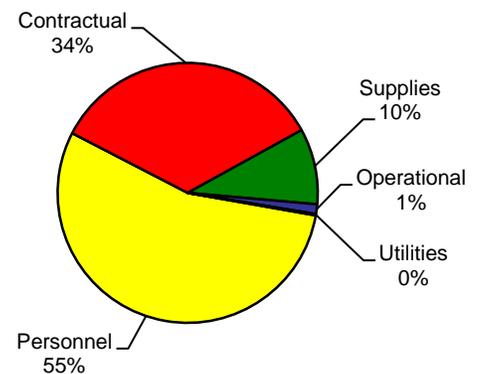
<u>Position</u>	<u>Classification</u>	<u>FY 16 Approved</u>	<u>FY 17 Approved</u>
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	18	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1	1.5

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	239,718	320,750	260,750	323,950
109 SALARIES & WAGES-OVERTIME	299	300	300	300
113 EDUCATION/CERTIFICATE PAY	138	-	-	-
114 LONGEVITY PAY	3,775	4,050	4,050	4,450
120 FICA & MEDICARE EXPENSE	27,524	25,050	22,050	25,400
122 T.M.R.S. RETIREMENT EXPENSE	40,682	53,700	43,700	54,350
<i>PERSONNEL SERVICES Totals</i>	312,136	403,850	330,850	408,450
<i>CONTRACTUAL</i>				
210 AUDITING	28,000	31,000	31,000	31,000
223 INSURANCE-SURETY BONDS	500	400	400	400
225 INSURANCE-AUTOMOBILES	38,152	35,000	40,000	41,000
227 INSURANCE-REAL PROPERTY	35,278	45,000	37,000	38,800
228 INSURANCE-CLAIMS & DEDUCTIBLES	52,324	30,000	30,000	30,000
229 INSURANCE-LIABILITY	33,276	35,000	42,000	43,050
231 SERVICE MAINTENANCE CONTRACTS	57,260	65,000	65,000	68,200
233 ADVERTISING	460	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	1,497	2,700	2,700	2,700
<i>CONTRACTUAL Totals</i>	246,748	245,100	249,100	256,150
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,984	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	30,117	33,000	33,000	28,000
307 POSTAGE	22,668	39,000	39,000	37,500
310 PRINTING & BINDING	1,415	2,000	2,000	2,000
347 GENERAL MAINTENANCE SUPPLIES	685	750	750	750
<i>SUPPLIES Totals</i>	56,869	76,750	76,750	70,250
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,704	2,500	2,500	2,500
430 TUITION & TRAINING	1,896	2,500	2,500	2,500
436 TRAVEL	3,948	4,000	4,000	4,000
<i>OPERATIONS Totals</i>	7,547	9,000	9,000	9,000



## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

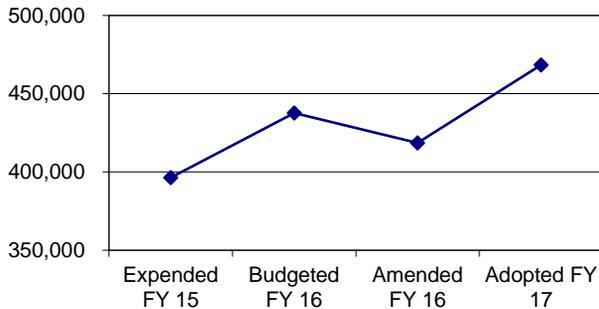
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	306,454	339,450	319,450	361,750
Contractual	80,382	83,900	87,900	93,900
Supplies	5,351	9,250	6,250	7,250
Operational	4,220	5,000	5,000	5,500
<b>Total</b>	<b>396,406</b>	<b>437,600</b>	<b>418,600</b>	<b>468,400</b>

### Personnel Schedule

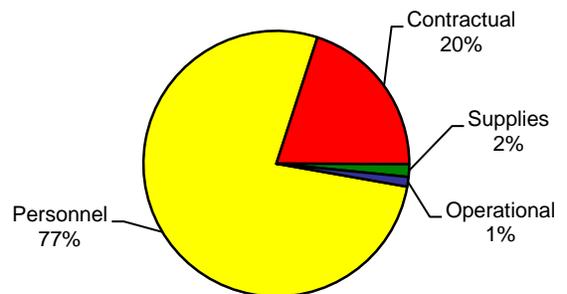
<u>Position</u>	<u>Classification</u>	FY 16 <u>Approved</u>	FY 17 <u>Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	14	4	4

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	77,852	79,850	79,850	79,850
104 SALARIES & WAGES-CLERICAL	166,089	186,750	166,750	204,700
109 SALARIES & WAGES-OVERTIME	1,074	3,000	3,000	3,000
113 EDUCATION/CERTIFICATE PAY	600	900	900	900
114 LONGEVITY PAY	4,485	4,800	4,800	5,100
120 FICA & MEDICARE EXPENSE	18,986	20,400	20,400	21,700
122 T.M.R.S. RETIREMENT EXPENSE	37,367	43,750	43,750	46,500
<i>PERSONNEL SERVICES Totals</i>	306,454	339,450	319,450	361,750
<i>CONTRACTUAL</i>				
211 LEGAL	75,370	78,000	82,000	88,000
231 SERVICE MAINTENANCE CONTRACTS	150	-	-	-
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,862	5,400	5,400	5,400
<i>CONTRACTUAL Totals</i>	80,382	83,900	87,900	93,900
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,343	1,500	1,500	1,500
310 PRINTING & BINDING	4,008	7,000	4,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	-	750	750	750
<i>SUPPLIES Totals</i>	5,351	9,250	6,250	7,250
<i>OPERATIONS</i>				
407 JURY EXPENSE	940	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	480	500	500	500
415 RECRUITING EXPENSES	23	-	-	-
430 TUITION & TRAINING	983	1,000	1,000	1,000
436 TRAVEL	1,795	2,000	2,000	2,500
<i>OPERATIONS Totals</i>	4,220	5,000	5,000	5,500
<b>MUNICIPAL COURT Totals</b>	<b>396,406</b>	<b>437,600</b>	<b>418,600</b>	<b>468,400</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

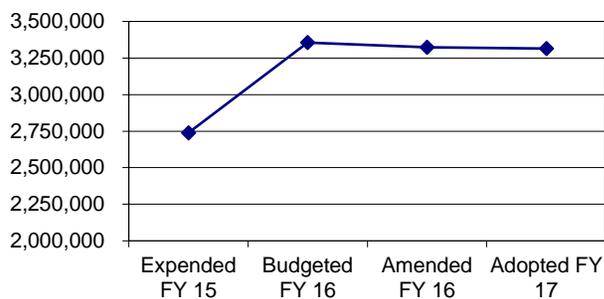
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	2,496,090	2,685,150	2,664,150	2,954,600
Contractual	155,575	204,850	208,850	220,000
Supplies	60,501	83,900	83,900	105,400
Operational	17,436	38,600	22,600	32,000
Utilities	2,201	2,800	2,800	2,800
Capital	6,886	340,000	340,000	-
<b>Total</b>	<b>2,738,689</b>	<b>3,355,300</b>	<b>3,322,300</b>	<b>3,314,800</b>

### Personnel Schedule

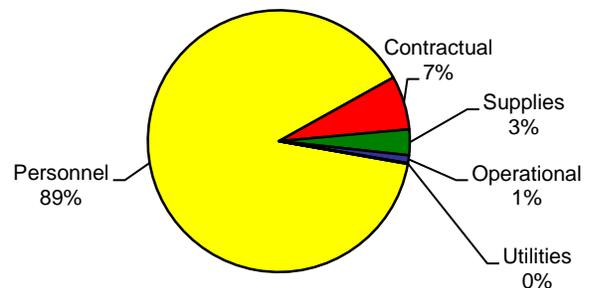
<u>Position</u>	<u>Classification</u>	<u>2016 Approved</u>	<u>2017 Approved</u>
Fire Chief	-	1	1
Assistant Fire Chief	31	-	1
Battalion Chief	F8	1	-
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	15	18
Administrative Assistant	15	1	1
Administrative Technician	11	1	-
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	148,375	152,500	152,500	152,500
104 SALARIES & WAGES-CLERICAL	89,904	90,500	90,500	54,050
107 SALARIES & WAGES-LABOR	1,390,136	1,638,950	1,563,950	1,782,700

<b>Notes:</b>	<b>3 New Driver Positions</b>
<p>By hiring these three drivers, we will be increasing the number of driver/firefighters available for structure fires, extraction calls, haz-mat calls major incidents, mass casualty calls, large scale disasters and increase safety on fire scenes. This program improves safety and effectiveness when responding to calls by having two people on the apparatus. This second person can assist the driver by watching for blind spots, acting as a spotter while apparatus is backing, operating radio, help with directions, looking for address and watching officer side of apparatus on crowded streets while responding to calls. This also provides someone to assist the driver in establishing a water supply line at the fire scene. It also improves safety at the station when working on and around the equipment.</p> <p>With the addition of these three positions we will have two driver/firefighters in each of the four stations. It will also aid in reducing the time period it takes to get proper manpower to the scene to begin mitigating the incident. With this increase of personnel it will allow us to achieve the “Two In / Two Out” Required Mandate as soon as three stations arrive. It will give us a total of three Captains and eighteen Drivers which work full time twenty-four shifts. We would be asking to increase our minimum staffing level from 7 to 8 per shift. We have been tracking how long it takes to get a 4 men crew, 8 men crew and full alarm assignment crew (12 men) to structure fires from 2009 to date. It is taking us an average of 6.73 minutes to achieve 4 men, 10.0 minutes to achieve 8 men and 13.22 minutes to achieve full alarm assignment (12 men) on structure fires. The national standard is 4 minutes to arrive with four (4) men and 8 minutes to arrive with full alarm assignment (12 men).</p> <p>In years 2009 through 2015 we fell short of our goal of having 24 firefighters on these type calls. We averaged 22.4 firefighters in 2015; therefore we fell short of meeting our target by 1.6 firefighters. Even though the total number of firefighters responding to major incidents is up, it is taking 25 to 35 minutes to achieve these numbers in most cases.</p> <p>Total cost for 3 positions:                  \$225,495 Salary and Benefits                  19,441 Overtime                  3,600 Certification and degree pay                  1,650 Uniforms and cleaning                  250 Recruiting                  3,000 Training                  14,070 Bunker gear, PASS device, gate openers                  \$269,756 Total</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved without change to minimum staffing at Station 3</p>	

<b>Notes:</b>	<b>Reclassify Battalion Chief</b>
<p>The Battalion Chief position needs to be reclassified as Assistant Chief of Fire Operations. With the duties and responsibilities as currently assigned to the Battalion Chief, which are compared to the job duties of the 8 cities we currently are using for salary comparison, his duties very closes mirrors those cities Assistant Chief's job description.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
109 SALARIES & WAGES-OVERTIME	212,346	200,000	240,000	297,000
113 EDUCATION/CERTIFICATE PAY	38,384	41,000	41,000	55,000
114 LONGEVITY PAY	35,933	39,600	39,600	43,200
115 VOLUNTEER-INCENTIVE PAY	75,907	85,000	85,000	99,500

<b>Notes:</b>	<b>Incentive Programs</b>
<p>\$ 5,000 Certification Incentive: This incentive program enhances and promotes recruitment and retention.</p> <p>\$ 85,000 Incentive (Per-Call): We are requesting this line item to be increased by 10,000. We are combining smaller incentives focused on the number of volunteers and using those dollars to focus on the volunteers who show up to calls.</p> <p>\$ 9,500 Everyone Get One Program Recruiting Incentive: This incentive provides enhancement to any Rockwall Fire Department member who recruits a new certified or non-certified volunteer into the department.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

120 FICA & MEDICARE EXPENSE	188,601	123,300	106,300	148,150
122 T.M.R.S. RETIREMENT EXPENSE	262,909	258,150	279,150	293,000
125 VOLUNTEER WATER DISCOUNT	3,070	4,150	4,150	-
126 VOLUNTEER PENSION	50,525	52,000	62,000	86,500

<b>Notes:</b>	<b>Volunteer Pensions</b>
<p>The volunteers have been covered under a State pension program for many years and most recently \$125 per month per volunteer has been contributed to the system. With recent changes in eligibility guidelines we will not be able to continue participation for any volunteer who also works part-time driver shifts. We will continue to allow those volunteers who do not work drive to be in the program.</p> <p>In order to mirror this benefit for those who work driver shifts we will begin contributing \$125 per month to each part-timer drivers deferred compensation account established for this purpose.</p> <p>The budget calculation is based on the current number of volunteers following our successful recruiting program.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<i>PERSONNEL SERVICES Totals</i>	2,496,090	2,685,150	2,664,150	2,954,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*CONTRACTUAL*

222 DISABILITY INSURANCE	32,942	35,000	42,000	49,000
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<b>Notes:</b>	Disability Insurance
<p>The city has an insurance policy through VFIS, which provides a death benefit, total disability benefit and partial disability benefit on the volunteer firemen. By providing this insurance, it allows us to retain good quality firefighters by ensuring them that they will be taken care of in the event of an accident. The premium cost for 2015-16 budget was \$41,000. Due to the increase in volunteer / part-time members (16 in 16) and our goal to add 10 new volunteer / part-time members in 2016-17 the premiums will increase to \$49,000.</p>	
<p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

231 SERVICE MAINTENANCE CONTRACTS	33,310	45,050	45,050	45,050
237 UNIFORM SERVICE	2,227	3,000	3,000	4,150
238 TRAINING REIMBURSEMENT	550	5,000	2,000	5,000
240 EQUIPMENT REPAIRS	13,585	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	5,080	5,300	5,300	5,300
246 VEHICLE REPAIRS	67,882	95,000	95,000	95,000

<i>CONTRACTUAL Totals</i>	155,575	204,850	208,850	220,000
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*SUPPLIES*

301 OFFICE SUPPLIES	1,046	1,500	1,500	1,500
310 PRINTING & BINDING	68	500	500	500
321 UNIFORMS	7,324	10,000	10,000	15,500
323 SMALL TOOLS	-	1,000	1,000	3,000
331 FUEL & LUBRICANTS	28,257	30,000	30,000	30,000
347 GENERAL MAINTENANCE SUPPLIES	8,009	9,900	9,900	9,900
378 FIRE PREVENTION SUPPLIES	272	1,000	1,000	1,000
379 FIRE FIGHTING SUPPLIES	15,525	30,000	30,000	44,000

<i>SUPPLIES Totals</i>	60,501	83,900	83,900	105,400
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	5,605	5,600	5,600	9,000
415 RECRUITING EXPENSES	3,391	4,000	4,000	4,000
430 TUITION & TRAINING	2,806	15,000	7,000	9,000
436 TRAVEL	5,633	14,000	6,000	10,000

<i>OPERATIONS Totals</i>	17,436	38,600	22,600	32,000
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*UTILITIES*

507 CELLULAR TELEPHONE	2,201	2,800	2,800	2,800
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<i>UTILITIES Totals</i>	2,201	2,800	2,800	2,800
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>CAPITAL</i>				
610 FURNITURE & FIXTURES	-	-	-	-
617 RADIO EQUIPMENT	6,886	-	-	-
621 FIELD MACHINERY & EQUIPMENT	-	340,000	340,000	-
	<u>-</u>	<u>340,000</u>	<u>340,000</u>	<u>-</u>
<i>CAPITAL Totals</i>	6,886	340,000	340,000	-
<b>FIRE OPERATIONS Totals</b>	<b>2,738,689</b>	<b>3,355,300</b>	<b>3,322,300</b>	<b>3,314,800</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

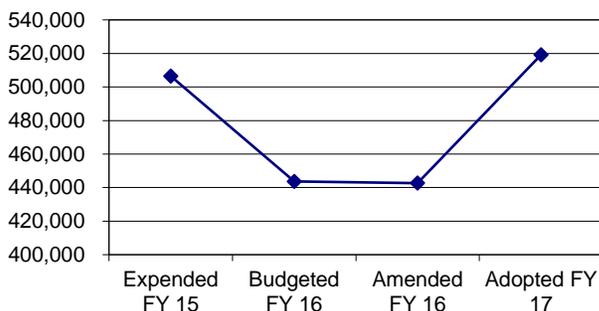
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	359,239	370,100	368,400	433,500
Contractual	6,741	10,800	13,000	17,200
Supplies	33,153	43,100	39,700	38,500
Operational	11,715	16,750	17,350	17,000
Utilities	3,362	3,000	4,200	5,000
Capital	92,273	-	-	8,000
<b>Total</b>	<b>506,482</b>	<b>443,750</b>	<b>442,650</b>	<b>519,200</b>

### Personnel Schedule

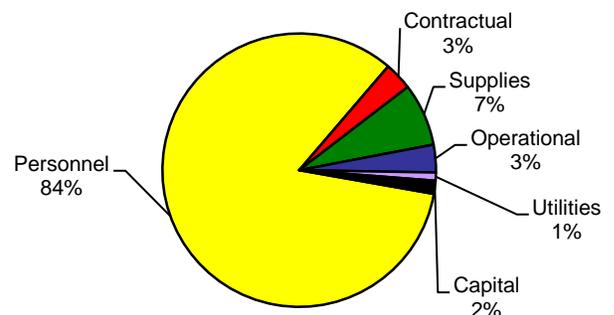
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Approved</u>
Fire Marshal	30	1	-
Senior Fire Inspector-Captain	F7	-	1
Fire Inspector/Investigator/Educator	F6	2	2
Fire Marshal's Office Coordinator	12	-	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	98,008	101,900	108,200	112,350
104 SALARIES & WAGES-CLERICAL	-	-	-	37,550
107 SALARIES & WAGES-LABOR	182,893	187,050	179,050	189,500
109 SALARIES & WAGES-OVERTIME	4,047	7,000	7,000	7,000
113 EDUCATION/CERTIFICATE PAY	3,161	2,800	2,800	3,600
114 LONGEVITY PAY	1,460	1,750	1,750	2,000
120 FICA & MEDICARE EXPENSE	21,645	22,100	22,100	25,950
122 T.M.R.S. RETIREMENT EXPENSE	48,025	47,500	47,500	55,550

*PERSONNEL SERVICES Totals*      359,239      370,100      368,400      433,500

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	1,790	2,800	2,800	3,500
237 UNIFORM SERVICE	2,166	2,000	2,700	3,500
240 EQUIPMENT REPAIRS	77	500	500	500
242 EQUIPMENT RENTAL & LEASE	-	-	1,500	4,200

<b>Notes:</b>	New copier
Copier/printer/scanner at station 3 due to the relocation of the Fire Marshal's Division	
CITY MANAGER'S COMMENTS: Approved	

246 VEHICLE REPAIRS	2,707	5,000	5,000	5,000
261 CRIME SCENE SERVICES	-	500	500	500

*CONTRACTUAL Totals*      6,741      10,800      13,000      17,200

*SUPPLIES*

301 OFFICE SUPPLIES	842	1,500	1,500	1,500
310 PRINTING & BINDING	624	2,000	2,000	2,000
321 UNIFORMS	3,529	6,400	6,400	4,000
331 FUEL & LUBRICANTS	9,261	9,500	7,300	7,300
347 GENERAL MAINTENANCE SUPPLIES	660	500	500	500
373 INVESTIGATION SUPPLIES	1,395	3,000	3,000	3,000
378 FIRE PREVENTION SUPPLIES	12,887	16,000	14,800	16,000
379 FIRE FIGHTING SUPPLIES	3,956	4,200	4,200	4,200

*SUPPLIES Totals*      33,153      43,100      39,700      38,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	3,026	2,750	2,750	3,000
415 RECRUITING EXPENSES	-	-	600	-
430 TUITION & TRAINING	2,948	5,000	5,000	5,000
436 TRAVEL	5,741	9,000	9,000	9,000
<i>OPERATIONS Totals</i>	11,715	16,750	17,350	17,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,362	3,000	4,200	5,000
<i>UTILITIES Totals</i>	3,362	3,000	4,200	5,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	8,000
623 VEHICLES	92,273	-	-	-
<i>CAPITAL Totals</i>	92,273	-	-	8,000
<b>FIRE MARSHAL Totals</b>	<b>506,482</b>	<b>443,750</b>	<b>442,650</b>	<b>519,200</b>

<b>Notes:</b>	New Tablets
4 Microsoft based tablets to accommodate the New World/Ageis Mobile inspection software to improve efficiency of fire inspections. Pricing is based on Surface Pro 3 \$8,000	
CITY MANAGER'S COMMENTS: Approved	

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

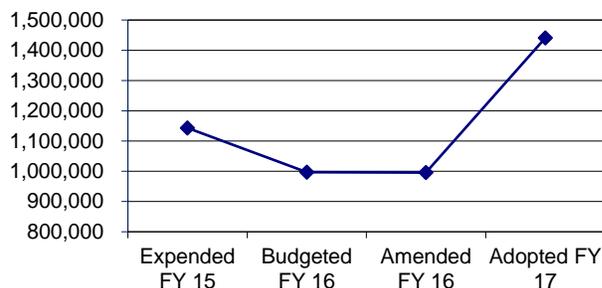
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	1,054,608	860,000	860,000	1,002,750
Contractual	49,442	96,050	95,050	101,050
Supplies	10,272	12,600	12,600	12,600
Operational	22,252	20,650	20,650	32,150
Utilities	6,512	7,400	7,400	8,600
Capital	-	-	-	283,500
<b>Total</b>	<b>1,143,087</b>	<b>996,700</b>	<b>995,700</b>	<b>1,440,650</b>

### Personnel Schedule

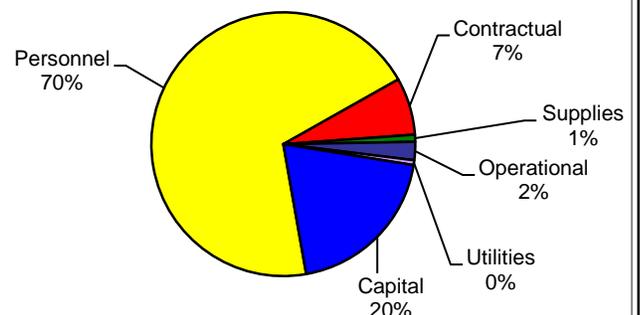
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Approved</u>
Police Chief	-	1	1
Assistant Police Chief	32	1	1
Captain	-	-	1
Lieutenant	-	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	31 Administration

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	196,538	146,150	146,150	152,500
104 SALARIES & WAGES-CLERICAL	54,237	54,000	54,000	54,000
107 SALARIES & WAGES-LABOR	538,999	497,500	497,500	582,150

Notes:	STRATEGIC - Captain Position
<p>A Support Services Captain position is requested to remove some administrative duties from the CID and Administrative Lieutenants. The position would allow mid-management more discretionary time to have a direct impact in two crucial areas of our Strategic Plan. First, the enhancement of safety and security through crime prevention and crime reduction and secondly, the building of public trust and transparency. The position will help us achieve these goals by allowing us to consolidate many of the administrative duties the current Lieutenants share into one position. This would provide them discretionary time to be in the field, mentor, and work more closely with staff on cases and day to day operations. The Captain would also be assigned additional duties to include; Crime Prevention through Environmental Design (CPTED), Grants, and manage Internal Affairs. This will benefit the department and the citizens of Rockwall by having an additional level of supervision and experience in the field to handle critical incidents as they arise.</p> <p>Our management level is very flat compared to other police departments our size. This position is vital to manage the growth of the department, especially since most of the growth has created more administrative duties.</p> <p>Position Cost for salary and benefits would be \$136,500.</p> <p>Uniforms \$1,000 Cell Phone 1,200</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved for April 1, 2017.</p>	

109 SALARIES & WAGES-OVERTIME	47,712	16,000	16,000	12,000
113 EDUCATION/CERTIFICATE PAY	6,599	5,250	5,250	5,250
114 LONGEVITY PAY	8,313	8,400	8,400	9,000
120 FICA & MEDICARE EXPENSE	60,452	42,200	42,200	58,850
122 T.M.R.S. RETIREMENT EXPENSE	141,759	90,500	90,500	129,000

<i>PERSONNEL SERVICES Totals</i>	1,054,608	860,000	860,000	1,002,750
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*CONTRACTUAL*

226 INSURANCE-LAW ENFORCEMENT	32,238	32,000	35,000	36,500
231 SERVICE MAINTENANCE CONTRACTS	-	40,550	40,550	40,550
237 UNIFORM SERVICE	1,200	1,500	1,500	2,000
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	1,970	3,000	3,000	3,000
263 COUNTY JAIL CONTRACT	13,677	18,000	13,000	18,000
265 MEDICAL SERVICE-PRISONER	357	500	1,500	500

<i>CONTRACTUAL Totals</i>	49,442	96,050	95,050	101,050
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>								
<i>SUPPLIES</i>												
301 OFFICE SUPPLIES	794	1,000	1,000	1,000								
310 PRINTING & BINDING	1,495	1,500	1,500	1,500								
321 UNIFORMS	1,536	1,600	1,600	1,600								
331 FUEL & LUBRICANTS	5,690	7,000	7,000	7,000								
347 GENERAL MAINTENANCE SUPPLIES	757	1,500	1,500	1,500								
<i>SUPPLIES Totals</i>	10,272	12,600	12,600	12,600								
<i>OPERATIONS</i>												
410 DUES & SUBSCRIPTIONS	4,680	4,400	4,400	4,400								
415 RECRUITING EXPENSES	2,700	-	-	-								
420 AWARDS	2,977	3,500	3,500	5,000								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td><b>Awards</b></td> </tr> <tr> <td colspan="2">An additional \$1,500 is requested to this line item, due to the increase meal cost, attendance and awards.</td> </tr> <tr> <td colspan="2">CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	<b>Awards</b>	An additional \$1,500 is requested to this line item, due to the increase meal cost, attendance and awards.		CITY MANAGER'S COMMENTS: Approved			
<b>Notes:</b>	<b>Awards</b>											
An additional \$1,500 is requested to this line item, due to the increase meal cost, attendance and awards.												
CITY MANAGER'S COMMENTS: Approved												
430 TUITION & TRAINING	2,657	4,000	4,000	11,000								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td><b>Tuition and Training</b></td> </tr> <tr> <td colspan="2">A \$7,000 increase is requested in an effort to continue to broaden our leadership training for Command Staff to include the FBI National Academy (FBINA) and Police Executive Research Forum (PERF), which are two of the most prestigious leadership programs offered throughout the country. Our goal is for each Command Staff member to attend one of these programs within the next five-years.</td> </tr> <tr> <td colspan="2">Additional travel dollars will be needed as well.</td> </tr> <tr> <td colspan="2">CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	<b>Tuition and Training</b>	A \$7,000 increase is requested in an effort to continue to broaden our leadership training for Command Staff to include the FBI National Academy (FBINA) and Police Executive Research Forum (PERF), which are two of the most prestigious leadership programs offered throughout the country. Our goal is for each Command Staff member to attend one of these programs within the next five-years.		Additional travel dollars will be needed as well.		CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	<b>Tuition and Training</b>											
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Additional travel dollars will be needed as well.												
CITY MANAGER'S COMMENTS: Approved												
436 TRAVEL	9,238	8,750	8,750	11,750								
<i>OPERATIONS Totals</i>	22,252	20,650	20,650	32,150								
<i>UTILITIES</i>												
507 CELLULAR TELEPHONE	6,512	7,400	7,400	8,600								
<i>UTILITIES Totals</i>	6,512	7,400	7,400	8,600								

Fund	Department	Division
01 General Fund	30 Police	31 Administration

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>CAPITAL</i>				
603 BUILDINGS	-	-	-	250,000

<b>Notes:</b>	Armoring of Police Building
<p>With the recent events unfolding in Dallas and Baton Rouge, it once again demonstrates the profound danger law enforcement faces and witnesses on a daily basis. Law enforcement officers along with non-sworn personnel are under attack. Just last year, Dallas Police Headquarters was attacked by a mentally ill assailant with a high powered rifle. McKinney Police Headquarters was also targeted by a man with an assault rifle, who shot up their police building. In order to protect the staff of the Rockwall Police Department, I am requesting \$250,000 to make our facility bullet resistant and install some type of concrete barrier to the front of our building.</p> <p>Understanding these recent challenges, we call on community leaders to work with the law enforcement community to address issues of mutual concern, identify solutions, modify rhetoric, and ensure safer communities for our citizens and police staff.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

610 FURNITURE & FIXTURES	-	-	-	6,000
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<b>Notes:</b>	New Office Furniture
<p>If the Captains position is funded, we will need to convert a storage room into an office and request \$6,000 for furniture and carpeting.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

623 VEHICLES	-	-	-	27,500
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<b>Notes:</b>	New Admin Vehicle
<p>Replace an existing administrative vehicle. The vehicle is approaching 100,000 miles and the vehicle evaluation indicates that the existing mechanical problems outweigh the value of the vehicle. Cost is \$27,500.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

<i>CAPITAL Totals</i>	-	-	-	283,500
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,143,087</b>	<b>996,700</b>	<b>995,700</b>	<b>1,440,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

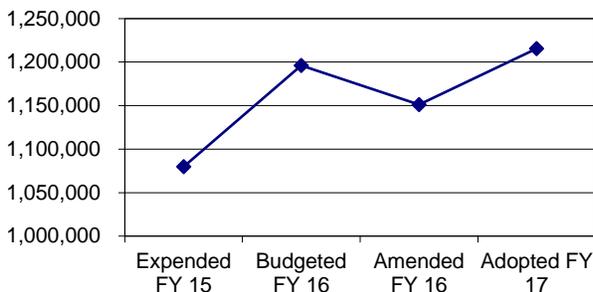
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	891,393	987,850	942,850	1,009,850
Contractual	176,638	180,800	180,800	184,500
Supplies	4,980	5,950	5,950	5,950
Operational	5,353	11,550	11,550	11,550
Utilities	1,430	3,700	3,700	3,700
Capital	-	6,300	6,300	-
<b>Total</b>	<b>1,079,794</b>	<b>1,196,150</b>	<b>1,151,150</b>	<b>1,215,550</b>

### Personnel Schedule

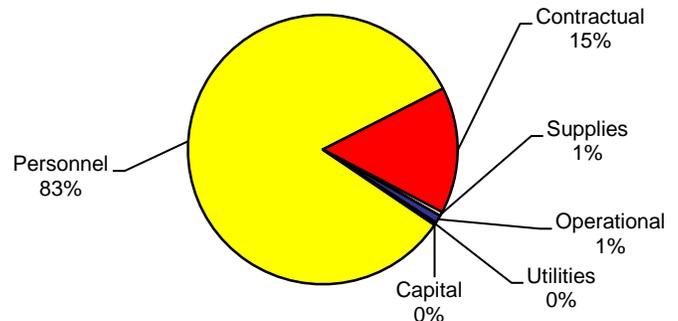
<u>Position</u>	Classification	<u>2016 Approved</u>	<u>2017 Approved</u>
Communications Manager	22	1	1
Communications Supervisor	18	2	2
Communications Specialist	14	12	12

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	163,260	190,600	190,600	198,850
104 SALARIES & WAGES-CLERICAL	464,077	552,100	407,100	561,150
109 SALARIES & WAGES-OVERTIME	90,563	60,000	160,000	60,000
113 EDUCATION/CERTIFICATE PAY	600	1,200	1,200	1,200
114 LONGEVITY PAY	4,276	5,250	5,250	6,150
120 FICA & MEDICARE EXPENSE	53,076	56,800	56,800	58,150
122 T.M.R.S. RETIREMENT EXPENSE	115,542	121,900	121,900	124,350

*PERSONNEL SERVICES Totals*      891,393      987,850      942,850      1,009,850

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	176,638	180,800	180,800	184,500
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Notes:	Maintenance Agreements
Tyler \$90,000 Voice Recorder \$5,000 Air Cards \$26,000 Netmotion \$5,100 E Ticket \$9,800 Crime Reports \$2,500 Coban \$12,000 Cable TV \$1,000 Smart 911 \$11,000 Phone Surveillance \$1,000 Crash Data \$2,500 Covert Track \$600 Adore \$4,000 ZETX \$2,000  Scheduling software maintenance agreement \$12,000 - added in 2016 through seized funds but ongoing service will need to be budgeted here.  CITY MANAGER'S COMMENTS: Approved	

*CONTRACTUAL Totals*      176,638      180,800      180,800      184,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	850	900	900	900
310 PRINTING & BINDING	100	100	100	100
321 UNIFORMS	2,934	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	1,096	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	4,980	5,950	5,950	5,950
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	902	2,000	2,000	2,000
415 RECRUITING EXPENSES	1,893	3,300	3,300	3,300
430 TUITION & TRAINING	630	4,250	4,250	4,250
436 TRAVEL	1,928	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	5,353	11,550	11,550	11,550
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	1,430	3,700	3,700	3,700
<i>UTILITIES Totals</i>	1,430	3,700	3,700	3,700
<i>CAPITAL</i>				
615 OFFICE MACHINERY & EQUIPMENT	-	6,300	6,300	-
<i>CAPITAL Totals</i>	-	6,300	6,300	-
<b>COMMUNICATIONS Totals</b>	<b>1,079,794</b>	<b>1,196,150</b>	<b>1,151,150</b>	<b>1,215,550</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

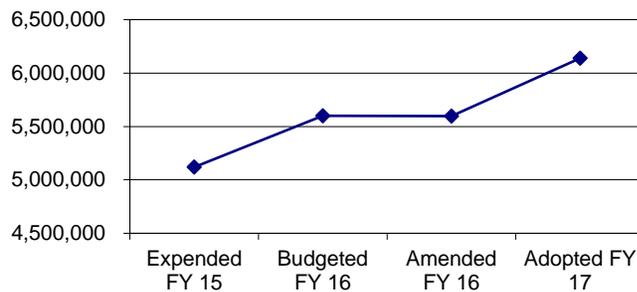
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	4,719,695	4,926,600	4,789,600	4,944,550
Contractual	94,630	73,600	98,600	77,800
Supplies	241,705	301,950	398,150	281,300
Operational	25,953	36,800	36,800	36,800
Utilities	6,778	9,000	9,000	9,000
Capital	30,321	250,800	265,750	789,250
<b>Total</b>	5,119,082	5,598,750	5,597,900	6,138,700

### Personnel Schedule

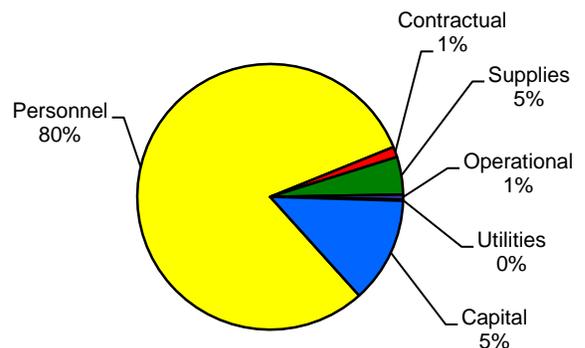
<u>Position</u>	Classification	2016 <u>Approved</u>	2017 <u>Approved</u>
Patrol Sergeant	-	7	7
Traffic Sergeant	-	1	1
Patrol Officer	-	42	43

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	538,421	598,950	673,950	693,600
107 SALARIES & WAGES-LABOR	2,753,645	3,030,350	2,760,350	2,963,200

<b>Notes:</b>	Additional Patrol Officers
<p>In order to meet one of our strategic initiatives, we requested moving two officers from the Patrol Division to the Traffic Division. However, due to the recent events that have targeted law enforcement officers, we are requesting to keep those positions in our patrol division and add two additional positions. The reason for this change is to implement at least one two-person unit on the street 24/7, which will allow officers to work safer and more efficiently. If approved, the two additional traffic officers will be utilized to enforcement selecting custom-tailored tactics based on statistical data and conditions at each selected hotspot. Selected tactics may include traffic assignment to hotspot areas, deployment of the radar trailer, and others.</p> <p>Salary and Benefits per Officer \$74,060</p> <p><b>CITY MANAGER'S COMMENTS:</b> One new officer is Approved.</p>	

108 OVERTIME-STEP	63,049	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	395,955	260,000	297,000	260,000
113 EDUCATION/CERTIFICATE PAY	39,202	39,000	39,000	39,000
114 LONGEVITY PAY	23,771	27,600	24,600	30,750
120 FICA & MEDICARE EXPENSE	279,459	283,150	283,150	279,750
122 T.M.R.S. RETIREMENT EXPENSE	626,193	607,550	631,550	598,250
<i>PERSONNEL SERVICES Totals</i>	4,719,695	4,926,600	4,789,600	4,944,550

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	2,697	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	1,489	2,600	2,600	6,800

<b>Notes:</b>	Upgrade Copier
<p>\$4,200 New copier lease. Replaced copier that was 8 plus years old. Obsolete equipment and parts were not available.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

246 VEHICLE REPAIRS	90,443	65,000	90,000	65,000
<i>CONTRACTUAL Totals</i>	94,630	73,600	98,600	77,800

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	983	1,000	1,000	1,000
310 PRINTING & BINDING	3,398	3,900	3,900	3,900
315 TRAINING SUPPLIES	21,158	30,000	30,000	30,000
321 UNIFORMS	73,566	62,650	183,850	67,000
331 FUEL & LUBRICANTS	121,956	175,000	150,000	150,000
347 GENERAL MAINTENANCE SUPPLIES	14,334	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	-	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	6,309	6,000	6,000	6,000
	<u>241,705</u>	<u>301,950</u>	<u>398,150</u>	<u>281,300</u>
<i>SUPPLIES Totals</i>				
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	350	400	400	400
415 RECRUITING EXPENSES	2,502	10,400	10,400	10,400
430 TUITION & TRAINING	16,175	20,000	20,000	20,000
436 TRAVEL	6,926	6,000	6,000	6,000
	<u>25,953</u>	<u>36,800</u>	<u>36,800</u>	<u>36,800</u>
<i>OPERATIONS Totals</i>				
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	6,778	9,000	9,000	9,000
	<u>6,778</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<i>UTILITIES Totals</i>				
<i>CAPITAL</i>				
623 VEHICLES	30,321	250,800	265,750	374,000

<b>Notes:</b>	<b>New Vehicles</b>
<p>We request funds to replace 6 patrol vehicles in the fleet. The majority of these vehicles will be approaching 80,000 miles and a few of these vehicles were out of service for extended periods due to mechanical problems. \$194,040</p> <p>In addition, \$122,000 will be needed for the equipment to outfit 6 new patrol vehicles. The funds will pay for the equipment, installation of, and decals for the new vehicles.</p> <p>We also request funds for two new motorcycles with the transfer of two patrol officers to the Traffic Unit. We have had a 60% increase in the past 5 years in non-injury accidents and one of our number one complaints by the citizens are traffic related. Cost \$39,882. In addition, \$18,066 will be needed for the equipment to outfit these two motorcycles. The funds will pay for the equipment, installation of, and decals for the new motorcycles.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Six vehicles and one motorcycle including equipment are approved from General Fund Reserves.</p>	

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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624 SWAT EQUIPMENT	-	-	-	415,250
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<b>Notes:</b>	Infrared Lighting System
<p>The SWAT Team currently utilizes night vision goggles (NVG) on high risk operations at night or in areas where there is little or no light. The night vision goggles must have ambient light or an infrared lighting source to be effective. The SWAT Team does not currently have an infrared flashlight system that will illuminate a large area for the night vision goggles to be effective during no light situations, such as barricaded persons, high risk warrant services or hostage rescues. An increase of \$7,250 is requested to provide infrared flashlights to the SWAT Team.</p> <p>CITY MANAGER'S COMMENTS: Approved</p>	

<b>Notes:</b>	Lenco Bearcat G-2
<p>The Police Department is requesting a new armored vehicle to be used during high risk operations to reduce the risk of injury or death to officers and civilians. These operations include barricaded persons, hostage rescues, active shooter events, high risk DEA, ATF and local warrant services, breaching operations and rescue operations during times of natural disasters. The current armored vehicle, a 1987 Brinks International armored bank car with 416,000 miles, was donated by the Grand Prairie Police Department and was never designed for law enforcement activities. The vehicle does not have air conditioning or heating and has suffered mechanical issues and failures during actual tactical operations. In October 2015, while responding to a barricaded person with a gun, the armored car suffered mechanical failure, breaking down on the police department parking lot and was not available to protect officers at the scene. The vehicle is not fully armored and does not provide full ballistic protection for the driver or passengers and the ballistic glass and armor panels were never designed to defeat rifle rounds. These issues expose officers to health risks, safety risks and the reduction of operational capabilities. In light of recent events and evolving military style tactics utilized by suspects and exposure to increased risks, we request \$359,000 to purchase a new Lenco Bearcat G-2 Armored Vehicle.</p> <p>CITY MANAGER'S COMMENTS: Approved, with 1/2 of funding from General Fund Reserves and 1/2 from Seized Funds</p>	

<b>Notes:</b>	Tactical Robot
<p>The police department was awarded a grant in the amount of \$20,000 for purchase of a tactical robot system. The robot will provide officers with the ability to remotely enter, view, gather intelligence and communicate, which will provide overall safer operations and will substantially reduce the risk of injury or death to officers, suspects and third parties. A onetime increase of \$29,000 is requested to complete the purchase of \$49,000 for the tactical robot.</p> <p>CITY MANAGER'S COMMENTS: Approved, grant match is funded with Seized funds.</p>	

<i>CAPITAL Totals</i>	30,321	250,800	265,750	789,250
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<b>PATROL Totals</b>	<b>5,119,082</b>	<b>5,598,750</b>	<b>5,597,900</b>	<b>6,138,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

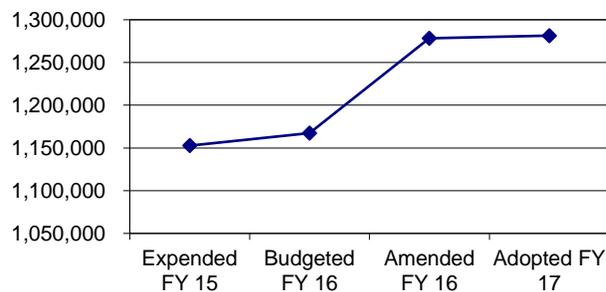
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	1,057,371	1,081,400	1,192,400	1,192,900
Contractual	18,991	22,800	22,800	25,300
Supplies	30,598	34,500	34,500	34,500
Operational	8,956	13,700	13,700	13,700
Utilities	10,747	15,050	15,050	15,050
Capital	26,040	-	-	-
<b>Total</b>	<b>1,152,703</b>	<b>1,167,450</b>	<b>1,278,450</b>	<b>1,281,450</b>

### Personnel Schedule

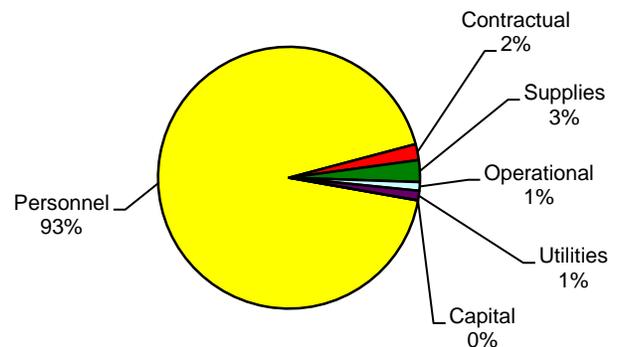
<u>Position</u>	Classification	2016 <u>Approved</u>	2017 <u>Approved</u>
Sergeant	-	2	2
Investigator	-	6	6
Investigator - Narcotics	-	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	160,062	171,250	171,250	178,250
104 SALARIES & WAGES-CLERICAL	43,007	44,400	44,400	46,200
107 SALARIES & WAGES-LABOR	603,307	627,150	700,150	704,900

<b>Notes:</b>	<b>Budget Amendment</b>
In 2011 a patrol officer was transferred to the narcotics unit, however, the position was never adjusted in the budget. Requesting the funds to be transferred to CID to reflect manpower accurately in both divisions.	

109 SALARIES & WAGES-OVERTIME	23,348	18,000	44,000	22,000
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<b>Notes:</b>	<b>Budget Amendment</b>
There has been a direct increase in the number of calls that required a detective to respond or work outside of after normal business hours. In the past 4 years the overtime budget has been exceeded each year and Fiscal Year 2015's overtime budget has been exceeded by 23%. The current overtime budget is on track to exceed this figure due to needs of the City and department. An increase of \$4,000 is requested to help support the overtime needs of the Criminal Investigation Division.	

113 EDUCATION/CERTIFICATE PAY	9,229	8,400	8,400	8,400
114 LONGEVITY PAY	9,786	9,350	9,350	10,000
120 FICA & MEDICARE EXPENSE	64,335	64,500	66,500	71,100
122 T.M.R.S. RETIREMENT EXPENSE	<u>144,297</u>	<u>138,350</u>	<u>148,350</u>	<u>152,050</u>

*PERSONNEL SERVICES Totals*      1,057,371      1,081,400      1,192,400      1,192,900

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,343	3,600	3,600	3,600
237 UNIFORM SERVICE	4,100	4,200	4,200	4,200
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	8,136	8,500	8,500	11,000

<b>Notes:</b>	<b>Vehicle Repair Increase</b>
In the past five fiscal years the vehicle maintenance expenditures continually exceed the allotted budget. In addition, the majority of the vehicles assigned to the Criminal Investigation Division are eight to nine years in age and based upon the past 5 year trend there is a clear indication that maintenance requirements and expenses will continue to increase. An increase of \$2,500 to the Vehicle Repair budget is requested to help offset increasing maintenance costs.	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

261 CRIME SCENE SERVICES	<u>4,412</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
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*CONTRACTUAL Totals*      18,991      22,800      22,800      25,300

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 Criminal Investigation

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,459	2,000	2,000	2,000
310 PRINTING & BINDING	425	500	500	500
321 UNIFORMS	1,056	1,500	1,500	1,500
331 FUEL & LUBRICANTS	18,146	20,000	20,000	20,000
347 GENERAL MAINTENANCE SUPPLIES	451	500	500	500
373 INVESTIGATION SUPPLIES	9,060	10,000	10,000	10,000
<i>SUPPLIES Totals</i>	30,598	34,500	34,500	34,500
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	106	200	200	200
415 RECRUITING EXPENSES	220	-	-	-
430 TUITION & TRAINING	4,061	5,000	5,000	5,000
436 TRAVEL	4,569	8,000	8,000	8,000
447 DRUG TESTING	-	500	500	500
<i>OPERATIONS Totals</i>	8,956	13,700	13,700	13,700
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	10,747	15,050	15,050	15,050
<i>UTILITIES Totals</i>	10,747	15,050	15,050	15,050
<i>CAPITAL</i>				
623 VEHICLES	26,040	-	-	-

<b>Notes:</b>	Replace PSO Vehicle
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As the City has grown so have the number of criminal and traffic related offenses that required crime scene processing to properly investigate and prosecute a case. The vehicle currently used by the Public Safety Officer (PSO) has mileage of 95,800 miles and will exceed 100,000 shortly and a replacement vehicle is requested. Officers have found that a truck platform does not support or afford the flexibility to carry crime scene equipment, traffic investigatory equipment or tactical equipment. A van with a storage system would provide the police department with necessary room to keep and store all crime scene, traffic and tactical related equipment to responded to a scene and fully process it in a timely and efficient manner. The vehicle would also be utilized to transport and deploy the Police Department's Skywatch and enclosed trailer. We request \$43,500 for the purchase of the vehicle and equipment.

Ford Sprinter Van: \$32,000  
 Equipment Cost\*: \$13,500  
 Striping Package: \$ 3,500  
 Total Cost: \$49,500

**CITY MANAGER'S COMMENTS:** Disapproved

*CAPITAL Totals*      26,040      -      -      -

<b>CRIMINAL INVESTIGATIONS Totals</b>	1,152,703	1,167,450	1,278,450	1,281,450
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

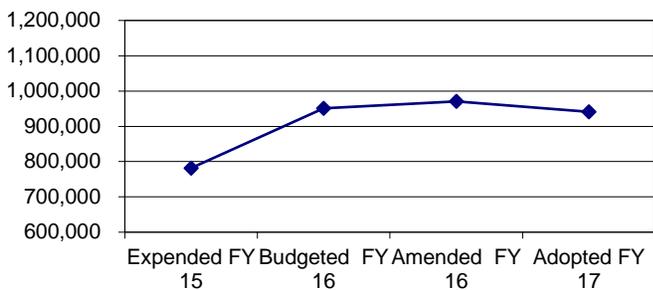
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	692,915	848,600	868,600	859,450
Contractual	23,929	28,150	29,650	29,650
Supplies	25,102	31,500	30,200	38,200
Operational	9,725	9,900	9,900	9,900
Utilities	840	2,450	3,750	3,700
Capital	29,171	30,000	28,500	-
<b>Total</b>	<b>781,682</b>	<b>950,600</b>	<b>970,600</b>	<b>940,900</b>

### Personnel Schedule

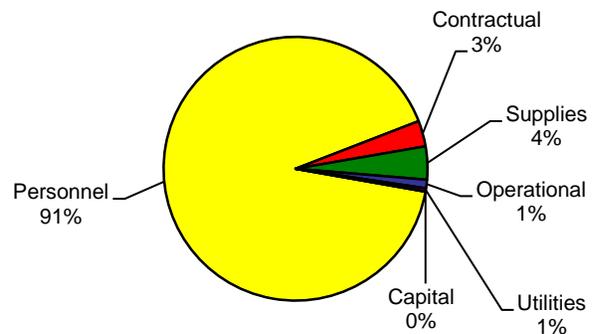
<u>Position</u>	Classification	<u>2016 Approved</u>	<u>2017 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
School Resource Officer	-	6	6
Crime Prevention Officer	-	2	2

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	78,735	85,600	85,600	89,100
107 SALARIES & WAGES-LABOR	442,735	575,700	575,700	580,800
109 SALARIES & WAGES-OVERTIME	20,263	15,000	35,000	15,000
113 EDUCATION/CERTIFICATE PAY	6,554	6,600	6,600	6,600
114 LONGEVITY PAY	5,763	6,550	6,550	7,100
120 FICA & MEDICARE EXPENSE	42,769	50,600	50,600	51,250
122 T.M.R.S. RETIREMENT EXPENSE	96,096	108,550	108,550	109,600

*PERSONNEL SERVICES Totals* 692,915 848,600 868,600 859,450

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	60	150	1,650	1,650
243 BUILDING LEASE	18,250	22,500	22,500	22,500
246 VEHICLE REPAIRS	5,620	5,000	5,000	5,000

*CONTRACTUAL Totals* 23,929 28,150 29,650 29,650

*SUPPLIES*

301 OFFICE SUPPLIES	396	1,000	1,000	1,000
310 PRINTING & BINDING	68	600	600	600
321 UNIFORMS	5,024	5,600	5,600	5,600
331 FUEL & LUBRICANTS	8,230	8,500	7,200	7,200
347 GENERAL MAINTENANCE SUPPLIES	111	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	3,355	4,500	4,500	7,500

<b>Notes:</b>	<b>COP Program Supplies</b>
An increase of \$3,000 for this line item is being requested to allow for advanced training and networking among our Police Volunteers. Specifically, the additional money will cover registration, hotel and per diem costs associated with sending three COP Board Members to annual Police Volunteer Training Conferences held in different Texas Metropolitan Cities.	
CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
371 CRIME PREVENTION SUPPLIES	7,154	7,700	7,700	12,700

<b>Notes:</b>	Crime Prevention Supplies
An increase of \$5,000 for this line item is being requested to offset the rising cost of branded items distributed at community events such as stickers, tattoos and pamphlets. The increase will also fund equipment and supplies necessary for implementation of two new programs that are directly related to our strategic plan initiatives. The Property Identification Program, and the Rockwall Clergy and Police Partnership (RCAPP).	
CITY MANAGER'S COMMENTS: Approved	

372 CPA PROGRAM SUPPLIES	<u>763</u>	<u>800</u>	<u>800</u>	<u>800</u>
<i>SUPPLIES Totals</i>	25,102	31,500	30,200	38,200
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	305	900	900	900
430 TUITION & TRAINING	2,163	4,000	4,000	4,000
436 TRAVEL	<u>7,257</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<i>OPERATIONS Totals</i>	9,725	9,900	9,900	9,900
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	<u>840</u>	<u>2,450</u>	<u>3,750</u>	<u>3,700</u>
<i>UTILITIES Totals</i>	840	2,450	3,750	3,700
<i>CAPITAL</i>				
610 FURNITURE & FIXTURES	14,137	-	-	-
623 VEHICLES	-	30,000	28,500	-
624 POLICE EQUIPMENT	<u>15,034</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>CAPITAL Totals</i>	29,171	30,000	28,500	-
<b>COMMUNITY SERVICES Totals</b>				
	<b>781,682</b>	<b>950,600</b>	<b>970,600</b>	<b>940,900</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

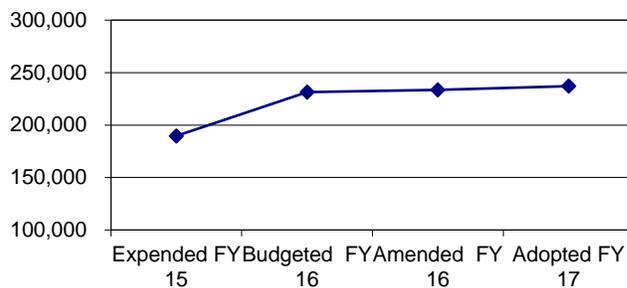
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	175,213	224,300	227,300	230,850
Contractual	1,517	2,600	2,600	2,600
Supplies	1,708	3,450	2,700	2,700
Utilities	-	900	900	900
Capital	11,199	-	-	-
<b>Total</b>	<b>189,636</b>	<b>231,250</b>	<b>233,500</b>	<b>237,050</b>

### Personnel Schedule

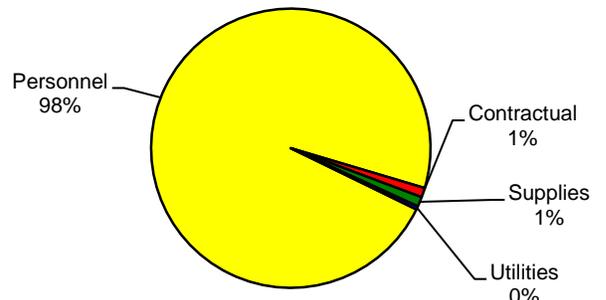
<u>Position</u>	Classification	2016	2017
		<u>Approved</u>	<u>Approved</u>
Warrant Officer	-	1	1
Warrant Clerk	12	1	1
Bailiff	-	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	42,490	42,500	42,500	46,400
107 SALARIES & WAGES-LABOR	98,233	143,950	143,950	145,200
109 SALARIES & WAGES-OVERTIME	823	1,500	4,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114 LONGEVITY PAY	1,965	2,150	2,150	2,400
120 FICA & MEDICARE EXPENSE	10,970	14,250	14,250	14,650
122 T.M.R.S. RETIREMENT EXP.	19,531	18,750	18,750	19,500
<i>PERSONNEL SERVICES Totals</i>	175,213	224,300	227,300	230,850
<i>CONTRACTUAL</i>				
231 SERVICE-MAINTENANCE CONTRACTS	935	900	900	900
240 EQUIPMENT REPAIRS	-	200	200	200
246 VEHICLE REPAIRS	582	1,500	1,500	1,500
<i>CONTRACTUAL Totals</i>	1,517	2,600	2,600	2,600
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	-	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	291	1,000	1,000	1,000
331 FUEL & LUBRICANTS	1,417	2,000	1,250	1,250
<i>SUPPLIES Totals</i>	1,708	3,450	2,700	2,700
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	-	900	900	900
<i>UTILITIES Totals</i>	-	900	900	900
<i>CAPITAL</i>				
624 POLICE EQUIPMENT	11,199	-	-	-
<i>CAPITAL Totals</i>	11,199	-	-	-
<b>WARRANTS Totals</b>	<b>189,636</b>	<b>231,250</b>	<b>234,250</b>	<b>237,050</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

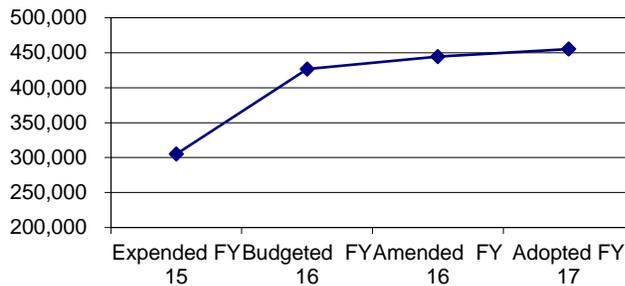
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	298,404	414,600	431,600	436,300
Contractual	1,662	3,150	4,150	7,350
Supplies	1,128	1,450	1,450	1,450
Operational	2,792	4,900	4,900	7,600
Utilities	1,110	2,450	2,450	2,450
<b>Total</b>	<b>305,097</b>	<b>426,550</b>	<b>444,550</b>	<b>455,150</b>

### Personnel Schedule

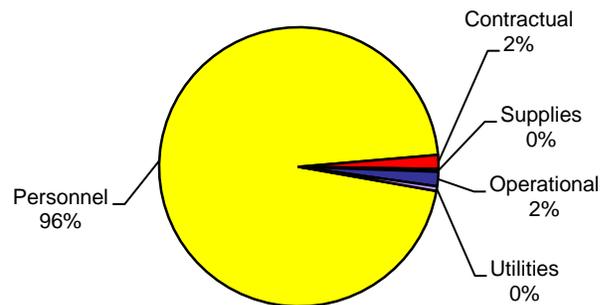
<u>Position</u>	<u>Classification</u>	<u>2016 Approved</u>	<u>2017 Approved</u>
Personnel Sergeant	-	1	1
Public Safety Computer Manager	25	1	1
Network Technician	19	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	36 Warrants

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	84,134	169,450	169,450	172,000
104 SALARIES & WAGES-CLERICAL	150,259	175,150	175,150	185,600
109 SALARIES & WAGES-OVERTIME	151	500	5,500	5,500

Notes:	Overtime
With the transfer of the Personnel Sergeant to this division last fiscal year, we request an increase of \$5,000 for overtime. These funds will also be utilized for our bi-lingual Record Clerk, who has been assisting us with outreach programs in LRE.	
CITY MANAGER'S COMMENTS: Approved	

113 EDUCATION/CERTIFICATE PAY	900	2,250	2,250	2,250
114 LONGEVITY PAY	4,575	4,950	4,950	5,300
120 FICA & MEDICARE EXPENSE	18,200	19,800	22,800	20,900
122 T.M.R.S. RETIREMENT EXPENSE	40,184	42,500	51,500	44,750
<i>PERSONNEL SERVICES Totals</i>	298,404	414,600	431,600	436,300

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	1,328	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	335	500	500	500
242 EQUIPMENT RENTAL & LEASE	-	-	1,000	4,200

Notes:	New copier lease
\$4,200 Replaced copier that was 8 plus years old. Obsolete equipment and parts were not available.	
CITY MANAGER'S COMMENTS: Approved	

246 VEHICLE REPAIRS	-	250	250	250
<i>CONTRACTUAL Totals</i>	1,662	3,150	4,150	7,350

*SUPPLIES*

301 OFFICE SUPPLIES	877	750	750	750
310 PRINTING & BINDING	-	200	200	200
331 FUEL & LUBRICANTS	252	500	500	500
<i>SUPPLIES Totals</i>	1,128	1,450	1,450	1,450

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	71	100	100	100
415 RECRUITING EXPENSES	60	-	-	-
430 TUITION & TRAINING	1,190	2,300	2,300	4,000

<b>Notes:</b>	Supervisor Tuition & Training
An increase of \$1,700 is being requested to cover the cost of certification and on-going training necessary for the Records Division Supervisor. Areas of training will be, open records, applicant background investigations and TCOLE training coordination.	
CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	<u>1,471</u>	<u>2,500</u>	<u>2,500</u>	<u>3,500</u>
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<i>OPERATIONS Totals</i>	2,792	4,900	4,900	7,600
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*UTILITIES*

507 CELLULAR TELEPHONE	<u>1,110</u>	<u>2,450</u>	<u>2,450</u>	<u>2,450</u>
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<i>UTILITIES Totals</i>	1,110	2,450	2,450	2,450
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<b>POLICE RECORDS Totals</b>	<b>305,097</b>	<b>426,550</b>	<b>444,550</b>	<b>455,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

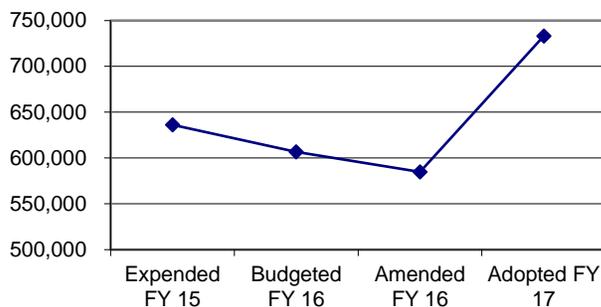
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	593,797	541,050	519,050	647,800
Contractual	22,402	38,500	38,500	60,650
Supplies	1,554	1,950	1,950	2,150
Operational	17,281	18,000	18,100	21,200
Utilities	1,068	1,350	1,350	1,350
Capital	-	5,900	5,900	-
<b>Total</b>	<b>636,101</b>	<b>606,750</b>	<b>584,850</b>	<b>733,150</b>

### Personnel Schedule

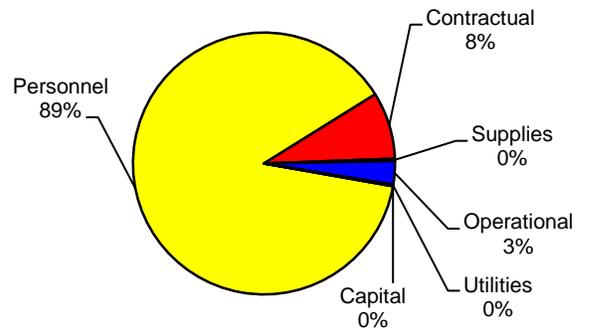
<u>Position</u>	<u>Classification</u>	FY 16 <u>Approved</u>	FY 17 <u>Approved</u>
Planning and Zoning Director	-	1	1
GIS Supervisor	23	1	1
Senior Planner	23	1	1
Planner	20	1	1
GIS Technician	18	1	2
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	187,389	125,000	125,000	130,000
104 SALARIES & WAGES-CLERICAL	287,402	306,150	284,150	386,800

Adopted

<b>Notes:</b>	Transfer Position
The majority of the Senior Engineering Technician's responsibilities fall under the purview of the GIS Division. As a result, the City Engineer and Director are requesting to move this position from under the Engineering Department to the GIS Division, and change the title of the position to GIS Technician.	
CITY MANAGER'S COMMENTS: Approved	

109 SALARIES & WAGES-OVERTIME	823	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	1,789	2,400	2,400	1,800
114 LONGEVITY PAY	3,120	2,750	2,750	4,150
120 FICA & MEDICARE EXPENSE	33,640	33,050	33,050	39,500
122 T.M.R.S. RETIREMENT EXPENSE	79,634	70,700	70,700	84,550

*PERSONNEL SERVICES Totals* 593,797 541,050 519,050 647,800

*CONTRACTUAL*

213 CONSULTING FEES	-	5,000	5,000	21,500
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Approved

<b>Notes:</b>	Consulting Fees
\$10,000 Miscellaneous Consulting Fees	
6,500 GIS Checkup	
5,000 Small Matching Grant Program	
CITY MANAGER'S COMMENTS: Approved	

231 SERVICEMAINTENANCE CONTRACTS	17,845	28,500	28,500	34,150
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<p><b>Notes:</b> New Aviation GIS Software</p> <p>The ArcGIS Extension for Aviation and Airports offers specialized tools and information products that can be utilized for collecting, managing and performing automated quality control of our airport operations infrastructure data. These capabilities will allow us the ability to collect and submit standard-compliant data required by FAA AC 150/5300-18B regulations more easily saving staff the time of converting and reformatting current data sets. In addition, the extension also includes a suite of analysis tools that support terrain and obstacle management with certification and planning workflows that can be used with the City's existing LIDAR data to evaluate flight path obstructions and development requests. This is a \$5,000 one-time expense with a \$500/year maintenance renewal.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>				
<p><b>Notes:</b> Next Gen 911 Software</p> <p>This will be the final phase of data cleanup for the implementation of the Police Department's Next Generation 911 software. The City's chosen contractor, Geocomm, is a nationwide leader in 911 mapping data. Geocomm will be responsible for taking the City's current GIS data, comparing it to the State 911 ALI &amp; MSAG database, and ensuring the map locations correspond to a 911 callers' location. \$8,610</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>				
<p><b>Notes:</b> STRATEGIC - Plan Review Software</p> <p>Bluebeam Plan Review Software \$6,000 Bluebeam Revu for iPad \$50</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>				
233 ADVERTISING	4,557	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	22,402	38,500	38,500	60,650
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	468	950	950	950
310 PRINTING & BINDING	450	500	500	700
347 GENERAL MAINTENANCE SUPPLIES	636	500	500	500
<i>SUPPLIES Totals</i>	1,554	1,950	1,950	2,150
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,395	2,500	2,500	2,200
415 RECRUITING EXPENSES	65	-	100	-
428 MEETING EXPENSES	-	-	-	1,500

<b>Notes:</b>	PZ Meals
Additional funds for the P&Z meal budget are being requested as follows: \$60./Meal @ 2 Meetings/Month @ 12 Months \$1,440.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
430 TUITION & TRAINING	6,721	7,000	7,000	9,000

<b>Notes:</b>	Tuition & Training
SCAUG Conference added in lieu of the ESRI National Conference in San Diego. In addition, training for one (1) on CommunityVIZ and two (2) on Adobe Creative Cloud has been added to the budget.	
CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	8,099	8,500	8,500	8,500
<i>OPERATIONS Totals</i>	17,281	18,000	18,100	21,200

*UTILITIES*

507 CELLULAR TELEPHONE	1,068	1,350	1,350	1,350
<i>UTILITIES Totals</i>	1,068	1,350	1,350	1,350

*CAPITAL*

612 COMPUTER EQUIPMENT	-	5,900	5,900	-
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<b>Notes:</b>	New Tablets
2 each iPad, Keyboard, iPen and WaCom Intuos Pro Digitizing Tablets for the purpose of allowing the Senior Planner and Planner the flexibility to work in the field and at home. These iPads will allow the planners to pull up useful case information and plan sets while in the field. In addition, using the camera they will be able to document all on-site findings. The iPads are also useful in public hearings and other development meetings for reading agendas, taking notes and confirming code requirements. The requested cellular packages will also allow the planners the ability to work from home after typical business hours. This is sometimes necessary during large submittal cycles. Purchase Price is \$3,150	
CITY MANAGER'S COMMENTS: Disapproved	

<i>CAPITAL Totals</i>	-	5,900	5,900	-
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<b>PLANNING Totals</b>	<b>636,101</b>	<b>606,750</b>	<b>584,850</b>	<b>733,150</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

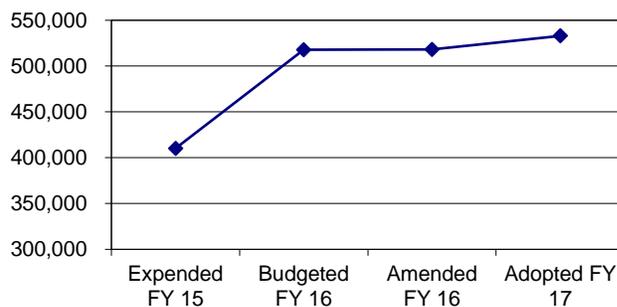
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	294,970	343,400	343,400	348,050
Contractual	90,617	117,650	117,650	129,750
Supplies	13,904	19,550	18,550	19,550
Operational	8,191	9,650	9,850	9,650
Utilities	2,511	2,950	3,950	2,950
Capital	-	24,650	24,650	23,000
<b>Total</b>	<b>410,194</b>	<b>517,850</b>	<b>518,050</b>	<b>532,950</b>

### Personnel Schedule

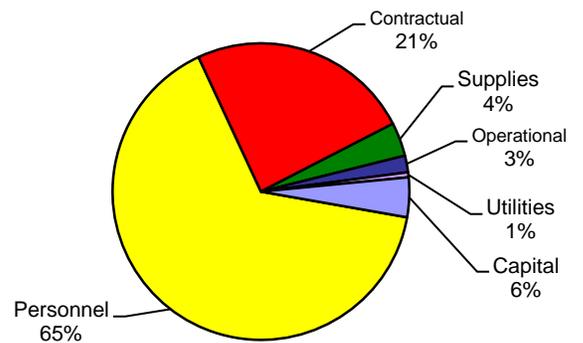
<u>Position</u>	<u>Classification</u>	<u>FY 16 Approved</u>	<u>FY 17 Approved</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	54,006	58,200	58,200	60,600
104 SALARIES & WAGES-CLERICAL	50,133	51,950	51,950	51,950
107 SALARIES & WAGES-LABOR	130,059	162,650	162,650	163,850
109 SALARIES & WAGES-OVERTIME	1,109	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	1,200	2,400	2,400	2,400
114 LONGEVITY PAY	1,290	1,600	1,600	1,900
120 FICA & MEDICARE EXPENSE	17,746	20,850	20,850	21,150
122 T.M.R.S. RETIREMENT EXPENSE	39,428	44,750	44,750	45,200

*PERSONNEL SERVICES Totals*      294,970      343,400      343,400      348,050

*CONTRACTUAL*

213 CONSULTING FEES	1,032	3,000	3,000	3,000
231 SERVICEMAINTENANCE CONTRACTS	2,863	2,900	2,900	2,900
240 EQUIPMENT REPAIRS	-	250	250	250
242 EQUIPMENT RENTAL & LEASE	2,093	3,600	3,600	3,600
246 VEHICLE REPAIRS	8,191	5,000	5,000	5,000
255 CODE ENFORCEMENT CONTRACT	11,849	25,000	25,000	25,000
256 HEALTH INSPECTION SERVICE	63,970	57,900	64,900	70,000

<b>Notes:</b>	Health Inspections
The increase is due to the addition of 21 new food service establishments, 11 public pools and spas and their associated routine, follow up and complaint inspections. In addition, our special event permits have increased roughly 40% over the last year.	
CITY MANAGER'S COMMENTS: Approved	

257 DEMOLITION SERVICES	620	20,000	13,000	20,000
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*CONTRACTUAL Totals*      90,617      117,650      117,650      129,750

*SUPPLIES*

301 OFFICE SUPPLIES	2,179	2,550	2,550	2,550
310 PRINTING & BINDING	834	3,500	3,500	3,500
321 UNIFORMS	1,337	1,750	1,750	1,750
323 SMALL TOOLS	223	750	750	750
325 SAFETY SUPPLIES	359	1,500	1,500	1,500
331 FUEL & LUBRICANTS	8,628	9,000	8,000	9,000
347 GENERAL MAINTENANCE SUPPLIES	344	500	500	500

*SUPPLIES Totals*      13,904      19,550      18,550      19,550



## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

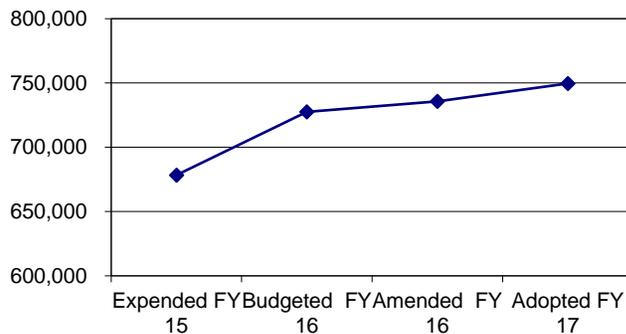
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	619,874	635,000	635,000	644,600
Contractual	32,808	40,600	48,600	54,600
Supplies	10,969	12,250	12,250	12,250
Operational	10,663	9,750	9,750	9,750
Utilities	4,051	4,100	4,100	4,100
Capital	-	25,950	25,950	24,300
<b>Total</b>	<b>678,365</b>	<b>727,650</b>	<b>735,650</b>	<b>749,600</b>

### Personnel Schedule

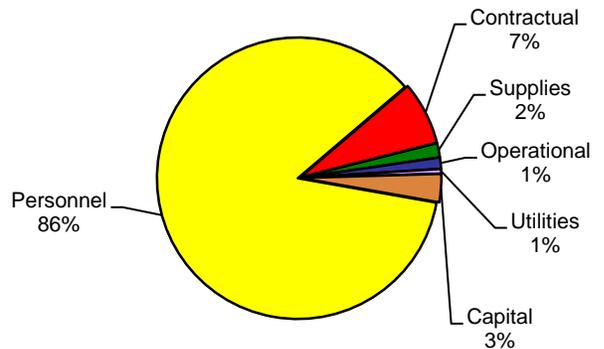
Position	Classification	FY 16 Approved	FY 17 Approved
Building Official	30	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	18	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	185,442	184,600	184,600	184,600
104 SALARIES & WAGES-CLERICAL	93,655	93,400	93,400	93,400
107 SALARIES & WAGES-LABOR	213,228	226,700	226,700	234,250
109 SALARIES & WAGES-OVERTIME	62	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	2,750	3,000	3,000	3,000
114 LONGEVITY PAY	4,345	4,850	4,850	5,350
120 FICA & MEDICARE EXPENSE	37,683	38,600	38,600	39,200
122 T.M.R.S. RETIREMENT EXPENSE	82,709	82,850	82,850	83,800

*PERSONNEL SERVICES Totals*      619,874      635,000      635,000      644,600

*CONTRACTUAL*

231 SERVICEMAITENANCE CONTRACTS	27,220	32,400	40,400	46,400
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<b>Notes:</b>	STRATEGIC - Online Payments
\$ 6,000 SunGuard software upgrade to facilitate online payment processing	
CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	1,717	2,700	2,700	2,700
246 VEHICLE REPAIRS	3,871	5,000	5,000	5,000

*CONTRACTUAL Totals*      32,808      40,600      48,600      54,600

*SUPPLIES*

301 OFFICE SUPPLIES	1,235	1,250	1,250	1,250
310 PRINTING & BINDING	1,250	1,250	1,250	1,250
321 UNIFORMS	1,128	1,250	1,250	1,250
323 SMALL TOOLS	573	1,000	1,000	1,000
331 FUEL & LUBRICANTS	6,713	7,000	7,000	7,000
347 GENERAL MAINTENANCE SUPPLIES	70	500	500	500

*SUPPLIES Totals*      10,969      12,250      12,250      12,250

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,718	2,500	2,500	2,500
430 TUITION & TRAINING	5,285	4,000	4,000	4,000
436 TRAVEL	2,659	3,250	3,250	3,250

*OPERATIONS Totals*      10,663      9,750      9,750      9,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	43 Building Inspection

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved																																			
<i>UTILITIES</i>																																							
507 CELLULAR TELEPHONE	4,051	4,100	4,100	4,100																																			
<i>UTILITIES Totals</i>	4,051	4,100	4,100	4,100																																			
<i>CAPITAL</i>																																							
623 VEHICLES	-	25,950	25,950	24,300																																			
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">New 1/2 ton pickup</td> </tr> <tr> <td></td> <td colspan="3">Request to purchase a new 1/2 ton pickup to replace a 2005 unit with 88,000 miles. The existing unit has various issues and did not rate well in the City's independent vehicle evaluation process.</td> <td>\$21,500</td> </tr> <tr> <td></td> <td colspan="4">Vehicle</td> </tr> <tr> <td></td> <td colspan="4">1,300 Safety lights</td> </tr> <tr> <td></td> <td colspan="4">1,300 Bed cover</td> </tr> <tr> <td></td> <td colspan="4">200 Decals</td> </tr> <tr> <td></td> <td colspan="4"><i>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</i></td> </tr> </table>					<b>Notes:</b>	New 1/2 ton pickup					Request to purchase a new 1/2 ton pickup to replace a 2005 unit with 88,000 miles. The existing unit has various issues and did not rate well in the City's independent vehicle evaluation process.			\$21,500		Vehicle					1,300 Safety lights					1,300 Bed cover					200 Decals					<i>CITY MANAGER'S COMMENTS: Approved from General Fund Reserves</i>			
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<i>CAPITAL Totals</i>	-	25,950	25,950	24,300																																			

<b>BUILDING INSPECTIONS Totals</b>	<b>678,365</b>	<b>727,650</b>	<b>735,650</b>	<b>749,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

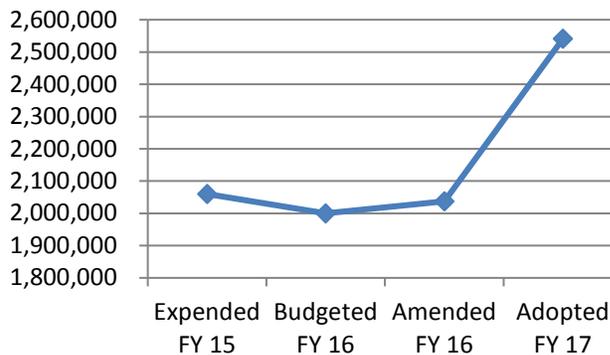
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	1,042,932	981,350	963,350	1,025,150
Contractual	415,510	376,250	387,150	596,600
Supplies	362,375	320,300	320,250	511,550
Operational	13,251	11,500	11,500	11,500
Utilities	209,526	193,400	237,400	248,400
Capital	16,143	117,250	117,250	147,600
<b>Total</b>	<b>2,059,737</b>	<b>2,000,050</b>	<b>2,036,900</b>	<b>2,540,800</b>

### Personnel Schedule

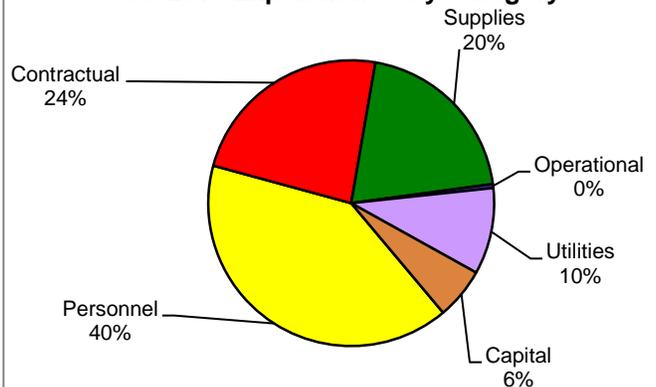
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Approved</u>
Parks Superintendent	25	1	1
Crew Leader	15	3	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	4
Maintenance Worker II	9	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

#### Financial History



#### FY 2017 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	171,792	77,500	77,500	72,100
107 SALARIES & WAGES-LABOR	646,379	695,250	663,250	736,650
109 SALARIES & WAGES-OVERTIME	21,393	16,000	32,000	16,000

<b>Notes:</b>	Amended Budget
147 man hours were spent mowing after hours and weekends to catch up parks, city facilities, medians, and ROW's due to unusual rain frequency and contractor abandonment.	

113 EDUCATION/CERTIFICATE PAY	300	1,800	1,800	1,800
114 LONGEVITY PAY	7,738	9,300	7,300	8,800
120 FICA & MEDICARE EXPENSE	60,393	59,100	59,100	61,900
122 T.M.R.S. RETIREMENT EXPENSE	134,936	122,400	122,400	127,900

*PERSONNEL SERVICES Totals*      1,042,932      981,350      963,350      1,025,150

*CONTRACTUAL*

237 UNIFORM SERVICE	15,844	11,200	11,200	15,200
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<b>Notes:</b>	Uniforms
\$15,200 - Total Request	
\$5,700 - Annual pants allowance for 19 parks workers at \$300 each.	
\$9,500 - Annual uniform shirt purchases with logos and winter coverall purchases which have not been replaced for several years.	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

240 EQUIPMENT REPAIRS	41,050	19,500	19,500	19,500
242 EQUIPMENT RENTAL & LEASE	14,100	11,800	11,800	11,800
244 BUILDING REPAIRS	3,337	4,500	8,500	23,300

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved						
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<b>Notes:</b>	Building Repair Projects									
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246 VEHICLE REPAIRS	18,684	10,500	17,400	10,500						

<table border="1"> <tr> <td><b>Notes:</b></td> <td>Budget Amendment</td> </tr> <tr> <td colspan="2">The brakes on the 1990 Ford dump truck failed and needed to be replaced entirely. The cost of this repair was approximately \$6,000.</td> </tr> </table>	<b>Notes:</b>	Budget Amendment	The brakes on the 1990 Ford dump truck failed and needed to be replaced entirely. The cost of this repair was approximately \$6,000.	
<b>Notes:</b>	Budget Amendment			
The brakes on the 1990 Ford dump truck failed and needed to be replaced entirely. The cost of this repair was approximately \$6,000.				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
247 GROUNDS MAINTENANCE	321,005	307,250	307,250	504,800

<b>Notes:</b>	Contract Services
<p>The City contracts with private companies to perform landscape maintenance services for aquatic vegetation control in ponds, large area mowing, right-of-way mowing, medians and City facilities.</p> <p>\$150,550 is requested to cover the increase in annual landscaping services to meet the new facility and park maintenance standards adopted by Council in February of 2016. Mowing, trimming, edging and debris removal services are performed on all City facilities and various City medians March through October. Year round service is provided on TXDOT ROW's. Additional services included in this year's proposed contract are: pre-emergent and post emergent weed control in turf and mulched areas; annual tree trimming and providing and installing mulch.</p> <p>\$32,000 is requested to contract out annual landscape maintenance services for the new parks at Stone Creek and Breezy Hill. Park staff is currently beyond capacity in the ability to add these parks to its current work load without the acquisition of vehicles, equipment and staff.</p> <p>\$15,000 is requested to account for potential increases in large area and ROW mowing. The contractor that has performed these services for many years has stated he will be retiring after October 2016. These services will have to be re-bid. This contractor has been the successful low bidder over the last 10 years.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

270 WASTE DISPOSAL SERVICE		1,490	11,500	11,500
<i>CONTRACTUAL Totals</i>		<u>415,510</u>	<u>376,250</u>	<u>387,150</u>

*SUPPLIES*

301 OFFICE SUPPLIES	737	150	150	150
310 PRINTING & BINDING	-	200	200	200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
323 SMALL TOOLS	16,109	13,500	13,500	20,500

<b>Notes:</b>	Small Tools-Implements
<p>\$3,500 - A portable air compressor/generator combination is requested for maintenance staff to carry in any truck to power pneumatic tools, air up tires and electric hand tools.</p> <p>\$1,000 - Three point hitch mounted debris rake. This implement would mount to the rear of a tractor and be used to rake up debris after flood waters recede around ponds. Also is used for soil preparation prior to sod installation.</p> <p>\$2,500 - Under belly mounted infield scarifier implement for the Sand Pro infield groomer. We currently use a separate nail drag to loosen infield soils prior to applying a mat drag finish. The retractable under belly scarifier would allow the infield grooming to be done in one pass.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

325 SAFETY SUPPLIES	4,585	10,050	10,050	8,000
331 FUEL & LUBRICANTS	32,217	35,000	28,100	28,100
333 CHEMICAL	31,456	31,500	31,500	31,500
341 CONSTRUCTION & REPAIR SUP	193,728	75,000	75,000	126,850

<b>Notes:</b>	Planned Repairs and Projects
<p>\$6,000 – Replace trellis at Myers Park The trellis and entry feature at the Myers Park east entrance was installed originally in 2004. The posts are natural untreated cedar posts and portions are showing visible rotting. As a main entry feature to the park, this request is to remove and replace the cedar posts utilizing in-house staff.</p> <p>\$12,000 - Playground accessibility repairs During the Yellowjacket playground project process, a complete audit of the City’s playgrounds was conducted. Five areas were identified that did not have an accessible route to the playground. This request is to correct those deficiencies by adding the necessary concrete improvements to ramps and sidewalks and install where none exist.</p> <p>\$27,750 - Backstops and perimeter fencing at Tuttle Two years ago a budget request was approved to remove and replace the outer perimeter of Tuttle Athletic Complex aging fence. At that time, the new fences were installed in a more age appropriate outfield distance. The remaining foul line fences and backstops are the original fence from when Tuttle was initially built. These sections need to be replaced to address safety hazards and improve appearance. This project will be performed by in-house staff.</p> <p>\$3,500 - Annual dog park maintenance The dog park within Myers Park receives a great deal of foot traffic. A large portion of the dog park is also heavily shaded. Heavy soil compaction along with heavy shade creates a difficult challenge to maintain turf coverage. This request is to re-sod impacted areas as along with soil amendments on an annual basis to improve turf coverage and stress resistance.</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<p>\$4,500 - Tuttle ball field lamp replacement Each year lamps, ballast, capacitors and wire harnesses fail due to aging and storm damage. Currently there are 12 lamps out. This request covers the cost for a licensed electrician and aerial lift to troubleshoot and repair what is currently out.</p> <p>\$25,000 - Trail repair along Myers Park trail loop Approximately 400 linear feet of concrete trail in Myers Park has settled and cracked creating a significant cross slope. This excessive slope causes the trail to not be considered ADA accessible. The removal of the existing concrete would be performed by staff and the new concrete would be installed utilizing current adopted concrete contracts.</p> <p>\$6,000 - SH 66 Boat dock repair The SH 66 Boat Ramp project was completed in 2008. The courtesy dock is in disrepair due to rot and damage by boats. This request is to replace the rotted wooden framework with steel, replace the Trex deck surface and bumpers around the edge.</p> <p>\$19,850 - Sprayground resurfacing The Park at Hickory Ridge sprayground was constructed in 2007. The typical life cycle of the surfacing is about 5 to 10 years. The surface is a specialized slip resistant acrylic treatment over the top of the concrete pad. The cost covers the removal and replacement of this surface.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Tuttle fending and Trail Repairs are Disapproved - remaining items are Approved</p>				
347 GENERAL MAINT. SUPPLY	47,239	33,000	33,000	104,050

<b>Notes:</b>	Increase in Maintenance Supplies
<p>Parks such as Foxchase, Hickory Ridge, Shores, Emerald Bay, 66 boat ramp and Myers are between 9 and 15 years old. High amounts of use and age are beginning to show in the annual repairs needed.</p> <p>\$4,000 for sprayground replacement parts for controllers, valves, switches and nozzles due to wear tear and vandalism.</p> <p>\$2,000 for drinking fountain replacement parts. There are over 15 fountains or similar amenities in the parks.</p> <p>\$20,000 for annual replacement of playground safety surfacing at 20 different sites to top off mulch as it degrades and gets displaced over time.</p> <p>\$16,000 for ball field maintenance supplies such as infield chalk, foul line paint, infield drying agent and replacement bases, home plates and pitching rubbers.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved															
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CITY MANAGER'S COMMENTS: Approved																			
349 AGRICULTURAL SUPPLIES	28,738	113,900	120,750	161,900															
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CITY MANAGER'S COMMENTS: Approved																			
350 IRRIGATION SYSTEM SUPPLIES	7,567	8,000	8,000	30,300															
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CITY MANAGER'S COMMENTS: Approved with funding from Recycling Fund																			
<i>SUPPLIES Totals</i>		362,375	320,300	320,250	511,550														
<i>OPERATIONS</i>																			
415 RECRUITING EXPENSES	503	500	500	500															
430 TUITION & TRAINING	3,569	3,500	3,500	3,500															
436 TRAVEL	3,900	2,500	2,500	2,500															
480 VOLUNTEER PROGRAM	5,280	5,000	5,000	5,000															
<i>OPERATIONS Totals</i>		13,251	11,500	11,500	11,500														
<i>UTILITIES</i>																			
507 CELLULAR TELEPHONE	1,774	3,400	3,400	3,400															
513 WATER	207,752	190,000	234,000	245,000															
<i>UTILITIES Totals</i>		209,526	193,400	237,400	248,400														

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	45 Parks

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*CAPITAL*

621 FIELD MACHINERY & EQUIPMENT	16,143	39,750	39,750	70,850
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<b>Notes:</b>	11' Large Area Turf Mower
\$65,000 for 11' large area diesel turf mower	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

<b>Notes:</b>	Chemical Spray Rig
\$5,850 - for a skid mounted spray rig to apply herbicides on City Parks.	
CITY MANAGER'S COMMENTS: Approved	

623 VEHICLES	-	77,500	77,500	15,750
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<b>Notes:</b>	Utility Vehicle
\$15,750 - Diesel Utility vehicle to replace 2006 John Deere Gator. This vehicle is used for special events, chemical application, trail maintenance, fertilizer application, and construction projects.	
CITY MANAGER'S COMMENTS: Approved	

633 INFRASTRUCTURE IMPROVEMENTS	-	-	-	61,000
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<b>Notes:</b>	Drainage Repairs
\$31,000 to repair drainage and erosion issues at Shores Park, City Hall and Lofland Park.	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	Yellowjacket Parking
Since the construction of the new playground at Yellowjacket Park, parking is observed to be full and overflowing into open dirt areas at any given time of the week or weekend.	
Estimated cost to add asphalt parking spots is \$150,000. A smaller project could also be accomplished for \$30,000.	
CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	16,143	117,250	117,250	147,600
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<b>PARKS Totals</b>	<b>2,059,737</b>	<b>2,000,050</b>	<b>2,036,900</b>	<b>2,540,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

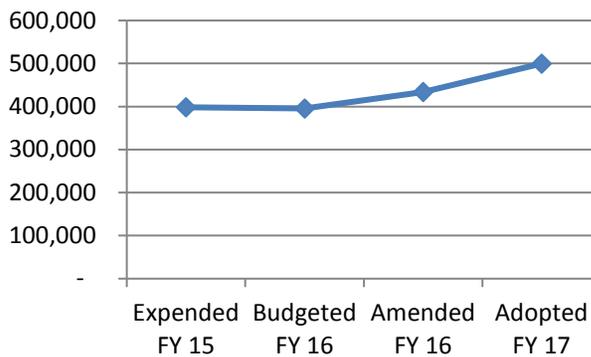
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	104,479	111,600	111,600	115,350
Contractual	113,334	94,800	94,800	123,800
Supplies	34,682	46,000	46,000	70,000
Operational	193	11,750	11,750	4,250
Utilities	145,869	131,500	158,500	158,500
Capital	-	-	11,500	28,000
<b>Total</b>	<b>398,557</b>	<b>395,650</b>	<b>434,150</b>	<b>499,900</b>

### Personnel Schedule

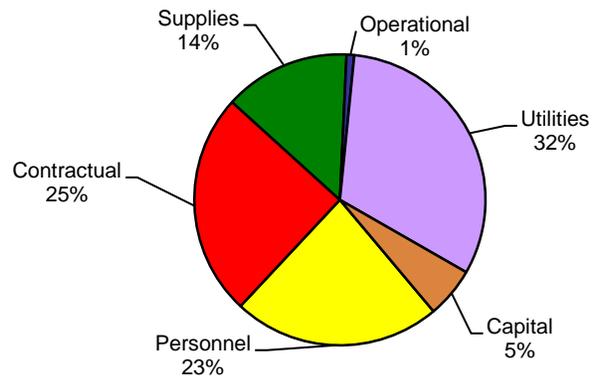
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Approved</u>
Harbor Technician	15	1	1
Maintenance Worker II	9	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>PERSONNEL SERVICES</i>				
107 SALARIES & WAGES-LABOR	80,488	86,050	86,050	89,100
109 SALARIES & WAGES-OVERTIME	3,063	4,000	4,000	4,000
114 LONGEVITY PAY	665	800	800	950
120 FICA & MEDICARE EXPENSE	6,270	6,600	6,600	6,800
122 T.M.R.S. RETIREMENT EXPENSE	13,994	14,150	14,150	14,500
<i>PERSONNEL SERVICES Totals</i>	<u>104,479</u>	<u>111,600</u>	<u>111,600</u>	<u>115,350</u>

*CONTRACTUAL*

237 UNIFORM SERVICE	-	1,000	1,000	2,800
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<b>Notes:</b>	Shirts and winter gear
Three full time harbor staff: \$500 each for purchase of 11 shirts annually \$100 each for winter coveralls or jacket	
CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	7,880	7,500	7,500	7,500
242 EQUIPMENT RENTAL & LEASE	-	1,000	1,000	1,000
244 BUILDING REPAIRS	24,983	30,000	30,000	30,000

<b>Notes:</b>	Budget Amendment
\$3,400 was spent to repair vandalism to bollard lights around the Harbor area. Custom metal collars needed to be fabricated to fasten the bollard post to the concrete base.	

245 POOL REPAIR & MAINTENANCE	9,605	5,000	5,000	5,000
246 VEHICLE REPAIRS	1,299	1,500	1,500	1,500
247 GROUNDS MAINTENANCE	59,471	48,800	48,800	76,000

<b>Notes:</b>	Maintenance Contracts
\$54,000 - Approximately \$4,500 average per month expenses are estimated for the City's share of operating expenses for the Harbor Heights parking garage. It includes security and other operating expenses.	
\$10,000 - Throughout the year landscape contractor services are employed to provide regular tree fertilizer injections, specialized pest control, and large landscape renovation projects.	
CITY MANAGER'S COMMENTS: Approved	

258 SECURITY SERVICES	10,096	-	-	-
<i>CONTRACTUAL Totals</i>	<u>113,334</u>	<u>94,800</u>	<u>94,800</u>	<u>123,800</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	46 Harbor

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>SUPPLIES</i>				
323 SMALL TOOLS	1,311	2,000	2,000	2,000
325 SAFETY SUPPLIES	44	500	500	500
331 FUEL & LUBRICANTS	3,868	4,000	4,000	4,000
333 CHEMICAL	15,124	20,000	20,000	20,000
347 GENERAL MAINT. SUPPLES	5,820	7,000	7,000	7,000
349 AGRICULTURAL SUPPLIES	7,499	7,500	7,500	7,500

<b>Notes:</b>	Erosion Control
\$24,000 - Erosion control fabric, native seed and silt fence to repair the erosion on the eastern slope of The Harbor public parking lot.	
CITY MANAGER'S COMMENTS: Disapproved - the City Engineer and Street Superintendent will be asked to work with the department next year to study the problem and develop a solution.	

350 IRRIGATION SYSTEM SUPPLIES	1,017	1,000	1,000	1,000
390 SWIMMING POOL SUPPLIES	-	-	-	28,000

<b>Notes:</b>	Spray Plaza Repairs
\$28,000 - Repair spray plaza fountain solenoids, switches and lights. These are specialty components that are part of the computerized fountain program. Many are failing and need to be replaced.	
CITY MANAGER'S COMMENTS: Approved	

392 SIGNS AND SIGNALS	-	4,000	4,000	-
<i>SUPPLIES Totals</i>		34,682	46,000	46,000
				70,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	31	50	50	50
430 TUITION & TRAINING	-	-	-	500
436 TRAVEL	162	200	200	200
469 PROMOTION EXPENSE	-	8,000	8,000	-
489 HARBOR RENTAL SUPPLIES	-	3,500	3,500	3,500
<i>OPERATIONS Totals</i>		193	11,750	11,750
				4,250

*UTILITIES*

501 ELECTRICITY	99,362	90,000	102,000	102,000
507 CELLULAR TELEPHONE	1,583	1,500	1,500	1,500
513 WATER	44,924	40,000	55,000	55,000
<i>UTILITIES Totals</i>		145,869	131,500	158,500
				158,500



## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

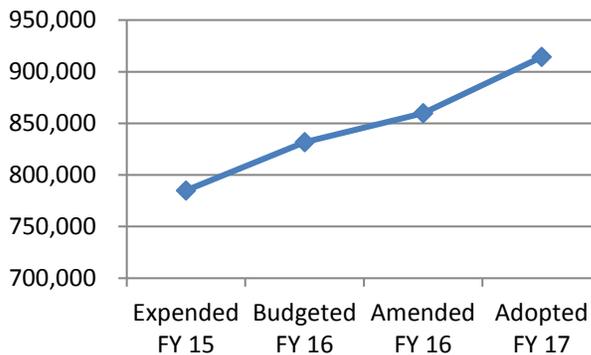
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	571,605	591,250	616,250	630,300
Contractual	18,388	39,050	43,050	70,400
Supplies	55,101	56,650	54,650	68,600
Operational	57,117	69,200	70,200	69,200
Utilities	82,800	75,700	75,700	75,700
<b>Total</b>	<b>785,010</b>	<b>831,850</b>	<b>859,850</b>	<b>914,200</b>

### Personnel Schedule

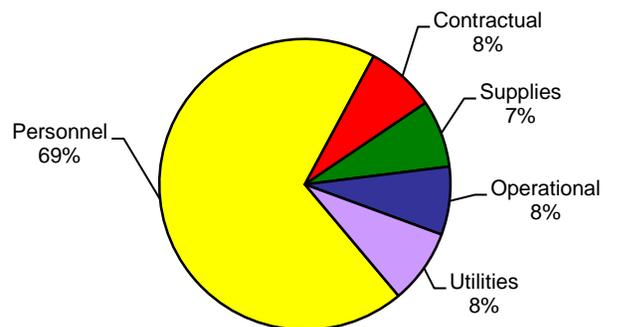
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Approved</u>
Parks & Recreation Manager	31	1	1
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	200,862	225,400	225,400	247,200
104 SALARIES & WAGES-CLERICAL	116,920	121,400	121,400	128,900
107 SALARIES & WAGES-LABOR	161,726	149,750	174,750	149,750

<b>Notes:</b>	Increase Part Time staff hours
\$3,600 - Request is to add part time staff hours for additional San Jacinto Music Series concerts. The music series proposes to extend into October and add Thursday nights (May through October). This increase would provide two event attendants each night.	
CITY MANAGER'S COMMENTS: Approved	

109 SALARIES & WAGES-OVERTIME	1,122	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	1,280	1,650	1,650	1,950
120 FICA & MEDICARE EXPENSE	35,841	36,000	36,000	38,900
122 T.M.R.S. RETIREMENT EXPENSE	53,254	54,950	54,950	61,500

<i>PERSONNEL SERVICES Totals</i>	<u>571,605</u>	<u>591,250</u>	<u>616,250</u>	<u>630,300</u>
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*CONTRACTUAL*

213 CONSULTING FEES	-	3,500	3,500	3,500
231 SERVICE MAINTENANCE CONTRACTS	1,074	6,000	6,000	7,250

<b>Notes:</b>	Aerobic Equipment Service
\$1,250 - Quarterly maintenance service contract for treadmills and elliptical equipment.	
CITY MANAGER'S COMMENTS: Approved	

239 RECREATION CONTRACTS	2,340	2,250	6,250	6,000
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<b>Notes:</b>	Security Guard Cost Increase
\$3,500 - Council adopted new rental rates for The Center and other facilities. Included in that rental fee is the provision of a City of Rockwall police officer in lieu of a private security company guard. This request is to cover the cost increase associated with the difference in hourly pay rate. These costs are covered by the increase in the rental revenue.	
CITY MANAGER'S COMMENTS: Approved	

242 EQUIPMENT RENTAL & LEASE	11,448	9,300	9,300	9,300
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
245 POOL REPAIR & MAINTENANCE	2,315	6,500	6,500	38,350

<b>Notes:</b>	<b>Pool Repairs</b>
<p>\$30,000 - Gloria Williams Pool is in need of replastering and installing new depth marker tiles and deep end designation tile.</p> <p>\$1,850 - Replace pool drain covers at Myers Pool. In 2010 a new law took into effect that required unblockable drain covers. These drain covers are required to be replaced at the end of their life cycle as recommended by the manufacturer.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

246 VEHICLE REPAIRS	1,211	11,500	11,500	6,000
<i>CONTRACTUAL Totals</i>	<u>18,388</u>	<u>39,050</u>	<u>43,050</u>	<u>70,400</u>

*SUPPLIES*

301 OFFICE SUPPLIES	3,210	2,000	2,000	2,000
307 POSTAGE	-	2,000	-	2,000
310 PRINTING & BINDING	14,807	16,500	16,500	16,500
321 UNIFORMS	3,529	2,100	2,100	2,100
331 FUEL & LUBRICANTS	2,289	2,600	2,600	2,600
333 CHEMICAL	12,373	10,000	10,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	5,073	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	3,050	2,500	2,500	14,450

<b>Notes:</b>	<b>Swimming Pool Supplies</b>
<p>\$1,950 - Shade awnings for each of the three guard chairs at both pools. This solution would be a more permanent shade option for guards on duty rather than less durable umbrella replacement each year.</p> <p>\$4,500 - Replace two guard chairs at Myers Park pool.</p> <p>\$1,000 - Replace worn out rescue tubes and backboard.</p> <p>\$3,150 - Replace broken plastic pool deck chairs at Myers Pool.</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

391 RECREATION PROGRAM SUPPLIES	10,770	12,500	12,500	12,500
<i>SUPPLIES Totals</i>	<u>55,101</u>	<u>56,650</u>	<u>54,650</u>	<u>68,600</u>

*OPERATIONS*

406 SPECIAL EVENTS	39,103	50,250	50,250	50,250
410 DUES & SUBSCRIPTIONS	2,721	2,500	2,500	2,500
415 RECRUITING EXPENSES	3,805	2,000	3,000	2,000
428 MEETING EXPENSES	1,357	1,000	1,000	1,000
430 TUITION & TRAINING	4,674	6,300	6,300	6,300
436 TRAVEL	5,457	7,150	7,150	7,150

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>OPERATIONS Totals</i>	57,117	69,200	70,200	69,200
<i>UTILITIES</i>				
501 ELECTRICITY	79,748	72,000	72,000	72,000
507 CELLULAR TELEPHONE	3,052	3,700	3,700	3,700
<i>UTILITIES Totals</i>	<u>82,800</u>	<u>75,700</u>	<u>75,700</u>	<u>75,700</u>
<b>RECREATION Total</b>	<b>785,010</b>	<b>831,850</b>	<b>859,850</b>	<b>914,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

### Expenditure Summary

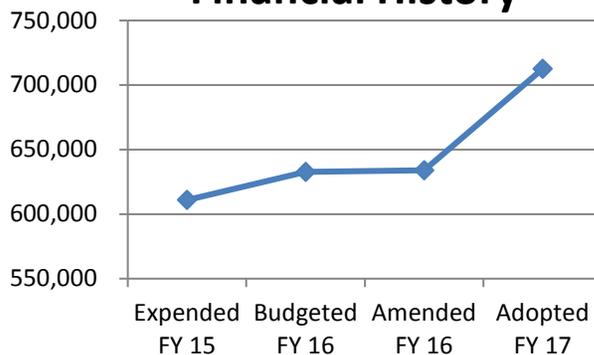
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	186,954	190,300	200,300	190,700
Contractual	411,714	424,500	417,500	427,400
Supplies	8,047	11,500	9,750	9,750
Operational	845	2,550	2,550	2,550
Utilities	3,353	3,800	3,800	3,800
Capital	-	-	-	78,350
<b>Total</b>	<b>610,914</b>	<b>632,650</b>	<b>633,900</b>	<b>712,550</b>

### Personnel Schedule

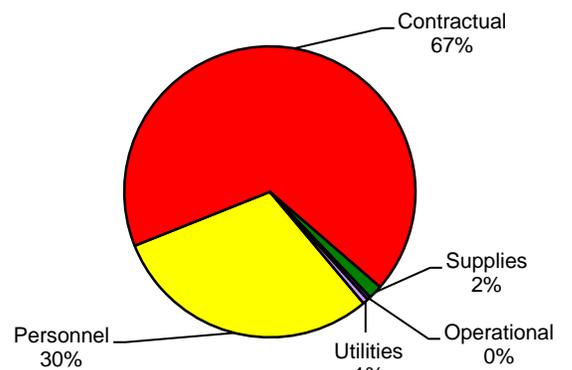
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Approved</u>
Animal Services Crewleader	15	1	1
Animal Services Officer	12	2	2

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	145,756	146,500	153,300	146,500
109 SALARIES & WAGES-OVERTIME	1,805	4,000	8,000	5,000

<b>Notes:</b>	Additional OT for Programs/Event
\$1,000 - OT for Programs and Events	
<p>Three Animal Control Officers are scheduled to provide service seven days a week. The OT base budget accounts for any after-hours calls, emergencies and any potential court appearances.</p> <p>A component of the Animal Control Strategic Plan is to conduct three annual events to provide low cost microchip and vaccination services. Additionally the staff would meet with HOA's, school groups and residents to provide educational programs regarding wildlife. This request is to provide additional over-time to execute these initiatives in combination with scheduling and flex time.</p>	
CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	Budget Amendment
<p>The increase in overtime budget is attributed to the extra hours worked by staff to provide shift coverage for time that was missed by one officer as a result of non-work related injury. A temporary officer was hired for a few weeks to minimize any additional overtime usage.</p>	

114 LONGEVITY PAY	3,305	3,500	3,500	3,700
120 FICA & MEDICARE EXPENSE	11,061	11,300	11,300	11,300
122 T.M.R.S. RETIREMENT EXPENSE	25,021	24,200	24,200	24,200

<i>PERSONNEL SERVICES Totals</i>	186,954	190,300	200,300	190,700
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*CONTRACTUAL*

213 CONSULTING FEES	410,472	420,000	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	-	-	-	9,400

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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<b>Notes:</b>	STRATEGIC - Software
<p>The Animal Control Strategic plan prioritizes increasing rabies vaccinations and City registrations by 20% as well as implementing a return to owner program to decrease shelter drop offs. In order to accomplish this initiative, staff will plan several annual events for the public in order to facilitate on site registrations, vaccinations and microchip services.</p> <p>This request is to migrate from our current database software to a cloud based database management system. The proposed system would provide the following features that staff and the Adoption Center have identified as a need to support the strategic plan:</p> <ol style="list-style-type: none"> <li>1. Combined databases that officers and shelter staff can access equally. This capability is important when it involves intakes due to bite cases, quarantines, vicious/dangerous dogs and lost and found animals.</li> <li>2. Remote access via tablets and cellular service to call history, reports, microchip information and case files. Currently officers must return to the office access or enter this type of data.</li> <li>3. Rabies vaccination tracking and reporting.</li> <li>4. Pet registrations and renewals can be completed on-line and remotely by officers.</li> <li>5. Tracking of trap loans, drop off and pick up.</li> <li>6. Payments completed at the shelter, on-line or remotely are handled via PayPal.</li> </ol> <p>\$6,000 - annual fee for cloud based shelter and animal control officer software.                  \$2,000 - estimated one-time fee for consultant time to migrate existing data to new software system.                  \$1,400 - Monthly data service for tablets for three officers.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

237 UNIFORM SERVICE	-	-	2,500	3,000
240 EQUIPMENT REPAIRS	-	750	750	750
246 VEHICLE REPAIRS	1,178	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	65	250	250	250

*CONTRACTUAL Totals*      411,714      424,500      417,500      427,400

*SUPPLIES*

301 OFFICE SUPPLIES	83	500	500	500
310 PRINTING & BINDING	-	1,000	1,000	1,000
321 UNIFORMS	475	1,000	-	-
325 SAFETY SUPPLIES	-	750	750	750
331 FUEL & LUBRICANTS	6,429	7,500	5,500	5,500
347 GENERAL MAINTENANCE SUPPLIES	1,061	750	2,000	2,000

<b>Notes:</b>	Increase Supplies
<p>Items frequently needed need to be replaced or purchased each year include: catch poles and nets, City registration tags, Fatal Plus drugs, syringes, 6 boxes of heavy duty trash bags. Also included in this request are additional funds for rabies lab testing and shipping.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

*SUPPLIES Totals*      8,047      11,500      9,750      9,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	500	500	-
430 TUITION & TRAINING	-	1,000	1,000	1,500

<b>Notes:</b>	Additional Training
\$500 - This request is for additional training funds for Animal Control Officer staff to attend training opportunities related to effective communication and conflict resolution techniques.	
CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	845	1,050	1,050	1,050
<i>OPERATIONS Totals</i>		845	2,550	2,550

*UTILITIES*

507 CELLULAR TELEPHONE	3,353	3,800	3,800	3,800
<i>UTILITIES Totals</i>		3,353	3,800	3,800

*CAPITAL*

612 COMPUTER EQUIPMENT	-	-	-	3,000
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<b>Notes:</b>	Tablets
\$3,000 - Three tablets and cases	
CITY MANAGER'S COMMENTS: Approved	

621 FIELD MACHINERY & EQUIPMENT	-	-	-	25,000
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<b>Notes:</b>	STRATEGIC - Educational Trailer
\$25,000 - One of the animal control strategic plan goals is to create a traveling road show to educate residents on local wildlife and how to minimize negative interaction. This trailer would contain exhibits and educational tools used in presentations for school groups, HOA's and other local service groups.	
CITY MANAGER'S COMMENTS: Approved from General Fund Reserves	

623 VEHICLES	-	-	-	50,350
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<b>Notes:</b>	Animal Control Truck Replacement
Unit 06-1-AS is a 2006 Ford F-250 with 109,000 miles. The kennel bed that is on the vehicle is made entirely of fiberglass and has structurally cracked on the bottom of the bed. The truck also is estimated to need \$2,500 - \$3,000 in rear-end and oil pan repairs. Replacement of the vehicle is requested to include an aluminum kennel bed.	
\$50,350 - Total Cost	
CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>		-	-	-	78,350
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<b>ANIMAL SERVICES Totals</b>	<b>610,914</b>	<b>632,650</b>	<b>633,900</b>	<b>712,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

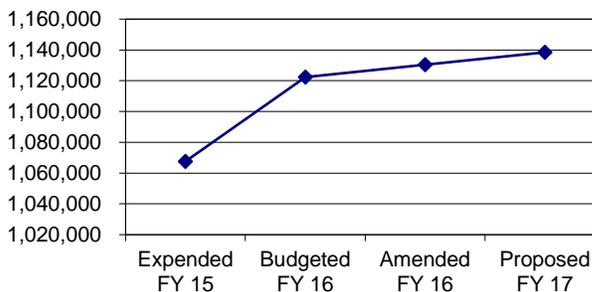
	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Personnel	899,540	934,850	934,850	887,200
Contractual	129,482	120,100	130,100	164,950
Supplies	18,273	23,950	21,950	21,950
Operational	14,135	24,900	24,900	27,650
Utilities	6,190	10,050	10,050	10,050
Capital	-	8,500	8,500	26,650
<b>Total</b>	<b>1,067,620</b>	<b>1,122,350</b>	<b>1,130,350</b>	<b>1,138,450</b>

### Personnel Schedule

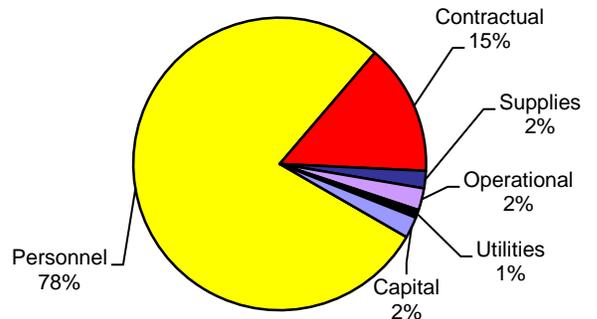
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	30	1	1
Civil Engineer	28	1	1
Senior Engineering Technician	22	1	-
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	135,762	140,650	140,650	146,300
104 SALARIES & WAGES-CLERICAL	287,079	306,750	306,750	257,250
107 SALARIES & WAGES-LABOR	281,763	291,900	291,900	297,950
109 SALARIES & WAGES-OVERTIME	13,695	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	900
114 LONGEVITY PAY	6,365	6,750	6,750	6,200
120 FICA & MEDICARE EXPENSE	54,175	55,500	55,500	52,500
122 T.M.R.S. RETIREMENT EXPENSE	120,102	120,700	120,700	114,100

<i>PERSONNEL SERVICES Totals</i>	899,540	934,850	934,850	887,200
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*CONTRACTUAL*

213 CONSULTING FEES	110,946	87,200	97,200	130,000
231 SERVICE MAINTENANCE CONTRACTS	10,666	14,100	14,100	11,000
240 EQUIPMENT REPAIRS	-	600	600	600
242 EQUIPMENT RENTAL & LEASE	1,670	6,200	6,200	3,500
246 VEHICLE REPAIRS	6,200	6,000	6,000	6,000
276 STORMWATER PROGRAM COSTS	-	6,000	6,000	13,850

<b>Notes:</b>	Storm Water Program
Inlet Markers (1000) \$4,000	
TCEQ MS4 Permit \$100	
NCTCOG Storm Water \$3,761	
Public Outreach Publications \$6,000	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

<i>CONTRACTUAL Totals</i>	129,482	120,100	130,100	164,950
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*SUPPLIES*

301 OFFICE SUPPLIES	1,571	1,800	1,800	1,800
310 PRINTING & BINDING	1,381	1,500	1,500	1,500
321 UNIFORMS	893	1,050	1,050	1,050
323 SMALL TOOLS	5,471	1,500	1,500	1,500
325 SAFETY SUPPLIES	85	500	500	500
331 FUEL & LUBRICANTS	8,857	10,500	8,500	8,500
341 CONSTRUCTION & REPAIR SUPPLIES	8	6,600	6,600	6,600
347 GENERAL MAINTENANCE SUPPLIES	7	500	500	500

<i>SUPPLIES Totals</i>	18,273	23,950	21,950	21,950
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	10,024	13,400	13,400	13,400
415 RECRUITING EXPENSES	73	-	-	-
430 TUITION & TRAINING	630	6,000	6,000	6,000
436 TRAVEL	3,409	5,500	5,500	8,250

<b>Notes:</b>	APA Conference
Increase budget to allow Assistant City Engineer to travel APA Annual Conference \$2,000	
CITY MANAGER'S COMMENTS: Approved	

*OPERATIONS Totals*      14,135      24,900      24,900      27,650

*UTILITIES*

507 CELLULAR TELEPHONE	6,190	10,050	10,050	10,050
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*UTILITIES Totals*      6,190      10,050      10,050      10,050

*CAPITAL*

612 COMPUTER EQUIPMENT	-	8,500	8,500	-
623 VEHICLES	-	-	-	26,650

<b>Notes:</b>	Vehicle Replacements
Replacement of 2003 Ford Expedition (97,000 miles) with a 1/2 ton Crew/Quad cab Ford truck (\$27,500) with light bar (\$2000) and decals (\$140) = \$29,640	
Replacement of 1/2 ton 2006 Ford F150 extended cab (81,000 miles) with a 1/2 ton extended cab Ford F150 (\$24,500) with light bar (\$2000) and decals (\$140) = \$26,640	
CITY MANAGER'S COMMENTS: Replacement of 1/2 ton pickup is Approved from General Fund Reserves. Replacement of Expedition is Disapproved	

*CAPITAL Totals*      -      8,500      8,500      26,650

<b>ENGINEERING Totals</b>	<b>1,067,620</b>	<b>1,122,350</b>	<b>1,130,350</b>	<b>1,138,450</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

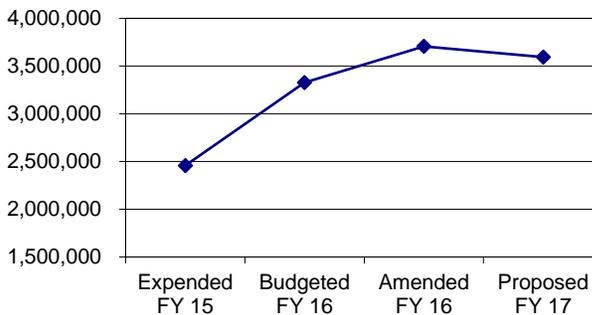
	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Personnel	604,612	632,400	625,400	698,350
Contractual	147,707	185,700	196,400	223,150
Supplies	1,182,820	1,398,100	1,425,400	1,842,600
Operational	6,525	5,800	5,800	9,000
Utilities	516,353	522,550	522,550	522,550
Capital	-	582,100	930,750	299,550
<b>Total</b>	<b>2,458,017</b>	<b>3,326,650</b>	<b>3,706,300</b>	<b>3,595,200</b>

### Personnel Schedule

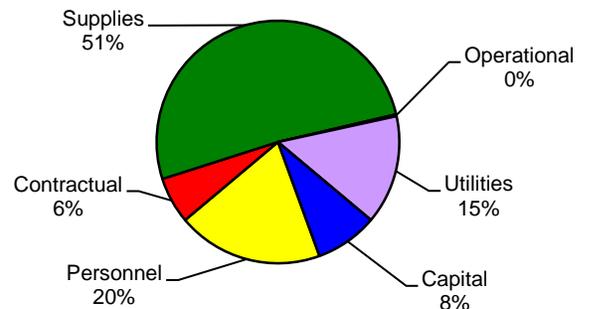
<u>Position</u>	<u>Classification</u>	2016 <u>Approved</u>	2017 <u>Proposed</u>
Superintendent	25	1	1
Field Supervisor	22	-	1
Crew Leader	15	2	2
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	83,824	84,100	84,100	87,850
107 SALARIES & WAGES-LABOR	385,808	406,100	399,100	455,100

<b>Notes:</b>	Field Supervisor
<p>The addition of this highly responsible and technical position is needed to supervise and coordinate activities for Signs, Signals, Pavement Marking and Traffic Operations.</p> <p>The street department has the responsibility of maintaining an existing inventory of over 10,000 street and regulatory signs which are currently in place throughout our maintenance network. This number will continue to increase incrementally as further development takes place. This position would plan and develop maintenance programs, communicate and direct the implementation for mandatory retroreflective signage and assure compliance to the current "Texas Manual on Uniform Traffic Control Devices" and the "Standard Highway Sign Designs for Texas."</p> <p>Grade 21 Salary and Benefits: \$70,170</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Notes:</b>	Field Supervisor - Streets and Drainage Maintenance Projects
<p>Request to have a Field Supervisor position for (Streets and Drainage Maintenance Operations) added to the Street Department. This position would enable our department to more effectively manage its daily field operations. This position would play a critical role in the overall operations of the department by taking a lead role in addressing issues that arise in the field, along with providing field guidance and direction to the crew leaders as necessary. This position would assist with project planning; daily scheduling and quality control. This position would evaluate the daily performance of the various field crews, respond to after hour emergencies as necessary and assist personnel under charge. This position would direct personnel functions and activities to include assignment selection and project development. This position would play an active role in employee development and training along with ensuring that employees have adequate work supplies and materials.</p> <p>The position will be responsible for monitoring maintenance costs, including cost of special programs/projects and provide input for the development of annual budgets. The Field Supervisor would plan, assign and guide the various crews work schedules and assignments.</p> <p>Grade 21 Salary and Benefits: \$70,170</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	Municipal Inspector/Coordinator
<p>Establish a single multi-functional position in the Streets and Drainage Department that will have multiple responsibilities, roles and duties related to field inspection, field analysis, service request and customer service</p> <p>The position would provide the inspections and oversight necessary for our municipal stormwater operations and stormwater maintenance as mandated under our TPDES General Permit. The position would provide internal inspections for our stormwater systems operations and maintenance.</p> <p>\$58,248 +equipment</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
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<b>Notes:</b>	Stormwater Maintenance			
Storm Water System Maintenance new positions- Crew Leader and Operator				
Request to establish a two person maintenance crew for the Stormwater System Maintenance Program. This position would serve as the Crew Leader for a two-man crew to operate the proposed stormwater vacuum truck for servicing and maintaining our (MS4) stormwater system				
Crewleader \$52,833 + equipment Operator \$41,396 + equipment				
CITY MANAGER'S COMMENTS: Disapproved				

109 SALARIES & WAGES-OVERTIME	9,717	15,200	15,200	15,200
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<b>Notes:</b>	Overtime and Duty Pay			
Add funds for an Operator On Call \$ 5,200				
Weekly (On Duty) pay for equipment operator. Each week, an equipment operator will be assigned to a 24/7 duty rotation to address after hour emergency calls requiring an equipment operator. The operator will be required to respond to all miscellaneous streets & drainage related calls dispatched from duty man PD or supervisor. This will assure that a primary operator is readily available to operate equipment and assist the duty man during after hour emergency calls. For this purpose, we propose to budget \$100. per week for duty service.				
CITY MANAGER'S COMMENTS: Disapproved				

113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
114 LONGEVITY PAY	6,743	7,200	7,200	8,100
120 FICA & MEDICARE EXPENSE	35,909	37,500	37,500	41,500
122 T.M.R.S. RETIREMENT EXPENSE	81,111	80,500	80,500	88,800

<i>PERSONNEL SERVICES Totals</i>	604,612	632,400	625,400	698,350
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Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	44,765	5,000	5,000	5,000
231 SERVICE MAINTENANCE CONTRACTS	11,051	38,100	38,100	38,400

<b>Notes:</b>	Kenworth Maintenance Program
<p>\$12,000 Kenworth Maintenance for 2016 Kenworth 12/14 Yard Dump Truck and proposed 2017 Kenworth Dump Truck Guaranteed Contract Maintenance Program Costs:                  This cost will include (3 PM's) annually and also include repairs, parts and labor costs that may be required during the PM Services which would not be covered under the Target Maintenance Program the cost is \$500 per month per truck.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

237 UNIFORM SERVICE	8,883	6,100	8,100	9,550
240 EQUIPMENT REPAIRS	24,170	30,300	30,300	42,000

<b>Notes:</b>	Repairs, Service and Maintenance
<p>New CAT Construction Equipment, Interstate Trailer, Kenworth Dump Truck, Freightliner Patch Truck were purchased during FY16 and will need routine preventive maintenance which should range from \$1000 - \$2500 per item per year.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

242 EQUIPMENT RENTAL & LEASE	6,124	5,000	5,000	5,000
246 VEHICLE REPAIRS	19,003	25,000	33,700	25,000
270 WASTE DISPOSAL SERVICE	33,509	76,000	76,000	98,000

<b>Notes:</b>	Street Sweeping
<p>We are requesting additional funding so that we can increase the scale and scope of our monthly street sweeping program. Regularly scheduled sweeping of our Major/Minor Collector streets allows us to collect street debris and refuse material from public curb and gutter streets. Sweeping is effective in removing safety hazards such as broken glass, sand, gravel and other debris, particularly after vehicular accidents or winter sanding operations. In addition, sweeping operations are effective at reducing stormwater pollutants such as sediments, hydrocarbons, heavy metals, and debris/litter. Keeping refuse and debris out of the stormwater system helps the stormwater conveyance by decreased solids loading, and lowers the risk of system blockages. The EPA encourages the use of preventive measures, including non-structural BMPs. Maintenance activities (such as storm drain cleaning and street sweeping) can significantly reduce the pollutant runoff from municipal operations. Regular street sweeping is an established Best Management Practice for Pollution Prevention and Good Housekeeping for Municipal Operations. The City is mandated to develop and implement a Storm Water System Maintenance Plan, which follows the established Best Management Practices for Pollution Prevention as part of an established Storm Water System Maintenance Plan under our (MS4) Permit. Cost of Sweeping is \$57.50 per Curb Mile.</p> <p><b>CITY MANAGER'S COMMENTS:</b> A more minor increase in the sweeping program is Approved</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
271 LANDFILL MAINTENANCE	202	200	200	200
<i>CONTRACTUAL Totals</i>	147,707	185,700	196,400	223,150
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	347	500	500	500
310 PRINTING & BINDING	-	100	100	400
323 SMALL TOOLS	6,383	6,100	6,100	11,100

<b>Notes:</b>	Small Tools
<p>The street department retains an annual small tools budget of \$6,000 We are requesting a budget increase in this account to cover the cost of a 16-ft box trailer that will be used for emergency street clean-up operations. The trailer will be equipped with materials available to quickly react to clean up non-hazardous roadway spills and illicit discharges. The trailer will be equipped with absorbent materials, spill containment booms, containment barrels, barricades, shovels brooms etc. We are requesting \$1,500 to stock the trailer with materials and supplies.</p> <p>2017 16-Ft Wells Cargo Box Trailer Model CT7X162 Big-Tex Proposed Specifically for Emergency Street Clean-up Operations Contract Price: \$3,600</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

325 SAFETY SUPPLIES	5,458	6,000	6,000	6,000
331 FUEL & LUBRICANTS	26,805	30,000	19,300	30,000
333 CHEMICAL	176	15,500	15,500	15,500
341 CONSTRUCTION & REPAIR SUPPLIES	894,899	1,000,000	1,000,000	1,400,000

<b>Notes:</b>	Street Projects
<p>The construction materials budget is used to undertake a variety of projects annually including asphalt and concrete roadway repair projects as well as sidewalk repairs. locations as necessary.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

347 GENERAL MAINT. SUPPLIES	7,003	7,500	7,500	7,500
384 DRAINAGE SYSTEM REPAIR SUPPLIES	20,013	20,000	20,000	20,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 City Manager Approved</b>
392 SIGNS AND SIGNALS	221,737	312,400	350,400	351,600

<b>Notes:</b>	Opticom for New Intersections
<p>\$10,600 Opticom Traffic Signals equipment for new traffic signals proposed during the budget year. For intersections SH 205 South at John King and Horizon Rd. (FM 3097) at Country Club Drive. Also includes any existing equipment relocation costs.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Pole Mounted Radar Signs
<p>Purchase (2) Solar Power High Intensity LED Radar Signs. The pole mounted radar signs will be used to monitor traffic and address speeding concerns on designated streets that meet placement criteria. The signs will increase community awareness of speed, while providing critical speed data to our engineering and police departments. \$8,069</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	School Zone
<p>We are requesting to purchase two additional Solar Powered School Zone Beacons for reserve Solar Powered School Zone Flashing Beacon Systems.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved</p>	

<b>Notes:</b>	Traffic Signal Installation
<p>\$323,000 for the installation of a traffic signal at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation</p> <p>\$273,000 for the installation of a traffic signal at W. Ralph Hall Parkway and Steger Towne Drive. This intersection has met the necessary warrant criteria for signal installation.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Steger Towne signal is Approved, Airport road signal is Disapproved</p>	

*SUPPLIES Totals*      1,182,820      1,398,100      1,425,400      1,842,600

*OPERATIONS*

415 RECRUITING EXPENSES	118	-	-	-
430 TUITION & TRAINING	2,914	2,500	2,500	4,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
436 TRAVEL	3,493	3,300	3,300	5,000

<b>Notes:</b>	New Conference Travel
\$1,675 for the 2017 APWA Public Works Congress and Exposition	
CITY MANAGER'S COMMENTS: Approved	

*OPERATIONS Totals*      6,525      5,800      5,800      9,000

*UTILITIES*

504 STREET LIGHTING	512,835	515,750	515,750	515,750
507 CELLULAR TELEPHONE	3,518	6,800	6,800	6,800
<i>UTILITIES Totals</i>	<u>516,353</u>	<u>522,550</u>	<u>522,550</u>	<u>522,550</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	-	6,050	6,050	-
621 FIELD MACHINERY & EQUIPMENT	-	378,650	378,650	93,600

<b>Notes:</b>	New Equipment to Fleet
2017 Freightliner Vactor Truck Model 311E 11-Cubic Yard Proposed Specifically for Storm Drainage Maintenance Operations Price \$359,556. As a permitted (MS4) System Operator, The City of Rockwall has a mandate to implement a Storm Water System Maintenance Plan including procedures and maintenance schedules for structural controls. Under the MS4 permit, the City is required implement a stormwater system maintenance plan where the City will set a procedure for removing waste (sediments, floatables, etc.) from the storm sewer system.	
CITY MANAGER'S COMMENTS: Disapproved	

<b>Notes:</b>	Replace 1988 John Deere Loader
\$64,753 Replace John Deere Loader Model 2010-C Old Equipment Description (Unit# 156) Mileage/Hours: 1,594 Condition: Poor The John Deere loader is now 28 years old. The loader was taken out of service because of safety and dependability issues.  Replacement Equipment Request: 2017 Caterpillar Mini Hydraulic Excavator Model 303.5 E2-CR \$53,938 2017 Interstate 20-Ft Tilt Trailer Model 16TST, Proposed for Specifically Hauling Cat Mini Excavator Model 303.5 \$10,815	
CITY MANAGER COMMENTS: Approved from General Fund Reserves	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
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<b>Notes:</b>	Replace 2005 Concrete Saw
2005 TARGET Walk-Behind Pavement Saw Model Pro-66 (Unit# N/A) This saw is now 11 years old and heavily used. The saw is used by multiple departments and the condition of the saw has decreased from fair to poor.  Replacement Saw 2017 Husqvarna Walk Behind Pavement Saw Model FS-4600w/30" Wet Diamond Blade Option Replacement Cost \$28,840.  CITY MANAGER'S COMMENTS: Approved	

623 VEHICLES	-	197,400	197,400	205,950
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<b>Notes:</b>	New Addition to Fleet
2017 Ford F-150 Super Cab This vehicle will assigned to the Stormwater-Construction Inspector/Service Request Coordinator and will be used for field review and assessments, service maintenance contract inspections, and for our municipal stormwater system inspections as mandated under our TPDES General Permit. Projected Cost \$31,253.  CITY MANAGER'S COMMENTS: Disapproved	

<b>Notes:</b>	Replacement Vehicles
1. Unit # 140 2001 Ford F-450 Regular Cab w/3-4 Yd. Dump Body/3-4 Yd. Warren Sand Spreader Mileage: 112,380 Condition: Fair/Poor Replace Unit 140 which is a 2001 3 ton dump truck. This truck will be used to transport material in and out of locations where the larger trucks can not access due to size or weight issues. The low bed profile allow staff to load and unload construction materials and or debris by hand when necessary. The unit will also be used for street sanding during winter weather events. This vehicle incurred \$5,107.29 in vehicle repair cost this budget year and has dependability issues.  Proposed Replacement Vehicle: 2017 Ford F-550 Super Cab with 3-4 Yard Dump Body Warren 3-4 Yard Sand Spreader Replacement Cost \$68,220.  2. Unit # 145 2000 Ford F-450 Regular Cab Bucket Truck w/42 Ft Aerial Bucket Mileage: 103,750 Condition: Fair/Poor The bucket truck has over 100K miles. The truck is operated daily/weekly by multiple departments to include Streets, Water, Wastewater, Parks and Internal Operations. Another issue of concern with the current bucket truck is that it was not designed to be equipped with hydraulic outriggers. Outriggers are used to increase the stability of the vehicle during high angle lifts. Because of the inherent safety risk associated with this type equipment, we recommend that this unit be retired and replaced with a new unit equipped with outriggers.  Proposed Replacement Vehicle New Vehicle Request: 2017 Ford F-550 Super w/45-ft aerial bucket Replacement Cost: \$136,000.	

Fund	Department	Division
01 General Fund	50 Public Works	59 Streets

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 City Manager Approved
<p>3. Unit # 147 2005 Ford F-250 Super Cab w/Service Body/Crane/Compressor/Generator                      Mileage: 102,000 Condition: Fair/Poor                      This vehicle has 11 years of service and has over 100K miles. This vehicle is used daily and assigned for sign technician use. This vehicle is used daily.</p> <p>Proposed Replacement Vehicle                      2017 Ford F-250 Super Cab with R&amp;K Service Body/Telescopic Bed Cover                      Crane: LIFTMOORE 2000-lb Crane Model 206REL; Generator: HONDA Portable Inverter Generator Model EU2000i (Purchasing this item separately, Estimated Replacement Cost \$1,500); Compressor: HONDA 4-hp Electric Start Compressor (Purchasing this item separately, Estimated Replacement Cost \$1,500)                      Replacement Cost: \$51,450.</p> <p>4. Unit # 148 1998 Ford F-750 Dump Truck w/6-Yd Dump Body/6-Yd Sand Spreader                      Mileage: 31,766 Condition: Fair/Poor                      This truck is used to transport construction materials, excavated materials and for street sanding. This vehicle had \$1,225.95 in vehicle repairs during the current budget year however; it does have a extensive repair history along with dependability issues.</p> <p>Proposed Replacement Vehicle                      2017 Kenworth Model T-370 Dump Truck w/12/14-Yard Dump Body                      Warren 12-14-Yard Sand Spreader                      Replacement Cost \$123,851</p> <p>5. Unit # 158 2002 Ford F-750 Dump Truck w/6-Yd Dump Body/6-Yd Sand Spreader                      Mileage: 35,133 Condition: Fair/Poor                      The truck bed is rusting out on this unit. The truck also has dependability issues.</p> <p>Proposed Replacement Vehicle                      2017 Ford F-750 Regular Cab Dump Truck                      6-Yd Dump Body &amp; 6-Yd Sand Spreader                      Replacement Cost \$77,700.</p> <p><b>CITY MANAGER'S COMMENTS:</b> 3-yard and one of the 5-yard dump trucks are Approved from General Fund Reserves. The current bucket truck was purchased as a used vehicle and \$60,000 is included to find another used unit. The F250 and 6-yard dump truck are Disapproved</p>				

634 DRAINAGE PROJECTS	-	-	348,650	-
<i>CAPITAL Totals</i>	-	582,100	930,750	299,550

<b>STREETS Totals</b>	<b>2,458,017</b>	<b>3,326,650</b>	<b>3,706,300</b>	<b>3,595,200</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2016  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$4,714,674,107 and includes senior values of \$430,007,654 and new improvements of \$111,139,458. The certified value reflects an increase of 9.71% over the prior year of which 2.58% is from new values.

A tax rate of 45.43 cents per hundred dollars of assessed value was used to prepare the 2016-17 Proposed Annual Budget.

The City's debt service rate is calculated to be 21.57 cents and the proposed operations rate would be 23.86 cents for a proposed combined rate of 45.43 cents per hundred dollars of assessed value. A penny on the tax rate generates \$420,698. Our Effective Tax Rate is 45.43 cents and the Rollback Rate is 45.4373 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY16.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget does not anticipate any debt issuance in fiscal year 2017. The effect of the debt refunding in FY16 and debt issued for the bond projects is reflected in the proposed budget.

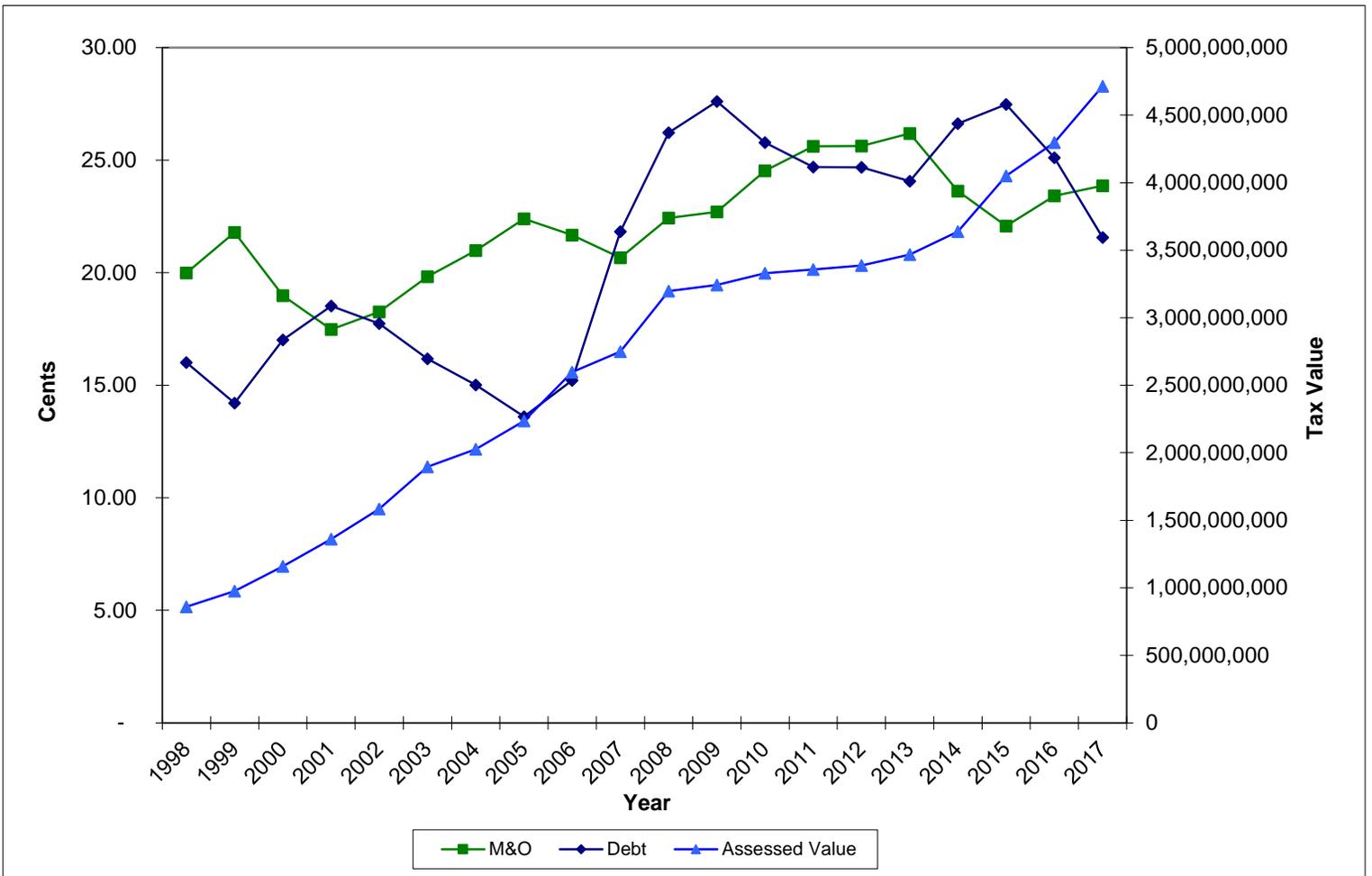
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 445.43 cents does not require a tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 6<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 19<sup>th</sup> Council agenda.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1998	860,154,647	15.48%	19.99	16.01	36.00	98.27%		
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.37	55.02
2015	4,050,756,693	11.35%	22.07	27.48	49.55	99.44%	49.55	51.98
2016	4,297,271,069	6.09%	23.42	25.11	48.53	proj 99.00%	48.53	49.38
2017	4,714,674,107	9.71%	23.86	21.57	45.43	proj 98.00%	45.4345	45.4373



## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	11,684,359	10,743,750	10,944,250	10,122,850
Total Expenditures	11,208,238	11,086,750	11,087,200	9,631,200
Excess Revenues Over (Under) Expenditures	476,121	(343,000)	(142,950)	491,650
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	476,121	(343,000)	(142,950)	491,650
Fund Balance - Beginning	460,649	766,398	936,770	793,820
Fund Balance - Ending	936,770	423,398	793,820	1,285,470

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4001	Interest Earnings	2,025	250	250	250
4019	Misc. Revenue	2,977	-	-	-
4100	Current Taxes	10,810,888	10,283,500	10,402,000	9,662,600
4105	Delinquent Taxes	81,257	70,000	70,000	70,000
4110	Penalty & Interest	47,120	50,000	50,000	50,000
4460	Building Lease	15,000	15,000	15,000	15,000
4674	Roadway Impact Fees	725,092	325,000	407,000	325,000
<b>Total Revenues</b>		<b>11,684,359</b>	<b>10,743,750</b>	<b>10,944,250</b>	<b>10,122,850</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Debt Service	11,208,238	11,086,750	11,087,200	9,631,200
<b>Total Expenditures</b>	<b>11,208,238</b>	<b>11,086,750</b>	<b>11,087,200</b>	<b>9,631,200</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
208	E.S. Corp Contract	116,380	118,050	115,550	-
750	Admin. Fees	39,250	12,000	20,000	20,000
752	Bonds - Principal	4,674,632	4,989,650	4,998,000	5,105,000
754	Bonds - Interest	3,809,521	3,671,950	3,534,050	3,240,400
768	Certificates - Principal	1,560,000	1,360,000	1,563,800	1,080,000
770	Certificates - Interest	1,008,455	953,500	860,850	185,800
<b>Total Debt Service</b>		<b>11,208,238</b>	<b>11,105,150</b>	<b>11,092,250</b>	<b>9,631,200</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 17, 2016  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$88,724,841, resulting in a captured value of \$76,041,094. This is a valuation increase of 2.2%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. Rockwall County has now completed their contractual obligation to the TIF and will not remit any of the increased tax dollars to the City. City property taxes to the Zone should total \$336,062. With the County's departure, the payment in lieu of tax obligations from the developer agreements which set certain valuation points which must be met annually, are reduced as well. The REDC commitment to debt service on the Harbor Heights project continues for the life of the debt service repayment associated with the infrastructure debt for those projects.

Due to the significant savings generated in last year's debt restructuring, the annual principal and interest payment to be covered by the TIF is nearly 50% lower than FY16. The next significant increase in payments will occur in FY2019.

Sales taxes have been estimated for fiscal year 2017 at \$276,000. 100% of the City's sales tax generated in the TIF is revenue to the zone. The City did not commit Mixed Beverage taxes to the TIF. In last session, the Legislature changed the allocation of beverage taxes from a straight tax on the beverage into two components – the original tax at a lower percentage and the standard sales tax rate component. Previously about 14% was charged on the drink it is now 8.25% sales tax and 6% beverage tax. While most sales tax data is confidential – this particular information is available for anyone to download and therefore we can easily access the sales tax data for beverages sold. The sales tax component is now included in TIF revenues.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	1,064,449	1,062,650	1,071,650	729,100
Total Expenditures	948,694	1,292,450	1,036,750	697,350
Excess Revenues Over (Under) Expenditures	115,755	(229,800)	34,900	31,750
Net Other Financing Sources (Uses)	-	244,450	-	-
Net Gain (Loss)	115,755	14,650	34,900	31,750
Fund Balance - Beginning	(88,096)	245,668	27,659	62,559
Fund Balance - Ending	27,659	260,318	62,559	94,309

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4100	Current Taxes	679,173	597,950	597,950	336,050
4105	Delinquent Taxes	-	-	-	-
4150	Sales Taxes	273,066	300,000	276,000	276,000
4155	Beverage Sales Taxes	-	-	33,000	33,000
4680	Developers Contributi	112,210	164,700	164,700	84,050
<b>Total Revenues</b>		<b>1,064,449</b>	<b>1,062,650</b>	<b>1,071,650</b>	<b>729,100</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Sources				
Operating Transfers In:				
Net Effect of restructuring	-	-	-	-
From Economic Development	-	244,450	-	-
<b>Total Other Financing Sources</b>	-	244,450	-	-
Other Financing Uses				
To Economic Development	-	-	-	-
<b>Total Other Financing Uses</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	-	244,450	-	-

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Debt Service	948,694	1,292,450	1,036,750	697,350
<b>Total Expenditures</b>	<b>948,694</b>	<b>1,292,450</b>	<b>1,036,750</b>	<b>697,350</b>

**LONG TERM DEBT**

**Fund**

05 Harbor Debt Service

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
768	Certificates - Principal	575,000	755,000	565,000	315,000
770	Certificates - Interest	373,694	537,450	471,750	382,350
<b>Total Debt Service</b>		<b>948,694</b>	<b>1,292,450</b>	<b>1,036,750</b>	<b>697,350</b>

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Revenues	18,366,887	20,505,900	20,709,000	22,412,800
Operating Expenses	13,457,632	16,635,550	17,410,400	18,259,100
Operating Income (Loss)	4,909,255	3,870,350	3,298,600	4,153,700
Non-Operating Revenues	1,128,665	973,200	1,065,200	1,068,200
Non-Operating Expenses	3,726,140	4,540,000	4,080,000	4,269,200
Non-Operating Income (Loss)	(2,597,475)	(3,566,800)	(3,014,800)	(3,201,000)
Net Income (Loss) Before Transfers	2,311,781	303,550	283,800	952,700
Net Transfers In (Out)	(936,500)	(939,250)	(949,250)	(1,002,300)
Net Income (Loss)	1,375,281	(635,700)	(665,450)	(49,600)
Working Capital - Beginning	2,059,881	950,336	3,435,162	2,769,712
Working Capital - Ending	3,435,162	314,636	2,769,712	2,720,112

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Available Operating Revenues:					
4601	Retail Water Sales	10,220,088	11,019,700	11,500,000	12,121,650
4603	Sewer Charges	5,511,705	6,546,200	6,040,000	6,644,000
4605	Pretreatment Charges	9,160	18,000	15,000	18,000
4609	HHW Fees	100,430	100,000	100,000	100,000
4610	Penalties	198,892	220,000	260,000	220,000
4611	Portable Meter Sales	-	-	20,000	20,000
<b>Total Utility Sales</b>		<b>16,040,275</b>	<b>17,903,900</b>	<b>17,935,000</b>	<b>19,123,650</b>
4622	RCH Water Sales	804,894	811,000	961,000	1,002,300
4632	Blackland Water Sales	608,513	653,000	653,000	681,000
4640	Mclendon Chisholm Sewer	-	-	7,000	7,000
4650	City of Heath Water Sales	737,964	972,000	972,000	1,421,850
<b>Total Contract Sales</b>		<b>2,151,371</b>	<b>2,436,000</b>	<b>2,593,000</b>	<b>3,112,150</b>
4660	Water Taps	124,644	115,000	120,000	120,000
4662	Sewer Taps	34,795	29,000	39,000	35,000
4665	Meter Rental Fees	15,802	22,000	22,000	22,000
<b>Total Other Receipts</b>		<b>175,241</b>	<b>166,000</b>	<b>181,000</b>	<b>177,000</b>
<b>Total Operating Revenues</b>		<b>18,366,887</b>	<b>20,505,900</b>	<b>20,709,000</b>	<b>22,412,800</b>
Available Non-Operating Revenues					
4001	Interest Earnings	5,831	5,000	22,000	25,000
4010	Auction/Scrap Proceeds	5,967	5,000	5,000	5,000
4019	Miscellaneous	-25,543	15,000	15,000	15,000
4480	Tower Leases	190,298	188,200	188,200	188,200
4700	Bond Proceeds	-	-	-	-
4670	Water Impact Fees	693,936	550,000	625,000	625,000
4672	Sewer Impact Fees	258,175	210,000	210,000	210,000
<b>Total Non-Operating Revenue</b>		<b>1,128,665</b>	<b>973,200</b>	<b>1,065,200</b>	<b>1,068,200</b>
<b>Total Available Revenues</b>		<b>19,495,552</b>	<b>21,479,100</b>	<b>21,774,200</b>	<b>23,481,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Transfers In				
From Bond Funds	-	-	-	-
Operating Transfers Out				
To General Fund	-	-	-	-
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	30,000	30,000	40,000	50,000
To Vehicle Replacement Fund	-	-	-	25,000
To Tech Replacement Fund	6,500	9,250	9,250	11,650
<b>Total Transfers Out</b>	<b>936,500</b>	<b>939,250</b>	<b>949,250</b>	<b>1,002,300</b>
Net Operating Transfers				
In (Out)	(936,500)	(939,250)	(949,250)	(1,002,300)

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,121,389	1,020,950	1,020,950	1,028,500
63 Water Operations	7,963,611	10,234,350	10,186,350	10,601,700
67 Sewer Operations	4,372,632	6,197,900	6,203,100	6,628,900
Total Dept. Expenses	13,457,632	16,635,550	17,410,400	18,259,100
Non Operating Expenses				
62 Long Term Debt	3,726,140	4,540,000	4,080,000	4,269,200
Total Non-Operating Expenses	3,726,140	4,540,000	4,080,000	4,269,200
<b>Total Expenses</b>	<b>17,183,772</b>	<b>21,175,550</b>	<b>21,490,400</b>	<b>4,950,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Debt Service	3,726,140	4,540,000	4,080,000	4,269,200
<b>Total</b>	<b>3,726,140</b>	<b>4,540,000</b>	<b>4,080,000</b>	<b>4,269,200</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

ACCOUNT	2015	2016	2016	
	Actual Expense	Adopted Budget	Amended Budget	2017 Approved
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	10,369	7,500	7,500	10,000
0752 BOND - PRINCIPAL	2,355,590	2,232,000	2,215,000	2,490,000
0754 BOND - INTEREST	651,155	1,383,450	1,145,200	1,205,350
0770 LEASE PURCHASE/SHORT TERM	-	204,700	-	0
0772 NTMWD - PRINCIPAL	443,338	443,350	443,350	338,350
0774 NTMWD - INTEREST	265,688	269,000	268,950	225,500
<b>Debt Service TOTAL . . . . .:</b>	<b>3,726,140</b>	<b>4,540,000</b>	<b>4,080,000</b>	<b>4,269,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

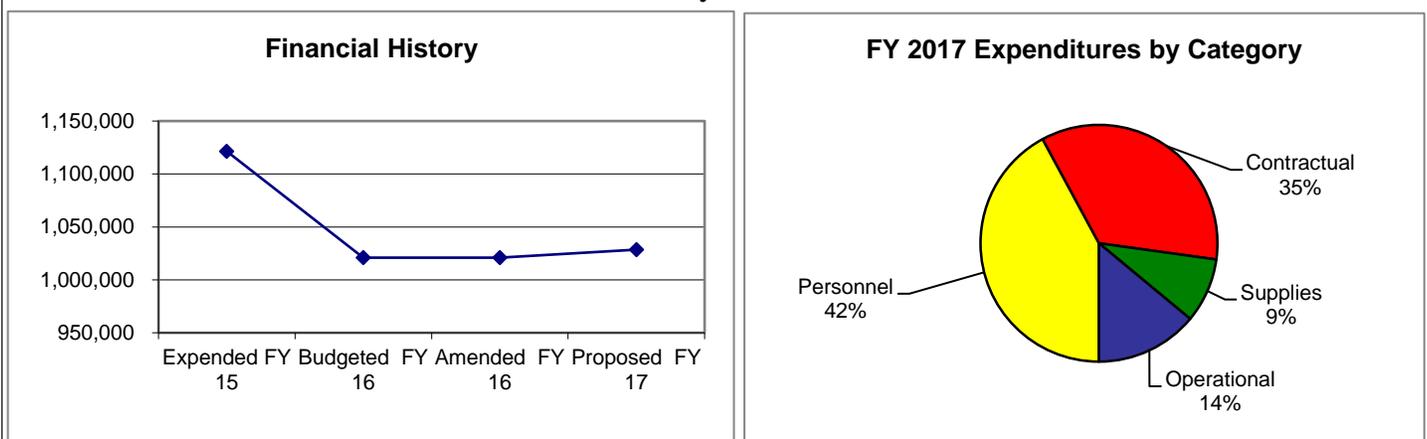
### Expenditure Summary

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	371,386	405,950	405,950	433,100
Contractual	374,734	390,400	390,400	360,800
Supplies	88,229	90,800	90,800	90,800
Operational	287,041	133,800	133,800	143,800
<b>Total</b>	<b>1,121,389</b>	<b>1,020,950</b>	<b>1,020,950</b>	<b>1,028,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>2016 Approved</u>	<u>2017 Approved</u>
Utility Billing Supervisor	22	1	1
Crewleader	15	-	1
Customer Service Representative	11	3	3
Meter Technician	11	4	3

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	69,562	72,300	72,300	75,850
104 SALARIES & WAGES-CLERICAL	89,291	102,200	102,200	106,600
107 SALARIES & WAGES-LABOR	135,439	150,200	150,200	162,650

<b>Notes:</b>	<a href="#">Upgrade Meter Tech to Crewleader</a>
<p>It has been several years since the meter technicians have had a crew leader position. With all of the customer's interest in the amount of their utility bills and the need for the UB Supervisor to be readily available to address concerns there isn't much time left for her to be involved in the field. The most senior meter technician has been with the City of Rockwall for 14 years, 9 of those years in the Utility Billing Department. He has been fulfilling the essential functions of a crew leader position for some time now with out the title or pay. Below are some of the responsibilities that he does as well as some new responsibilities as a Crew Leader:</p> <ul style="list-style-type: none"> <li>•Plan daily work for Meter Technicians.</li> <li>•Communicate with residents regarding concerns in the field.</li> <li>•Audit accuracy and timeliness of meter reading by spot checking the meter readers</li> <li>•Fill in reading meters when someone is off work and managing the time off schedule</li> </ul> <p>Increase in salary and benefits \$4,375</p> <p><b>CITY MANAGER'S COMMENTS:</b> <i>Approved</i></p>	

109 SALARIES & WAGES-OVERTIME	219	500	500	500
113 EDUCATION/CERTIFICATE PAY	1,200	900	900	900
114 LONGEVITY PAY	3,166	3,300	3,300	3,750
120 FICA & MEDICARE EXPENSE	22,657	24,350	24,350	26,400
122 T.M.R.S. RETIREMENT EXPENSE	49,852	52,200	52,200	56,450

<i>PERSONNEL SERVICES Totals</i>	<u>371,386</u>	<u>405,950</u>	<u>405,950</u>	<u>433,100</u>
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*CONTRACTUAL*

210 AUDITING	19,000	25,000	25,000	25,000
217 IT SERVICE	17,265	36,100	36,100	-
223 INSURANCE-SURETY BONDS	204	200	200	200
225 INSURANCE-AUTOMOBILES	19,387	20,000	20,000	17,000
227 INSURANCE-REAL PROPERTY	26,215	25,000	25,000	30,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	26,758	25,000	25,000	25,000
229 INSURANCE-LIABILITY	18,052	24,000	24,000	24,000
231 SERVICE MAINTENANCE CONTRACTS	241,513	225,000	225,000	229,500
240 EQUIPMENT REPAIRS	-	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	6,340	9,100	9,100	9,100

<i>CONTRACTUAL Totals</i>	<u>374,734</u>	<u>390,400</u>	<u>390,400</u>	<u>360,800</u>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	61 Utility Billing

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,606	1,800	1,800	1,800
307 POSTAGE	79,414	80,000	80,000	80,000
310 PRINTING & BINDING	7,104	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	105	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	<u>88,229</u>	<u>90,800</u>	<u>90,800</u>	<u>90,800</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	-	300	300	300
415 RECRUITING EXPENSES	83	-	-	-
430 TUITION & TRAINING	170	2,000	2,000	2,000
436 TRAVEL	-	1,500	1,500	1,500
450 BAD DEBT EXPENSE	191,039	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE DAY	95,749	100,000	100,000	110,000
<i>OPERATIONS Totals</i>	<u>287,041</u>	<u>133,800</u>	<u>133,800</u>	<u>143,800</u>
<b>BILLING SERVICES Totals</b>	<b>1,121,389</b>	<b>1,020,950</b>	<b>1,020,950</b>	<b>1,028,500</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

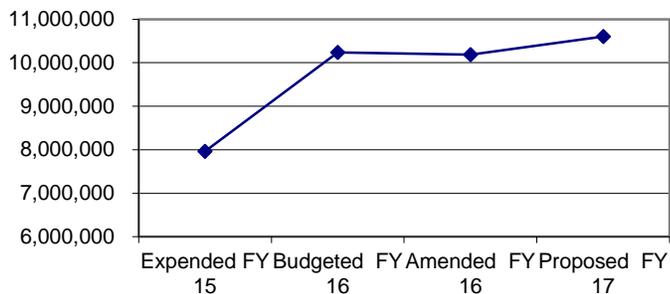
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	842,847	877,900	829,900	937,350
Contractual	6,463,541	8,016,450	8,025,150	8,751,250
Supplies	301,009	433,500	423,800	430,200
Operational	12,449	16,100	16,100	16,000
Utilities	343,765	310,550	311,550	310,550
Capital	-	579,850	579,850	156,350
<b>Total</b>	<b>7,963,611</b>	<b>10,234,350</b>	<b>10,186,350</b>	<b>10,601,700</b>

### Personnel Schedule

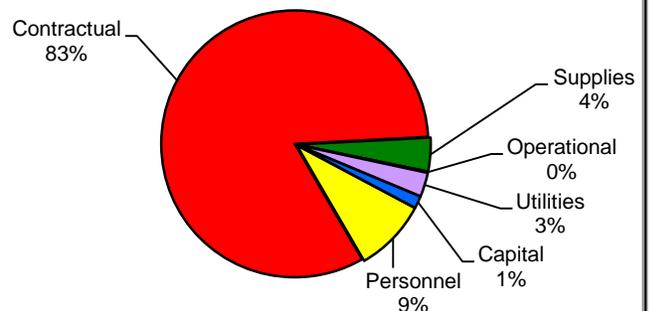
Position	Classification	2016	2017
		Approved	Approved
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	15	1	1
Water Quality Technician	12	1	2
Equipment Operator	13	1	1
Production Technician I	11	1	1
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	165,273	172,300	172,300	175,750
104 SALARIES & WAGES-CLERICAL	42,776	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	402,565	426,500	389,500	482,450

<b>Notes:</b>	<b>Additional Water Quality Tech</b>
<p>The Water Department is requesting the addition of a Water Quality Tech. The current Water Quality Tech duties include:</p> <ul style="list-style-type: none"> <li>• Daily bacteriological samples</li> <li>• Line locates</li> <li>• Flushes dead-end mains</li> <li>• Responds to calls from customers regarding water quality and pressure issues</li> <li>• Reads and inspects fire hydrant meters on construction sites</li> <li>• Daily chlorine residual samples</li> <li>• Record keeping of all activities</li> </ul> <p>On top of the many duties, the TCEQ has placed another requirement that is testing for nitrification in the water system.</p> <p>With the growth of the City and government regulations, the Water Department is requesting an additional Water Quality Tech added to the staff. The current Water Quality Tech often has to request help to complete daily task.</p> <p>Salary and Benefits total: \$45,639</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	<b>Backflow Specialist</b>
<p>Water Dept. has one employee that oversees the annual back flow inspection function. Their duties currently include receiving the reports from the certified testers and keeping records for each device, mailing reminders to businesses for annual test reports, and compliance enforcement outlined in the ordinance.</p> <p>Salary and Benefits \$47,863</p> <p>Computer and software 2,840</p> <p>Cell phone 1,000</p> <p>F150 Extended Cab 30,660</p> <p>Total \$48,208</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

109 SALARIES & WAGES-OVERTIME	58,851	45,000	45,000	45,000
113 EDUCATION/CERTIFICATE PAY	1,800	3,600	3,600	3,600
114 LONGEVITY PAY	6,543	7,900	7,900	8,700
120 FICA & MEDICARE EXPENSE	51,477	54,400	54,400	54,300
122 T.M.R.S. RETIREMENT EXP.	113,561	116,750	105,750	116,100

<i>PERSONNEL SERVICES Totals</i>	842,847	877,900	829,900	937,350
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>CONTRACTUAL</i>				
211 LEGAL	-	5,000	5,000	5,000
213 CONSULTING FEES	20,670	20,000	20,000	20,000
231 SERVICE-MAINT. CONTRACTS	41,750	44,400	44,400	53,200

<b>Notes:</b>	New maintenance programs
2016 Kenworth 12/14 Yard Dump Truck	
Guaranteed Contract Maintenance Program Costs:	
This cost will include (3 PM's) annually and also include repairs, parts and labor costs that may be required during the PM Services which would not be covered under the Target Maintenance Program the cost is \$500 per month per truck.	
Total \$6,000	
\$4,650 Caterpillar	
<b>CITY MANAGER'S COMMENTS:</b> Disapproved	

<b>Notes:</b>	New maintenance programs
\$4,300 2016 additional water tower generators	
\$3,500 Inspection and maintenance of water control valves and equipment calibration of flow meters and water level transmitters	
<b>CITY MANAGER COMMENTS:</b> Approved	

237 UNIFORM SERVICE	14,574	15,400	15,400	15,400
240 EQUIPMENT REPAIRS	9,995	10,000	10,000	10,000
242 EQUIPMENT RENTAL & LEASE	9,817	16,000	16,000	16,000
244 BUILDING REPAIRS	5,688	15,000	15,000	15,000
246 VEHICLE REPAIRS	26,650	22,000	30,700	22,000
270 WASTE DISPOSAL SERVICE	-	10,000	10,000	10,000
280 STATE PERMITS	34,049	37,000	37,000	49,500

<b>Notes:</b>	State Permits
THD Chemical Sampling \$6,000	
TCEQ Public Health Service Fee \$43,500 (state fee increased)	
<b>CITY MANAGER'S COMMENTS:</b> Approved	

281 METER REPAIR & REPLACEMENT	2,890	12,000	12,000	12,000
287 WATER PURCHASES	6,214,329	7,627,700	7,627,700	8,349,000
288 WATERLINE REPAIR & REPLAC	16,146	70,000	70,000	70,000
289 RESERVOIR MAINT. & REPAIR	66,982	111,950	111,950	104,150

<i>CONTRACTUAL Totals</i>	<u>6,463,541</u>	<u>8,016,450</u>	<u>8,025,150</u>	<u>8,751,250</u>
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*SUPPLIES*

301 OFFICE SUPPLIES	1,521	2,550	2,550	2,550
310 PRINTING & BINDING	428	2,000	2,000	2,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
323 SMALL TOOLS	11,896	24,600	24,600	34,850

<b>Notes:</b>	New Tools
Stihl TS 420 gas cut off saw \$1,300	
1" dewatering pump (2) \$1,000	
Cl2 colorimeter (4) \$1,680	
Fire Hydrant Flow Tester/Diffusers (2) \$2,240	
10ft Box Trailer - This trailer is needed to transport concrete saw and water tank to job sites \$ 2,257	
8ft. Box Trailer - The trailer is needed to store and transport hydraulic tools, pumps, hoses, and the power unit to job sites \$1,780	
CITY MANAGER'S COMMENTS: Approved	

325 SAFETY SUPPLIES		6,166	12,450	12,450
331 FUEL & LUBRICANTS		41,038	40,000	30,300
333 CHEMICAL		5,003	8,400	8,400

<b>Notes:</b>	Increase Chemical quantities
Increase in Chemicals for CL2 analyzer at Country Ln. & Springer Water Towers \$1,000 and DPD Dispenser Total Chlorine 24 Cases at \$170 \$4,080	
CITY MANAGER'S COMMENTS: Approved	

335 PROPANE	18,832	19,500	19,500	15,000
341 CONSTRUCTION & REPAIR SUP	52,139	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY	9,532	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY	10,977	11,000	11,000	11,000
381 WATER PIPE FITTINGS	16,983	50,000	50,000	50,000
382 METER SUPPLIES	126,495	175,000	175,000	175,000
	<i>SUPPLIES Totals</i>	<u>301,009</u>	<u>433,500</u>	<u>430,200</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,490	2,400	2,400	2,400
415 RECRUITING EXPENSES	305	200	200	100
430 TUITION & TRAINING	6,827	8,500	8,500	8,500
436 TRAVEL	3,826	5,000	5,000	5,000
	<i>OPERATIONS Totals</i>	<u>12,449</u>	<u>16,100</u>	<u>16,000</u>
<i>UTILITIES</i>				
501 ELECTRICITY	336,215	300,000	300,000	300,000
507 CELLULAR TELEPHONE	3,513	6,050	7,050	6,050
508 TELEPHONE SERVICE	4,038	4,500	4,500	4,500
	<i>UTILITIES Totals</i>	<u>343,765</u>	<u>311,550</u>	<u>310,550</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>CAPITAL</i>				
621 FIELD MACHINERY & EQUIPME	-	252,300	252,300	68,850

<b>Notes:</b>	Field Machinery & Equipment
Wachs Hydraulic Utility Power Unit	
Stanley Hydraulic Fire Hydrant Impact and Power Tube \$8,300	
Caterpillar Model 262D Compact Construction Equipment (Skid Steer)	
This unit will be a new edition to the fleet. It will be used for cleanup of excavated sites to reestablish landscaping and in areas inaccessible to our backhoe such as Lake Rockwall Estates. It will be shared with the Wastewater Department.	
Caterpillar Model 262D \$39,970	
Model 12TST Trailer \$12,340	
Total \$52,310	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

623 VEHICLES	-	327,550	327,550	87,500
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<b>Notes:</b>	New Vehicles
\$87,500 F-750 – 5-yard Dump Truck	
The truck will replace a 1998 dump truck. The truck will pull equipment such as the backhoe to and from job sites as well carry loads of excavated dirt, asphalt and concrete	
<b>CITY MANAGER'S COMMENTS: Approved</b>	

*CAPITAL Totals*      -      579,850      579,850      156,350

<b>WATER OPERATIONS Totals</b>	<b>7,963,611</b>	<b>10,234,350</b>	<b>10,186,350</b>	<b>10,601,700</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

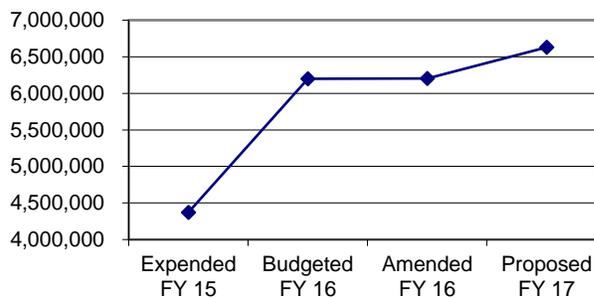
	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Personnel	686,096	691,900	697,900	878,700
Contractual	3,467,563	4,414,950	4,414,950	4,521,000
Supplies	103,921	141,350	141,350	192,650
Operational	10,901	14,450	14,450	14,450
Utilities	104,152	135,150	135,150	135,150
Capital	-	799,300	799,300	886,950
<b>Total</b>	<b>4,372,632</b>	<b>6,197,100</b>	<b>6,203,100</b>	<b>6,628,900</b>

### Personnel Schedule

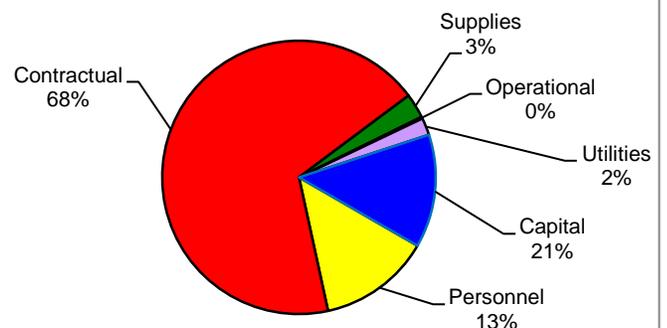
<u>Position</u>	<u>Classification</u>	<u>2016 Approved</u>	<u>2017 Approved</u>
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	15	1	2
Production Technician II	14	1	1
Equipment Operator	13	1	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	136,222	136,600	136,600	147,350
107 SALARIES & WAGES-LABOR	349,115	371,650	351,650	509,950

<b>Notes:</b>	<b>Additional Field Personnel</b>
<p>The Wastewater Department needs to add crews to meet the best management practices that are included in the CMOM. Currently, one crew addresses repairs, maintenance, service calls, and new installations. This crew is unable to keep up with the demand placed on them. To meet the workload, a second maintenance crew is required. The second crew is needed to meet expectations of the EPA to move the department to a more systematic preventive and predictive approach.</p> <p>1 – Crew Leader 2 – Equipment Operators I</p> <p>The Wastewater Department will need a crew of two to operate the proposed purchase of the VAC-CON 1000 Gallon Jetter Truck.</p> <p>1 - Crew Leader 1 - Equipment Operators I</p> <p>The Production Division of the Wastewater Department is requesting the addition of two Pump Mechanics. These two individuals would focus on scheduled preventative and predictive maintenance of the numerous pumps within the water and sewer system.</p> <p>1 - Pump Mechanic Crew Leader 1 - Pump Mechanic</p> <p><b>CITY MANAGER'S COMMENTS:</b> One crewleader and equipment operator are approved for the second system maintenance projects crew.</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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<b>Notes:</b>	FOG Implementation/Enforcement
<p>The Environmental Protection Agency (EPA) provides regulatory guidelines to eliminate pollutants that discharge into the sewer system that cause interference such as Fats, Oils, and Grease (FOG) that are discharged by residential, commercial, institutional, and industrial users. FOG presents a significant problem to the wastewater collection and treatment systems, causing sewer blockages resulting in sewer overflows and spills. Statistics have shown that 47 percent of reported blockages of sewer systems is from FOG related issues. A FOG program will be included in the City's Capacity, Management, Operations, and Maintenance Program (CMOM) submitted to the EPA for approval on December 12, 2016.</p> <p>The FOG Implementation/Enforcement Agent will report directly to the Water/Wastewater Manager. The primary duties of the new position will include:</p> <ul style="list-style-type: none"> <li>• Public educational activities</li> <li>• Not less than quarterly inspection of all restaurant grease interceptors</li> <li>• Issuance of permits for approved companies that clean establishments grease interceptors</li> <li>• Written notices of violation and take enforcement action for noncompliance</li> <li>• Detailed records and reports</li> </ul> <p>\$47,223 Salary and Benefits total                      1,000 Cell phone                      7,000 FOG Management software                      2,000 Computer</p> <p><b>CITY MANAGER'S COMMENTS:</b> Disapproved. As the CMOM program is developed we can work through an implementation program for these functions.</p>	

109 SALARIES & WAGES-OVERTIME	60,196	50,000	70,000	60,000
113 EDUCATION/CERTIFICATE PAY	3,000	2,100	2,100	3,600
114 LONGEVITY PAY	6,156	6,300	6,300	6,900
120 FICA & MEDICARE EXPENSE	40,091	39,800	39,800	48,100
122 T.M.R.S. RETIREMENT EXPENSE	91,316	85,450	91,450	102,800
<i>PERSONNEL SERVICES Totals</i>	686,096	691,900	697,900	878,700

**CONTRACTUAL**

213 CONSULTING FEES	49,425	20,000	20,000	50,000
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<b>Notes:</b>	Consulting Fees Increase
<p>Consulting fees will be needed as we work through the CMOM implementation process with the EPA.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

Fund	Department	Division
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
231 SERVICE-MAINT. CONTRACTS	20,473	27,650	27,650	158,300

<b>Notes:</b>	CCTV Van Software Modules
<p>For the CCTV Van:                  Granite XP Scoring Module \$2,950                  Granite XP Azteca Module \$2,950                  Granite XP ESRI ArcMap Plug-in Module \$2,950                  Granite Support Plan \$1,800</p> <p><b>CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	New Maintenance Programs
<p>Caterpillar Maintenance Program                  \$3,300 PM program for:                  2016 Caterpillar Model 420F2 C4EX Backhoe Loader 2016 Cat Model 305 E Compact Excavator</p> <p>Kenworth Maintenance Program                  \$6,000 2016 Kenworth 12/14 Yard Dump Truck                  Guaranteed Contract Maintenance Program Costs:                  This cost will include (3 PM's) annually and also include repairs, parts and labor costs that may be required during the PM Services which would not be covered under the Target Maintenance Program the cost is \$500 per month per truck.</p> <p><b>CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<b>Notes:</b>	STRATEGIC Asset Management Software			
<p>The City's largest asset is its infrastructure. Public Works is responsible for managing the infrastructure capital assets in a manner that minimizes cost at an acceptable level of service. The goal of Public Works is to move from short-term reactive work to a longer-term life-cycle asset management program. Having a good asset management system will allow Public Works to maintain desired service levels at the lowest life cycle cost.</p> <p>The proposed software will allow Public Works to improve asset utilization, extend the life of its assets and performance while reducing capital cost and related operational cost. The program will allow asset maintenance history to build over time. The history will provide a predictive standard for when similar assets may fail and how assets typically in the City perform overtime. Relying on simple age-based condition assessment on wastewater and storm sewer drainage systems can lead to replacing good assets that have a useful remaining life.</p> <p>Because water, wastewater, and storm drains are the most capital intensive assets to manage, the Environmental Protection Agency (EPA) expects an organization to implement an asset management system that tracks maintenance, rehabilitation, the inspection and monitoring of assets regularly for condition assessment. Purchasing this software will meet the EPA best management practices standards and allow the City to set a clear vision and asset management goals that are beneficial and cost-effective.</p> <p>An RFP will be written so proposals can be taken. Preliminary checks of pricing indicate the cost would be approximately \$120,000.</p> <p><b>CITY MANAGEMENT COMMENTS: Approved</b></p>				

237	UNIFORM SERVICE	10,580	14,700	14,700	14,700
240	EQUIPMENT REPAIRS	25,144	16,000	16,000	16,000
242	EQUIPMENT RENTAL & LEASE	25,025	13,200	13,200	10,000
246	VEHICLE REPAIRS	21,637	21,600	21,600	21,600
279	INDUSTRIAL PRE-TREATMENT	22,255	35,200	35,200	46,400
282	LIFT STATION MAINTENANCE	86,146	70,000	70,000	70,000
284	SEWER LINE REPAIR REPLACEMENT	109,172	55,000	55,000	55,000
285	SQUABBLE TREATMENT PLANT	391,014	591,150	591,150	471,500
286	BUFFALO CREEK TREATMENT PLANT	851,116	1,247,300	1,247,300	1,387,500
292	REGIONAL WASTEWATER SYSTEM	1,855,575	2,303,150	2,303,150	2,220,000
		3,467,563	4,414,950	4,414,950	4,521,000

*SUPPLIES*

301	OFFICE SUPPLIES	720	1,500	1,500	1,500
323	SMALL TOOLS	13,941	22,600	22,600	15,300
325	SAFETY SUPPLIES	5,057	11,400	11,400	11,400
331	FUEL & LUBRICANTS	27,064	28,700	28,700	28,700
333	CHEMICAL	8,195	7,900	7,900	7,900

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
341 CONSTRUCTION & REPAIR SUPPLIES	39,044	51,000	51,000	89,000

<b>Notes:</b>	Construction & Repair Supplies
Due to the increase of extensive street repairs, request an additional \$38,000	
CITY MANAGER'S COMMENTS: Approved	

347 GENERAL MAINTENANCE SUPPLIES	5,572	8,000	8,000	16,250
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<b>Notes:</b>	Cleaning Nozzles
Cleaning Nozzles \$8,250 Sewer Nozzle Cleaning Kit \$7,250 2 Sewer Cleaning Grenade Nozzle \$1,000	
CITY MANAGER'S COMMENTS: Approved	

385 LIFT STATION SUPPLIES	4,327	10,250	10,250	22,600
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<b>Notes:</b>	New Equipment
Lift Station Pressure Level Transducer \$1,800 4 Lift Station 2 HP Pumps \$6,400	
CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	103,921	141,350	141,350	192,650
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	1,727	2,150	2,150	2,150
415 RECRUITING EXPENSES	43	-	-	-
430 TUITION & TRAINING	7,432	8,500	8,500	8,500
436 TRAVEL	1,699	3,800	3,800	3,800

<i>OPERATIONS Totals</i>	10,901	14,450	14,450	14,450
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*UTILITIES*

501 ELECTRICITY	100,918	130,000	130,000	130,000
507 CELLULAR TELEPHONE	3,234	5,150	5,150	5,150

<i>UTILITIES Totals</i>	104,152	135,150	135,150	135,150
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>CAPITAL</i>				
621 FIELD MACHINERY & EQUIPMENT	-	181,050	181,050	799,450

<b>Notes:</b>	Heavy Equipment
<p>420F2 C4EX Backhoe \$167,000 Caterpillar Model 420F2 C4EX Backhoe Loader and Trailer. Purchasing this unit will replace an existing 1997 backhoe with 4,239.9 hours of run time. The current unit has electrical, air conditioning problems, and is prone to breakdown unexpectedly.</p> <p>305E Compact Excavator \$84,000 Cat Model 305 E Compact Excavator and Trailer The wastewater department needs the ability for two crews to excavate without waiting for the one backhoe operated by the department to become available. The water department added a compact excavator to its fleet that allowed the department to excavate in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment with enough power to perform other tasks when the backhoe is at other locations. Videoing the sewer lines to determine a condition assessment of the City’s sewer system has generated enough locations that need point repair to keep two crews busy justifying the need for the addition piece of equipment.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Backhoe is approved and Excavator is disapproved.</p>	

<b>Notes:</b>	New Equipment
<p>Vac-Con’s Inspector Cam \$44,200 On December 12, 2016, the City is required to submit a Capacity, Management, Operations, and Maintenance Program (CMOM) to the Environmental Protection Agency (EPA). Condition assessment is a component of the CMOM that requires the utility to clean and video all sewer piping owned and operated by the utility in a prescribed revolving period. The Wastewater Department is requesting to purchase a Vac-Con’s Inspector Cam that attaches to the Vac-Con Jet/Vac unit purchased last year. The Vac-Con’s Inspector Cam will allow the crew to clean the sewer pipes and video in a one-step process. If the line has significant defects, the camera truck purchased last year will have to conduct a detailed assessment of the line.</p> <p>The advantage of the Vac-Con’s Inspector Cam is that newer plastic lines will have little to no defects that allow for a reasonably quick line inspection. Another advantage is when there is a stoppage in a sewer line the EPA requires the utility to video the line to determine what caused the stoppage. Purchasing the Vac-Con’s Inspector Cam will give the City the ability to meet the EPA mandated requirements without investing in another additional camera truck.</p> <p>Hydraulic Concrete Core Drill \$8,250 The drill will provide the wastewater maintenance crew the ability to core into manholes in order to make penetrations through manholes. Currently the sewer department uses a contractor.</p> <p>Cues Lateral Launch Camera \$135,000 The camera is an addition to the camera truck that will allow for inspection of the laterals branching off the sewer main. The camera is needed to meet CMOM requirements.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Vac Con Cam and Core Drill are approved, Cues Camera is disapproved.</p>	

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<b>Notes:</b>	<b>On Site Generators</b>			
<p>On Site Generators for Harland Park, Dalton Road, and Hickory Ridge lift stations</p> <p>Currently, the City has 39 lift stations, with only 9 having fixed generators for standby power. The City’s current standards require all new lift station to have standby power in case electrical power is lost. Currently, the wastewater department has two large 200 KW tow behind generators that weigh over 12,000 pounds to provide temporary power. In icy conditions with the topography of the city, getting these generators to some of the location in time before the lift stations overflow has been challenging. To protect the health and safety of the residents and lesson the chances of having an adverse impact on personal property and the environment we are requesting to add three generators per year.</p> <p>Harlan Park Lift Station \$230,000                      Dalton Road Lift Station \$350,000                      Hickory Ridge Lift Station \$180,000</p> <p><b>CITY MANAGER'S COMMENTS:</b> Harlan Park and Dalston Rd Lift Station Generators are approved.</p>				

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	67 Sewer Operations

G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
623 VEHICLES	-	618,250	618,250	87,500

<b>Notes:</b>	New Vehicles
<p>VAC-CON 1000 Gallon Jetter Truck \$257,740 The addition of the VAC-CON 1000 Gallon Jetter Truck with Jet Cam Truck to the fleet will enable another crew to clean and video the City's sewer system to meet the prescribed condition assessment timeline.</p> <p>Ford F-150 Extended Cab Truck \$30,660 This vehicle is for the new FOG implementation/Enforcement Agent</p> <p>Ford F750 5-Yard Dump Truck \$87,500 The truck will replace a 2001 dump truck. The truck will pull equipment such as the backhoe to and from job sites as well carry loads of excavated dirt, asphalt and concrete.</p> <p>Crane Truck \$180,000 F750 - Crane Truck Maintainer 1400 Series will replace the current (Unit#126) which is a 1994 1-ton GMC flatbed truck with 110,115 miles. This truck was retired from the Parks Department several years ago, and then converted into a crane truck. This truck is in poor condition, is often very unreliable, and does not have the capacity to pull many of the pumps in the lift stations. Often we have to call the City of Rowlett or a contractor to pull our pumps.</p> <p>12-Yard Dump Truck \$105,760 Purchase a 12-yard dump truck to improve efficiency and reduce the amount of time it takes to repair a sewer main. The additional time taken with the smaller dump trucks can add additional time before wastewater repairs are complete and the possibility of sanitary sewer overflow.</p> <p><b>CITY MANAGER'S COMMENTS: 5 yd Dump Truck approved, all other vehicles are disapproved.</b></p>	

*CAPITAL Totals*                      -                      799,300                      799,300                      886,950

<b>SEWER OPERATIONS Totals</b>	<b>4,372,632</b>	<b>6,197,100</b>	<b>6,203,100</b>	<b>6,628,900</b>
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<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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10 Cemetery				
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	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	3,010	3,000	6,000	3,000
Total Expenditures	3,498	24,000	40,000	10,000
Excess Revenues Over (Under) Expenditures	(488)	(21,000)	(34,000)	(7,000)
Fund Balance - Beginning	104,449	101,549	103,961	69,961
Fund Balance - Ending	103,961	80,549	69,961	62,961

## SUMMARY OF REVENUES

**Fund**  
10 Cemetery

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4720	Cemetery Receipts	2,000	2,000	5,000	2,000
4722	Registration & Permit Fees	1,010	1,000	1,000	1,000
Total Revenues		3,010	3,000	6,000	3,000

## SUMMARY OF EXPENDITURES

**Fund**  
10 Cemetery

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	3,498	6,000	22,000	10,000
Capital	-	18,000	18,000	-
<b>Total</b>	<b>3,498</b>	<b>24,000</b>	<b>40,000</b>	<b>10,000</b>

<b>Fund</b>
10 Cemetery

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	3,498	6,000	22,000	10,000
<i>CONTRACTUAL Totals</i>	<u>3,498</u>	<u>6,000</u>	<u>22,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
633 INFRASTRUCTURE	-	18,000	18,000	-
<i>CAPITAL Totals</i>	<u>-</u>	<u>18,000</u>	<u>18,000</u>	<u>-</u>
<b>CEMETERY FUND Totals</b>	<b>3,498</b>	<b>24,000</b>	<b>40,000</b>	<b>10,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	97,469	86,200	87,200	96,900
Total Expenditures	104,561	60,100	60,100	69,100
Excess Revenues Over (Under) Expenditures	(7,092)	26,100	27,100	27,800
Net Other Financing Sources (Uses)	(25,000)	(30,500)	(30,500)	(25,000)
Net Gain (Loss)	(32,092)	(4,400)	(3,400)	2,800
Fund Balance - Beginning	155,591	165,959	123,499	120,099
Fund Balance - Ending	123,499	161,559	120,099	122,899

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	1,746	1,000	2,000	1,000
4415	Court Security Fee	22,635	24,000	24,000	24,000
4420	Technology Fee	29,927	32,000	32,000	32,000
4425	Child Safety Fines	6,420	7,500	7,500	7,500
4520	Gun Range M&O	36,741	21,650	21,650	32,350
<b>Total Revenues</b>		<b>97,469</b>	<b>86,200</b>	<b>87,200</b>	<b>96,900</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Transfers Out To General Fund	25,000	30,500	30,500	25,000
Total Other Financing Uses	25,000	30,500	30,500	25,000
Net Other Financing Sources (Uses)	(25,000)	(30,500)	(30,500)	(25,000)

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	101,855	59,100	59,100	68,100
Operational	2,706	1,000	1,000	1,000
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>104,561</b>	<b>60,100</b>	<b>60,100</b>	<b>69,100</b>

<b>Fund</b> 11 Public Safety
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<i>CONTRACTUAL</i>				
208 EMERGENCY SERVICES CORP	52,120	35,150	35,150	35,100
231 SERVICE MAINTENANCE	49,735	23,950	23,950	33,000
<i>CONTRACTUAL Totals</i>	101,856	59,100	59,100	68,100
<i>OPERATIONS</i>				
430 TUITION & TRAINING	968	1,000	1,000	1,000
<i>OPERATIONS Totals</i>	968	1,000	1,000	1,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	928	-	-	-
621 FIELD MACHINERY	810	-	-	-
<i>CAPITAL Totals</i>	1,738	-	-	-
<b>PUBLIC SAFETY FUNDS Totals</b>	104,562	60,100	60,100	69,100



## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	721,652	1,718,150	972,200	1,885,000
Total Expenditures	1,104,389	1,630,600	902,250	1,798,850
Excess Revenues Over (Under) Expenditures	(382,737)	87,550	69,950	86,150
Net Other Financing Sources (Uses)	(60,000)	(60,000)	168,000	-
Net Gain (Loss)	(442,737)	27,550	237,950	86,150
Fund Balance - Beginning	314,275	75,575	(128,462)	109,488
Fund Balance - Ending	(128,462)	103,125	109,488	195,638

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4015	Credit Card Fees	-	19,500	-	-
4050	Donations	43,538	34,000	42,700	34,000
4250	Recreation Program Fees	182,340	135,000	165,000	150,000
4252	RBSL Revenues	161,286	158,500	158,500	266,000
4500	Grant Proceeds	-	800,000	300,000	893,250
4680	Developer Contributions	156,077	405,150	100,000	365,750
4700	Takeline Concessions	151,473	140,000	180,000	150,000
4750	Land Lease Revenues	26,938	26,000	26,000	26,000
<b>Total Revenues</b>		<b>721,652</b>	<b>1,718,150</b>	<b>972,200</b>	<b>1,885,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Sources				
Operating Transfers In General Fund	-	-	168,000	-
<b>Total Other Financing Sources</b>	-	-	168,000	-
Operating Transfers Out To General Fund	60,000	60,000	-	-
<b>Total Other Financing Uses</b>	60,000	60,000	-	-
<b>Net Other Financing Sources (Uses)</b>	(60,000)	(60,000)	168,000	-

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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12 Recreational Development
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	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	268,536	293,500	293,500	347,000
Supplies	36,075	38,000	38,000	26,000
Operations	61,334	38,000	48,000	50,000
Capital Outlay	738,444	1,261,100	522,750	1,375,850
<b>Total Expenditures</b>	<b>1,104,389</b>	<b>1,630,600</b>	<b>902,250</b>	<b>1,798,850</b>

<b>Fund</b>
12 Recreation Development

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	27,847	37,500	37,500	37,500
231 SERVICE-MAINT. CONTRACTS	9,382	-	-	-
233 ADVERTISING	-	30,000	30,000	30,000
235 BANK CHARGES	18,528	19,500	19,500	32,000
239 RECREATION CONTRACT	92,137	80,000	80,000	80,000
245 POOL REPAIR & MAINTENANCE	17,064	-	-	-
260 ATHLETIC PROGRAMS	57,839	126,500	126,500	167,500
<i>CONTRACTUAL Totals</i>	268,536	293,500	293,500	347,000
<i>SUPPLIES</i>				
341 CONSTRUCTION & REPAIR SUPPLIES	4,899	12,000	12,000	-
360 ATHLETIC PROGRAM SUPPLIES	1,830	20,000	20,000	20,000
391 RECREATION PROG. SUPPLY	20,848	6,000	6,000	6,000
392 SIGNS AND SIGNALS	8,498	-	-	-
<i>SUPPLIES Totals</i>	36,075	38,000	38,000	26,000
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	61,334	38,000	48,000	50,000
<i>OPERATIONS Totals</i>	61,334	38,000	48,000	50,000
<i>CAPITAL</i>				
633 INFRASTRUCTURE IMPROVEMENT	240,484	1,138,350	400,000	738,350
641 TRAIL DEVELOPMENT	-	69,500	69,500	-

643	PLAYGROUND EQUIPMENT	497,960	53,250	53,250	113,150
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<b>Notes:</b>	Various Park Projects
<p>Park Furniture \$23,250 - Site furniture for The Park at Breezy Hill will need to be purchased and installed by City staff once the park construction is complete. Due to funding limitations, these amenities were not included in the construction budget or grant scope.</p> <p>Park Monument Signs \$13,650 - Upon the completion of The Park at Stone Creek and Breezy Hill, a standard park monument sign will need to be installed as well as dedication plaques for each location.</p> <p>Portable Restroom Station \$45,000 - for an additional restroom station for special events. This restroom trailer would be built for women only stall configuration.</p> <p>Disc Golf Course Repairs \$7,500 - Replace damaged and missing tee box signs at the Harry Myers Disc Golf Course.</p> <p>Dugout Covers \$8,750 - Install dugout covers for shade at Myers and Yellowjacket baseball/softball fields. Total of five fields.</p> <p>Tables and Benches \$15,000 - Install two picnic tables and two benches with concrete pads at Yellowjacket playground. At the time the Yellowjacket playground was installed, no funds were available for benches and tables. Multiple residents have requested this amenity be added.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

669	BOAT RAMP IMPROVEMENTS	-	-	-	524,350
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	<u>CAPITAL Totals</u>	<u>738,444</u>	<u>1,261,100</u>	<u>522,750</u>	<u>1,375,850</u>
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<b>RECREATION DEVELOPMENT Totals</b>	<b>1,164,389</b>	<b>1,690,600</b>	<b>902,250</b>	<b>1,798,850</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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13 Radio System
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	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	39,204	40,500	40,500	42,350
Total Expenditures	193,890	206,450	206,450	689,150
Excess Revenues Over (Under) Expenditures	(154,686)	(165,950)	(165,950)	(646,800)
Net Other Financing Sources (Uses)	160,000	160,000	160,000	640,000
Net Gain (Loss)	5,314	(5,950)	(5,950)	(6,800)
Fund Balance - Beginning	7,724	5,974	13,038	7,088
Fund Balance - Ending	13,038	24	7,088	288

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4530	City Contracts	39,204	40,500	40,500	42,350
Total Revenues		39,204	40,500	40,500	42,350

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Sources				
Operating Transfers In				
From General Fund	160,000	160,000	160,000	640,000
*Expended in General Fund	67,200	75,200	75,200	75,200
Operating Transfers Out				
*Expended in General Fund	67,200	75,200	75,200	75,200
Net Other Financing Sources (Uses)	160,000	160,000	160,000	640,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	186,967	201,450	201,450	202,680
Supplies	6,923	5,000	5,000	5,000
Operational	-	-	-	11,470
Capital	-	-	-	470,000
<b>Total Expenditures</b>	<b>193,890</b>	<b>206,450</b>	<b>206,450</b>	<b>689,150</b>

<b>Fund</b> 13 Radio System
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*CONTRACTUAL*

213	CONSULTING FEES	11,440	18,000	18,000	11,000
231	SERVICE MAINTENANCE CONTRACTS	175,527	183,450	183,450	191,680

<b>Notes:</b>	Service Maintenance Contracts
<p>There is an increase of \$7,414 (4%) in this line item from the previous year based on the consumer price index. The City's contract with Harris Corporation is on a calendar year schedule. This amount includes annual maintenance on the radio system, EOC Equipment, Interoperability, and the Mobile Command Vehicle, and the microwave system that connects the site at Fire Station #2 back to the control point at the Police Department.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<i>CONTRACTUAL Totals</i>	186,967	201,450	201,450	202,680
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*SUPPLIES*

347	GENERAL MAINT. SUPPLIES	6,923	5,000	5,000	5,000
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<i>SUPPLIES Totals</i>	6,923	5,000	5,000	5,000
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*OPERATIONS*

436	TRAVEL	-	-	-	11,470
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<b>Notes:</b>	New Radio System Training
<p>Rockwall County is covering the tuition expenses for the training for one Internal Operations employee related to the new County-wide system. The City is required to cover travel expenses. \$11,470</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<i>OPERATIONS Totals</i>	-	-	-	11,470
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CAPITAL

617 RADIOS - - - 470,000

<b>Notes:</b>	<b>New Equipment</b>
<p>Radio Equipment for New System                  A detailed list of the new public works radios, accessories for public safety radios and software updates has been provided to Council during discussion regarding the Interlocal Agreement with Rockwall County for the new radio system.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved from General Fund Reserves</p>	

*CAPITAL Totals*      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_ 470,000

<b>RADIO SYSTEM FUND Totals</b>	<b>193,890</b>	<b>206,450</b>	<b>206,450</b>	<b>689,150</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	62,821	-	36,050	-
Total Expenditures	11,692	120,000	77,000	102,100
Excess Revenues Over (Under) Expenditures	51,129	(120,000)	(40,950)	(102,100)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	51,129	(120,000)	(40,950)	(102,100)
Fund Balance - Beginning	258,200	281,399	309,329	268,379
Fund Balance - Ending	309,329	161,399	268,379	166,279

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4001	Interest Earnings	-	-	-	-
4680	Developer Contributions	8,249	-	-	-
4450	Land Sales	-	-	-	-
4800	Assessments	3,707	-	200	-
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.	-	-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	50,865	-	35,850	-
<b>Total Revenues</b>		<b>62,821</b>	<b>-</b>	<b>36,050</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	11,692	120,000	120,000	102,100
<b>Total Expenditures</b>	<b>11,692</b>	<b>120,000</b>	<b>120,000</b>	<b>102,100</b>

<b>Fund</b> 14 Street Improvements
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved								
<i>CONTRACTUAL</i>												
213 CONSULTING FEES	11,692	120,000	120,000	-								
<i>CONTRACTUAL Totals</i>	11,692	120,000	120,000	-								
<i>CAPITAL</i>												
645 INFRASTRUCTURE IMPROVEMENT	-	-	-	102,100								
<i>CAPITAL Totals</i>	-	-	-	102,100								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td>John King Blvd Street Lights</td> </tr> <tr> <td colspan="2">Installation of remaining 85 shoe box type street lights from the intersection of North SH 205 to South SH 205. Regardless of which entity controls John King, the City will be responsible for the cost to install, maintain and operate the street lights.</td> </tr> <tr> <td colspan="2">TxDOT has agreed to allow the installation of mid-block crosswalks at San Jacinto Plaza \$15,688</td> </tr> <tr> <td colspan="2"><b>CITY MANAGER'S COMMENTS:</b> Approved</td> </tr> </table>					<b>Notes:</b>	John King Blvd Street Lights	Installation of remaining 85 shoe box type street lights from the intersection of North SH 205 to South SH 205. Regardless of which entity controls John King, the City will be responsible for the cost to install, maintain and operate the street lights.		TxDOT has agreed to allow the installation of mid-block crosswalks at San Jacinto Plaza \$15,688		<b>CITY MANAGER'S COMMENTS:</b> Approved	
<b>Notes:</b>	John King Blvd Street Lights											
Installation of remaining 85 shoe box type street lights from the intersection of North SH 205 to South SH 205. Regardless of which entity controls John King, the City will be responsible for the cost to install, maintain and operate the street lights.												
TxDOT has agreed to allow the installation of mid-block crosswalks at San Jacinto Plaza \$15,688												
<b>CITY MANAGER'S COMMENTS:</b> Approved												
<b>STREET IMPROVEMENT FUND Totals</b>	<b>11,692</b>	<b>120,000</b>	<b>120,000</b>	<b>102,100</b>								

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4001	Interest Earnings	-	50	50	-
4010	Auction Proceeds	-	-	-	-
4019	Misc. Revenue	-	-	-	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
Total Revenues		58,250	58,300	58,300	58,250

**SUMMARY OF EXPENDITURES**

**Fund**

16 Fire Equipment Fund

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	-	18,000	18,000	25,000
Supplies	7,502	8,000	8,000	11,000
Capital Outlay	81,358	137,200	153,700	129,000
<b>Total Expenditures</b>	<b>88,860</b>	<b>163,200</b>	<b>179,700</b>	<b>165,000</b>

<b>Fund</b> 16 Fire Equipment
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*CONTRACTUAL*

213 CONSULTING FEES	-	18,000	-	25,000
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<b>Notes:</b>	Land for new Fire Station No. 1
Funding for an architect to assist in determining what size property is needed. The cost associated with doing a concept plan for fire station, administration and site will cost approximately \$ 25,000. This item was approved by City Manager and the Council last budget year. As the RFP was being finalized, this project was placed on hold by City Management.	
CITY MANAGER'S COMMENTS: Approved	

<i>CONTRACTUAL Totals</i>	-	18,000	-	25,000
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*SUPPLIES*

377 VOLUNTEER EXPENSES	7,502	8,000	8,000	11,000
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<i>SUPPLIES Totals</i>	7,502	8,000	8,000	11,000
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*CAPITAL*

610 FURNITURE & FIXTURES	8,674	-	-	-
617 RADIO EQUIPMENT	194	17,150	17,150	12,000

<b>Notes:</b>	Pagers for Volunteers
\$6,000 New Pagers for new volunteers	
\$6,000 Replacement Pagers	
CITY MANAGER'S COMMENTS: Approved	

621	FIELD MACHINERY & EQUIPMENT	56,192	120,050	120,050	117,000
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<b>Notes:</b>	<b>Gear and Equipment</b>
<p>\$400 Emergency Gate Openers (10) for 10 NEW Volunteers            \$44,000 Replacement Bunker Gear for 10 Existing Paid/Volunteer Firefighters:            \$44,000 Bunker Gear for 10 New Volunteers            \$2,500 SCBA Masks 10 New Volunteers</p> <p>\$12,000 Opticom Equipment            This is for the cost of replacing old existing Opticom Traffic Signals equipment that quits working or is damaged by accidents. A lot of the equipment in the field along Goliad and along Ridge Road is over 10 years old. This amount would allow one complete intersection to be replaced. The state will no longer troubleshoot non-working equipment or make repairs so we have to use a third party contractor. The cost in equipment and labor for maintaining all intersections within Rockwall usually averages out to be around \$12,000 annually.</p> <p><b>CITY MANAGER'S COMMENTS:</b> <i>Approved</i></p>	

623	VEHICLES	16,298	-	-	-
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	<i>CAPITAL Totals</i>	81,358	137,200	137,200	129,000
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	<b>FIRE EQUIPMENT FUND Totals</b>	<b>88,860</b>	<b>163,200</b>	<b>163,200</b>	<b>165,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	43,613	79,150	79,150	42,900
Total Expenditures	33,017	138,000	138,000	67,350
Excess Revenues Over (Under) Expenditures	10,596	(58,850)	(58,850)	(24,450)
Net Other Financing Sources (Uses)	15,000	15,000	15,000	30,000
Net Gain (Loss)	25,596	(43,850)	(43,850)	5,550
Fund Balance - Beginning	25,612	49,762	51,208	7,358
Fund Balance - Ending	51,208	5,912	7,358	12,908

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4500	Grant Proceeds	10,517	49,150	49,150	6,900
4750	Land Lease	28,015	24,000	24,000	30,000
4752	F.B.O. Lease	5,081	6,000	6,000	6,000
<b>Total Revenues</b>		<b>43,613</b>	<b>79,150</b>	<b>79,150</b>	<b>42,900</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Sources				
Operating Transfers In				
From General Fund	15,000	15,000	15,000	30,000
<b>Total Other Financing Sources</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>30,000</b>
Net Other Financing Sources (Uses)	15,000	15,000	15,000	30,000

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	16,406	36,650	36,650	48,800
Supplies	1,604	750	750	2,550
Operational	13,834	98,350	98,350	13,750
Utilities	1,173	2,250	2,250	2,250
Capital	-	-	-	-
<b>Total Expenditures</b>	<b>33,017</b>	<b>138,000</b>	<b>138,000</b>	<b>67,350</b>

<b>Fund</b>
17 Aviation

<b>G/L Account</b>	<b>2015 Actual Amount</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
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*CONTRACTUAL*

213 CONSULTING FEES	-	-	-	25,000
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<b>Notes:</b>	Land Purchase
<p>The Airport Development Plan approved last year shows the need for additional land adjacent to the airport for future expansion and airport improvements. There is approximately 19 acres on the each side of the airport that has been for sale for many years. The budget request is for appraisal services and an estimated cost of the land. TXDOT Aviation has indicated they would act as the City’s agent for land acquisition at such time as the City is ready to proceed. It is proposed the City use TXDOT’s procedure for land acquisition in order to be eligible for a 90% reimbursement at such time the airport expands or the funds used for land acquisition can act as local grant matching for future airport CIP projects.</p> <p>Estimated cost per acre at \$30,000 / acre - \$568,800                  Cost of Appraisal Services – \$7,500                  Environmental Due Diligence Audit - \$3,000                  Legal - \$15,000                  Closing costs - \$17,000                  Total: \$611,300</p> <p><b>CITY MANAGER'S COMMENTS:</b> Bond funds are available to reimburse TxDOT Aviation for the land purchase if Council decides to continue the process</p>	

<b>Notes:</b>	FBO Contract Labor
<p>The FBO, Todd Parks has requested a fee to compensate him for the services he provides the City. A contract amendment will be required to allow this compensation to occur.</p> <p><b>CITY MANAGER'S COMMENTS:</b> Approved</p>	

<b>Notes:</b>	Marketing & Website Consulting
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<b>Fund</b> 17 Aviation
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<p>Airport Marketing – this request is for development of a website and promotional materials for the airport. The Ralph M Hall / Rockwall Municipal Airport has 69 based aircraft with a mixture of both personal and business users. By promoting the airport throughout the region, it is believed that the City will benefit economically by having those with airplanes fly into Rockwall, enjoy many of the shopping, dining, and recreational destinations the City has to offer, spend the night, contribute to the local economy, and fly out the next day with little impact to city services. The information on the website and the promotional materials can also be used by the REDC in their recruiting packets to prospective companies looking to locate in Rockwall.</p> <p>Marketing Strategy Research &amp; Consulting - \$4,200                      Design and Content Creation - \$1,700                      Website creation \$1,500                      Printing 1000 tri-fold promotional materials \$415                      Total: \$7,815.00</p> <p>CITY MANAGER'S COMMENTS; Disapproved</p>				

227	INSURANCE-REAL PROPERTY	1,521	1,000	1,000	1,200
229	INSURANCE-LIABILITY	-	1,800	1,800	1,500
240	EQUIPMENT REPAIRS	469	5,950	5,950	2,100
242	EQUIPMENT RENTAL & LEASE	-	250	250	250
244	BUILDING REPAIRS	3,947	26,350	26,350	16,050
246	VEHICLE REPAIRS	10,469	1,000	1,000	2,400
280	STATE PERMITS	-	300	300	300
	<i>CONTRACTUAL Totals</i>	<u>16,406</u>	<u>36,650</u>	<u>36,650</u>	<u>48,800</u>
	<i>SUPPLIES</i>				
331	FUEL & LUBRICANTS	1,604	-	-	1,800
339	FUEL TANK REPAIRS	-	250	250	250
341	CONSTRUCTION & REPAIR SUPPLIES	-	500	500	500
	<i>SUPPLIES Totals</i>	<u>1,604</u>	<u>750</u>	<u>750</u>	<u>2,550</u>
	<i>OPERATIONS</i>				
409	GRANT MATCHING	13,834	98,350	98,350	13,750

<b>Notes:</b>	Grant Matching
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<b>Fund</b> 17 Aviation
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
<p>Routine Airport Maintenance Program - RAMP Projects are reimbursed 50/50 up to \$100,000</p> <p>AWOS - Automated Weather Observation System. As an AWOS owner, the City is obligated to operate and maintain the system according to FAA AC No. 150/5220-16D. The City will contract directly with Vaisala, Inc. to provide maintenance on the AWOS at the airport. Currently each airport contracts individually for the NADIN interface service connection that links the AWOS weather data with FAA Flight Services and the National Weather Service. The NADIN connection is also used for remote daily monitoring of the AWOS system to perform maintenance functions. Both items are reimbursable at 50% under the Routine Airport Maintenance Program.</p> <p>AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780</p> <p>AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with Vaisala, Inc. and is eligible for a 50% reimbursement from RAMP Grant): \$5,966</p> <p>Tree Removal -Several trees need to be removed due to their proximity to RW 35 on the south end of the airport. The FAA has identified some of these as penetrating the 20:1 approach/departure area. It is proposed to hire a professional tree service to remove the trees. Budget Request: \$7,000</p> <p>Total RAMP Grant Matching Request: \$13,746</p> <p style="color: green;">CITY MANAGER'S COMMENTS: Approved</p>				
<i>OPERATIONS Totals</i>	13,834	98,350	98,350	13,750
<i>UTILITIES</i>				
501 ELECTRICITY	1,173	2,250	2,250	2,250
<i>UTILITIES Totals</i>	1,173	2,250	2,250	2,250
<b>AVIATION FUND Totals</b>	<b>33,017</b>	<b>138,000</b>	<b>138,000</b>	<b>67,350</b>

<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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18 Recycling				
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	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	22,223	6,000	6,000	-
Total Expenditures	4,331	14,000	14,000	-
Excess Revenues Over (Under) Expenditures	17,892	(8,000)	(8,000)	-
Net Other Financing Sources (Uses)	-	-	-	(33,000)
Net Gain (Loss)	17,892	(8,000)	(8,000)	(33,000)
Fund Balance - Beginning	114,580	130,579	132,472	124,472
Fund Balance - Ending	132,472	122,579	124,472	91,472

## SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4780	Recycling Revenue	22,223	6,000	6,000	-
Total Revenues		22,223	6,000	6,000	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Uses				
Operating Transfers Out To General Fund	-	-	-	33,000
Total Other Financing Sources	-	-	-	(33,000)
Net Other Financing Sources (Uses)	-	-	-	(33,000)

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operational	4,331	14,000	14,000	-
<b>Total Expenditures</b>	<b>4,331</b>	<b>14,000</b>	<b>14,000</b>	<b>-</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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24 Downtown Fund
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	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	16,735	-	10,000	10,000
Total Expenditures	54,172	23,550	15,550	15,750
Excess Revenues Over (Under) Expenditures	(37,437)	(23,550)	(5,550)	(5,750)
Net Gain (Loss)	(37,437)	(23,550)	(5,550)	(5,750)
Fund Balance - Beginning	54,007	56,121	16,570	11,020
Fund Balance - Ending	16,570	32,571	11,020	5,270

## SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4050	Donations	10,000	-	10,000	10,000
4254	Downtown Program Fees	6,735	-	-	-
Total Revenues		16,735	-	10,000	10,000

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Contractual	3,930	5,000	5,000	5,000
Supplies	41,755	8,550	8,550	2,750
Operational	8,487	10,000	2,000	8,000
<b>Total Expenditures</b>	<b>54,172</b>	<b>23,550</b>	<b>15,550</b>	<b>15,750</b>

<b>Fund</b> 24 Downtown Improvements
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved
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*CONTRACTUAL*

293 GRANT PROGRAM	3,930	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	3,930	5,000	5,000	5,000

*SUPPLIES*

347 GENERAL MAINT SUPPLY	41,755	8,550	8,550	2,750
<i>SUPPLIES Totals</i>	41,755	8,550	8,550	2,750

*OPERATIONS*

469 PROMOTION EXPENSE	8,487	10,000	2,000	8,000
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<b>Notes:</b>	Seasonal Banners
\$8,000 light pole banners for seasonal themes.	
CITY MANAGER'S COMMENTS: Approved	

<i>OPERATIONS Totals</i>	8,487	10,000	2,000	8,000
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<b>DOWNTOWN IMPROVEMENT Totals</b>	<b>54,172</b>	<b>23,550</b>	<b>15,550</b>	<b>15,750</b>
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## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Total Revenues	173,544	-	105,600	-
Total Expenditures	230,308	94,300	94,300	42,400
Excess Revenues Over (Under) Expenditures	(56,764)	(94,300)	11,300	(42,400)
Net Other Financing Sources (Uses)	-	-	-	(208,500)
Net Gain (Loss)	(56,764)	(94,300)	11,300	(250,900)
Fund Balance - Beginning	682,182	685,562	625,418	636,718
Fund Balance - Ending	625,418	591,262	636,718	385,818

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
4550	Seizure Revenue	173,544	-	105,600	-
Total Revenues		173,544	-	105,600	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 14-15	Budgeted 15-16	Amended 15-16	Proposed 16-17
Contractual	5,246	22,400	22,400	22,400
Operational	10,000	20,000	20,000	20,000
Capital	215,062	51,900	51,900	-
<b>Total Expenditures</b>	<b>230,308</b>	<b>94,300</b>	<b>94,300</b>	<b>42,400</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Narcotics - Seizure Awards

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Other Financing Sources				
Operating Transfers Out To General Fund	-	-	-	208,500
Total Other Financing Sources	-	-	-	208,500
Net Other Financing Sources (Uses)	-	-	-	(208,500)

<b>Fund</b> 26 Seized Funds
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G/L Account	2015 Actual Amount	2016 Adopted Budget	2016 Amended Budget	2017 Approved								
<i>CONTRACTUAL</i>												
231 SERVICE MAINTENANCE CONTRACTS	5,246	22,400	22,400	22,400								
<i>CONTRACTUAL Totals</i>	5,246	22,400	22,400	22,400								
<i>OPERATIONS</i>												
451 CONFIDENTIAL FUNDS	10,000	20,000	20,000	20,000								
<i>OPERATIONS Totals</i>	10,000	20,000	20,000	20,000								
<i>CAPITAL</i>												
623 VEHICLES	-	-	-	50,000								
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; border-right: 1px solid black;"><b>Notes:</b></td> <td><a href="#">New Vehicle</a></td> </tr> <tr> <td colspan="2" style="padding: 5px;">                     Replace an existing narcotics vehicle. This vehicle was purchased out of seized funds in 2011 and currently has over 100,000 miles.                      \$25,000                 </td> </tr> <tr> <td colspan="2" style="padding: 5px;">                     Purchase a Dodge Charger for our Citizen on Patrol. We have implemented a four year replacement program that would allow us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal.                      \$25,000                 </td> </tr> <tr> <td colspan="2" style="padding: 5px; color: green;"> <b>CITY MANAGER'S COMMENTS: Approved</b> </td> </tr> </table>					<b>Notes:</b>	<a href="#">New Vehicle</a>	Replace an existing narcotics vehicle. This vehicle was purchased out of seized funds in 2011 and currently has over 100,000 miles. \$25,000		Purchase a Dodge Charger for our Citizen on Patrol. We have implemented a four year replacement program that would allow us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal. \$25,000		<b>CITY MANAGER'S COMMENTS: Approved</b>	
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<b>CITY MANAGER'S COMMENTS: Approved</b>												
624 POLICE EQUIPMENT	215,062	51,900	51,900									
<i>CAPITAL Totals</i>	215,062	51,900	51,900									
<b>SEIZED FUNDS - NARCOTICS Totals      230,308              94,300              94,300</b>												



City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 17, 2016**  
**SUBJECT: City's Health & Welfare Programs**

General Overview

The City of Rockwall has partnered with **Holmes Murphy** since January 2014 for broker and consultant services to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. **Group & Pension Administrators, Inc.** (GPA) has, since 2004, continued to act on behalf of the City as our *third-party administrator* in reviewing and paying medical claims. The savings derived from their review and process intervention services was \$1,031,970 for 2015. Every three (3) years, the City sends out *requests for proposals* for these services. The City began this process earlier this spring and anticipates a recommendation in mid-October for the new plan year beginning January 2017.

Health Care Cost Summary

As the chart below indicates, the City has experienced a continued rise in healthcare claims and costs since the 2014 plan year. The City experienced a 20% increase in claims cost for medical, dental and vision in 2015.

**History of Claims Cost:**

Cal Year	Claims Cost	Annual Cost PEPY	# of EEs @ YR End
2011	\$2,251,503	\$9,006	253
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
<b>2015</b>	<b>\$2,914,258</b>	<b>\$12,143</b>	<b>240</b>

Prescription Benefits Plan

This past plan year, the City saw a 5% decrease in prescription claims. As of July 1, 2014, the City excluded covering prescriptions that contain *bulk powder* and other compound drugs contributing to a portion of this increase in claims cost.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
<b>2015</b>	<b>\$594,363</b>	<b>-5%</b>

Note: Claims cost does not include Admin Fees.

### Healthcare Reform

The City was faced with additional fees and plan changes as a result of the *Affordable Care Act*. For 2015, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee* - \$1,256.43
- *Transitional Reinsurance Fee* - \$25,197.48

For 2016, the projected fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee* - \$1,300 (*estimated*)
- *Transitional Reinsurance Fee* - \$15,600 (*estimated*) In January 2017, this fee will be eliminated.

There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2018)**, if actually implemented.

### Pre 65 Retiree Health Benefits

The City elected *Texas Municipal League Multi-State Intergovernmental Employee Benefits Pool (TMLIEBP)* to administer this state mandated "retiree health care" program. The City pays 25% of the lowest premium available of four plans offered to the participants, which is \$282.84 for 2016 and \$291.32 for 2017. The City only pays this amount if an employee elects to enroll at the time of their retirement, and the claims liability is held by TMLIEBP. Participation ends at the time the employee reaches the age of 65 and is Medicare eligible, or earlier if they choose not to participate. However, the premium rates for the retiree is currently more than what they would pay for continued coverage (COBRA) under the City's self-insured plan, and the City would continue to carry the liability for those claims for up to 18 months. With a growing number of the City's employees eligible to retire, and the continued rise in health care costs, it is vital that the City focus initiatives toward providing a cost-effective, *pre-65 health care option* for our retirees.

In December 2014, the City offered an *early retirement opportunity incentive*. As a result, three new retirees were added to the Pre-65 health plan beginning in August 2015. For 2016, the City pays \$1,166.10 per month each for these participants. This was a 20% increase in premium from 2015. The rate will increase by 3% for 2017. The City will continue to pay a portion of these premiums for these three participants until they reach the age of 65 and are Medicare eligible, or earlier if they choose not to participate.

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Revenues					
4019	Miscellaneous	33,116	28,000	28,000	28,000
4850	Employee Contributions	704,352	792,000	720,000	755,000
4855	Pharmacy Rebates	-	-	-	-
4860	Stop Loss Reimbursements	-	20,000	616,900	20,000
<b>Total Operating Revenues</b>		<b>737,468</b>	<b>840,000</b>	<b>1,364,900</b>	<b>803,000</b>
Non-Operating Revenues					
4001	Interest Earnings	139	-	6,000	6,000
<b>Total Non-Operating Revenues</b>		<b>139</b>	<b>-</b>	<b>6,000</b>	<b>6,000</b>
<b>Total Revenues</b>		<b>737,607</b>	<b>840,000</b>	<b>1,370,900</b>	<b>809,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Transfers In				
From General Fur	2,300,000	2,500,000	2,500,000	2,500,000
From Water & Sev	900,000	900,000	900,000	900,000
Total Transfers In	3,200,000	3,400,000	3,400,000	3,400,000
Net Operating Transfers In (Out)	3,200,000	3,400,000	3,400,000	3,400,000

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Expenses				
Operations	3,629,938	4,079,000	4,553,000	4,074,000
<b>Total Expenditures</b>	<b>3,629,938</b>	<b>4,079,000</b>	<b>4,553,000</b>	<b>4,074,000</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2015 Actual Expense</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	4,295	5,000	5,000	5,000
440 ADMINISTRATION FEES	244,197	275,000	264,000	250,000
441 REINSURANCE PREMIUMS	295,624	375,000	285,000	345,000
442 PAID HEALTH CLAIMS	3,064,862	3,400,000	3,975,000	3,450,000
443 LIFE INSURANCE PREMIUMS	20,960	24,000	24,000	24,000
<b>Operational TOTAL . . . . .:</b>	<b>3,629,938</b>	<b>4,079,000</b>	<b>4,553,000</b>	<b>4,074,000</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>3,629,938</b>	<b>4,079,000</b>	<b>4,553,000</b>	<b>4,074,000</b>



**City of Rockwall**  
*The New Horizon*

**MEMORANDUM**

**TO:** Rick Crowley, City Manager  
**FROM:** Cheryl Dunlop  
 Director, Administrative Services  
**CC:** Mary Smith, Asst. City Manager  
**DATE:** August 17, 2016  
**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TML.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs*. In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

As you can see from the chart below, workers' compensation claims and costs have fluctuated over the years. In fiscal years 09/10, 10/11 and 11/12, there were a high number of reportable incidents and high medical claims costs. In fiscal years 12/13, 13/14, 14/15 the reportable incidents and the medical claims costs came down considerably.

Workers' Compensation Claims Activity								
Fiscal Year								
Fiscal Year	Total # of Employees Receiving A Pay Check	Total Incidents	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost
09/10	307	106	57	49	79	\$ 22,597	141	\$ 124,008
10/11	299	87	39	48	140	\$ 36,912	206	\$ 144,303
11/12	328	90	42	48	199	\$ 47,708	278	\$ 193,741
12/13	286	50	20	30	20	\$ 5,584	85	\$ 58,771
13/14	286	48	22	26	4	\$ 1,100	45	\$ 20,779
14/15	302	35	18	17	114	\$ 19,056	207	\$ 72,687
15/16	300	46	17	29	217	\$ 55,029	320	\$ 103,209

Although the *reportable incidents* are the lowest in the last several fiscal years, there are a number of serious injuries causing the most *number of days away from work* and the most *days on restricted or light duty*, with the highest increase in *medical claims costs*. For example, 5 of the 17 reportable incidents required surgery, totaling \$82,551. The remaining 12 incidents totaled \$20,658 in various medical claims cost, for an overall total *to-date* of \$103,209. There is one large claim that remains open and will not close until after the end of this fiscal year.

**Employee Safety Program**  
**Page 2**

Due to the number of serious incidents and the increase in overall costs this year, staff cannot support the recommendation to fund the safety incentive to employees this year. The City should continue to fund safety training, site assessments, and accident & injury investigations to ensure a continued safe working environment for our employees and volunteers.

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We have had a difficult year this year, and even with a reasonable claims level next year, we expect the fund balance to continue to deplete. We anticipate we will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Revenues	-	-	-	-
Operating Expenses	190,236	187,000	290,000	119,000
<b>Operating Income (Loss)</b>	<b>(190,236)</b>	<b>(187,000)</b>	<b>(290,000)</b>	<b>(119,000)</b>
Non-Operating Revenues	722	500	1,000	1,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>722</b>	<b>500</b>	<b>1,000</b>	<b>1,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(189,514)</b>	<b>(186,500)</b>	<b>(289,000)</b>	<b>(118,000)</b>
Net Transfers In (Out)	80,000	105,000	150,000	200,000
<b>Net Income (Loss)</b>	<b>(109,514)</b>	<b>(81,500)</b>	<b>(139,000)</b>	<b>82,000</b>
Retained Earnings - Beginning	262,367	392,946	152,853	13,853
<b>Retained Earnings - Ending</b>	<b>152,853</b>	<b>311,446</b>	<b>13,853</b>	<b>95,853</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Non-Operating Revenues					
4001	Interest Earnings	222	-	500	500
4019	Misc. Revenues	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>722</b>	<b>500</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>722</b>	<b>500</b>	<b>1,000</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operating Transfers In				
From General Fund	50,000	75,000	110,000	150,000
From Water/Sewer Fund	30,000	30,000	40,000	50,000
Net Operating Transfers In (Out)	80,000	105,000	150,000	200,000

<b>SUMMARY OF EXPENSES</b>
<b>Fund</b>
32 Worker's Compensatic

	Actual 14-15	Budgeted 15-16	Amended 15-16	Adopted 16-17
Operational	190,236	187,000	290,000	119,000
<b>Total Operating Expenses</b>	<b>190,236</b>	<b>187,000</b>	<b>290,000</b>	<b>119,000</b>
<b>Total Expenditures</b>	<b>190,236</b>	<b>187,000</b>	<b>290,000</b>	<b>119,000</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2015 Actual Expense</b>	<b>2016 Adopted Budget</b>	<b>2016 Amended Budget</b>	<b>2017 Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	729	1,000	1,000	1,000
440 ADMINISTRATION FEES	25,369	31,000	34,000	38,000
444 PAID LOSSES	85,938	75,000	175,000	75,000
446 SAFETY INCENTIVES	74,750	75,000	75,000	-
447 DRUG TESTING	3,450	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>190,236</b>	<b>187,000</b>	<b>290,000</b>	<b>119,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>190,236</b>	<b>187,000</b>	<b>290,000</b>	<b>119,000</b>



City of Rockwall

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 21, 2014  
**SUBJECT:** Fiscal Year 2015 Proposed Budget

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Please accept the proposed 2015 Annual Operating Budget for consideration by the Mayor and City Council.

There are many positive indicators for economic success in Rockwall in the coming year. Property values took a considerable jump in our community, sales tax revenue continues to increase, and building and development are strong. These factors would typically contribute to an annual operating budget proposal that allows the City to address many areas of need as services are provided to our citizens. While the proposed budget for FY15 includes a small reduction in the Ad Valorem property tax rate and adoption of the calculated effective tax rate, there are many unfunded departmental requests for programs and acquisitions that would enhance service delivery. Although the proposed FY15 budget envisions the continuation of current levels of service, these deferred programs and acquisitions will certainly be required to be funded in future years in order to continue to do so.

The major circumstances, which “drive” the proposed budget, are related to continued drought, successful water conservation, and the major reduction of water sales revenue, which has resulted. Drought conditions continue, broken only by several welcomed rain events, which, although helpful, have produced only marginal improvement in the availability of raw water for sale to our customers. These rain events have produced reservoir improvements measured in inches, at a time when sufficient supply replenishment in our lakes would require rainfalls measured in feet.

Although drought conditions continue, the City’s water supplier, the North Texas Municipal Water District (NTMWD), has indicated that the combination of recent rainfall, continued successes in regional conservation and resumption of water from Texoma (now being delivered through the new pipeline to the Wylie treatment plant) leads them to predict that Stage 4 Conservation measures (no outside watering) will not be required this summer. While this offers some indication of an enhanced outlook for the water supply situation, the proposed FY15 Annual Operating Budget is heavily influenced by the fact that this region remains in

drought condition, with no indication as to when that circumstance may reverse. Not going into Stage 4 produces only a tempered “bright spot” as relates to the operating budget in that it means not **all** of the possible negative impacts have come to pass. However, there is some thought that the drought may well change the level of customer demand for treated water for some significant period of time after drought conditions ease – perhaps for the foreseeable future.

A high percentage of total water sales comes during the last several months of each fiscal year. Current indications are that if the total water sales through the end of this fiscal year mirror sales from the previous year, the Water and Sewer Fund will end this fiscal year in a negative position. This is despite back-to-back annual rate increases of 10% in the last two years. The City has responded to lower sales by taking the following measures:

- Not making the budgeted transfer from the Water and Sewer Fund to the General fund for \$602,100 as previously planned;

- Deferral of numerous equipment acquisitions;

- Deferral of other projects that could reasonably be delayed; and

- Continuation of a hiring freeze of Water and Sewer system maintenance employees as vacancies occurred (four maintenance positions at this time, but 2-3 such positions for the majority of the current fiscal year).

As we have discussed, a high percentage of water and sewer system costs are beyond the city’s control but have significant impacts on the budget. These include the cost of treated water (which continues to increase), utilities, and debt service payments. Due to NTMWD costs associated with future water supply development, the price of treated water will increase 10% in the coming year.

For the proposed FY15 Operating Budget numerous changes are proposed in an effort to address the continued influence of the drought. These include the following:

- No transfer from the Water and Sewer Fund to the General Fund (previously \$602,100 annually) is included in the proposed budget;

- A total of \$700,000 in debt service payments on Certificates of Obligation issued for water and sewer projects and paid from those revenues is proposed to be paid from current property tax collections instead;

- An increase in the base bill for water of \$8 per month per customer account is proposed, and the budget assumes its adoption effective October 1, 2014;

One of the four vacancies in Maintenance Worker positions is proposed to be filled this fiscal year, and a second of these four vacant positions is proposed to be filled in the 2015 budget;

While non-optional equipment acquisitions and essential system improvements (based on our best assessments) are reflected in the budget, the proposed budget includes a significant deferral of vehicle replacement, equipment acquisitions, and other system projects that were requested. (Notable are the number of disapproved departmental requests in the Water and Sewer Fund); and

A consultant-performed rate study to update the previous studies – taking into account the current drought position and anticipated future increases in the cost of treated water and wastewater treatment (Unfortunately, but frankly, this study will likely affirm the need for yet additional future water and sewer rate increases).

These changes or others producing similar revenue and expenditure impacts are necessary to respond to, and, under the best circumstances anticipated, only begin to provide for the fund's recovery from the influence of drought and costs of raw water supply development. Details of the revenues and expenditures of the budget proposal are included in the various departmental requests noted in the proposed budget document.

We recognize that proposed water rate increases do have an impact on our residential customers and businesses. While these impacts are sometimes most significant when applied to the lowest levels of consumption, increases are necessary at this level to ensure we actually collect the revenues needed to operate the system. While an "increase is an increase," even after the rate adjustments proposed, Rockwall's rates will continue to be among the lower rates in the area.

### General Fund

Of course, all of these changes in the water and sewer fund also impact the General Fund.

While the proposed budget does allow for continued operation of existing programs and service levels provided by the City, it also must reflect an even more conservative, cautious approach than has been the case in the past – this is necessary despite the many positive indications of economic improvement.

At the beginning of FY14, the City had increased the General Fund Reserve by \$1,200,000 more than had been anticipated by the amended budget for the previous fiscal year. During the course of the current fiscal year, as expressed above, reduced water sales revenue means the \$602,100 budgeted transfer from the Water and Sewer Fund to the General fund cannot occur.

However, several revenue line items do reflect increases over the budget amounts for the current fiscal year. These (as shown in the Revenue section of the budget that follows) include significant increases in the following:

Current sales taxes	\$234,000
Franchise fees	107,000
Mixed Beverage taxes	20,000
Code enforcement liens paid	35,500
Building related fees	35,000

Several of these items are indicators of a strengthening local economy and result from significant private investment in the City.

The budget for the current fiscal year included planned expenditures from General Fund Reserves. During the course of the year, the Council authorized a number of additional expenditures from General Fund Reserves. These have been included in the 2014 Amended Budget numbers that follow. For the current fiscal year, even with the elimination of the transfer of the \$602,100 transfer from the Water and Sewer Fund, it is anticipated that the reserve funds will be about \$260,000 better than had been anticipated in the budget. \$200,000 is needed for transfer to the Employee Benefits Fund in FY14, which provides the City's self-insurance program. This transfer is accounted for within that portion of the proposed budget that follows.

Like the revenue side of the budget, expenditures in the General Fund continued to reflect the dynamic nature of the City. Certain expenditure line items, which substantially deviated (up or down) from planned expenditures, contain explanations within the document of the circumstances involved. The most notable, significant variances involving expenditures over the budgeted amounts have resulted from overtime in the Police Department divisions. This has been caused by employee turnover and the need to use overtime to fill shifts for sick or injured employees and those in training. A more specific evaluation of these overtime expenditures is provided in the overtime memorandum from the Chief of Police, which will be distributed and discussed at the budget worksession.

For FY15, double-digit percentage increases in property values (for the first time in many years) has the effect of lowering the calculated Effective Tax from the current Tax Rate of \$.5025/100 valuation to \$.4955/100 valuation. Individual property values will determine the actual change in tax bills for each taxable parcel.

While the General Fund Reserve remains strong and exceeds amounts adopted in the City's reserve policy, the proposed budget takes a cautious approach to expenditures from reserves due to uncertainty regarding the duration of the current drought conditions. While a few large rainfall events could substantially change the raw water supply situation (and thus the financial implications of the drought), these rains have not yet occurred.

The proposed budget anticipates adoption of the \$.4955/100 valuation calculated Effective Tax Rate. A number of revenue considerations are reflected in the proposed budget. These include:

- An increase in Sales Tax collections of 2% over the current year estimates (\$385,000 in new budgeted revenue);

- An increase from 2% to 4% for subdivision inspection fees paid by developers (\$140,000 in new budgeted revenue);

- Small increases for contracts associated with providing services to other cities;

- A small increase in fees paid for restaurant inspections;

- Various other revenue line items, which should see increases or decreases, based on their trends over the course of the last few years.

Each year as the proposed budget is being prepared, a market salary study is performed to determine if there have been substantial changes in employee market conditions that might indicate the need for adjustments to the various positions of the City's work force. Last year, this analysis was performed by a compensation consultant, and a number of market adjustments were recommended and approved by the Council. This year, the market study analysis was performed in-house, and the results indicated that only one such market adjustment (Police Communications - Dispatcher) is needed at the 5% increase level. No other market adjustments are included in the proposed budget. The proposal does, however, include step increases for employees in accordance with the Compensation Plan for both public safety and non-public safety employees as recommended by the consultant and adopted by the Council last year.

Last Fiscal Year nine new positions were added to General Fund expenses. The proposed budget includes the following:

- Addition of **one** Criminal Investigator position subject to approval of a grant application for a family violence investigator that was submitted to the State Criminal Justice Division. The position will be filled only if the grant application is approved for funding. The City's first year cost for this program would be the most expensive for the City because it includes acquisition

of a vehicle and various supplies as part of the local cost of the program. If the grant is not funded by the State, we will not move forward with the position and related expenditures;

Addition of **one** Parks Maintenance employee funded for a total of two months – (this coincides with the completion of downtown improvements, which will require additional maintenance activities);

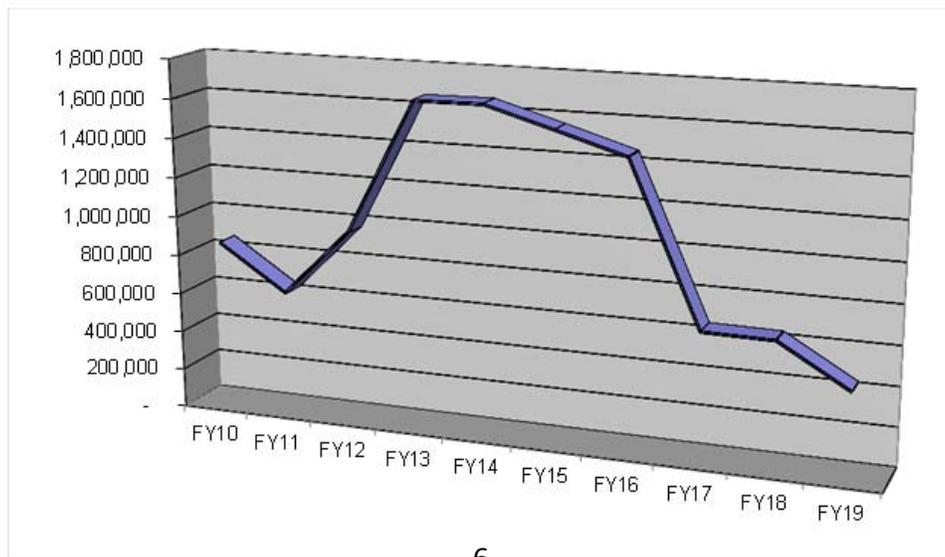
Continuation of the full-time position and additional part time funding for the baseball softball program assumed by the City and paid this year and next from the Recreation Development Fund;

One position currently budgeted at the police officer pay level has been elevated to a Sergeant position;

Two positions currently budgeted at the Communication Specialist (Dispatcher) level have been elevated to reflect increased supervisory responsibilities;

Costs associated with operation of the City’s pools were amended back into the FY2014 budget and are being continued into the new year.

FY2014 included the acquisition of sixteen (16) new and replacement vehicles. Council will recall that these vehicles were purchased from General Fund Reserves to begin transitioning from use of short-term debt for vehicle and equipment purchases to the development of a vehicle replacement program. Such a program will not use these debt instruments for financing vehicle acquisitions. While you will see numerous vehicle and equipment purchases that have been disapproved (and thereby deferred to future years – particularly in the Water and Sewer Fund), it is noteworthy that far fewer requests for vehicles and equipment in the departmental proposals. Vehicles requested and approved for inclusion in this proposed budget will again be approved as budgeted expenditures from reserves and no short-term debt will be issued for their purchase. An analysis of future reductions in debt payment requirements if the City sustains this practice is provided in the graph below.



The proposed FY15 budget recommends approval of the following vehicle and equipment items:

Replacement of two vehicle used for fire inspections	\$94,850
Vehicle for investigator if grant is funded	31,500
Traffic signal at Ralph Hall and Mims	185,000
Rehabilitation of Tuttle Ball fields parking lot	140,000
Zero Turn mower used in parks maintenance	13,900
Police equipment purchases	47,900

In addition to vehicle and equipment items noted above, the proposed budget also includes funding of the following from reserves, as they are non-operational / one-time expenses:

Service Center roof repairs	\$20,500
Air conditioner unit repairs- Police building	19,550
Replace Furniture at John Fitzwater Sr. Community Service Center	14,000
LiDAR Contours project	27,900

In total, the proposed expenditure from reserves is about \$595,100. This is substantially less than in previous years despite the healthy condition of the reserves. As indicated above, the lack of certainty as to continued drought conditions have been considered regarding the proposed reserve expenditures, as these circumstances can impact the General Fund as well as the Water and Sewer Fund.

Finally, I want to thank the Mayor and City Council for their engagement and discussion with staff as the proposed budget was being prepared. I would also like to thank the City's department directors for the work that each department has done in preparation of the budget requests. As always, a huge note of appreciation to the Finance Department is in order for the many hours of work that have gone into budget preparations. Specifically, Assistant City Manager Mary Smith has, as in previous years, worked tirelessly on the budget. She continues to serve the City of Rockwall well as its Chief Financial Officer.

The proposed FY 2015 budget is hereby transmitted to the Mayor and Council for your review and consideration.

To assist the Mayor and Council in evaluation of the proposed budget, a listing of requested but disapproved items has been provided. You may note that the proposed budget includes far more disapproved items than in the past years. As a part of our budget discussions, several options would allow the City to fund some of the currently disapproved items noted in the budget, or add items the Council may want to add.

**General Fund Reserve** – The proposed budget includes \$595,100 in expenditures from the General Fund Reserve. At this rate of reserve expenditure, it is estimated that FY15 would end with General Fund Reserve of at least 3.7 months or more of operating expenses. The Reserve Policy indicates that our goal is to maintain 3 months and when the reserves exceeds 3.5 months it can be used for capital purchases, repairs extending the life of an asset and planning projects.

Manager's Note: If expenditures from the General Fund Reserve are increased, please consider the following:

- A. Optional projects including:
  - 1. Logo/branding consultant
  - 2. Redo the entry feature at Ridge/I-30
  - 3. Additional entry features at Horizon-Village/I-30
  - 4. Downtown Christmas decorations
  - 5. Renovation of historic fire truck (estimates pending)

While additional reserve expenditures are possible, some caution is advised as the drought is ongoing and additional funds may be needed to offset lost revenues that could affect the need for continued strong reserves in the General Fund.

**Water & Sewer** - \$8 per month increase in base bill is proposed. \$1 on the base bill produces \$168,000.

Manager's Note: If the proposed rate increase of \$8 on the minimum bill further increased, please consider the following:

- A. The need to shore up the fund's stability and development of reserves for future years
- B. Replace the call duty truck \$37,000

**General Fund** – The proposed budget reflects adoption of the \$.4955 effective tax rate. \$257,695 would be generated by adoption of the current tax rate.

Manager's Note: If the current Tax Rate is adopted, a notice of Tax Increase is required, but if the current Tax Rate is adopted, please consider the following:

- A. Reduce transfer from Recreation Development in the event that the revenue will decrease from marina leases if the vendor follows through with their request due to low lake levels
- B. Increase reserves to be prepared to deal with the continued uncertainty of the drought
- C. Transfer to the Water and Sewer Fund reserves

**City Manager Disapproved Items  
FY 2015**

**WATER & SEWER FUND**

<u>Item</u>	<u>Amount</u>	<u>Dept</u>
<u>Personnel</u>		
Seasonal Maintenance Worker	5,300	Water
Maintenance Worker (frozen position)	34,800	Water
Maintenance Worker (frozen position)	34,800	Sewer
<u>Equipment</u>		
Security Cameras at North Country Lane Water Tower	15,330	Water
Generators for Southside & Springer Water Towers	14,850	Water
Check valves at for Eastside and Heath St Pumps	27,050	Water
ADS 2 R leak correlator	12,000	Water
LD-12 leak detection equipment	3,600	Water
Gas multi-purpose chain saw	3,220	Water
24" Gannon, pin-on backhoe bucket with bolt on teeth	1,575	Water
Turbo Digger TD80-S2D and insert tool bundle	4,000	Water
John Deere 50G Compact Excavator w/ 16' tilt trailer	64,851	Water
John Deer HH60 Hydraulic Hammer	7,450	Water
Lift Station Control Panel Rain Shields	19,800	Sewer
Sewer push camera with monitor	12,426	Sewer
Multi-purpose gas chain saw	3,220	Sewer
<u>Vehicles</u>		
1-ton Extended Cab truck with utility bed	42,000	Water
3/4 ton truck with utility bed	37,000	Water
12 yard dump truck	110,557	Water
F550 Crew Cab with utility bed	38,500	Sewer
Vacuum Truck (or Lease-purchase \$68,250 per year for 5 years)	321,000	Sewer
<u>Capital Projects (Future CIP)</u>		
Conversion of Wet Wells	533,000	Sewer
Reline Sewer Mains Downtown	173,288	Sewer
Sewer Line on National Drive	325,353	Sewer
<b>TOTAL:</b>		<b>\$1,844,970</b>

**City Manager Disapproved Items  
FY 2015**

**GENERAL FUND**

<u>Item</u>	<u>Amount</u>	<u>Dept</u>
<u>Personnel (including all associated expenses)</u>		
Network Technician	60,400	Internal Operations
3 FT Drivers	262,797	Fire
Network Technician	62,000	Records
Field Supervisor	94,500	Streets
<u>Contractual</u>		
Repaint Exterior of Fire Station 1	9,350	Internal Operations
Resurface Walkways at City Hall	16,000	Internal Operations
Repaint Interior of The Center and HMCC	3,000	Internal Operations
PD Exterior Sound Reduction	5,000	Internal Operations
PD Interior Sound Reduction	8,600	Internal Operations
Survey of Historic District	5,000	Planning
Historic Landmark Medallions	2,500	Planning
Historic District Renovation/Restoration Matching Grants	2,500	Planning
Crewleader Smartphones	3,500	Parks
Pavement Management Study	108,490	Streets
<u>Training</u>		
Microsoft Training	7,200	Internal Operations
<u>Vehicles</u>		
Traffic Supervisor Vehicle & Equipment	53,500	Patrol
Equip SRO Vehicles as Patrol Units (one vehicle)	23,000	Community Services
3/4 ton extended cab truck with utility bed	29,500	Parks
1/2 ton extended cab truck	23,200	Streets
<u>Other Capital Items</u>		
New Storefront & Glass at Service Center	9,600	Internal Operations
Sunport Shade Structure at PD	21,000	Internal Operations
iTRAKit software	20,500	Neighborhood Improv
Aerial Fountain at Myers Park	9,000	Parks
Tommy Lift Tailgate	3,350	Parks
Generator & Air Compressor	3,500	Parks
Replace existing GPS Tremble Unit	8,500	Engineering
Asphalt Pulverizer	115,000	Streets
3-Ton Vibratory Asphalt Compactor	41,024	Streets
Mini-Asphalt Track Paver	36,324	Streets
Asphalt Equipment Transport Trailer	11,500	Streets
12-Yard Dump Truck equipped with Sand Spreader	110,557	Streets
<b>TOTAL:</b>	<b>1,169,892</b>	



City of Rockwall  
*The New Horizon*

**MEMORANDUM**

**TO: Rick Crowley, City Manager**

**FROM: Jeffrey Widmer, Director of Building Inspections and Code Enforcement**

**DATE: July 31, 2014**

**SUBJECT: Population Estimates**

COG reported our 1/1/14 population as 40,030. In keeping with adopted policy, we have calculated the population estimate for 1/1/2015. We averaged 29 single family permits per months from 1/1/14 – 5/31/14. We believe the conservative approach is to assume we continue to issue the same average number of permits for the remainder of the calendar year. Using this premise, we will end the year with 348 single family permits issued. COG recognizes 2.75 residents per single family dwelling and an occupancy factor of .940 in the City of Rockwall. COG recognizes 2.32 residents per multi-family unit with an occupancy rate of .955.

1/1/14 COG Population Estimate	40,030	
348 X 2.75 X .940 =	899	Single family
0 X 2.32 X .955 =	<u>0</u>	Multi-family
1/1/15 Population Estimate	40,929	

**Using this methodology the City 1/1/2015 population will be 40,929.**



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2014  
**SUBJECT:** Water / Wastewater Rates

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McLain Decision Support Systems last completed the City's comprehensive water and wastewater rate study in 2011. We provided budget estimates and debt outlook through 2017 for the study. Bob will be updating this study over the next 60 – 90 days and will present the results prior to the end of the calendar year.

North Texas Municipal Water District will be increasing their rate by 10.0% from the current 1.88 to 2.06 per thousand gallons of treated water. The District had established a long-range rate model and it was incorporated into the City's previous rate study. The District since increased the projected rates so the new higher rates will be reflected in the study update.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. In addition, bond covenants require that we maintain 1.25X net revenue available for debt service. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past year and some would say perhaps for the foreseeable future.

Drought conditions and our customers corresponding overwhelmingly positive response to calls for conservation have severely diminished our revenues in several of the last few years but most profoundly in this year. Reduced sales and our inability to respond in kind with reduced expenses have depleted the reserves we must maintain. Operations staff has responded to the need to reduce expenses by freezing three open positions, at least one in excess of one year to this point, deferring maintenance projects unless an emergency occurs, and not purchasing any of the approved capital items in the current budget. This has saved in excess of \$399,000 in fiscal year 2014. Just over 79.2% of our expenses for fiscal year 2014 are paid to either NTMWD or in debt service payments, which does not allow for any reductions in those expenses.

The City raised rates effective January 1, 2014 so the full-year effect of this increase has not been realized yet. The proposed budget assumes a full-year of the new rates on the consumption volumes experienced last fall and early winter. We do not expect to be out of conservation measures this fall so this is likely the highest those revenues could be.

The proposed budget assumes an \$8 increase to the base water rate. By increasing the base rate, we ensure the revenues will be generated, rather than rates tied to consumption, which may not materialize in sales revenue. Bob McClain has provided a rate survey he conducted earlier this year so we could compare our current and proposed rates to those in the area. The rates reflected in his survey are before any increases these other cities may enact in their new budgets.

We anticipate the rate study will document the need for an additional increase in the volumetric rate to address the increasing costs of treated water and wastewater treatment operations.

Rockwall's current water and wastewater combined rate continues to be the lowest among the NTMWD 13 member cities. This is the case at consumption levels up to 15,000 gallons per month. We have a significantly higher "conservation rate" and that causes us to be 3<sup>rd</sup> lowest at the higher consumption levels. In a wider survey of 26 cities around the Metroplex, our lower tier rates are the lowest among these cities and our rates for greater consumption are the 7<sup>th</sup> lowest. Even adding in the proposed \$8 base water charge, our rates will be among the lowest and this assumes none of the survey cities raises their rates as well.

#### Wholesale Customers

Our wholesale customer rates are determined in a separate study that Bob is completing as well. Their rates are designed to completely cover our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase of at least 5% based on early calculations for coming year. The wholesale contracts with Blackland and RCH expire at the end of 2014. It was anticipated that both entities would be able to tie directly into the NTMWD treated waterline from Lake Tawakoni by this time. This project has been pushed back several years so we will be negotiating an extension to their agreements prior to year-end. The City of Heath's contract provides for rate increases as NTMWD adjusts their rate due to their unique configuration within our system so their rate will increase to \$2.06 per thousand gallons.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Revenues	15,118,907	17,136,150	15,721,500	17,871,650
Operating Expenses	15,342,237	13,702,900	13,414,450	14,380,400
Operating Income (Loss)	(223,330)	3,433,250	2,307,050	3,491,250
Non-Operating Revenues	4,497,790	644,000	778,700	868,200
Non-Operating Expenses	3,773,084	4,143,150	4,143,150	3,329,600
Non-Operating Income (Loss)	724,706	(3,499,150)	(3,364,450)	(2,461,400)
Net Income (Loss) Before Transfers	501,377	(65,900)	(1,057,400)	1,029,850
Net Transfers In (Out)	(1,217,550)	(1,739,050)	(1,091,950)	(936,500)
Net Income (Loss)	(716,173)	(1,804,950)	(2,149,350)	93,350
Working Capital - Beginning	2,776,054	2,979,180	2,059,881	(89,469)
Working Capital - Ending	2,059,881	1,174,230	(89,469)	3,881

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Available Operating Revenues:					
4601	Retail Water Sales	8,285,306	9,694,000	8,100,000	9,544,000
4603	Sewer Charges	4,255,951	4,684,000	4,994,000	5,500,000
4605	Pretreatment Charges	9,392	27,000	9,300	9,500
4607	Garbage Revenue	5,706	-	-	-
4609	HHW Fees	94,107	97,000	97,000	100,000
4610	Penalties	201,880	150,000	200,000	220,000
4612	Water Fines	600	-	-	-
<b>Total Utility Sales</b>		<b>12,852,942</b>	<b>14,652,000</b>	<b>13,400,300</b>	<b>15,373,500</b>
4622	RCH Water Sales	708,638	874,200	796,200	846,000
4632	Blackland Water Sales	558,280	612,150	583,000	622,150
4650	City of Heath Water Sales	874,085	900,800	814,000	898,000
<b>Total Contract Sales</b>		<b>2,141,003</b>	<b>2,387,150</b>	<b>2,193,200</b>	<b>2,366,150</b>
4660	Water Taps	95,262	75,000	81,000	85,000
4662	Sewer Taps	13,700	12,000	25,000	25,000
4665	Meter Rental Fees	16,000	10,000	22,000	22,000
<b>Total Other Receipts</b>		<b>124,962</b>	<b>97,000</b>	<b>128,000</b>	<b>132,000</b>
<b>Total Operating Revenues</b>		<b>15,118,907</b>	<b>17,136,150</b>	<b>15,721,500</b>	<b>17,871,650</b>
Available Non-Operating Revenues					
4001	Interest Earnings	3,585	20,000	5,000	5,000
4010	Auction/Scrap Proceeds	9,360	10,000	3,600	5,000
4019	Other	100,754	24,000	20,000	20,000
4480	Tower Leases	63,586	90,000	122,800	188,200
4700	Bond Proceeds	3,523,302	-	-	-
4035	Impact Fees	797,202	500,000	627,300	650,000
<b>Total Non-Operating Revenue</b>		<b>4,497,790</b>	<b>644,000</b>	<b>778,700</b>	<b>868,200</b>
<b>Total Available Revenues</b>		<b>19,616,697</b>	<b>17,780,150</b>	<b>16,500,200</b>	<b>18,739,850</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers In				
From Bond Funds	451,500	-	-	-
Operating Transfers Out				
To General Fund	602,100	602,100	-	-
To Insurance Fund	1,025,000	1,095,000	1,050,000	900,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Tech Replacement Fund	11,950	11,950	11,950	6,500
Total Transfers Out	1,669,050	1,739,050	1,091,950	936,500
Net Operating Transfers				
In (Out)	(1,217,550)	(1,739,050)	(1,091,950)	(936,500)

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	937,781	914,600	915,100	925,100
63 Water Operations	10,582,162	8,253,050	8,183,700	8,752,150
67 Sewer Operations	3,822,294	4,535,250	4,315,650	4,703,150
Total Dept. Expenses	15,342,237	13,702,900	13,414,450	14,380,400
Non Operating Expenses				
62 Long Term Debt	3,773,084	4,143,150	4,143,150	3,329,600
Total Non-Operating Expenses	3,773,084	4,143,150	4,143,150	3,329,600
Total Expenses	19,115,321	17,846,050	17,557,600	17,710,000

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Debt Service	3,773,084	4,143,150	4,143,150	3,337,150
<b>Total</b>	<b>3,773,084</b>	<b>4,143,150</b>	<b>4,143,150</b>	<b>3,337,150</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	35,061	7,500	7,500	7,500
0752 BOND - PRINCIPAL	1,821,962	2,001,950	2,001,950	1,965,400
0754 BOND - INTEREST	1,450,811	1,419,450	1,419,450	651,950
0772 NTMWD - PRINCIPAL	411,687	425,000	425,000	443,350
0774 NTMWD - INTEREST	53,562	289,250	289,250	268,950
<b>Debt Service TOTAL . . . . .:</b>	<b>3,773,084</b>	<b>4,143,150</b>	<b>4,143,150</b>	<b>3,337,150</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

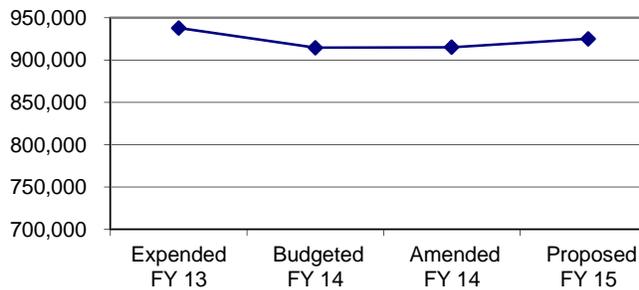
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	385,190	386,400	376,500	383,900
Contractual	277,753	302,600	302,600	306,600
Supplies	86,614	91,800	101,800	100,800
Operational	188,224	133,800	134,200	133,800
<b>Total</b>	<b>937,781</b>	<b>914,600</b>	<b>915,100</b>	<b>925,100</b>

### Personnel Schedule

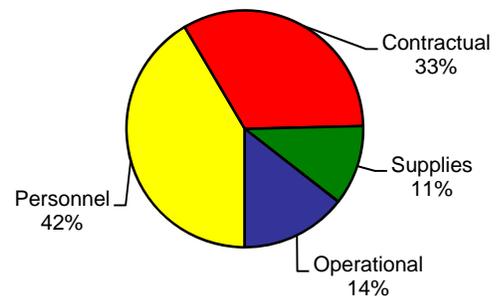
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	70,192	69,300	69,300	69,200
0104 SALARIES & WAGES-CLERICAL	96,544	96,800	92,000	96,900
0107 SALARIES & WAGES-LABOR	141,727	142,600	138,200	139,500
0109 SALARIES & WAGES-OVERTIME	402	500	500	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>308,866</b>	<b>309,200</b>	<b>300,000</b>	<b>306,100</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	-	600	900	900
0114 LONGEVITY PAY	4,452	3,200	3,300	3,100
0120 FICA & MEDICARE EXPENSE	23,378	23,600	23,600	23,400
0122 T.M.R.S. RETIREMENT EXP.	48,493	49,800	48,700	50,400

<b>Benefits TOTAL . . . . .:</b>	<b>76,323</b>	<b>77,200</b>	<b>76,500</b>	<b>77,800</b>
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**20 Contractual**

0210 AUDITING	24,400	25,000	25,000	25,000
0217 IT SERVICE	16,724	36,100	36,100	36,100
0223 INSURANCE-SURETY BONDS	254	300	300	300
0225 INSURANCE-AUTOMOBILES	18,112	20,000	20,000	20,000
0227 INSURANCE-REAL PROPERTY	21,604	25,000	25,000	25,000
0228 INSURANCE-CLAIMS & DED.	5,141	25,000	25,000	25,000
0229 INSURANCE-LIABILITY	5,648	20,000	20,000	24,000
0231 SERVICE-MAINT. CONTRACTS	177,239	141,100	141,100	141,100
0240 EQUIPMENT REPAIRS	255	1,000	1,000	1,000
0242 EQUIPMENT RENTAL & LEASE	8,377	9,100	9,100	9,100

<b>Contractual TOTAL . . . . .:</b>	<b>277,753</b>	<b>302,600</b>	<b>302,600</b>	<b>306,600</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	827	1,800	1,800	1,800
0307 POSTAGE	78,427	81,000	91,000	90,000
0310 PRINTING & BINDING	6,886	8,000	8,000	8,000
0347 GENERAL MAINT. SUPPLY	475	1,000	1,000	1,000

<b>Supplies TOTAL . . . . .:</b>	<b>86,614</b>	<b>91,800</b>	<b>101,800</b>	<b>100,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	187	300	300	300
0415 RECRUITING EXPENSES	278	-	400	-
0430 TUITION & TRAINING	80	2,500	2,500	2,000
0436 TRAVEL	90	1,000	1,000	1,500
0450 BAD DEBT EXPENSE	96,744	30,000	30,000	30,000
0490 HOUSEHOLD HAZ WASTE DAY	90,845	100,000	100,000	100,000
<b>Operational TOTAL . . . . . :</b>	<b>188,224</b>	<b>133,800</b>	<b>134,200</b>	<b>133,800</b>
<b>Utility Billing TOTAL :</b>	<b>937,781</b>	<b>914,600</b>	<b>915,100</b>	<b>925,100</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

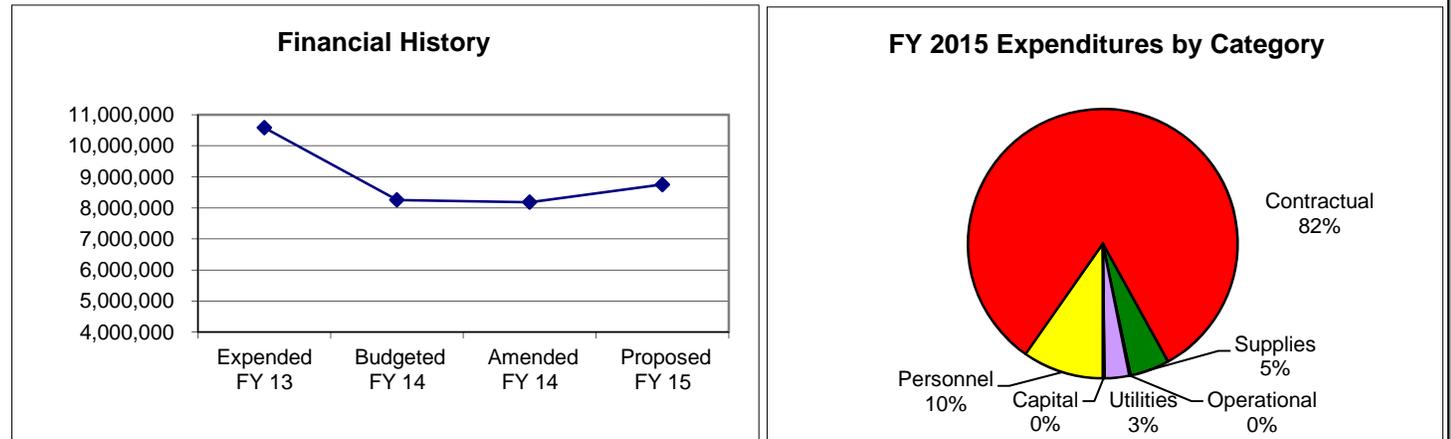
### Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	812,907	840,500	843,900	849,700
Contractual	5,766,696	6,673,700	6,640,700	7,199,800
Supplies	275,247	404,400	406,900	412,650
Operational	11,425	19,000	14,800	13,300
Utilities	259,609	252,900	254,400	259,400
Capital	3,456,279	62,550	23,000	17,300
<b>Total</b>	<b>10,582,162</b>	<b>8,253,050</b>	<b>8,183,700</b>	<b>8,752,150</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	21	1	1
Senior Production Technician	15	0	1
Public Works Coordinator	14	1	1
Production Technician II	14	1	0
Crew Leader	14	1	1
Water Quality Technician	12	1	1
Equipment Operator II	11	1	1
Production Technician I	10	1	1
Fire Hydrant Technician	10	2	2
Maintenance Worker II	8	4	4

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	152,810	158,900	159,800	165,100
0104	SALARIES & WAGES-CLERICAL	45,860	47,400	47,600	49,300
0107	SALARIES & WAGES-LABOR	415,065	433,700	408,700	430,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107** **Seasonal Maintenance Worker**

The water department is requesting one seasonal maintenance worker. The water department would utilize this employee to paint and trim the grass around fire hydrants. This would allow current fire hydrant techs to continue with the needed maintenance on the fire hydrants.

Salary & Wages \$5,300

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107** **Senior Production Technician**

The water department would like to move of one of the current Pump Tech II position to a new position of Senior Production Technician. This position would lead and participate in the work of staff responsible for maintaining the City’s water and wastewater pumping facilities. Other duties would include assisting the Pump Tech Field Supervisor with SCADA operations, record daily water demands, ensure safe working practices and procedures of employees under their direction. In the absence of the supervisor, this employee would fulfill the role of the supervisor under the direction of the Water/Wastewater Manager.

Salary and Benefits to upgrade to proposed grade 15: \$1,825

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	37,117	40,000	56,800	40,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>650,852</b>	<b>680,000</b>	<b>672,900</b>	<b>685,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	1,800	1,800	1,800
0114	LONGEVITY PAY	6,705	7,200	7,200	7,100
0120	FICA & MEDICARE EXPENSE	49,305	49,000	51,100	49,400
0122	T.M.R.S. RETIREMENT EXP.	105,445	102,500	110,900	106,300

<b>Benefits TOTAL . . . . .:</b>	<b>162,055</b>	<b>160,500</b>	<b>171,000</b>	<b>164,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

**20 Contractual**

0211	LEGAL	20,481	5,000	5,000	5,000
0213	CONSULTING FEES	70,426	40,000	10,000	20,000
0231	SERVICE-MAINT. CONTRACTS	29,547	42,300	42,300	49,200

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231**

**Service Agreements**

\$ 4,800 Air cards

600 DSL service Country Lane Water Tower for SCADA

5,403 Generator maintenance(Fixed)

1,700 Inspection and maintenance of water control valves

4,900 Equipment calibration of flow meters and water level transmitters

525 Country Lane Water Tower septic system inspections

1,600 Inspection and maintenance of cathodic corrosion protection equipment in water towers

960 Monitoring contract for water towers fire alarm systems at Springer and Country Lane

250 Water tower fire panel and detector yearly inspection Springer and Country Lane

3,520 Elevator Maintenance Contracts

12,423 Water Yard Maintenance Contracts - Secure Net

6,372 Mowing of Water Towers, Pump Stations, and Lift Stations (split with sewer)

840 XC2 Maintenance & Support renewal for backflow prevention software

Over the past year, the water department purchased the XC2 Backflow Prevention Software and is very pleased with the software. This year the water department would like to add the XC2 Hydrant Testing/Maintenance and the XC2 Valve Exercising/Maintenance Module.

2,300 Hydrant Testing/Maintenance Module – License Fee 3500 Hydrant Records

2,950 Valve Exercising/Maintenance Module – License Fee 8500 Valve Records

**CITY MANAGER'S COMMENTS: Approved**

0237	UNIFORM SERVICE	12,462	15,400	15,400	15,400
0240	EQUIPMENT REPAIR	9,553	10,000	10,000	10,000
0242	EQUIPMENT RENTAL	16,373	16,000	16,000	16,000
0244	BUILDING REPAIR	10,345	20,000	10,000	15,000
0246	VEHICLE REPAIRS	28,070	22,000	22,000	22,000
0270	WASTE DISPOSAL SERVICE	-	15,900	15,900	10,000
0280	STATE PERMITS	29,711	39,000	36,000	39,000
0281	METER REPAIR & REPLACEMENT	5,785	6,000	6,000	6,000
0287	WATER PURCHASES	5,439,725	6,298,850	6,298,850	6,851,950

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

0288	WATERLINE REPAIR & REPLACEME	16,054	20,000	30,000	70,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0288** **Repair & Replacement**

\$50,000 Install two 16-inch butterfly valves in the Southside Water Tower yard

These valves are essential in the event of a main break. Currently if a repair is required on the line, the only way to cut the system off is to shut off the water tower. This would leave a large area of the city without water or with very low water pressure.

\$20,000 Miscellaneous repairs or replacements

**CITY MANAGER'S COMMENTS: Approved**

0289	RESERVOIR MAINT. & REPAIR	78,165	123,250	123,250	70,250
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289** **Reservoir Maint. & Repair**

Rebuild water pumps

\$17,000 Heath St. Pump Station

17,000 Eastside Pump Station

10,000 Miscellaneous repairs

4,170 Tank inspection, 6 tanks at \$695./tank

1,900 Minor tank cleaning, 2 at \$950./tank

3,600 Tank cleaning

The following items were approved in the 2013/2014 budget, but have been put on hold due to loss of revenue from drought restrictions.)

15,330 Install security cameras at Country Lane Tower

14,850 2 LP Generators for Southside and Springer Water Towers to ensure continuous water system operation during power failures.

13,350 Replace old motor starters at Heath St. Pumps 2 & 3

3,000 Contacts for Pumps 4 & 5 motor starters

27,050 Replace check valves EastSide 700 pump 4 and Heath St. Pump 2.

These are the last 2 pumps that don't have control valves. The seal surfaces in the valves are wearing and cannot be repaired. These valves will control the shock on the system each time the pumps turn on and off.

Total: \$127,250.

**CITY MANAGER'S COMMENTS: Security cameras, generators and check valve replacement are disapproved, remaining items are approved.**

<b>Contractual TOTAL . . . . .</b>	<b>5,766,696</b>	<b>6,673,700</b>	<b>6,640,700</b>	<b>7,199,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,521	2,550	2,550	2,550
0310	PRINTING & BINDING	7,514	7,500	2,000	2,000
0323	SMALL TOOLS	9,734	9,750	9,750	8,500
0325	SAFETY SUPPLIES	7,004	8,000	8,000	8,000
0331	FUEL & LUBRICANTS	47,652	66,700	66,700	66,700
0333	CHEMICAL	4,421	8,400	8,400	8,400
0335	PROPANE	15,431	17,500	25,500	17,500
0341	CONSTRUCTION & REPAIR SUPPLY	49,259	70,000	70,000	70,000
0347	GENERAL MAINT. SUPPLY	13,299	18,000	18,000	18,000
0380	FIRE HYDRANT MAINT SUPPLY	10,574	11,000	11,000	11,000
0381	WATER PIPE FITTINGS	34,965	35,000	35,000	50,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0381**

**Water Pipe Fittings**

With the purchase of rights to serve water from Aqua Texas, an additional \$15,000 will be required for repair supplies

**CITY MANAGER'S COMMENTS: Approved**

0382	METER SUPPLIES	73,873	150,000	150,000	150,000
<b>Supplies TOTAL . . . . . :</b>		<b>275,247</b>	<b>404,400</b>	<b>406,900</b>	<b>412,650</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,849	2,100	2,100	2,100
0415	RECRUITING EXPENSES	127	200	200	200
0430	TUITION & TRAINING	7,752	11,700	7,500	6,000
0436	TRAVEL	1,697	5,000	5,000	5,000

<b>Operational TOTAL . . . . .:</b>	<b>11,425</b>	<b>19,000</b>	<b>14,800</b>	<b>13,300</b>
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**50 Utilities**

0501	ELECTRICITY	251,820	245,000	245,000	250,000
0507	CELLULAR TELEPHONE	4,259	4,900	4,900	4,900
0508	TELEPHONE SERVICE	3,531	3,000	4,500	4,500

<b>Utilities TOTAL . . . . .:</b>	<b>259,609</b>	<b>252,900</b>	<b>254,400</b>	<b>259,400</b>
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**60 Capital**

0621	FIELD MACHINERY & EQUIPMENT	-	25,550	23,000	17,300
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621**

**Field Machinery & Equipment**

\$ 6,700 Grundomat 3” Boring tool

2,600 Stihl TS 420 gas cut off saw (2)

8,000 Concrete Saw

12,000 ADS 2 R leak correlator

3,600 LD – 12 Leak detection equipment

3,220 Gas multi-purpose chain saw

1,575 24” Gannon, Pin-on backhoe bucket with bolt on teeth

4,000 Turbo Digger TD80-S2D and Insert tool Bundle

\$64,851 John Deere 50G Compact Excavator with 16-ft Tilt Trailer

Request a compact excavator to improve the utility crew’s ability to excavate water and sewer lines for repair or replacement in Lake Rockwall Estates. Large portions of the water and sewer lines are located in the rear of the property with no alleys or with narrow access. Over the past year, the water and sewer departments have rented compact excavators because the department’s backhoes are too large to access and work efficiently in these confined areas.

7,450 John Deere Hydraulic Hammer attachment for compact excavator to break concrete.

The wastewater and water departments will share use of the excavator.

**CITY MANAGER'S COMMENTS: Boring tool, cutoff saws and concrete saw are approved. Remaining items are disapproved.**

0623	VEHICLES	-	37,000	-	-
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0623**

**Vehicles**

One ton extended cab truck with utility bed and safety lights \$42,000

This truck will be used for fire hydrant maintenance. It will replace an existing 2008 ¾-ton truck with 98,302 miles, which is in need of repairs exceeding \$12,000

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

¾-ton truck with utility bed and safety lights \$37,000

This truck is taken home by the employee on call duty seven days a week for after hours emergencies. This vehicle will replace the existing 2007 F-150 truck that currently has 170,902 miles.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

	2013	2014	2014	2015
	Actual	Adopted	Amended	City Manager
ACCOUNT	Expense	Budget	Budget	Approved

12 yard dump truck \$110,557.

Currently the water department has a 5-yard dump truck. When a main breaks, often the dirt removed from the hole cannot be stockpiled next to the trench because it would impede traffic. This requires the crew to remove the spoils from the job site quickly. Over the past few years, the city has expanded greatly, adding to the distance that the driver must travel to dump the load. When the dirt is wet, the truck cannot be loaded as heavy, requiring more trips to offload. When available, the water department uses the wastewater department’s 5-yard dump truck as well to speed up the process. The water department is requesting to purchase a 12-yard dump truck to improve efficiency and reduce the amount of time it takes to repair a main. The additional time taken with the smaller dump trucks can add additional time before water is restored to our customers. One 12-yard dump truck can carry over twice the amount of materials as one 5- yard truck.

Total: \$189,557

**CITY MANAGER'S COMMENTS: Disapproved**

0638	SYSTEM ACQUISITION	3,456,279	-	-	-
<b>Capital TOTAL . . . . . :</b>		<b>3,456,279</b>	<b>62,550</b>	<b>23,000</b>	<b>17,300</b>
<b>Water Operations TOTAL :</b>		<b>10,582,162</b>	<b>8,253,050</b>	<b>8,183,700</b>	<b>8,752,150</b>

## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

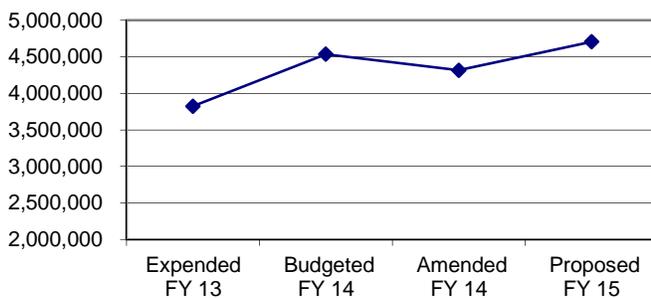
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	672,654	687,300	697,500	642,700
Contractual	2,892,548	3,481,100	3,263,750	3,762,250
Supplies	103,970	149,600	149,600	145,350
Operational	4,159	13,100	13,100	9,400
Utilities	146,359	123,450	123,450	143,450
Capital	2,603	80,700	68,250	-
<b>Total</b>	<b>3,822,294</b>	<b>4,535,250</b>	<b>4,315,650</b>	<b>4,703,150</b>

### Personnel Schedule

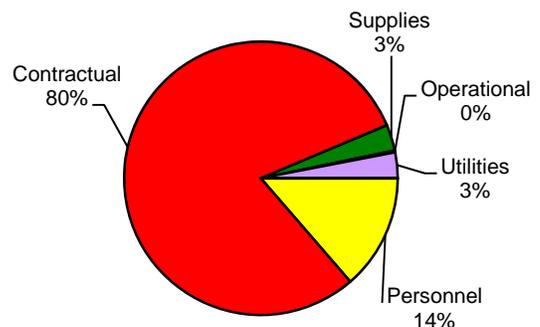
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Wastewater - Field Supervisor	21	1	1
Production Technician - Field Supervi	21	1	1
Crew Leader	14	1	1
Production Technician II	14	1	1
Equipment Operator II	11	1	1
Production Technician I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	5	4

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	119,924	131,100	130,500	133,800
0107	SALARIES & WAGES-LABOR	363,878	390,300	357,800	350,100
0109	SALARIES & WAGES-OVERTIME	54,678	35,000	69,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>538,481</b>	<b>556,400</b>	<b>557,300</b>	<b>518,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,500	1,500
0114	LONGEVITY PAY	5,390	6,100	5,400	5,600
0120	FICA & MEDICARE EXPENSE	40,120	39,900	41,700	37,000
0122	T.M.R.S. RETIREMENT EXP.	87,764	83,400	91,600	79,700

<b>Benefits TOTAL . . . . . :</b>	<b>134,174</b>	<b>130,900</b>	<b>140,200</b>	<b>123,800</b>
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**20 Contractual**

0213	CONSULTING FEES	35,615	35,000	20,000	20,000
0214	BUFFALO BASIN SSO	-	100,000	-	100,000
0216	SQUABBLE CREEK BASIN SSO	-	101,350	-	101,350
0231	SERVICE-MAINT. CONTRACTS	17,511	27,300	27,300	25,350

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231** **Service-Maint. Contracts**

- \$4,110 Air cards
- 8,200 Generator Maintenance
- 6,500 SCADA licensing and Support
- 1,150 Bomgar remote SCADA system service
- 6,372 Mowing at lift stations

0237	UNIFORM SERVICE	10,156	14,700	14,700	14,700
0240	EQUIPMENT REPAIR	11,484	16,000	16,000	16,000
0242	EQUIPMENT RENTAL	2,393	2,600	5,600	13,200

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0242** **Equipment Rental & Lease**

- Crane rental for pulling pump motors \$3,800.
- Vac truck rental \$9,400.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

0246	VEHICLE REPAIRS	25,345	17,000	27,000	21,600
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0246** **Vehicle Repairs**

The cost of repairs has surpassed the budgeted amount for past two years. With the age of our vehicles this trend will continue.

Rear tires for Backhoe \$1,595.

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

**CITY MANAGER'S COMMENTS: Approved**

0279	INDUSTRIAL PRE-TREATMENT	14,558	27,000	27,000	28,600
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0282	LIFT STATION REPAIR & MAINT	93,795	59,000	59,000	50,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282** **LS Repair & Maintenance**

\$22,000 Lift station upgrades

19,800 Lift Station Control Panel Rain Shields

Provides protection for access to control panels during inclement weather. This should finish the Lift Stations.(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

3,500 Timber Creek LS replace stator on pump

12,505 FM 3097 # 1 LS Generator Pad Settlement Repairs

10,000 Quail Run LS Replace Rusted Pump Guide Rails with Stainless Steel

3,000 SCADA Wonderware Upgrade Installation and Maintenance

Conversions of dry well lift stations to wet well lift stations.

Chevy House \$250,000

Stonebridge \$283,000

The pumps and valves in these stations are in underground pits classified as confined spaces. Maintenance or emergency work on these lift stations, requires confined space entry. The additional labor and increase in hazard will be avoided if they are converted to submersible pumps. The proposal is to convert both this budget year.

Total: \$603,805.

**CITY MANAGER'S COMMENTS: Conversion of wet wells will have to be a future CIP item rather than in an operating budget. Rain shields are disapproved. Remaining items are approved.**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

0284 SWR LINE REPAIR & REPLACEMENT	8,980	35,000	35,000	35,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284</b>				<b>Sewer Line Repair &amp; Replacement</b>

[Reline sewer mains downtown \\$173,288.](#)  
[6" Sewer line behind 101 to 111 N. Goliad](#)  
[6" Sewer line behind 102 to 110 S. Goliad](#)  
[6" Sewer line behind 102 to 116 E. Rusk](#)

[Install Sewer line on National Drive \\$325,353.](#)  
[This line is needed to service the businesses on National Dr. that are currently on septic systems.](#)

**CITY MANAGER'S COMMENTS: Disapproved - projects will have to be included in a future CIP program.**

0285 TREATMENT PLANT-SQUABBLE	402,824	464,000	450,000	442,950
0286 TREATMENT PLANT-BUFFALO	562,082	735,150	735,150	992,750
0292 WASTEWATER TREATMENT	1,707,805	1,847,000	1,847,000	1,900,750
<b>Contractual TOTAL . . . . . :</b>	<b>2,892,548</b>	<b>3,481,100</b>	<b>3,263,750</b>	<b>3,762,250</b>

**30 Supplies**

0301 OFFICE SUPPLIES	947	1,500	1,500	1,500
0323 SMALL TOOLS	3,335	7,300	7,300	7,300
0325 SAFETY SUPPLIES	6,015	15,650	15,650	11,400
0331 FUEL & LUBRICANTS	50,317	48,000	48,000	48,000
0333 CHEMICAL	5,814	7,900	7,900	7,900
0341 CONSTRUCTION & REPAIR SUPPLY	22,352	51,000	51,000	51,000
0347 GENERAL MAINT. SUPPLY	5,955	8,000	8,000	8,000
0385 LIFT STATION SUPPLIES	9,236	10,250	10,250	10,250

<b>Supplies TOTAL . . . . . :</b>	<b>103,970</b>	<b>149,600</b>	<b>149,600</b>	<b>145,350</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,252	1,500	1,500	1,500
0415 RECRUITING EXPENSES	138	200	200	200
0430 TUITION & TRAINING	2,559	10,200	10,200	6,500
0436 TRAVEL	211	1,200	1,200	1,200

<b>Operational TOTAL . . . . . :</b>	<b>4,159</b>	<b>13,100</b>	<b>13,100</b>	<b>9,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>50 Utilities</b>				
0501 ELECTRICITY	142,917	120,000	120,000	140,000
0507 CELLULAR TELEPHONE	3,442	3,450	3,450	3,450
<b>Utilities TOTAL . . . . .:</b>	<b>146,359</b>	<b>123,450</b>	<b>123,450</b>	<b>143,450</b>

**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	2,603	12,450	-	-
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621**

**Field Machinery & Equip**

Sewer push camera with monitor 200 ft.

\$8,011 Camera

4,415 Monitor

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

3,220 Gas multi-purpose chain saw

Total: \$15,600

**CITY MANAGER'S COMMENTS: Disapproved**

0623 VEHICLES	-	68,250	68,250	-
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623**

**Vehicles**

F-550 Crew cab with utility bed \$38,500.

This truck will replace a 2003 F-450 Crew Cab that has 144,300 miles and is in need of a transmission overhaul.

Vacuum Truck (Vac-con 9 yard Combination Sewer Cleaner Unit)

Request a combination jet, vacuum and hydro truck to the wastewater equipment fleet. The current unit in service is a trailer-mounted vacuum unit purchased in 2001 and does not have hydro capabilities or a jet system needed for cleaning lift station pumps, hydro excavation and unclogging drains. Currently to complete these tasks, a second crew must arrive on the jobsite with a jet truck. Crews use the jet unit for hydro excavation in conjunction with the vacuum trailer with an attachment that was made in the shop. The pressure output is 1800 psi. The new unit's output is 3000 psi.

In 2001, the City of Rockwall covered 22.43 square miles with a population of 18,934 and 26 lift stations in operation. Currently, the City of Rockwall covers 29.77 square miles with a population of 40,500 and 39 lift stations in operation. The City's sewer system has substantially grown and so has the need for equipment to maintain a level of service that the City's customers expect.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

	2013	2014	2014	2015
	Actual	Adopted	Amended	City Manager
ACCOUNT	Expense	Budget	Budget	Approved

The current machine is the only one in the City’s fleet that has the capability to vacuum sewer in the event of loss of power at lift stations, collapse of sewer lines or during repairs. It is also the only piece of equipment capable of vacuuming spills, mud, and debris from lift stations, manholes, and storm drains. The current unit is not capable of vacuuming solids and debris from the bottom of 16 of the City’s lift stations due to their depth.

When the current machine is in need of repair, the wastewater department must rely on aid from other cities in our surrounding area, a contractor, or rent the equipment. The machine, at times, is pushed beyond the limits of the manufacturer’s recommendations to get the job done. Working the machine that hard often requires repairs, leaving the department without a vacuum machine.

The new unit proposed is a Vac-con 9-yard combination truck. This combination unit is equipped to handle all of the current unit’s capabilities and more. Having all these features on one unit reduces the size of the crew needed to accomplish these tasks. The tank capacity is almost double the current unit thus reducing the number of trips to empty the tank during emergency repairs/outages. It can clean the bottom of all lift stations helping to extend the life of the lift station pumps. The pressure output is almost double the current unit, which will expedite the cleaning/excavation process.

Today, most utilities are underground making excavation of the water and sewer mains difficult. This machine is equipped to perform hydro-excavation around electrical, gas, telephone, and cable TV lines preventing damage that can occur when excavating with a backhoe when utilities are in close proximity. This unit will be part of daily preventative maintenance of cleaning sanitary sewer lines, lift stations and storm drains.

Vacuum Truck Purchase (Vac-con 9 yard Combination Sewer Cleaner Unit) \$321,000

Lease-purchase option \$ 68,250 per year for 5 years.

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

**CITY MANAGER'S COMMENTS: Disapproved**

Capital TOTAL . . . . . :	2,603	80,700	68,250	-
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Sewer Operations TOTAL . . :	3,822,294	4,535,250	4,315,650	4,703,150
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 17, 2014  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$4,101,393,061 and includes senior values of \$336,142,622 and new improvements of \$195,688,232. The certified value reflects an increase of 12.12% over the prior year of which 5.96% is from new values.

A tax rate of 49.55 cents per hundred dollars of assessed value was used to prepare the 2014-15 Proposed Annual Budget.

The City's debt service rate is calculated to be 27.48 cents and the proposed operations rate would be 22.07 cents for a proposed combined rate of 49.55 cents per hundred dollars of assessed value. A penny on the tax rate generates \$368,142. Our Effective Tax Rate is 49.55 cents and the Rollback Rate is 56.36 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY14.

*Rollback Tax Rate* – is the rate that would generate 8% more maintenance and operations tax dollars than in the prior year plus the next year's debt service dollars.

When compiling the budget, this tax rate information is used to calculate the tax revenue for the General and Debt Service Funds. Due to fluctuations in how promptly taxes are paid, adopted financial policies prescribe a 98% collection factor to determine the level of revenues to budget. This factor is reflected in the General and Debt Service Funds Current Property Taxes.

## **Debt Issuance**

As presented, the proposed budget reflects the effect of the debt restructuring completed earlier in 2014. We expect to issue bonds in 2015 to commence engineering on the streets projects approved in the 2012 bond election. The first payment on the new debt would not be due until fiscal year 2016.

When the City has issued certificates of obligation for water and sewer projects, a pledge of both revenues and property taxes is made. The annual payments have historically been funded from system revenues. With the impact on sales of successful conservation by our customers necessitated by the ongoing drought, we will need to pay a portion of this debt service in fiscal year 2015 from property tax revenues. \$700,000 of interest payments on the 2007 and 2008 certificates of obligation used for water and sewer projects is funded with property taxes in this proposed budget.

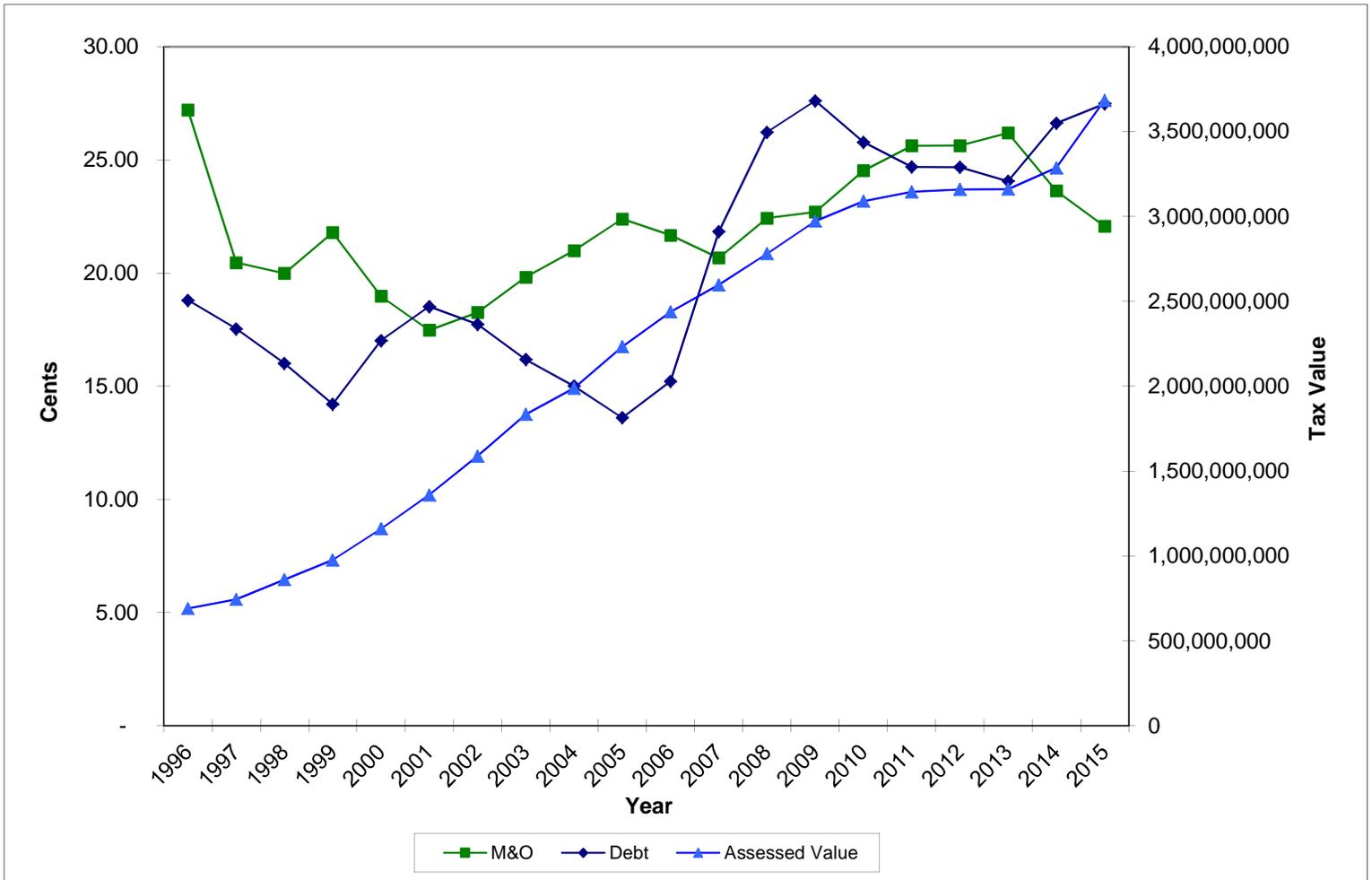
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by any amount over the amount calculated as the Effective rate. The proposed tax rate of 49.55 cents does not cause the City to produce additional revenues and we would not be required to advertise and hold the state prescribed two public hearings on that rate. Following review of the budget, if the Council is interested in retaining the current tax rate, we would need to call the public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the same meetings as the tax rate hearings. The public hearings, if needed, would be held on September 15<sup>th</sup> and September 22<sup>nd</sup> with adoption of the tax rate on September 29<sup>th</sup>.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1995	622,316,737	4.86%	26.84	12.16	39.00			
1996	691,366,615	11.10%	27.20	18.80	46.00	98.39%		
1997	744,849,949	7.74%	20.46	17.54	38.00	97.93%		
1998	860,154,647	15.48%	19.99	16.01	36.00	98.27%		
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,589,000,910	16.81%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,834,612,900	15.46%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	1,988,933,070	8.41%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,232,983,948	12.27%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,437,997,400	9.18%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,597,228,959	6.53%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	2,781,217,425	7.08%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	2,972,551,814	6.88%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,090,336,508	3.96%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,144,632,618	1.76%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,159,425,094	0.47%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,161,088,138	0.05%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,286,196,578	3.96%	23.63	26.62	50.25	proj 99.00%	51.37	55.02
2015	3,684,358,438	12.12%	22.07	27.48	49.55	proj 98.00%	49.55	56.36



**CITY OF ROCKWALL  
DEBT SERVICE REQUIREMENTS  
2014-2015**

**General Long Term Debt**

	<u>Principal</u>	<u>Interest</u>
2003 G.O. Refunding Bonds	339,632	13,585
2005 G.O. Refunding Bonds	1,240,000	243,919
2006 G.O. Bonds	1,175,000	1,310,616
2007 G.O. Bonds	600,000	844,738
2008 G.O. Bonds	385,000	357,550
2009 G.O. Bonds	630,000	268,500
2011 G.O. Refunding Bonds	265,000	262,175
2013 G.O. Bonds	305,000	303,019
2014 G.O. Refunding Bonds	50,000	67,830
2006 Certificates of Obligation	205,000	12,113
2007 Certificates of Obligation W/S	-	84,625
2008 Certificates of Obligation W/S		615,375
2009 Certificates of Obligation	435,000	104,540
2011 Certificates of Obligation A	100,000	3,000
2011 Certificates of Obligation B	50,000	56,703
2012 Tax Notes-equipment	205,000	5,044
2013 Certificates of Obligation	365,000	72,100
2006 ES Corp -Gun Range	<u>113,262</u>	<u>4,787</u>
Total	6,462,894	4,630,218

**TIF Zone #1**

2005 Certificates of Obligation	350,000	122,350
2006 Certificates of Obligation	100,000	111,593
2011 G.O. Refunding Bonds	-	79,500
2011 Certificates of Obligation A	190,000	163,825
2013 GO Refunding Bonds	<u>35,000</u>	<u>152,418</u>
	675,000	629,686

**Water & Sewer**

2003 Refunding Bonds	25,368	1,015
2005 Revenue Bonds	260,000	147,294
2007 Certificates of Obligation	440,000	248,295
2008 Certificates of Obligation	680,000	-
2011 G.O. Refunding Bonds	435,000	125,700
2013 Certificates of Obligation	125,000	129,656
NTMWD	<u>443,338</u>	<u>268,966</u>
Total	2,408,706	920,926

## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	8,677,698	9,758,050	9,864,500	11,134,400
Total Expenditures	9,100,714	10,035,850	10,100,700	11,105,150
Excess Revenues Over (Under) Expenditures	(423,016)	(277,800)	(236,200)	29,250
Net Other Financing Sources (Uses)	(26,141)	-	-	-
Net Gain (Loss)	(449,156)	(277,800)	(236,200)	29,250
Fund Balance - Beginning	1,221,201	656,251	772,045	535,845
Fund Balance - Ending	772,045	378,451	535,845	565,095

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	(110)	1,000	250	250
4100	Current Taxes	8,134,270	9,297,050	9,403,000	10,674,150
4105	Delinquent Taxes	61,395	70,000	70,000	70,000
4110	Penalty & Interest	47,520	50,000	50,000	50,000
4460	Building Lease	15,000	15,000	16,250	15,000
4674	Roadway Impact Fees	419,622	325,000	325,000	325,000
<b>Total Revenues</b>		<b>8,677,698</b>	<b>9,758,050</b>	<b>9,864,500</b>	<b>11,134,400</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Issue Cost Refund	9,659	-	-	-
<b>Total Other Financing Sources</b>	<b>9,659</b>	<b>-</b>	<b>-</b>	<b>-</b>
Other Financing Uses				
To Harbor Debt Service	35,800	-	-	-
<b>Total Other Financing Uses</b>	<b>35,800</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(26,141)</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Debt Service	9,100,714	10,035,850	10,100,700	11,105,150
<b>Total Expenditures</b>	<b>9,100,714</b>	<b>10,035,850</b>	<b>10,100,700</b>	<b>11,105,150</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
208	E.S. Corp Contract	112,645	112,300	116,000	118,050
750	Admin. Fees	10,500	10,000	10,000	12,000
752	Bonds - Principal	4,018,038	4,638,000	4,688,000	4,989,650
754	Bonds - Interest	3,755,006	3,626,950	3,638,100	3,671,950
768	Certificates - Principal	980,000	1,365,000	1,365,000	1,360,000
770	Certificates - Interest	224,525	283,600	283,600	953,500
<b>Total Debt Service</b>		<b>9,100,714</b>	<b>10,035,850</b>	<b>10,100,700</b>	<b>11,105,150</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2014  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$92,058,346, resulting in a captured value of \$73,890,240. This is a valuation increase of 14.1%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. Rockwall County has committed 100% of property taxes on the Harbor Tracts and 50% of the taxes on properties in the remainder of the Zone through fiscal year 2016. Property taxes to the zone should total \$661,500. The REDC commitment to debt service on the Harbor Heights project continues for the life of the debt service repayment.

Sales taxes have been estimated for fiscal year 2015 at \$320,000. This would reflect a flat year in order to remain very conservative in our budget projections in light of ongoing vacancies in the retail center. The Comptroller's Office provides a monthly report to the City with the combined sales tax for all businesses in the TIF.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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05 Harbor Debt Service
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	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	972,754	1,035,850	1,083,450	1,091,650
Total Expenditures	904,256	1,266,300	1,254,300	1,304,900
Excess Revenues Over (Under) Expenditures	68,497	(230,450)	(170,850)	(213,250)
Net Other Financing Sources (Uses)	35,800	-	-	192,850
Net Gain (Loss)	104,297	(230,450)	(170,850)	(20,400)
Fund Balance - Beginning	97,518	245,668	201,816	30,966
Fund Balance - Ending	201,816	15,218	30,966	10,566

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4100	Current Taxes	538,881	532,350	532,350	661,500
4105	Delinquent Taxes	120,352	10,000	1,000	-
4150	Sales Taxes	313,520	320,000	320,000	320,000
4680	Developers Contribution	-	173,500	230,100	110,150
<b>Total Revenues</b>		<b>972,754</b>	<b>1,035,850</b>	<b>1,083,450</b>	<b>1,091,650</b>

Developers Contribution:

Harbor Heights: Amended FY14 \$160,000; Proposed FY 15 \$34,620

Whittle Development: Amended FY14\$70,100; Proposed FY15 \$75,550

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In:				
Net Effect of restructuring	-	-	-	-
From Economic Development	-	-	-	192,850
From Debt Service Fund	35,800	-	-	-
<b>Total Other Financing Sources</b>	<b>35,800</b>	<b>-</b>	<b>-</b>	<b>192,850</b>
Other Financing Uses				
To Economic Development	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>35,800</b>	<b>-</b>	<b>-</b>	<b>192,850</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Debt Service	904,256	1,266,300	1,254,300	1,304,900
<b>Total Expenditures</b>	<b>904,256</b>	<b>1,266,300</b>	<b>1,254,300</b>	<b>1,304,900</b>

**LONG TERM DEBT**

**Fund**

05 Harbor Debt Service

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
768	Certificates - Principal	270,000	600,000	600,000	675,000
770	Certificates - Interest	634,256	666,300	654,300	629,900
<b>Total Debt Service</b>		<b>904,256</b>	<b>1,266,300</b>	<b>1,254,300</b>	<b>1,304,900</b>

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	28,311,800	27,232,450	27,814,300	28,864,250
Total Operating Expenditures	23,304,628	25,488,450	25,959,500	26,279,750
Capital Reserve Expenditures	681,550	1,673,450	1,323,950	595,100
Excess Revenues Over (Under) Expenditures	4,325,622	70,550	530,850	1,989,400
Net Other Financing Sources (Uses)	(2,967,600)	(1,541,000)	(2,718,000)	(2,584,500)
Net Gain (Loss)	1,358,022	(1,470,450)	(2,187,150)	(595,100)
Fund Balance - Beginning	9,917,961	10,004,811	11,275,984	9,088,834
Fund Balance - Ending	11,275,984	8,534,361	9,088,834	8,493,734

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4100	Current Taxes	8,905,256	8,267,100	8,343,000	8,580,100
4105	Delinquent Taxes	32,394	60,000	50,000	60,000
4110	Penalty & Interest	50,365	60,000	50,000	60,000
<b>Total Property Taxes</b>		<b>8,988,015</b>	<b>8,387,100</b>	<b>8,443,000</b>	<b>8,700,100</b>
4150	Sales Taxes	13,271,760	12,998,000	13,232,000	13,617,300
4155	Beverage Taxes	167,328	160,000	180,000	210,000
<b>Total Sales Taxes</b>		<b>13,439,088</b>	<b>13,158,000</b>	<b>13,412,000</b>	<b>13,827,300</b>
4201	Electrical Franchise	1,555,490	1,620,000	1,640,000	1,680,000
4203	Telephone Franchise	149,743	150,000	150,000	150,000
4205	Gas Franchise	313,625	325,000	372,600	388,000
4207	Cable TV Franchise	498,025	470,000	500,000	500,000
4209	Garbage Franchise	231,824	190,000	200,000	208,000
<b>Total Franchise</b>		<b>2,748,707</b>	<b>2,755,000</b>	<b>2,862,600</b>	<b>2,926,000</b>
4250	Park & Recreation Fees	35,826	35,000	35,000	35,000
4251	Municipal Pool Fees	17,620	-	12,000	17,000
4253	Center Rentals	36,074	32,000	38,000	38,000
4255	Harbor Rentals	1,350	10,000	3,000	10,000
4260	Tax Certificate Fees	380	100	100	250
4270	Code Enforcement Fees	26,407	5,000	40,500	5,000
4280	Zoning Request Fees	39,507	35,000	35,000	35,000
4283	Construction Inspection	162,374	140,000	140,000	280,000
4295	Fire - Plans	24,845	10,000	20,000	20,000
<b>Total Fees</b>		<b>344,382</b>	<b>267,100</b>	<b>323,600</b>	<b>440,250</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4300	Building Permits	832,904	670,000	682,000	710,000
4302	Fence Permits	18,810	20,000	20,000	20,000
4304	Electrical Permits	23,352	20,000	30,000	30,000
4306	Plumbing Permits	35,920	30,000	38,000	38,000
4308	Mechanical Permits	42,421	35,000	35,000	35,000
4310	Daycare Center Permits	2,520	2,000	2,000	2,000
4312	Health Permits	81,782	80,000	80,000	86,000
4314	Sign Permits	23,155	22,000	26,000	26,000
4288	Beverage Permits	11,220	10,000	10,000	10,000
4320	Miscellaneous Permits	47,354	50,000	41,000	41,000
Total Permits		1,119,439	939,000	964,000	998,000
4400	Court Fines	471,784	500,000	500,000	500,000
4402	Court Fees	168,291	165,000	165,000	165,000
4404	Warrant Fees	71,457	65,000	70,000	70,000
4406	Court Deferral Fees	284,935	260,000	275,000	285,000
4408	Animal Registration Fees	7,709	7,000	7,000	7,000
4414	Alarm Fees and Fines	46,779	45,000	45,000	45,000
Total Municipal Court		1,050,956	1,042,000	1,062,000	1,072,000
4001	Interest Earnings	73,220	40,000	20,000	20,000
4007	Sale of Supplies	377	500	800	500
4010	Auction/Scrap Proceeds	27,745	20,000	50,000	20,000
4019	Other	72,882	75,000	40,000	58,000
4480	Tower Leases	47,100	-	60,000	70,000
Total Miscellaneous		221,323	135,500	170,800	168,500
4500	Grant Proceeds	3,140	-	-	106,000
4510	School Patrol	209,872	289,350	306,100	306,100
4520	County Contracts	1,880	3,000	1,000	1,000
4530	City Contracts	184,998	256,400	269,200	319,000
Total Intergovernmental		399,890	548,750	576,300	732,100
Total Revenues		28,311,800	27,232,450	27,814,300	28,864,250

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	602,100	602,100	-	-
From Recreational Development	50,000	110,000	110,000	60,000
From Court Security/Tech Fees	29,000	25,000	25,000	30,500
From Bond Proceeds	-	324,900	-	-
<b>Total Other Financing Sources</b>	<b>681,100</b>	<b>1,062,000</b>	<b>135,000</b>	<b>90,500</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	25,000	11,000	11,000	15,000
To Rec. Dev. Fund	-	-	40,500	-
To Radio Fund	150,000	175,000	185,000	160,000
To Employee Benefit Fund (Ins.)	2,100,000	2,300,000	2,500,000	2,300,000
To Workers Compensation Fund	-	-	-	50,000
To Capital Projects Fund	-	350,000	-	-
To Tech. Replacement Fund	129,700	157,000	157,000	150,000
To Harbor Project	1,244,000	-	-	-
<b>Total Other Financing Uses</b>	<b>3,648,700</b>	<b>2,993,000</b>	<b>2,893,500</b>	<b>2,675,000</b>
Less Capital Reserve	-	390,000	40,500	-
<b>Net Other Financing Sources (Uses)</b>	<b>(2,967,600)</b>	<b>(1,541,000)</b>	<b>(2,718,000)</b>	<b>(2,584,500)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
10	01	Mayor/Council	102,994	115,750	98,750	112,250
10	05	Administration	1,626,132	1,551,500	1,678,200	1,734,900
10	06	Administrative Services	532,909	534,800	523,100	532,150
10	09	Internal Operations	1,555,526	1,910,400	1,954,500	1,670,250
15	11	Finance	621,638	688,950	697,750	699,650
15	15	Municipal Court	349,536	364,550	429,050	436,350
20	25	Fire Operations	1,986,625	2,597,150	2,481,650	2,578,450
20	29	Fire Marshal	453,716	527,150	519,650	534,400
30	31	Police Administration	1,023,471	1,084,900	1,110,400	1,102,350
30	32	Communications	846,257	966,950	1,001,950	1,057,600
30	33	Patrol	4,779,077	5,412,050	5,650,150	5,097,050
30	34	CID	983,720	980,000	1,007,000	1,090,000
30	35	Community Services	572,492	729,000	796,500	810,450
30	36	Warrants	176,571	185,750	182,450	198,750
30	37	Records	313,415	321,850	325,850	338,950
40	41	Planning	604,478	671,550	588,650	595,450
40	42	Neighborhood Improv.	535,381	524,250	482,750	462,350
40	43	Building Inspections	612,591	666,200	681,000	687,950
45	45	Parks	1,677,985	1,803,900	1,775,200	1,855,600
45	46	Harbor O&M	438,331	473,150	458,050	374,150
45	47	Recreation	671,818	719,300	785,150	835,750
45	48	Animal Services	599,842	624,950	627,550	625,650
50	53	Engineering	940,994	1,072,550	1,095,750	1,105,000
50	59	Streets	1,980,678	2,245,300	2,291,900	2,339,400
			23,986,178	26,771,900	27,242,950	26,874,850
Less Capital Reserve			681,550	1,283,450	1,283,450	595,100
<b>Total Operating Expenditures</b>			<b>23,304,628</b>	<b>25,488,450</b>	<b>25,959,500</b>	<b>26,279,750</b>

## DIVISION SUMMARY

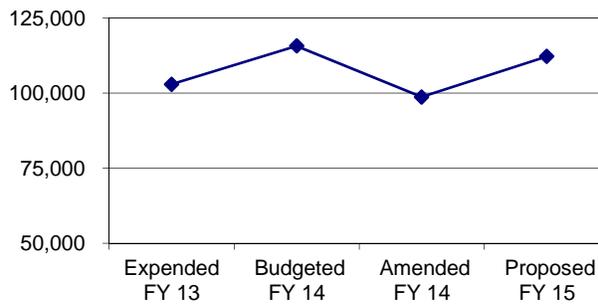
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

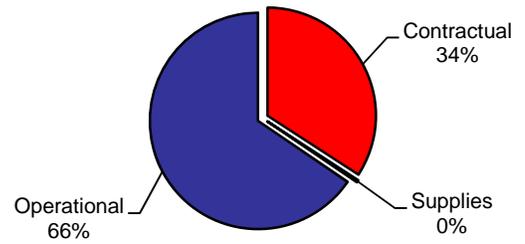
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	40,225	43,350	35,350	38,350
Supplies	258	400	400	400
Operational	62,511	72,000	63,000	73,500
<b>Total</b>	102,994	115,750	98,750	112,250

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**20 Contractual**

0221	INSURANCE-PUBLIC OFFICIAL	36,602	39,000	32,000	35,000
0231	SERVICE-MAINT. CONTRACTS	3,623	4,350	3,350	3,350

<b>Contractual TOTAL . . . . . :</b>	<b>40,225</b>	<b>43,350</b>	<b>35,350</b>	<b>38,350</b>
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**30 Supplies**

0310	PRINTING & BINDING	204	300	300	300
0347	GENERAL MAINT. SUPPLY	54	100	100	100

<b>Supplies TOTAL . . . . . :</b>	<b>258</b>	<b>400</b>	<b>400</b>	<b>400</b>
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**40 Operational**

0401	COUNCIL COMPENSATION	22,250	22,500	22,500	22,500
0402	YOUTH ADVISORY COUNCIL	1,568	3,000	3,000	3,000
0404	ELECTION EXPENSES	-	9,000	-	9,000
0410	DUES & SUBSCRIPTIONS	8,066	9,000	9,000	9,000
0420	AWARDS	7,994	8,500	8,500	10,000
0428	MEETING EXPENSES	5,194	3,000	3,000	3,000
0430	TUITION & TRAINING	3,635	5,000	5,000	3,000
0436	TRAVEL	13,804	12,000	12,000	14,000

<b>Operational TOTAL . . . . . :</b>	<b>62,511</b>	<b>72,000</b>	<b>63,000</b>	<b>73,500</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>102,994</b>	<b>115,750</b>	<b>98,750</b>	<b>112,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

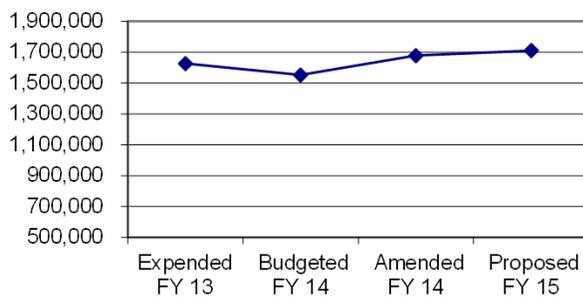
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	768,758	801,800	883,100	917,000
Contractual	661,716	676,000	715,700	712,500
Supplies	20,732	16,850	18,050	18,050
Operational	58,141	51,750	55,750	56,750
Utilities	4,022	5,100	5,600	5,600
Capital	112,763	-	-	-
<b>Total</b>	1,626,132	1,551,500	1,678,200	1,709,900

### Personnel Schedule

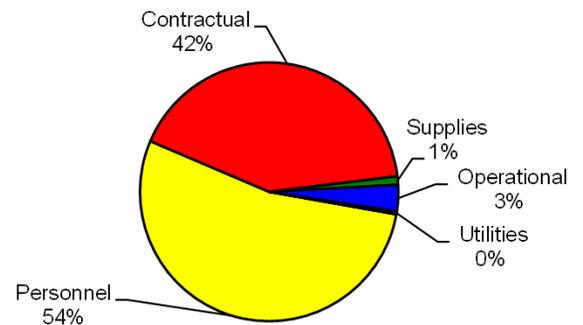
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	23	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	14	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	454,517	477,500	481,300	496,600
0104	SALARIES & WAGES-CLERICAL	155,797	163,000	221,900	234,500
0109	SALARIES & WAGES-OVERTIME	-	300	300	300

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>610,314</b>	<b>640,800</b>	<b>703,500</b>	<b>731,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	900	600
0114	LONGEVITY PAY	4,190	4,600	4,600	5,300
0120	FICA & MEDICARE EXPENSE	44,381	40,500	46,900	46,900
0122	T.M.R.S. RETIREMENT EXP.	109,274	115,300	127,200	132,800

<b>Benefits TOTAL . . . . .:</b>	<b>158,444</b>	<b>161,000</b>	<b>179,600</b>	<b>185,600</b>
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**20 Contractual**

0207	APPRAISAL & COLLECTION	166,305	213,700	207,700	224,000
0208	E.S. CORP CONTRACT	219,905	211,000	201,000	207,800

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213**

**ES Corporation Budgets**

Ambulance \$150,923  
 Emergency Management 45,417  
 Administration 1,000  
 Firing Range Operating 10,535

Total \$207,875

0211	LEGAL	126,646	130,000	183,000	140,000
0213	CONSULTING FEES	63,250	42,700	42,700	42,700
0231	SERVICE-MAINT. CONTRACTS	25,801	22,100	19,100	19,500
0233	ADVERTISING	5,903	6,000	6,000	6,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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0236 COMMUNITY SERVICES 46,000 32,000 32,000 32,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0236 Organization Funding**

Meals on Wheels \$30,000

Parades \$1,500

Sheriff's Posse Insurance \$500

0240 EQUIPMENT REPAIRS 2,578 500 500 500

0242 COPIER LEASE 5,326 5,000 5,000 5,000

0243 BUILDING LEASE - 13,000 18,700 35,000

<b>Contractual TOTAL . . . . . :</b>	<b>661,716</b>	<b>676,000</b>	<b>715,700</b>	<b>712,500</b>
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**30 Supplies**

0301 OFFICE SUPPLIES 1,824 1,850 3,050 3,050

0310 PRINTING & BINDING 18,437 14,500 14,500 14,500

0347 GENERAL MAINT. SUPPLY 471 500 500 500

<b>Supplies TOTAL . . . . . :</b>	<b>20,732</b>	<b>16,850</b>	<b>18,050</b>	<b>18,050</b>
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**40 Operational**

0254 RECORDING FEES 4,383 4,000 4,000 4,000

0410 DUES & SUBSCRIPTIONS 12,546 13,000 13,000 13,000

0428 MEETING EXPENSES 10,537 8,500 9,500 9,500

0430 TUITION & TRAINING 8,779 6,950 8,450 8,450

0436 TRAVEL 21,896 19,300 20,800 21,800

<b>Operational TOTAL . . . . . :</b>	<b>58,141</b>	<b>51,750</b>	<b>55,750</b>	<b>56,750</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE 4,022 5,100 5,600 5,600

<b>Utilities TOTAL . . . . . :</b>	<b>4,022</b>	<b>5,100</b>	<b>5,600</b>	<b>5,600</b>
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**60 Capital**

0633 INFRASTRUCTURE IMPROVEMENT 112,763 - - -

<b>Capital TOTAL . . . . . :</b>	<b>112,763</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>Administration TOTAL . . . :</b>	<b>1,626,132</b>	<b>1,551,500</b>	<b>1,678,200</b>	<b>1,709,900</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

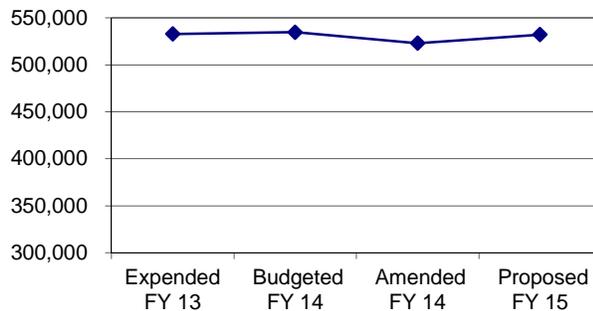
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	463,668	468,600	459,900	468,950
Contractual	20,000	9,000	6,000	6,000
Supplies	2,022	2,500	2,500	2,500
Operational	44,880	52,600	52,600	52,600
Utilities	2,339	2,100	2,100	2,100
<b>Total</b>	532,909	534,800	523,100	532,150

### Personnel Schedule

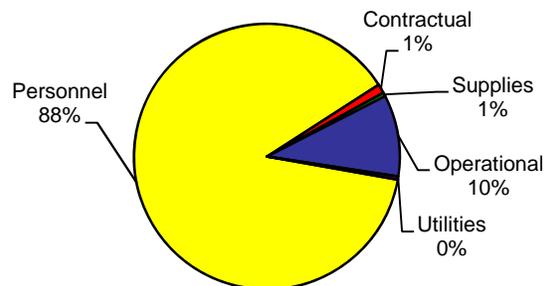
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Administrative Services Director	-	1	1
HR Supervisor	22	1	1
HR Analyst	17	1	1
HR Generalist	14	1	1
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	06 Admin. Services		
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	129,275	130,000	130,500	135,250
0104 SALARIES & WAGES-CLERICAL	212,465	221,100	220,600	227,200
0112 INCENTIVE PAY	6,966	20,000	10,000	10,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>348,707</b>	<b>371,100</b>	<b>361,100</b>	<b>372,450</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
0114 LONGEVITY PAY	2,835	3,100	3,100	3,400
0120 FICA & MEDICARE EXPENSE	24,385	25,900	26,100	26,600
0122 T.M.R.S. RETIREMENT EXP.	55,196	56,700	57,800	59,700
0128 UNEMPLOYMENT INS.	31,046	10,000	10,000	5,000
<b>Benefits TOTAL . . . . .:</b>	<b>114,962</b>	<b>97,500</b>	<b>98,800</b>	<b>96,500</b>
<b>20 Contractual</b>				
0211 LEGAL	-	5,000	-	-
0213 CONSULTING FEES	20,000	-	2,000	2,000
0231 SERVICE-MAINT. CONTRACTS	-	4,000	4,000	4,000
<b>Contractual TOTAL . . . . .:</b>	<b>20,000</b>	<b>9,000</b>	<b>6,000</b>	<b>6,000</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	928	1,000	1,000	1,000
0310 PRINTING & BINDING	1,093	1,000	1,000	1,000
0347 GENERAL MAINT. SUPPLY	-	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>2,022</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	4,112	2,600	2,600	2,600
0420 AWARDS	5,916	6,500	6,500	6,500
0422 EMPLOYEE ACTIVITIES	13,723	14,000	14,000	14,000
0430 TUITION & TRAINING	3,593	3,500	3,500	3,500
0432 EDUCATION REIMBURSEMENT	-	3,800	3,800	3,800
0435 EMPLOYEE DEVELOPMENT	13,123	14,200	14,200	14,200
0436 TRAVEL	4,413	8,000	8,000	8,000
<b>Operational TOTAL . . . . .:</b>	<b>44,880</b>	<b>52,600</b>	<b>52,600</b>	<b>52,600</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	06 Admin. Services		
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	2,339	2,100	2,100	2,100
<b>Utilities TOTAL . . . . . :</b>	<b>2,339</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
<b>Administrative Services TOTAL :</b>	<b>532,909</b>	<b>534,800</b>	<b>523,100</b>	<b>532,150</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

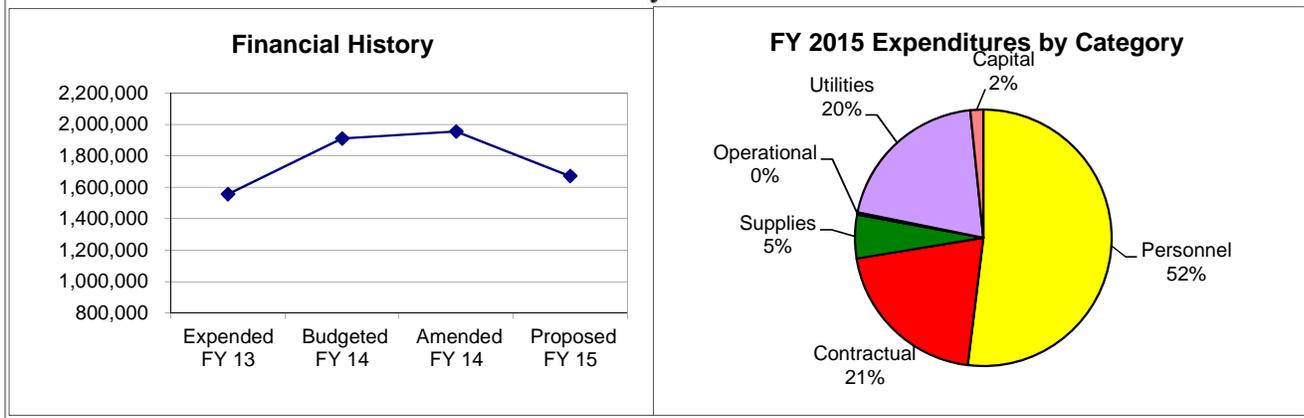
### Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	823,202	842,400	852,700	867,300
Contractual	264,032	300,350	305,650	342,250
Supplies	84,520	88,700	88,700	91,700
Operational	1,419	3,550	3,550	5,000
Utilities	325,312	320,700	338,700	337,200
Capital	57,042	354,700	365,200	26,800
<b>Total</b>	<b>1,555,526</b>	<b>1,910,400</b>	<b>1,954,500</b>	<b>1,670,250</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	24	1	1
Network Administrator	22	1	1
Network Technician	18	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	10	3	3
Lead Custodian	8	1	1
Custodian	5	5	5

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	135,688	166,700	167,400	173,400
0104	SALARIES & WAGES-CLERICAL	199,390	185,700	186,600	190,100
0107	SALARIES & WAGES-LABOR	316,081	313,700	317,400	320,200

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0107**

**New IT Network Technician**

A new position is requested in the Internal Operations Department to help with desktop support and IT network administration. While most requests are resolved within 30 minutes or less, many can take hours to resolve. This new position would provide valuable backup and provide knowledge about the network beyond more than one person in the department. The City’s 2-member IT Network Team is currently responsible for desktop support and maintenance for the following:

- 157 - Desktops
- 78 - Laptops
- 40 - iPads
- 45 - Printers
- 15 - Physical Servers
- 58 - Virtual Machines (this includes both servers and workstations)
- 04 - NAS Units (used for backups and additional network storage space)
- 18 - Network Switches
- 303 – Network Computer Customers

Additionally, these two employees are also responsible for maintaining 3 websites and a multitude of specialized software applications. They are on track to working almost 1,500 IT ticket requests for this budget year.

In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member. It has been 11 years since the addition of the last IT staff member.

Proposed Grade: 18 Salary & Benefits \$56,600

- Uniforms \$400
- Computer 1,800
- Cell Phone 1,100
- Misc. Tools 500

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	5,724	7,500	7,500	7,500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>656,883</b>	<b>673,600</b>	<b>678,900</b>	<b>691,200</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	600	600	600	600
0114 LONGEVITY PAY	8,895	9,700	9,700	10,600
0120 FICA & MEDICARE EXPENSE	50,024	50,900	51,500	52,300
0122 T.M.R.S. RETIREMENT EXP.	106,800	107,600	112,000	112,600
<b>Benefits TOTAL . . . . .:</b>	<b>166,318</b>	<b>168,800</b>	<b>173,800</b>	<b>176,100</b>

**20 Contractual**

0217 IT SERVICE	65,925	86,350	86,350	80,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0217** **IT Service**

\$42,500 Datamax – network consultant

17,000 Software licenses for backup exec, spam filters, IT projects, PDF software upgrades, etc.

21,100 Internet service to all locations -including redundant backup service

Information Technology Audit and 3-Year Technology Plan

This request is to engage Datamax to conduct an investigation into technology initiatives that should be considered for implementation within the City. The previous Technology Plan was completed in 2007. The plan will involve interviews with City management personnel, individual departments, and specific user groups. The findings of study will be provided in the form of an Implementation Roadmap and projected technology initiatives to be considered for approximately the next three years. The roadmap will identify the suggested chronology of those recommendations. The study would specifically focus on the overall network, GIS, hardware and software needs, network security, redundancy, and disaster recovery.

Total: \$16,350

IT Service Total: \$92,850

**CITY MANAGER'S COMMENTS: Technology audit is disapproved.**

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0231 SERVICE-MAINT. CONTRACTS	108,579	105,850	105,850	143,750
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231</b>				<b>Service Maint Contracts</b>
\$ 5,300 Fire Alarms / Extinguishers				
4,080 Fire Alarm Monitoring				
10,800 Pest Control				
9,385 Outdoor Warning Sirens (2 new sites expiring warranty)				
6,560 Emergency Generators				
17,500 Coffee Service and Supplies				
3,200 Air Cards				
2,500 Bottled Water				
8,830 Elevators (4 inspections)				
30,113 Access Control and Security				
5,244 Access Control and Security at Court				
12,066 Telephone / Voicemail System				
27,743 Security Camera System – Tyco (expiring warranty)				
\$143,771 Total				

Note: Increase in Security Camera and warning siren maintenance due to expiration of initial warranty period. General fund transfers includes funds from Court security citation fee to cover the cost of access control at that facility.

**CITY MANAGER'S COMMENTS: Approved**

0237 UNIFORM SERVICE	1,886	2,400	2,400	2,400
0240 EQUIPMENT REPAIRS	6,220	8,000	8,000	8,000
0242 EQUIPMENT RENTAL & LEASE	-	500	500	500
0244 BUILDING REPAIRS	63,094	80,250	80,250	90,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244</b>				<b>Building Repairs</b>

The City provides the Internal Operations Department a budget of \$50,000 to maintain the facilities. In the last 4 years, the City has added over 40,000 square feet of new facilities. The requested increase in this line item is to address specific needs identified over time that are needed throughout our facilities.

**Service Center Roof Repairs**

Roof repair to prevent leaks and protect interior equipment and other assets.

Building A - \$10,500

Building B - 3,500

Building C - 6,500

Total: \$20,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

	<b>2013</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>City Manager</b>
<b>ACCOUNT</b>	<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Approved</b>

AC Repair at Rockwall Police Department

The coils (original to the unit installed in the mid-1980s) need to be replaced. The coils have been weathered and worn over time. The proposal will include guards to protect the City’s investment and to prolong the life of the roof top unit. Not replacing the coils will sooner (rather than later) result in catastrophic failure of one or both compressors due to increased pressures. The coil fins are seriously damaged. Manually “straightening” them is no longer possible. This prevents air flow resulting in higher than normal pressures and costs to operate and maintain. Budget Request: \$19,500

Painting Projects

Repaint the exterior of Fire Station 1 – the building was built in the 1980’s and needs to be repainted for maintenance of the stairs, doors, and trim around the bay doors and for general overall appearance. Budget Request: \$9,350

Resurface the walkways at City Hall – the bridges at City Hall were surfaced with a non-slip surface when the building opened in May 2002. Over this period of time, the weather has worn the surface down and needs to be replaced. Budget Request: \$16,000

Repainting Interior of The Center and HMCC – \$3,000

Police Department Exterior Sound Reduction

The PD is requesting that sound proofing panels be install on the south door to the training room to reduce the level of road noise being heard from inside the building during briefings and training. The City Engineer estimates the cost to be \$5,000 based on previous pricing related to other road projects. Budget Request: \$5,000

Police Department Interior Sound Reduction

Sound reduction in the Dispatch Center lobby between Patrol report writing room. \$8,600

Municipal Service Center – new storefront and glass.

The existing windows are not energy efficient and make the office area cold in the winter and very hot in the summer. The proposal is to replace the storefront with new UV rated and energy efficient windows. Request: \$9,600

**CITY MANAGER'S COMMENTS: Roof repairs at the Service Center and AC repairs at the Police department are approved from General Reserves. Remaining items are disapproved.**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0246 VEHICLE REPAIRS	8,145	5,000	10,300	5,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0246</b>				<b>Revised Budget</b>
Increase of \$3,000 to cover unexpected repairs such as front end and transmission rebuild for unit 180, the 2005 Ford Expedition that came from Fire Marshal.				
0272 JANITORIAL SERVICES	10,184	12,000	12,000	12,000
<b>Contractual TOTAL . . . . . :</b>	<b>264,032</b>	<b>300,350</b>	<b>305,650</b>	<b>342,250</b>

**30 Supplies**

0301 OFFICE SUPPLIES	381	400	400	400
0303 COMPUTER SUPPLIES	18,755	17,000	17,000	20,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0303</b>				<b>Computer Supplies</b>
Adding \$3,000 for security badging supplies (cards, ribbons, accessories).				

**CITY MANAGER'S COMMENTS: Approved**

0323 SMALL TOOLS	1,428	1,500	1,500	1,500
0331 FUEL & LUBRICANTS	15,357	16,800	16,800	16,800
0345 CLEANING SUPPLIES	18,141	23,000	23,000	23,000
0347 GENERAL MAINT. SUPPLY	30,457	30,000	30,000	30,000
<b>Supplies TOTAL . . . . . :</b>	<b>84,520</b>	<b>88,700</b>	<b>88,700</b>	<b>91,700</b>

**40 Operational**

0415 RECRUITING EXPENSES	43	-	-	-
0430 TUITION & TRAINING	375	550	550	2,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0430</b>				<b>Microsoft Training</b>

Increase training budget - when IT staff was moved from the Finance to IO budget, training dollars were not transferred.

In addition, request to send two team members to get their Microsoft Office certifications. One class is online and one is in class at the education center in Dallas. The certifications are A+ and Security + with certification tests included in the tuition.

Total - \$7,200.

**CITY MANAGER'S COMMENTS: Microsoft training is disapproved**

0436 TRAVEL	1,001	3,000	3,000	3,000
<b>Operational TOTAL . . . . . :</b>	<b>1,419</b>	<b>3,550</b>	<b>3,550</b>	<b>5,000</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	191,892	190,000	202,000	202,000
0507 CELLULAR TELEPHONE	5,207	5,700	5,700	5,700
0508 TELEPHONE SERVICE	85,948	85,000	85,000	85,000
0510 NATURAL GAS SERVICE	10,601	13,000	19,000	17,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0510</b>				<b>Natural Gas Service</b>
Increase due to colder winter and more usage at Fire Stations.				
0513 WATER	31,664	27,000	27,000	27,000
<b>Utilities TOTAL . . . . . :</b>	<b>325,312</b>	<b>320,700</b>	<b>338,700</b>	<b>337,200</b>

**60 Capital**

0603 BUILDINGS	7,142	-	-	-
0610 FURNITURE & FIXTURES	-	-	-	26,800

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0610** **New Furniture**

**New Chairs for Council Chambers and Council Conference Room**

These chairs were purchased when City Hall was originally opened in May 2002. Over the years, they have been repaired, but are worn and the mechanical pieces don't work on many of the units. The Council Chamber chairs have held up very well for the length of time they have been in service. The request is to replace the following:

- 7 leather high back council chairs \$ 9,690.
- 12 low back conference room chairs \$11,582.
- Total \$21,289.

**The Center & HMCC – Replace broken tables**

There are eight - 60 inch tables that need to be replaced. The primary issue is the edges on these tables are cracked from constant wear and tear. The Center 60 inch round tables are \$2,234.72

There are nine - 6 foot tables that need to be replaced. They range from having waves or hot spots on the tables from rental wear and tear. The Center/HMCC 6 ft rectangle tables are \$1,392.75

**New Dispatch Lockers**

The Police Department Communications Center had individual lockers built for each Dispatcher during the remodel last year. Since then, 2 Dispatchers have been added as part of the agreement to Dispatch for the City of Fate. This request is to add another 3 unit cabinet. Budget Request: \$1,000.

**Sunport Shade Structure at the PD**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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The Police Department is requesting a shade structure on the south Washington Street parking lot to protect both SWAT vehicles from weather. 35x35 foot, 4 post structure - \$21,000.

**CITY MANAGER'S COMMENTS: Shade Structure at PD is disapproved, remaining items are approved.**

0612	COMPUTER EQUIPMENT	-	184,700	184,700	-
0621	FIELD MACHINERY & EQUIPMENT	49,900	3,000	3,000	-
0626	SECURITY EQUIPMENT	-	167,000	177,500	-
<b>Capital TOTAL . . . . . :</b>		<b>57,042</b>	<b>354,700</b>	<b>365,200</b>	<b>26,800</b>
<b>Internal Operations TOTAL :</b>		<b>1,555,526</b>	<b>1,910,400</b>	<b>1,954,500</b>	<b>1,670,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

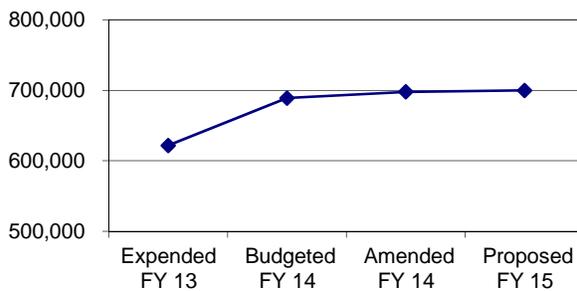
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	365,735	374,700	363,400	366,900
Contractual	181,719	231,500	251,500	241,000
Supplies	67,279	73,750	73,750	82,750
Operational	6,904	9,000	9,100	9,000
<b>Total</b>	<b>621,638</b>	<b>688,950</b>	<b>697,750</b>	<b>699,650</b>

### Personnel Schedule

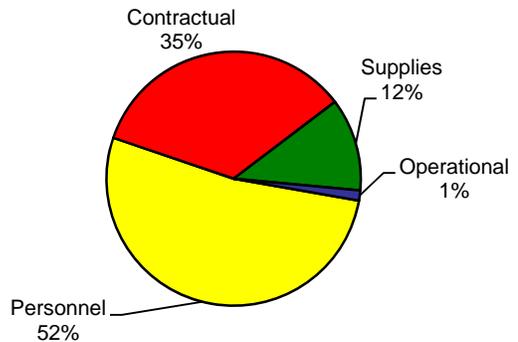
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	293,408	298,400	288,000	291,300
0109	SALARIES & WAGES-OVERTIME	-	300	300	300

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>293,408</b>	<b>298,700</b>	<b>288,300</b>	<b>291,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,200	1,200	1,200
0114	LONGEVITY PAY	3,470	3,800	3,800	3,800
0120	FICA & MEDICARE EXPENSE	20,418	22,800	22,400	22,300
0122	T.M.R.S. RETIREMENT EXP.	47,540	48,200	47,700	48,000

<b>Benefits TOTAL . . . . . :</b>	<b>72,327</b>	<b>76,000</b>	<b>75,100</b>	<b>75,300</b>
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**20 Contractual**

0210	AUDITING	23,550	31,000	31,000	31,000
0223	INSURANCE-SURETY BONDS	446	400	400	400
0225	INSURANCE-AUTOMOBILES	31,517	35,000	35,000	35,000
0227	INSURANCE-REAL PROPERTY	37,808	45,000	45,000	45,000
0228	INSURANCE-CLAIMS & DED.	21,277	20,000	40,000	30,000
0229	INSURANCE-LIABILITY	14,486	35,000	35,000	35,000
0231	SERVICE-MAINT. CONTRACTS	48,950	60,900	60,900	60,900
0233	ADVERTISING	553	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	-	500	500	-
0242	COPIER RENTAL	3,133	2,700	2,700	2,700

<b>Contractual TOTAL . . . . . :</b>	<b>181,719</b>	<b>231,500</b>	<b>251,500</b>	<b>241,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,101	2,000	2,000	2,000
0305	COPY MACHINE SUPPLY	31,741	33,000	33,000	33,000
0307	POSTAGE	31,394	36,000	36,000	45,000
0310	PRINTING & BINDING	1,787	2,000	2,000	2,000
0347	GENERAL MAINT. SUPPLY	256	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>67,279</b>	<b>73,750</b>	<b>73,750</b>	<b>82,750</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,103	2,500	2,500	2,500
0415	RECRUITING EXPENSES	-	-	100	-
0430	TUITION & TRAINING	1,402	3,500	3,500	2,500
0436	TRAVEL	2,399	3,000	3,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>6,904</b>	<b>9,000</b>	<b>9,100</b>	<b>9,000</b>
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<b>FINANCE TOTAL . . :</b>	<b>621,638</b>	<b>688,950</b>	<b>697,750</b>	<b>699,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

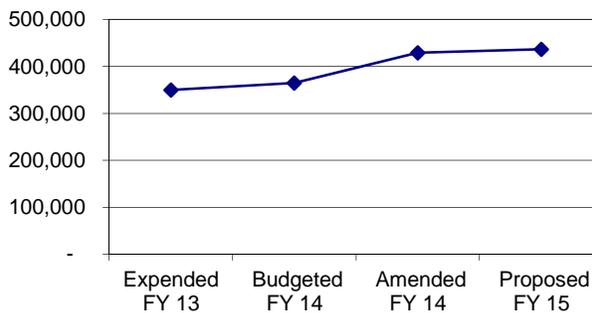
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	268,316	272,600	337,100	334,400
Contractual	68,853	77,700	77,700	87,700
Supplies	9,258	9,250	9,250	9,250
Operational	3,109	5,000	5,000	5,000
<b>Total</b>	<b>349,536</b>	<b>364,550</b>	<b>429,050</b>	<b>436,350</b>

### Personnel Schedule

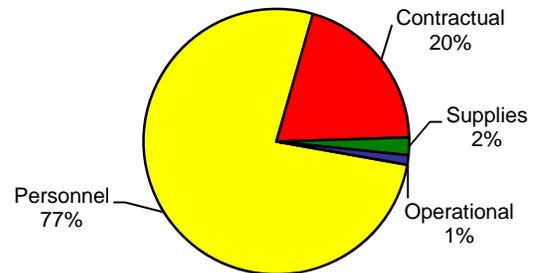
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	3	3
Court - A/P Clerk	12	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manger Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,052	76,900	79,000	76,900
0104	SALARIES & WAGES-CLERICAL	133,192	137,200	183,500	185,700
0109	SALARIES & WAGES-OVERTIME	3,222	3,000	5,100	3,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>213,467</b>	<b>217,100</b>	<b>267,600</b>	<b>265,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	900	900	900
0114	LONGEVITY PAY	3,410	3,700	3,700	4,500
0120	FICA & MEDICARE EXPENSE	16,168	16,400	20,400	20,100
0122	T.M.R.S. RETIREMENT EXP.	34,671	34,500	44,500	43,300

<b>Benefits TOTAL . . . . . :</b>	<b>54,849</b>	<b>55,500</b>	<b>69,500</b>	<b>68,800</b>
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**20 Contractual**

0211	LEGAL	49,977	55,000	55,000	65,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0211** **Judge's Docket**

Increase legal line item to allow funds for Judge Penn to handle two additional docket settings per month.

**CITY MANAGER'S COMMENTS: Approved**

0231	SERVICE-MAINT. CONTRACTS	12,855	16,800	16,800	16,800
0240	EQUIPMENT REPAIRS	445	500	500	500
0242	COPIER RENTAL	5,577	5,400	5,400	5,400

<b>Contractual TOTAL . . . . . :</b>	<b>68,853</b>	<b>77,700</b>	<b>77,700</b>	<b>87,700</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,528	1,500	1,500	1,500
0310	PRINTING & BINDING	6,921	7,000	7,000	7,000
0347	GENERAL MAINT. SUPPLY	808	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>9,258</b>	<b>9,250</b>	<b>9,250</b>	<b>9,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	15 Finance	15 Municipal Court		
<b>ACCOUNT</b>	<b>2012 Actual Expense</b>	<b>2013 Adopted Budget</b>	<b>2013 Amended Budget</b>	<b>2014 City Manger Approved</b>
<b>40 Operational</b>				
0407 JURY EXPENSE	840	1,500	1,500	1,500
0410 DUES & SUBSCRIPTIONS	286	500	500	500
0430 TUITION & TRAINING	420	1,000	1,000	1,000
0436 TRAVEL	1,563	2,000	2,000	2,000
<b>Operational TOTAL . . . . . :</b>	<b>3,109</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Municipal Court TOTAL . . . :</b>	<b>349,536</b>	<b>364,550</b>	<b>429,050</b>	<b>436,350</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

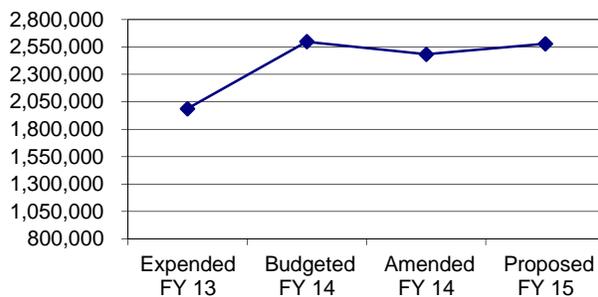
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	1,673,541	2,148,500	2,064,000	2,242,150
Contractual	153,485	186,300	184,300	211,100
Supplies	65,549	101,400	97,900	90,400
Operational	40,361	57,500	32,000	32,000
Utilities	2,427	2,800	2,800	2,800
Capital	51,263	100,650	100,650	-
<b>Total</b>	1,986,625	2,597,150	2,481,650	2,578,450

### Personnel Schedule

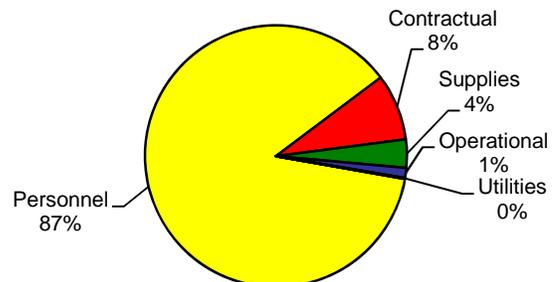
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Fire Chief	-	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	12	12
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	137,411	143,800	144,300	142,600
0104 SALARIES & WAGES-CLERICAL	98,906	98,500	98,900	98,500
0107 SALARIES & WAGES-LABOR	917,188	1,279,100	1,195,200	1,358,400

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 PT Pay Increase and New Driver Positions**

This 3 new full time drivers would aid in maintaining acceptable fire department response times and manpower.

In years 2009 - 2013 we fell short of our goal of having 24 firefighters on structure fires. We averaged 15.16 firefighters in 2012 and 15.86 firefighters in 2013. By hiring these firefighters, it also increases safety at the station and during response to calls. When the firemen are doing the daily checks on apparatus, they have to climb on top of the apparatus where the possibility of injury is higher if one man does this alone. When responding to calls they are driving, operating the radio, looking at maps and watching out for other drivers, who are not being safe. Fire trucks have a large area of blind spots that make it difficult to see to the right when one person is operating the apparatus. Also with only one person on the apparatus, they have no spotter to back them up. A second person would eliminate all of these issues. When arriving on a structure fire, the firemen cannot go in until they have four people on scene because of the Texas Commission on Fire Protection (two in and two out) regulations. As it stands today, we must have three stations arrive on scene before we can make entry on a structure fire. If we had two men per engine then we could make entry as soon as two stations arrived.

With the hiring of three new drivers, we will place one full time driver at station #3 along with one part-time driver. With the hiring of these three new drivers, this will give us a total of 18 full time twenty-four shift employees. This will give us two persons at three of the four stations. 3 of our stations would have 2 drivers on duty at all times with Station 4 remaining with 1 driver on duty per shift.

Total cost for new drivers

\$195,900 salary and benefits

15,900 shift coverage for time off

12,000 overtime

3,000 certification and degree pay

1,832 uniform cleaning service

1,500 uniforms

615 dues

1,000 recruiting

3,000 training

2,000 travel

1,800 pagers

8,500 radios

15,750 bunker gear, PASS devices, gate opener

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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\$262,797 Total for 3 new drivers (\$87,600 each)

Part time Driver Increase Rate of Pay from \$20 to \$22.50 per hour and increase the overtime rate from \$30.00 per hour to \$33.75 per hour for holiday shifts. The current rate has been in effect since 2006. \$23,900 for Station 3 shifts

**CITY MANAGER'S COMMENTS: New full time drivers are disapproved. Increase to part time rate of pay is approved.**

0109 SALARIES & WAGES-OVERTIME	72,973	90,000	92,800	94,500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>1,226,478</b>	<b>1,611,400</b>	<b>1,531,200</b>	<b>1,694,000</b>

**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	33,541	44,050	34,650	36,000
0114 LONGEVITY PAY	34,395	37,300	36,800	37,500
0115 FIREMEN-INCENTIVE PAY	75,497	85,000	85,000	85,000
0120 FICA & MEDICARE EXPENSE	92,448	113,000	118,300	126,900
0122 T.M.R.S. RETIREMENT EXP.	161,020	199,300	212,900	210,600
0125 FIREMEN WATER DISCOUNT	3,360	4,850	4,150	4,150

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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0126 RETIREMENT-FIREMEN'S PENSION	46,800	53,600	41,000	48,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0126</b>				<b>Increase Retirement</b>

The volunteers have a retirement (TESRS) system under a Senate Bill 411. The City currently pays \$100 per month per firefighter and there is not a maximum funding level. The volunteers have asked for an increase in the contribution amount. We propose to increase the contribution to \$125 per month. This increase would cost the City \$300 per year per volunteer firefighter. The increased cost for 24 volunteers would be \$7,200 per year.

\$4,000 Retired Firefighters Widows

The department has 5 retired firemen widows at \$ 66.67 per month each, who still receive a pension under the old retirement (TLFFRA) system House Bill 258 plan.

In addition, mandated changes in actuarial calculations will add 15% to our rates to address unfunded liabilities.

**CITY MANAGER'S COMMENTS: Approved**

<b>Benefits TOTAL . . . . . :</b>	<b>447,062</b>	<b>537,100</b>	<b>532,800</b>	<b>548,150</b>
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**20 Contractual**

0213 CONSULTING FEES	-	-	-	-
0222 DISABILITY INSURANCE	32,299	41,000	34,000	41,000
0231 SERVICE-MAINT. CONTRACTS	27,028	41,950	35,000	45,800

<b>DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231</b>				<b>Service Contracts</b>
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- \$ 600 Copier Maintenance Station
- 600 Direct TV for Mobile Command Unit
- 4,275 Charter Cable for 4 Fire Stations
- 780 Active 911 Subscription
- 3,750 QRAE NOS/Gas Detector & PID Detector service and calibration
- 11,000 SCBA Fill System Maint
- 6,700 Air Cards for 10 MDT's
- 4,200 Ladder Truck and Ground Ladder Testing
- 7,000 Hose Testing
- 3,000 Fire Pump Testing
- 2,240 Mask Fit Testing
- 1,100 Truck Air Compressor Maint
- 180 Vie Vu Unit Maintenance and upgrades

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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0237	UNIFORM SERVICE	715	5,300	2,500	2,500
0238	TRAINING REIMBURSEMENT	1,650	8,250	5,000	5,000
0240	EQUIPMENT REPAIRS	14,718	14,500	14,500	16,500

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0240** **Equipment Repairs**

**\$14,000 - Loose Equipment Repairs**

This is for any repairs to all the loose equipment on the engines, small engines, pagers and station equipment. The fire equipment must be maintained and tested under NFPA requirements, ISO requirements and under Texas Commission on Fire Protection for regulatory purposes.

**\$2,500 - General Repairs**

This is for general repair to portable radios which are not covered under warranty. So far we have had three repairs which were not covered. Two were water damaged and one was a broken display because it was dropped out of coat pocket.

**CITY MANAGER'S COMMENTS: Approved**

0242	COPIER LEASE	5,044	5,300	5,300	5,300
0246	VEHICLE REPAIRS	72,031	70,000	88,000	95,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0246** **Vehicle Repairs**

General Repairs This line item is increasing because in the past preventive maintenance program, we have only had an annual preventive maintenance done on the equipment and now we need to move toward biannual checks because of the age of the equipment.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>153,485</b>	<b>186,300</b>	<b>184,300</b>	<b>211,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,056	1,500	1,500	1,500
0310	PRINTING & BINDING	-	500	500	500
0321	UNIFORMS	3,697	18,500	15,000	8,500
0323	SMALL TOOLS	481	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	36,361	34,000	39,000	38,000
0347	GENERAL MAINT. SUPPLY	8,067	9,900	9,900	9,900
0378	FIRE PREVENTION SUPPLIES	784	1,000	1,000	1,000
0379	FIRE FIGHTING SUPPLIES	15,102	35,000	30,000	30,000

<b>Supplies TOTAL . . . . . :</b>	<b>65,549</b>	<b>101,400</b>	<b>97,900</b>	<b>90,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,405	7,500	5,000	5,000
0415	RECRUITING EXPENSES	5,596	7,000	3,000	3,000
0430	TUITION & TRAINING	18,940	24,000	12,000	12,000
0436	TRAVEL	12,420	19,000	12,000	12,000

<b>Operational TOTAL . . . . .:</b>	<b>40,361</b>	<b>57,500</b>	<b>32,000</b>	<b>32,000</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,427	2,800	2,800	2,800
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<b>Utilities TOTAL . . . . .:</b>	<b>2,427</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
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**60 Capital**

0603	BUILDINGS	31,662	-	-	-
0612	COMPUTER EQUIPMENT	15,929	-	-	-
0617	RADIO EQUIPMENT	3,673	14,650	14,650	-
0621	FIELD MACHINERY & EQUIPMENT	-	21,000	21,000	-
0623	VEHICLES	-	65,000	65,000	-

<b>Capital TOTAL . . . . .:</b>	<b>51,263</b>	<b>100,650</b>	<b>100,650</b>	<b>-</b>
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<b>Fire Operations TOTAL :</b>	<b>1,986,625</b>	<b>2,597,150</b>	<b>2,481,650</b>	<b>2,578,450</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

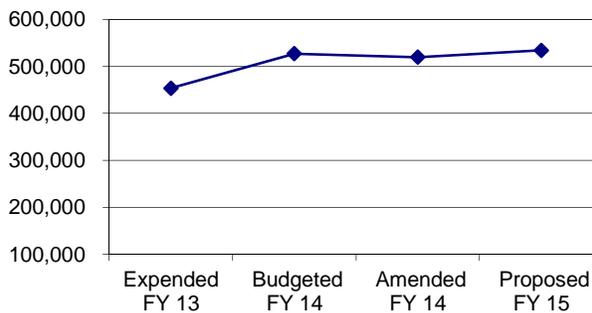
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	360,946	354,700	342,000	358,700
Contractual	27,519	12,400	16,400	15,500
Supplies	39,862	43,000	43,000	45,000
Operational	9,702	18,500	19,700	16,500
Utilities	3,070	3,800	3,800	3,800
Capital	12,617	94,750	94,750	94,900
<b>Total</b>	453,716	527,150	519,650	534,400

### Personnel Schedule

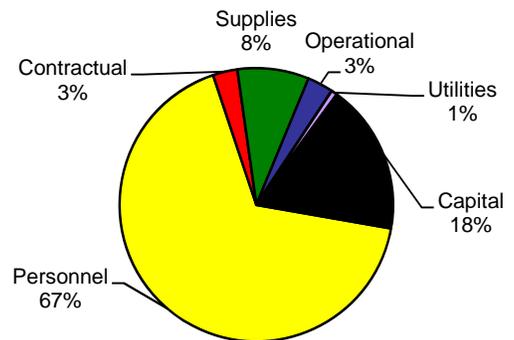
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Inspector/Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	89,661	93,800	94,200	97,700
0107	SALARIES & WAGES-LABOR	185,009	182,100	172,200	182,200
0109	SALARIES & WAGES-OVERTIME	12,065	7,000	6,000	7,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>286,735</b>	<b>282,900</b>	<b>272,400</b>	<b>286,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	2,561	3,600	2,800	2,800
0114	LONGEVITY PAY	3,127	2,600	1,300	1,500
0120	FICA & MEDICARE EXPENSE	21,502	21,100	20,800	21,400
0122	T.M.R.S. RETIREMENT EXP.	47,021	44,500	44,700	46,100

<b>Benefits TOTAL . . . . . :</b>	<b>74,211</b>	<b>71,800</b>	<b>69,600</b>	<b>71,800</b>
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**20 Contractual**

0213	CONSULTING FEES	15,467	2,000	2,000	2,000
0231	SERVICE-MAINT. CONTRACTS	3,804	2,400	2,400	3,000
0237	UNIFORM SERVICE	4,114	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	29	500	500	500
0246	VEHICLE REPAIRS	4,105	5,000	9,000	7,500
0261	CRIME SCENE SERVICES	-	500	500	500

<b>Contractual TOTAL . . . . . :</b>	<b>27,519</b>	<b>12,400</b>	<b>16,400</b>	<b>15,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,035	1,500	1,500	1,500
0310	PRINTING & BINDING	2,020	2,000	2,000	2,000
0321	UNIFORMS	3,198	3,300	3,300	3,300
0331	FUEL & LUBRICANTS	14,937	14,500	14,500	14,500
0347	GENERAL MAINT. SUPPLY	3	500	500	500
0373	INVESTIGATION SUPPLIES	2,874	3,000	3,000	3,000
0378	FIRE PREVENTION SUPPLIES	13,933	14,000	14,000	16,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378**

**Fire Prevention Supplies**

\$ 3,000 This is for hosting a Citizen Fire Academy. Cost includes the fees for taking class to Garland FD for their burn day events now that our burn facility is no longer safe for use.

\$ 2,500 For support and promotion of our Risk Watch Program.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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\$ 5,000 For promotional items and giveaways to promote public education fire and life safety programs including Fire Prevention Month, Senior Safety, Family Emergency Preparedness, Weather Preparedness, fire safety, and others.

\$ 4,500 This is to host our annual fire department open house. This event attracted nearly 5,000 Rockwall area citizens last year to participate in fire and life safety education, fire department activities demonstrations, and other areas of community safety. This event will give the citizens of Rockwall an opportunity to get to know their volunteer fire department and the services offered.

\$ 1,000 For back packs and training related expenses for hands-on disaster preparedness training throughout the year for CERT teams.

**CITY MANAGER'S COMMENTS: Approved**

0379	FIRE FIGHTING SUPPLIES	1,863	4,200	4,200	4,200
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<b>Supplies TOTAL . . . . . :</b>	<b>39,862</b>	<b>43,000</b>	<b>43,000</b>	<b>45,000</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,463	2,500	2,500	2,500
0415	RECRUITING EXPENSES	85	-	200	-
0430	TUITION & TRAINING	1,734	8,000	8,000	5,000
0436	TRAVEL	4,420	8,000	9,000	9,000

<b>Operational TOTAL . . . . . :</b>	<b>9,702</b>	<b>18,500</b>	<b>19,700</b>	<b>16,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,070	3,800	3,800	3,800
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<b>Utilities TOTAL . . . . . :</b>	<b>3,070</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>
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**60 Capital**

0621	FIELD MACHINERY & EQUIPMENT	12,617	-	-	-
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
0623 VEHICLES	-	94,750	94,750	94,900
<b>DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0623</b>				<b>New Vehicles</b>

One older vehicles would leave the fleet (unit 841), one vehicle would be repurposed (unit 842), and 2 new vehicles will replace them.

Unit 841 is classified as a Mission Critical vehicle per the City Vehicle Replacement Policy and meets all of the criteria for replacement. It is over 10 years old (2004 Expedition) and will have over 100,000 miles by the end of this year. Over the past 4 years, this vehicle has had repairs costing over \$1,986 to keep it running. It is currently in need of repairs to extend the service life of the unit including emergency lighting and radio equipment electrical wiring, needs belts replaced, needs rear pinion seal replaced and lubed. Repairs that have been indicated to be needed in the next 12 months include, front and rear suspension and upper and lower ball joints.

Unit 842 is classified as a Mission Critical vehicle. It is over 14 years old (2000 Ford F250) and will have almost 100,000 miles by the end of this year. It is currently in good condition. This vehicle meets both lifecycle benchmarks for over 5 years of service and over 100,000 miles at years end. Over the past 5 years, this vehicle has had several major repairs costing over \$6,850 to keep it running, with \$3,850 being spent on repairs in the last year. The vehicle is not practical for the daily use of the position it is currently assigned to. This vehicle does not have adequate space needed for an evidence locker. An evidence locker is required to meet federal and state Rules of Evidence to secure arson/fire evidence.

We will reassign this vehicle to Fire Operations where it is needed as a utility vehicle. Currently, fire operations does not have a vehicle that is capable of performing functions such as hauling the Haz-mat trailer for response deployment, hauling the public education trailer to events, hauling Marine 1, large equipment relocation duties, and emergency response with the mobile air trailer. This vehicle can also be used by operations to carry large amounts of fire hose varying in size and length for hose testing.

Sport utility vehicles will be purchased to accommodate the firefighting equipment/gear and fire investigation equipment that these positions must carry with them and will have the capability to navigate unimproved terrain during inspection, investigation, and firefighting operations. Equipment for outfitting the above vehicles with emergency response equipment including safety lights, console, decals, wiring and install costs.

2 - 2015 Chev Tahoe 4 wheel drive \$36,441 each  
 Equipment \$22,000  
 Total expense \$ 94,882

**CITY MANAGER'S COMMENTS: Approved, funded from General Reserves**

<b>Capital TOTAL . . . . . :</b>	<b>12,617</b>	<b>94,750</b>	<b>94750</b>	<b>94,900</b>
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<b>Fire Marshal TOTAL :</b>	<b>453,716</b>	<b>527,150</b>	<b>519,650</b>	<b>534,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

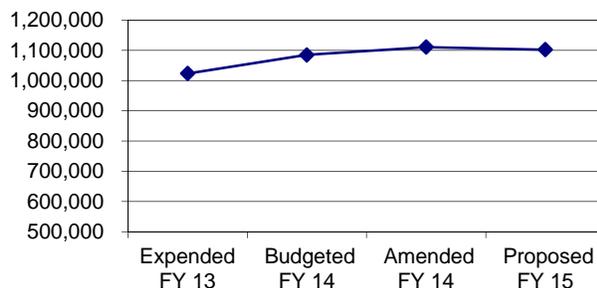
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	917,428	962,500	998,100	987,800
Contractual	66,198	81,350	70,250	70,500
Supplies	13,420	14,600	14,600	16,600
Operational	16,818	19,650	20,650	20,650
Utilities	6,378	6,800	6,800	6,800
Capital	3,229	-	-	-
<b>Total</b>	<b>1,023,471</b>	<b>1,084,900</b>	<b>1,110,400</b>	<b>1,102,350</b>

### Personnel Schedule

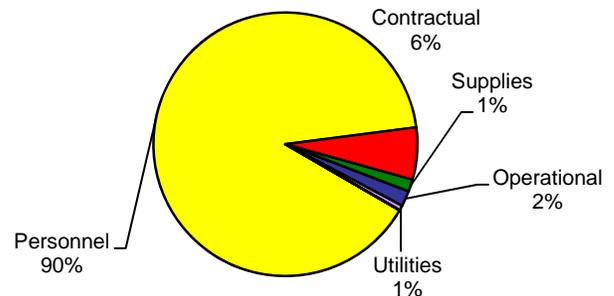
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Police Chief	-	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	4	4
Personnel Sergeant	-	1	1
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	147,083	143,800	144,300	142,600
0104	SALARIES & WAGES-CLERICAL	51,588	54,000	54,400	54,000
0107	SALARIES & WAGES-LABOR	532,978	549,600	557,000	559,800
0109	SALARIES & WAGES-OVERTIME	1,864	26,000	40,000	36,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0109** **Overtime - Amended**

The Police Department had originally requested \$36,000 in this account, estimating \$7,300 per supervisor who averages about 30 special events each year. This group includes four Lieutenants and an Administrative Sergeant. Projecting to the end of the year we are requesting this account be adjusted to \$40,000.

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>733,512</b>	<b>773,400</b>	<b>795,700</b>	<b>792,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	5,803	5,700	6,500	6,600
0114	LONGEVITY PAY	6,940	7,400	7,400	7,900
0120	FICA & MEDICARE EXPENSE	52,947	55,300	58,400	56,300
0122	T.M.R.S. RETIREMENT EXP.	118,226	120,700	130,100	124,600

<b>Benefits TOTAL . . . . .:</b>	<b>183,916</b>	<b>189,100</b>	<b>202,400</b>	<b>195,400</b>
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**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	29,707	32,000	32,000	32,000
0237	UNIFORM SERVICE	1,200	1,250	1,250	1,500
0240	EQUIPMENT REPAIRS	24	500	500	500
0246	VEHICLE REPAIRS	1,439	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	33,828	46,100	35,000	35,000
0265	MEDICAL SERVICE-PRISONER	-	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>66,198</b>	<b>81,350</b>	<b>70,250</b>	<b>70,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	911	1,000	1,000	1,000
0310 PRINTING & BINDING	1,320	1,500	1,500	1,500
0321 UNIFORMS	782	1,600	1,600	1,600
0331 FUEL & LUBRICANTS	9,146	9,000	9,000	11,000
0347 GENERAL MAINT. SUPPLY	1,262	1,500	1,500	1,500
<b>Supplies TOTAL . . . . . :</b>	<b>13,420</b>	<b>14,600</b>	<b>14,600</b>	<b>16,600</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	2,815	3,400	4,400	4,400
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0410</b>			<b>TCOLE Renewal Fee</b>	

An increase of \$1,000 is requested to pay for the police department’s training agreement renewal fee with the Texas Commission on Law Enforcement (TCOLE).

**CITY MANAGER'S COMMENTS: Approved**

0420 AWARDS	1,550	3,500	3,500	3,500
0430 TUITION & TRAINING	3,755	4,000	4,000	4,000
0436 TRAVEL	8,698	8,750	8,750	8,750
<b>Operational TOTAL . . . . . :</b>	<b>16,818</b>	<b>19,650</b>	<b>20,650</b>	<b>20,650</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	6,378	6,800	6,800	6,800
<b>Utilities TOTAL . . . . . :</b>	<b>6,378</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>

**60 Capital**

0612 COMPUTER EQUIPMENT	3,229	-	-	-
<b>Capital TOTAL . . . . . :</b>	<b>3,229</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Police Administration TOTAL :</b>	<b>1,023,471</b>	<b>1,084,900</b>	<b>1,110,400</b>	<b>1,102,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

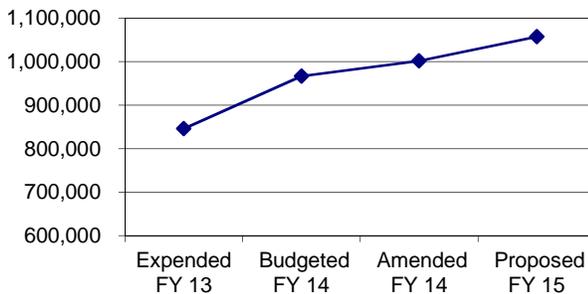
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	667,859	793,500	828,500	862,600
Contractual	169,234	156,950	156,950	178,500
Supplies	3,669	5,700	5,700	5,700
Operational	4,504	9,800	9,800	9,800
Utilities	990	1,000	1,000	1,000
<b>Total</b>	<b>846,257</b>	<b>966,950</b>	<b>1,001,950</b>	<b>1,057,600</b>

### Personnel Schedule

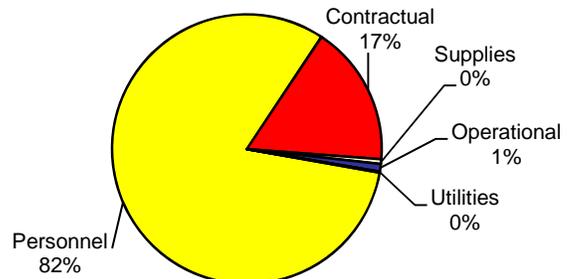
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Communications Manager	22	1	1
Communications Supervisor	17	0	2
Communications Specialist	14	13	11

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	74,728	76,000	76,400	182,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0101** **Telecommunications Supervisors**

The Communications Division currently coordinates police and fire dispatch operations for the City of Rockwall, City of Fate and City of Heath. The Communications Division has an authorized staffing level of 13 Telecommunication Operators, who work 24 hours a day, 7 days a week and are currently supervised by a single Communications Manager. A single supervisor was capable of providing the needed support while overseeing daily operations when this division had fewer personnel. However, it has since grown to a size that the Communications Manager’s span of control and effectiveness has become limited. We are requesting two midlevel Telecommunication Supervisory Positions to provide the necessary supervision to effectively manage our growing 911 call center. Some of their job duties will include: scheduling, training, preparing evaluations, counseling and addressing critical equipment or computer repairs in a timely manner. These positions will only require two current Telecommunication Operators to be upgraded to the Telecommunication’s Supervisor Pay Grade of 17. The total impact to upgrade two existing Telecommunication Operators’ salary and benefits is projected at \$5,000 per position and a total cost of \$10,000.

**CITY MANAGER'S COMMENTS: Approved**

0104 SALARIES & WAGES-CLERICAL	424,276	543,000	485,500	456,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104** **Shift Differential Pay**

Employees are required to work in critical positions on shifts outside of normal business hours. These assignments can be very stressful and many times these work hours cause additional hardships on families. We recommend that employees assigned to the Evening Shift (4p-12a) receive a 2.5% salary increase. We also recommend that employees assigned to the Late Night Shift (12a-8a) receive a 5% salary increase. This pay rate increase would only apply if most of their assigned shift fell within those respective times and only as long as they are assigned to that shift.

There are currently 3 Evening and 5 Late Night shifts eligible for this program. We figured a mid-range salary for those positions since most of the junior employees would fill those shifts. Total impact to this budget item for 8 employees is slightly less than \$15,500 for the fiscal year.

**CITY MANAGER'S COMMENTS: Disapproved**

Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0109 SALARIES & WAGES-OVERTIME	40,083	26,000	104,000	60,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0109</b>			<b>2014 Amended Overtime</b>	

Amended Budget:

The Police Department is requesting an increase of \$78,000 to the Communication’s overtime budget. In the current fiscal year, the center has been challenged with several open positions, required staffing of a third console for the City of Fate, and illnesses. Though June of 2014, FMLA and illnesses have accounted for an estimated man-hour loss of 420 hours. There have been three open positions, one in which a new hire resigned after completing the TCO Training Program, which equated to a total man-hour loss of 3,960 hours. These lost shifts had to be staffed by dispatchers and officers, sometimes at an overtime rate to ensue appropriate staffing levels.

Fiscal year 2015 budget:

The Police Department is requesting an increase of \$34,000 to the Communication’s overtime budget. The five year trend for this line item indicates that overtime will exceed the current budgeted amount and an increase is necessary. Manpower shortages, open positions, required training days, FMLA, sick time, and Holiday Pay have had a direct impact on total overtime. Further, dispatching for Fate Department of Public Safety has increased staffing requirements that at times have been met by paying overtime. A total amount of \$60,000 is requested.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>539,087</b>	<b>645,000</b>	<b>665,900</b>	<b>699,000</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATION PAY	600	1,200	1,200	1,200
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0113</b>			<b>Education &amp; Certificate Pay</b>	

A recent evaluation of our recruiting strategy and hiring practice for dispatchers included pay and incentives compared to our 8 survey cities. This survey indicates that 4 of the 8 surveyed cities offer certificate and education pay as a benefit to their Telecommunication Operators, while we currently do not offer this as an incentive. We’ve recently found that it is a struggle to attract and retain qualified candidates for the position and adding certificate pay would provide an incentive for recruiting and retaining qualified employees. In addition, providing certificate pay and educational pay will help provide a morale boost and a career path within the Communications Division while bringing them more in line with the sworn employees who already receive these incentives. An increase of \$7,200 is requested to provide education and certificate pay to those who meet the qualifications.

**CITY MANAGER'S COMMENTS: Disapproved**

Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0114 LONGEVITY PAY	3,175	3,600	3,800	4,400
0120 FICA & MEDICARE EXPENSE	40,192	47,300	50,200	50,100
0122 T.M.R.S. RETIREMENT EXP.	84,805	96,400	107,400	107,900
<b>Benefits TOTAL . . . . .:</b>	<b>128,772</b>	<b>148,500</b>	<b>162,600</b>	<b>163,600</b>

**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	169,234	156,950	156,950	178,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231**

**Maintenance Agreements**

\$116,840 New World Systems \$62,940 + 53,900 (year 6 of 7)

5,000 Voice recorder

24,700 Air Cards includes Netmotion license

8,000 E-Ticket SSMA

2,400 Crime Report Subscription

9,500 Coban Mobile Video (warranty period is ending)

1,000 Charter cable service

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231**

**Smart 911 System**

The Smart911 System is a unique technology that allows citizens to build their Safety Profile on a secure and private data repository, registering the life-saving information they want to make available to 9-1-1 in the case of an emergency. When the user initiates a 9-1-1 call from a registered phone number, the data automatically displays on the dispatch work station, helping them respond more quickly and effectively. This information may include safety or caution alerts, medical and allergy profiles, defined hazards (e.g. vicious dog, suicidal persons, volatile chemicals, etc.) or victim and offender information. In addition, the system allows the dispatcher to locate or “ping” a phone to an area within 3 feet of its actual location, which is critical when attempting to locate missing/endanger persons with debilitating conditions such as Alzheimer’s, suicidal parties or kidnapped victims. Smart911 will provide call takers, dispatchers and first responders with critical data about subscribed callers, which will speed response times, improve response effectiveness and help ensure officer safety. The Police Department is requesting \$11,000 for the implementation of the Smart911 System. The system will require an annual reoccurring maintenance fee of \$9,000.

**CITYMANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .:</b>	<b>169,234</b>	<b>156,950</b>	<b>156,950</b>	<b>178,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	879	900	900	900
0310	PRINTING & BINDING	82	100	100	100
0321	UNIFORMS	2,529	3,000	3,000	3,000
0347	GENERAL MAINT. SUPPLY	179	1,700	1,700	1,700

<b>Supplies TOTAL . . . . . :</b>	<b>3,669</b>	<b>5,700</b>	<b>5,700</b>	<b>5,700</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	877	2,000	2,000	2,000
0415	RECRUITING EXPENSES	1,192	3,300	3,300	3,300
0430	TUITION & TRAINING	1,614	2,500	2,500	2,500
0436	TRAVEL	821	2,000	2,000	2,000

<b>Operational TOTAL . . . . . :</b>	<b>4,504</b>	<b>9,800</b>	<b>9,800</b>	<b>9,800</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	990	1,000	1,000	1,000
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<b>Utilities TOTAL . . . . . :</b>	<b>990</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	-	-	-	-
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<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>Communications TOTAL . . . :</b>	<b>846,257</b>	<b>966,950</b>	<b>1,001,950</b>	<b>1,057,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

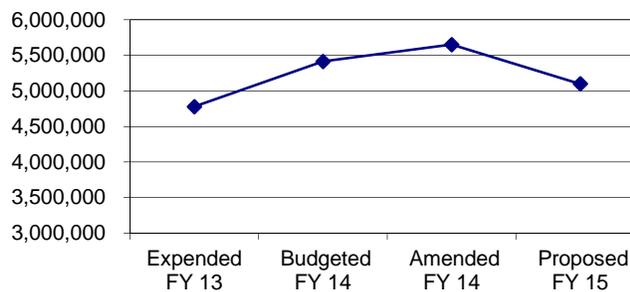
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	4,350,170	4,413,300	4,641,700	4,644,200
Contractual	87,643	78,800	78,800	73,600
Supplies	301,349	328,550	328,550	336,950
Operational	25,632	30,050	30,050	36,800
Utilities	5,301	5,100	5,500	5,500
Capital	8,981	556,250	565,550	-
<b>Total</b>	<b>4,779,077</b>	<b>5,412,050</b>	<b>5,650,150</b>	<b>5,097,050</b>

### Personnel Schedule

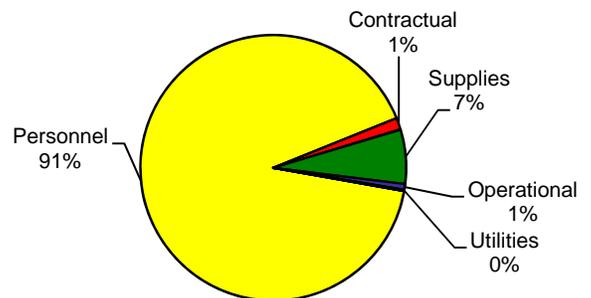
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Patrol Sergeant	-	6	6
Traffic Sergeant		-	1
Patrol Officer	-	46	45

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	426,006	463,100	463,300	538,400
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0101</b>				<b>Traffic Sergeant</b>

The Traffic Unit was originally formed in 1997 and staffed by two officers and a sergeant who handled the traffic enforcement needs for the city. In 2002, the supervisor of the Traffic Unit laterally transferred into CID and the department's other supervisory needs did not allow this position to be filled leaving the unit with two officers. In 2005 and 2009 a third and fourth officer were transferred to the Traffic Unit bringing the total unit members to four. When the Traffic Unit was formed the city was 15 square miles and at the time had a population of 14,500. The city has now grown to 30 square miles and has a population over 40,000. This growth has had a significant increase in the number of traffic complaints, citations, and motor vehicle accidents investigated. Currently, the Traffic Unit is part of the Patrol Division and has the primary duties of traffic enforcement and accident investigations, while still performing patrol duties. The Traffic Unit was originally assigned a sergeant to manage all scheduling, training, investigations, vehicle maintenance, escorts and ensuring quality control and efficiency in their daily operations. We request a Traffic Sergeant's position to provide us with the necessary supervision to continue to effectively address the numerous complaints from citizens regarding traffic enforcement, and ensuring quality control while allowing patrol officers to spend more time patrolling business districts, neighborhoods and responding to patrol calls more efficiently.

Salary & Benefits \$6,900

**CITY MANAGER'S COMMENTS: Approved**

0107 SALARIES & WAGES-LABOR	2,552,997	2,767,400	2,739,400	2,819,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107</b>				<b>Shift Differential</b>

Employees are required to work in critical positions on shifts outside normal business hours. These assignments can be very stressful and many times these work hours cause additional hardships on families. We are recommending that employees assigned to the evening shift (4p-12a) receive a 2.5% salary increase. We are also recommending that employees assigned to the Late Night shift (12a-8a) receive a 5% salary increase. This pay rate increase would only apply if most of their assigned shift fell within those respective times and only as long as they are assigned to that shift. There are currently 14 officers and 2 sergeants on evenings and 14 officers and 2 sergeants on late nights. Most of these positions are filled by junior officers; however we utilized a mid-range salary since officers have the option to rotate shifts every six months. Impact to this budget item: \$22,739 for evenings; \$45,477 for late nights; plus benefits Total \$85,300.

**CITY MANAGER'S COMMENTS: Disapproved**

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0108 OVERTIME-STEP	88,108	80,000	80,000	80,000
0109 SALARIES & WAGES-OVERTIME	399,669	275,000	410,000	333,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109</b>				<b>Overtime 2015</b>

Amended Budget:

The Police Department is requesting an increase of \$135,000 to our overtime budget; due to long term injuries, FMLA and open shifts that have affected minimum staffing levels. Through June 2014, Injuries have accounted for an estimated man-hours loss of 2200, FMLA an additional 1080, and a new hire resigning after completing the PTO program another 600 hours, for a total man hour loss of 4200. These 420 shifts had to be worked by other officers, sometimes at an overtime rate

Proposed Budget:

The Police Department is requesting an increase of \$58,000 to the Patrol overtime budget. The five year trend for this line item indicates that overtime will exceed the current budgeted amount and an increase is necessary. Manpower shortages due to injuries, FMLA, open positions, required training days, and Holiday pay have had a direct impact on overtime. A total amount of \$333,000 is requested.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>3,466,780</b>	<b>3,585,500</b>	<b>3,692,700</b>	<b>3,770,400</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	35,079	34,400	35,800	39,000
0114 LONGEVITY PAY	22,396	24,500	21,800	24,500
0120 FICA & MEDICARE EXPENSE	260,778	247,300	281,300	256,900
0122 T.M.R.S. RETIREMENT EXP.	565,137	521,600	610,100	553,400
<b>Benefits TOTAL . . . . .:</b>	<b>883,390</b>	<b>827,800</b>	<b>949,000</b>	<b>873,800</b>
<b>20 Contractual</b>				
0231 COPIER MAINTENANCE	1,200	-	-	-
0240 EQUIPMENT REPAIRS	7,322	6,000	6,000	6,000
0242 EQUIPMENT RENTAL & LEASE	7,101	7,800	7,800	2,600
0246 VEHICLE REPAIRS	72,020	65,000	65,000	65,000
<b>Contractual TOTAL . . . . .:</b>	<b>87,643</b>	<b>78,800</b>	<b>78,800</b>	<b>73,600</b>

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**30 Supplies**

0301	OFFICE SUPPLIES	975	1,000	1,000	1,000
0310	PRINTING & BINDING	1,323	1,500	1,500	3,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0310** **Increase Printing & Binding**

An increase of \$2,400 will provide funds to supply 35 Patrol Officers with Business Cards.

**CITY MANAGER'S COMMENTS: Approved**

0315	TRAINING SUPPLIES	21,244	24,000	24,000	30,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315** **Training Supplies**

The Police Department is requesting an increase in the training supplies budget of \$6,000. The increase will bring the budgeted amount in the account to \$30,000. The department plans on increasing firearms training in the next year to include more low light shooting and active shooter training. This additional training will require the department to purchase an additional 20,000 rounds of ammo.

**CITY MANAGER'S COMMENTS: Approved**

0321	UNIFORMS	64,692	62,650	62,650	62,650
0331	FUEL & LUBRICANTS	193,442	220,000	220,000	220,000
0347	GENERAL MAINT. SUPPLY	13,614	13,400	13,400	13,400
0376	POLICE CANINE EXPENSE	6,060	6,000	6,000	6,000

<b>Supplies TOTAL . . . . . :</b>	<b>301,349</b>	<b>328,550</b>	<b>328,550</b>	<b>336,950</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	350	400	400	400
0415	RECRUITING EXPENSES	4,546	10,400	10,400	10,400
0430	TUITION & TRAINING	16,108	14,750	14,750	20,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0430** **Patrol Training**

The Police department is requesting an increase in the patrol tuition and training budget of \$5,250 This will bring the budgeted amount to \$20,000 for the division. The increase will allow officers to attend State mandated training and give them an opportunity to seek out other specialized training to enhance their work knowledge and experience. The patrol division currently has 52 officers assigned to the division and the amount requested would mean that each officer would have an average of \$385 allotted to them for training throughout the budget year.

**CITY MANAGER'S COMMENTS: Approved**

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0436 TRAVEL	4,628	4,500	4,500	6,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0436</b>				<b>Patrol Travel</b>

The Police Department is requesting an increase of \$1,500 to the patrol travel budget. The increase will cover the additional travel expenses if the training budget is increased. Many of the specialized training courses for police officers are outside the Metroplex area and will require additional travel costs.

**CITY MANAGER'S COMMENTS: Approved**

<b>Operational TOTAL . . . . . :</b>	<b>25,632</b>	<b>30,050</b>	<b>30,050</b>	<b>36,800</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	5,301	5,100	5,500	5,500
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<b>Utilities TOTAL . . . . . :</b>	<b>5,301</b>	<b>5,100</b>	<b>5,500</b>	<b>5,500</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	-	87,000	87,000	-
0617 RADIO EQUIPMENT	8,981	13,350	13,350	-
0623 VEHICLES	-	444,700	454,000	-

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623** **Traffic Supervisor Vehicle**

Amended budget: purchase of Chief's vehicle approved after budget adoption.

The Police Department is requesting \$26,000 to purchase a vehicle for the new Traffic Supervisor position. The vehicle will be used to carry all required equipment and support the daily operations of the Traffic Supervisor, which include traffic enforcement, accident investigation and response to critical or high risk incidents.

**CITY MANAGER'S COMMENTS: Disapproved**

0624 POLICE EQUIPMENT	-	11,200	11,200	-
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624</b>				<b>2015 Request - Equipment</b>

Purchase an 8ft X 20ft Storage container with garage or double lock doors.

Price \$ 3500 delivered.

This storage container, like the one used by the City Service Center would allow the Police Department to store items such as new tires and older but useable police vehicle equipment. It can be placed in the back parking lot next to the cemetery.

**CITY MANAGER'S COMMENTS: Approved, funded through seized funds.**

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 Police Equipment**

The Police Department is requesting \$14,000 for the purchase of four automatic electronic defibrillator and eight Tasers.

The department currently has four automatic electronic defibrillators units that are over ten years old. The units are deployed in the field daily and have successfully been used in life saving emergencies in the past but are in need of replacement. The cost of four new units would be \$6,000.

This year the department started issuing Tasers to each patrol officer and we need eight more units to ensure that each officer and sergeant in the patrol division have a Taser available to them. The Taser gives the officers a less lethal option when faced with violently resisting subjects. The cost for eight new Tasers would be \$8,000.

**CITY MANAGER'S COMMENTS: Approved, funded through seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 Traffic Vehicle Equipment**

The Police Department is requesting \$27,500 for equipment to outfit the new Traffic Supervisor’s vehicle. The equipment includes the purchase and installation of a lighting package, cage, radio, computer, audio and video system and required wiring to support all electronics. The price requested includes labor and additional materials.

**CITY MANAGER'S COMMENTS: Disapproved**

Capital TOTAL . . . . .:	8,981	556,250	565,550	-
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Patrol TOTAL . . .:	4,779,077	5,412,050	5,650,150	5,097,050
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

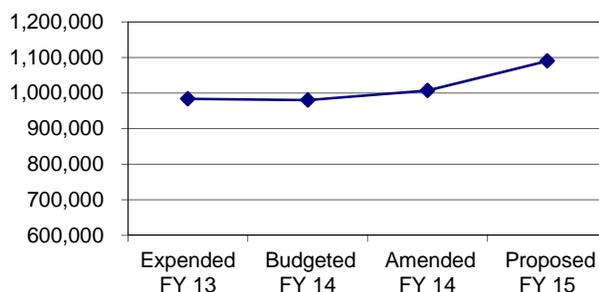
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	910,908	907,000	933,600	980,500
Contractual	15,084	13,300	13,300	16,100
Supplies	41,815	42,000	42,400	41,600
Operational	6,425	9,200	9,200	9,200
Utilities	9,488	8,500	8,500	9,300
Capital	-	-	-	33,300
<b>Total</b>	<b>983,720</b>	<b>980,000</b>	<b>1,007,000</b>	<b>1,090,000</b>

### Personnel Schedule

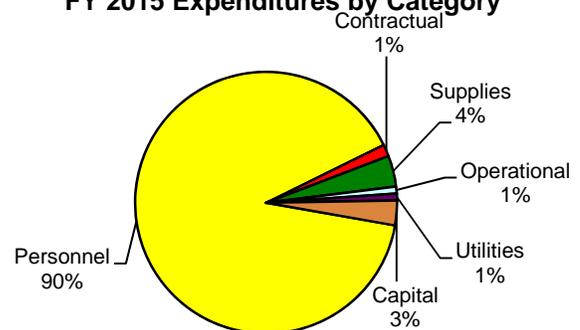
<u>Position</u>	<u>Classification</u>	FY 14 <u>Approved</u>	FY 15 <u>Proposed</u>
Sergeant	-	2	2
Investigator	-	5	6
Investigator - Narcotics	-	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	158,003	158,300	161,000	158,300
0104	SALARIES & WAGES-CLERICAL	39,799	40,900	41,000	42,500
0107	SALARIES & WAGES-LABOR	509,431	510,800	517,300	560,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107**

**New Detective**

On average, the Rockwall Police Department handles 200 family violence cases a year. Currently, these cases are mostly handled by the Patrol Division without follow up from the detectives. Due the severity of this type of crime and the impact it has on the community, the Rockwall District Attorney's Office has recently placed a greater emphasis on prosecuting family violence cases. The Rockwall District Attorney's Office has requested an additional Assistant DA who will specialize in family violence and the DA is now requesting additional follow up to be done on all family violence cases. This change will require a detective be assigned to all family violence cases in the future to gather evidence and prepare the case for prosecution. We are requesting an additional detective be added to the Criminal Investigation Division to handle these duties. The detective will primarily be assigned family violence cases and will obtain specialized training in this area.

- \$ 64,400 Salary and Benefits
  - 600 Uniform allowance
  - 3,000 fuel
  - 800 phone and data package
  - 1,800 computer
  - 28,000 car
  - 3,500 mobile radio
- \$102,100 First year cost

**CITY MANAGER'S COMMENTS: Approved, contingent on grant award.**

0109	SALARIES & WAGES-OVERTIME	15,574	11,000	18,000	18,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0109**

**Overtime**

The average cost from 2010 to 2013 for overtime expenses has been \$15,600. As of May 2014, the expenses are at \$15,250. We request that the overtime budget be increased to \$18,000 in the amended and proposed budgets.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>722,807</b>	<b>721,000</b>	<b>737,300</b>	<b>779,700</b>
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Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	8,410	9,000	8,400	8,400
0114 LONGEVITY PAY	7,445	8,100	8,300	8,600
0120 FICA & MEDICARE EXPENSE	54,445	54,300	56,700	58,300
0122 T.M.R.S. RETIREMENT EXP.	117,802	114,600	122,900	125,500
<b>Benefits TOTAL . . . . .:</b>	<b>188,101</b>	<b>186,000</b>	<b>196,300</b>	<b>200,800</b>

**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	800	800	800	3,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0231**

**Software/Web Tools**

The Last One Investigation tool (TLO) is a web based tool that has been used by CID these past several years at NO cost to the department. However, the free trial has ended and the company is now charging for this service. In order to maintain the same quality service in years past; we request an addition of \$,1200 for 10 licenses.

Texas Workforce data exchange is a web based tool that searches state wide law enforcement agencies in Texas. Having the ability to run a Social Security number would provide detectives with the capability to track an individual in the case of being a wanted person, suspect or victim of identity theft, verify employment and validate required information for sex offender registration requirements and compliance. In addition, this would eliminate the necessity to rely on outside agencies to check social security numbers on persons of interest. The cost for this service is \$1,500 for 10 licenses.

NCITE Mobile Detective is an investigative tool that has been demoed by the department this past year free of charge. NCITE Mobile Detective is an application designed for law enforcement officials to access information from NCIC and NLETS from smart phone or iPad devices while out in the field. The cost is \$700 for 2 licenses.

**CITY MANAGER'S COMMENTS: Approved**

0240 EQUIPMENT REPAIRS	429	500	500	500
0246 VEHICLE REPAIRS	7,433	6,000	6,000	6,000
0261 CRIME SCENE SERVICES	6,422	6,000	6,000	6,000
<b>Contractual TOTAL . . . . .:</b>	<b>15,084</b>	<b>13,300</b>	<b>13,300</b>	<b>16,100</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1801	2,000	2,000	2,000
0310 PRINTING & BINDING	136	500	500	500
0321 UNIFORMS	4,329	4,500	4,900	5,100
0331 FUEL & LUBRICANTS	25,351	21,500	21,500	24,500
0347 GENERAL MAINT. SUPPLY	494	500	500	500
0373 INVESTIGATION SUPPLIES	9,704	13,000	13,000	9,000
<b>Supplies TOTAL . . . . . :</b>	<b>41,815</b>	<b>42,000</b>	<b>42,400</b>	<b>41,600</b>

<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	-	200	200	200
0430 TUITION & TRAINING	2,425	3,500	3,500	3,500
0436 TRAVEL	4,000	5,000	5,000	5,000
0447 DRUG TESTING	-	500	500	500
<b>Operational TOTAL . . . . . :</b>	<b>6,425</b>	<b>9,200</b>	<b>9,200</b>	<b>9,200</b>

<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	9,488	8,500	8,500	9,300
<b>Utilities TOTAL . . . . . :</b>	<b>9,488</b>	<b>8,500</b>	<b>8,500</b>	<b>9,300</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	-	-	-	1,800
0623 VEHICLES	-	-	-	28,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0623** **Detective Vehicle**

With the new detective add \$28,000 to the vehicle account to purchase a vehicle.

**CITY MANAGER'S COMMENTS: Approved, contingent on grant award for position, vehicle and equipment funded from General Reserves.**

0624 POLICE EQUIPMENT	-	-	-	3,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0624** **Mobile Radio**

With the new detective add \$3,500 to the equipment account to purchase mobile radio.

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,300</b>
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<b>CID TOTAL . . . :</b>	<b>983,720</b>	<b>980,000</b>	<b>1,007,000</b>	<b>1,090,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

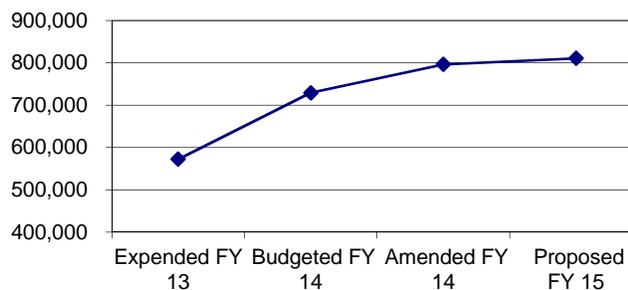
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	522,949	645,100	711,000	695,800
Contractual	23,774	25,750	27,350	25,750
Supplies	19,394	29,900	29,900	31,600
Operational	5,535	10,400	10,400	10,400
Utilities	840	1,950	1,950	1,000
Capital	-	15,900	15,900	45,900
<b>Total</b>	<b>572,492</b>	<b>729,000</b>	<b>796,500</b>	<b>810,450</b>

### Personnel Schedule

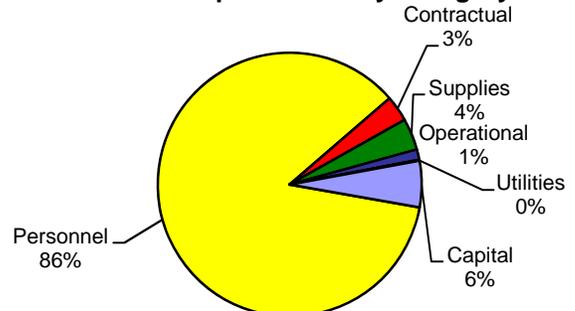
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
School Resource Officer	-	6	6
Community Services Officer	-	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	79,405	79,200	79,500	79,200
0107	SALARIES & WAGES-LABOR	324,303	426,200	455,000	459,100
0109	SALARIES & WAGES-OVERTIME	11,145	10,000	27,000	15,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0109 Overtime**

An increase of \$5,000 is requested to pay for the overtime costs for associated with extra assignments for community services officers. These include, but are not limited to Harbor Security, Concert on the Lake, parades, festivals, late reports, etc. Further, two additional SROs were added to the Community Service’s Unit and the overtime for all 7 officer is paid from this budget.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>414,852</b>	<b>515,400</b>	<b>561,500</b>	<b>553,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	5,087	5,100	6,500	6,600
0114	LONGEVITY PAY	3,950	4,300	5,500	6,000
0120	FICA & MEDICARE EXPENSE	31,420	38,700	42,800	41,200
0122	T.M.R.S. RETIREMENT EXP.	67,640	81,600	94,700	88,700

<b>Benefits TOTAL . . . . .:</b>	<b>108,097</b>	<b>129,700</b>	<b>149,500</b>	<b>142,500</b>
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**20 Contractual**

0231	COPIER MAINTENANCE	500	-	-	-
0240	EQUIPMENT REPAIRS	467	500	500	500
0242	EQUIPMENT RENTAL & LEASE	109	150	150	150
0243	BUILDING LEASE	18,939	20,100	21,700	20,100
0246	VEHICLE REPAIRS	3,759	5,000	5,000	5,000

<b>Contractual TOTAL . . . . .:</b>	<b>23,774</b>	<b>25,750</b>	<b>27,350</b>	<b>25,750</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	757	1,000	1,000	1,000
0310	PRINTING & BINDING	438	600	600	600
0321	UNIFORMS	3,483	5,000	5,000	5,000
0331	FUEL & LUBRICANTS	9,077	10,000	10,000	10,000
0347	GENERAL MAINT. SUPPLY	532	2,800	2,800	2,800
0370	COP PROGRAM SUPPLIES	930	4,500	4,500	4,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
0371 CRIME PREV. SUPPLIES	4,176	6,000	6,000	7,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0371**

**Crime Prevention Pop Up Tent**

An increase of \$1,700 is requested to purchase a heavy duty pop up tent with full rear wall and side panels. The tent will be used by the Community Service’s Unit during the various events they host and attend throughout the city and surrounding communities. The tent will provide a location for the officers to stage materials and promote the police department while meeting with citizens in the community. In addition, the tent will provide the officers with a level of protection from the heat and other elements they often encounter.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>19,394</b>	<b>29,900</b>	<b>29,900</b>	<b>31,600</b>
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**40 Operational**

0372 CPA PROGRAM SUPPLIES	449	500	500	500
0410 DUES & SUBSCRIPTIONS	330	900	900	900
0430 TUITION & TRAINING	1,858	4,000	4,000	4,000
0436 TRAVEL	2,898	5,000	5,000	5,000

<b>Operational TOTAL . . . . . :</b>	<b>5,535</b>	<b>10,400</b>	<b>10,400</b>	<b>10,400</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	840	1,950	1,950	1,000
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<b>Utilities TOTAL . . . . . :</b>	<b>840</b>	<b>1,950</b>	<b>1,950</b>	<b>1,000</b>
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**60 Capital**

0612 FURNITURE & FIXTURES	-	-	-	14,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0612**

**Furniture**

The Police Department is requesting \$14,000 be added to this line item for the purpose of replacing furniture that is over 30 year old and is currently being utilized at the John Fitzwater Sr. Community Service Center. The storefront is where volunteers, citizens, RISD representatives and community leaders meet on a regular basis to discuss a variety of topics. This request will provide this unit with a more appealing and professional looking area.

**CITY MANAGER'S COMMENTS: Approved, funded from General Reserves**

Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0624 POLICE EQUIPMENT	-	15,900	15,900	31,900
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0624</b>				<b>Police Fleet Equipment</b>

An increase of \$46,000 is requested to equip all existing School Resource Officer (SRO) vehicles with all the needed equipment to be utilized as a Patrol vehicle. The current change in the City’s vehicle rotation policy has the potential for additional vehicle down time due to wear and tear and increased maintenance. A fully equipped pool car fleet will be essential to ensure that officers have completely equipped and functional vehicles 24 hours a day, 7 days a week. The funds will provide each SRO vehicle with a Coban computer and video system, radar system, shotgun, less than lethal bean bag shotgun and will cover the cost of installation.

Also, the community services unit currently has two vehicles that are not equipped with mobile radios. The mobile radio allows officers to remain in contact with each other and dispatch while in transit or during emergency operations. An additional amount of \$8,900 is requested to purchase two mobile radio systems.

**CITY MANAGER'S COMMENTS: Radios and equipment for one vehicle are approved from General Reserves**

Capital TOTAL . . . . .:	-	15,900	15,900	45,900
Community Services TOTAL :	572,492	729,000	796,500	810,450

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

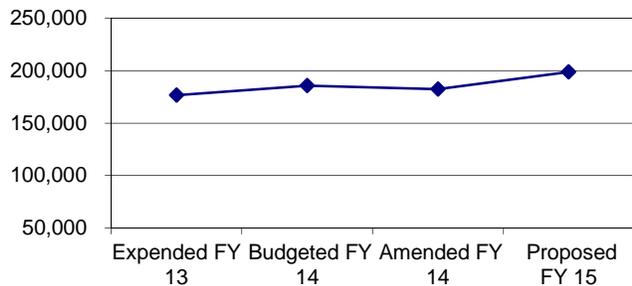
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	170,775	178,800	175,500	175,300
Contractual	2,088	2,600	2,600	2,600
Supplies	3,367	3,450	3,450	3,950
Utilities	341	900	900	900
Capital	-	-	-	16,000
<b>Total</b>	<b>176,571</b>	<b>185,750</b>	<b>182,450</b>	<b>198,750</b>

### Personnel Schedule

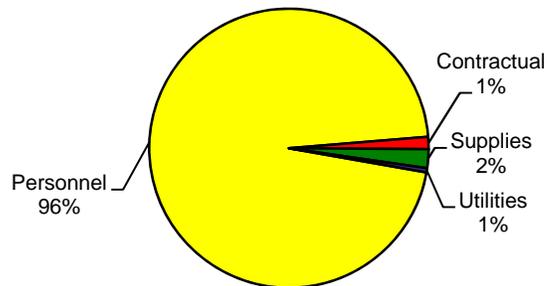
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Warrant Officer	-	1	1
Warrant Clerk	10	1	1
Bailiff	-	0.5	0.5

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	41,657	42,500	42,500	42,500
0107	SALARIES & WAGES-LABOR	96,529	98,400	99,100	99,400
0109	SALARIES & WAGES-OVERTIME	1,564	1,500	1,500	1,500

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>139,749</b>	<b>142,400</b>	<b>143,100</b>	<b>143,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	946	900	1,200	1,200
0114	LONGEVITY PAY	1,840	2,000	1,900	2,000
0120	FICA & MEDICARE EXPENSE	10,498	10,800	10,900	10,800
0122	T.M.R.S. RETIREMENT EXP.	17,742	22,700	18,400	17,900

<b>Benefits TOTAL . . . . . :</b>	<b>31,026</b>	<b>36,400</b>	<b>32,400</b>	<b>31,900</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	904	900	900	900
0240	EQUIPMENT REPAIRS	-	200	200	200
0246	VEHICLE REPAIRS	1,184	1,500	1,500	1,500

<b>Contractual TOTAL . . . . . :</b>	<b>2,088</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	42	150	150	150
0310	PRINTING & BINDING	-	300	300	300
0321	UNIFORMS	563	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	2,762	2,000	2,000	2,500

<b>Supplies TOTAL . . . . . :</b>	<b>3,367</b>	<b>3,450</b>	<b>3,450</b>	<b>3,950</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	341	900	900	900
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<b>Utilities TOTAL . . . . . :</b>	<b>341</b>	<b>900</b>	<b>900</b>	<b>900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**60 Capital**

0624 POLICE EQUIPMENT - - - 16,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0624 Police Equipment**

The police department is requesting an increase in the police equipment budget to \$16,000. The increase will permit the department to completely outfit the patrol vehicle assigned to the warrant officer. The increase will allow the department to purchase a Coban video system, Stalker radar system, shotgun and less lethal shotgun along with installation.

**CITY MANAGER'S COMMENTS: Approved, funded from General Reserves**

<b>Capital TOTAL . . . . . :</b>	-	-	-	<b>16,000</b>
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<b>Warrants TOTAL . . :</b>	<b>176,571</b>	<b>185,750</b>	<b>182,450</b>	<b>198,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

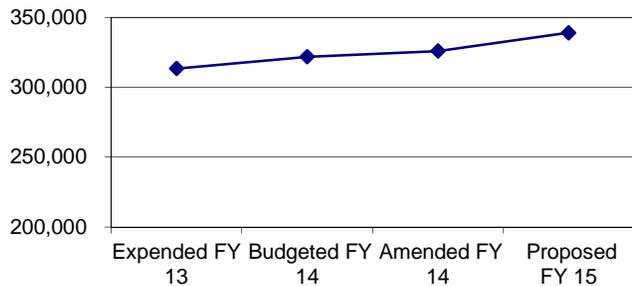
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	306,221	313,400	316,200	325,700
Contractual	1,585	750	1,950	5,550
Supplies	1,356	1,700	1,700	1,700
Operational	3,137	4,900	4,900	4,900
Utilities	1,116	1,100	1,100	1,100
<b>Total</b>	<b>313,415</b>	<b>321,850</b>	<b>325,850</b>	<b>338,950</b>

### Personnel Schedule

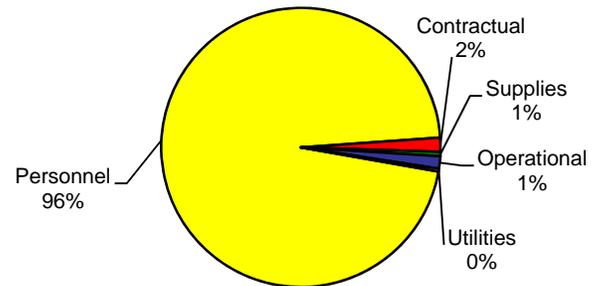
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Public Safety Computer Manager	24	1	1
Crime Analyst	16	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	76,317	80,600	80,600	83,800
0104	SALARIES & WAGES-CLERICAL	166,834	168,100	169,200	173,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0104**

**Network Technician**

The Network Technician position would provide software and hardware support for our current demands and the needs of the other area departments we support.

This past year we expanded our multijurisdictional coverage Records Management System (RMS) to include; the City of Fate Department of Public Safety, the City of Heath Department of Public Safety and the District Attorney’s Office. These additions created a considerable amount of additional work and technical support for our two current Information and Technology personnel. Both of these employees have other responsibilities; one is the supervisor of the Records Unit, which requires a great deal of his time, the other is our Crime Analyst which also limits his time assisting in technology issues.

Some of the duties that would be performed by the new position would include:

- Troubleshoot software issues with New World, Coban and Brazos.
- Serve as another point of contact for the agencies we currently support.
- Install software upgrades, fix hardware issues and assist with solving day to day computer issues at the Police Department.
- Provide training on technology issues related to all public safety software systems.

We are recommending the Police Network Technician be classified at a Grade 18 similar to the other Network Technicians in the City.

Salary & Benefits:	\$56,600
Training	2,800
Cell phone	800
Computer	1,800
First year costs	\$62,000

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	301	500	500	500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>243,453</b>	<b>249,200</b>	<b>250,300</b>	<b>258,000</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	900	900	900	900
0114 LONGEVITY PAY	4,157	4,100	4,100	4,700
0120 FICA & MEDICARE EXPENSE	18,037	19,000	19,200	19,700
0122 T.M.R.S. RETIREMENT EXP.	39,675	40,200	41,700	42,400
<b>Benefits TOTAL . . . . . :</b>	<b>62,768</b>	<b>64,200</b>	<b>65,900</b>	<b>67,700</b>

<b>20 Contractual</b>				
0231 SERVICE-MAINT. CONTRACTS	1,300	-	1,200	4,800
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0231</b>				
			<b>New Solicitor Permits</b>	
Cost of record checks for the new solicitor's permits The City Ordinance requires this expense and the fee charged offsets it.				
0240 EQUIPMENT REPAIRS	285	500	500	500
0246 VEHICLE REPAIRS	-	250	250	250
<b>Contractual TOTAL . . . . . :</b>	<b>1,585</b>	<b>750</b>	<b>1,950</b>	<b>5,550</b>

<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	707	750	750	750
0310 PRINTING & BINDING	-	200	200	200
0331 FUEL & LUBRICANTS	650	750	750	750
<b>Supplies TOTAL . . . . . :</b>	<b>1,356</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>

<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	71	100	100	100
0430 TUITION & TRAINING	1,042	2,300	2,300	2,300
0436 TRAVEL	2,024	2,500	2,500	2,500
<b>Operational TOTAL . . . . . :</b>	<b>3,137</b>	<b>4,900</b>	<b>4,900</b>	<b>4,900</b>

<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,116	1,100	1,100	1,100
<b>Utilities TOTAL . . . . . :</b>	<b>1,116</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>

<b>Records TOTAL . . :</b>	<b>313,415</b>	<b>321,850</b>	<b>325,850</b>	<b>338,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

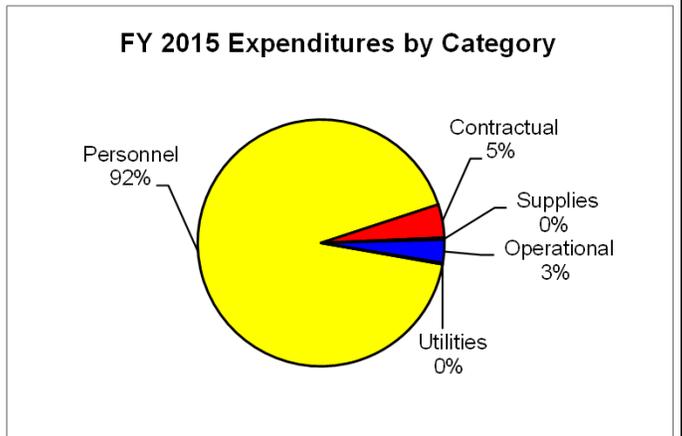
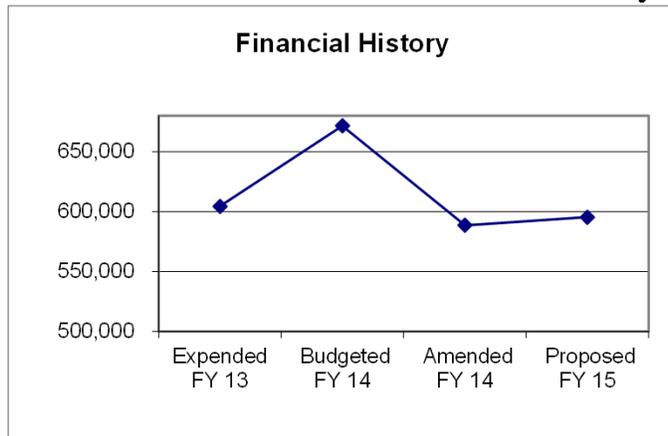
### Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	564,227	597,500	520,700	548,850
Contractual	20,694	50,600	50,600	26,000
Supplies	1,948	2,950	1,750	1,600
Operational	16,293	19,250	14,850	18,000
Utilities	1,316	1,250	750	1,000
<b>Total</b>	604,478	671,550	588,650	595,450

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	23	1	1
GIS Supervisor	22	1	1
Senior Planner	22	1	1
GIS Technician	15	1	1
Planning Technician	15	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	127,901	130,000	130,500	135,250
0104	SALARIES & WAGES-CLERICAL	325,912	350,100	285,800	303,500
0109	SALARIES & WAGES-OVERTIME	-	500	500	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>453,813</b>	<b>480,600</b>	<b>416,800</b>	<b>439,250</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,800	1,200	2,400	2,400
0114	LONGEVITY PAY	2,130	2,500	2,200	2,500
0120	FICA & MEDICARE EXPENSE	33,469	35,700	30,800	32,400
0122	T.M.R.S. RETIREMENT EXP.	73,016	77,500	68,500	72,300

<b>Benefits TOTAL . . . . .:</b>	<b>110,415</b>	<b>116,900</b>	<b>103,900</b>	<b>109,600</b>
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**20 Contractual**

0213	CONSULTING FEES	500	5,000	5,000	-
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213** **Historic Survey/ Medallions**

Historic Preservation Advisory Board (HPAB) Budget Requests:

Survey of the Historic District \$5,000

The last Historic Resource Survey of properties within the Original Town Rockwall (OTR) Historic District was completed in the summer of 1999 and is more than a decade old. It is the objective of the Historic Preservation Advisory Board (HPAB) to update this survey to account for changes within the district and to document properties that have become eligible for historic preservation. Staff estimates the cost of hiring a consultant to perform a Historic Resource Survey is around \$10,000. As a member of the Certified Local Government (CLG) program our municipality is eligible for matching funds that would subsidize the cost of hiring a consultant to perform this study. Staff will be preparing an application to request this funding later this year, but needs to secure the matching funding prior to submitting a request for CLG grants.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

	<b>2013</b>	<b>2014</b>	<b>2014</b>	<b>2015</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>City Manager</b>
<b>ACCOUNT</b>	<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Approved</b>

Medallion Program \$2,500

In an attempt to increase the visibility of the City’s Historic Landmarks and increase awareness of the City’s historical past the HPAB has approved a medallion that can be displayed on Landmarked and Contributing Properties. The medallions, similar to what other cities use to mark historical places, are bronze colored, oval shaped placards that indicate the year the structure was constructed, the property number (which will relate to the Historical Tour of Rockwall that the HPAB will be working on later this year), the words “Historic Property”, and the “City of Rockwall”. The \$2,500 will be used to purchase the first eight (8) medallions that will be displayed on the cities eight (8) historical landmarks. It is the boards intent, after the original eight (8) medallions are purchased, to award a set amount of medallions each year to Contributing Properties within the district. Currently, Contributing Property owners are able to purchase medallions through the city for display on their properties.

Small Matching Grants \$2,500

Purpose

The purpose of this program would be to offer small annual grants to property owners within the Original Town Rockwall (OTR) Historic District to help with the cost of certain exterior renovation/restoration projects. These grants provide financial assistance to both Contributing and Non-Contributing Properties within the district and will help create equity and reinvestment in the community much like the building façade grants offered in the downtown area.

Eligibility

Grants could be awarded to any property owner owning property within the Original Town Rockwall (OTR) Historic District that is proposing a renovation or restoration project.

Grant Amounts

The small grants will match the amount pledged by the owner of the property to complete the proposed work. The maximum amount of assistance that can be offered to a Contributing Property would be \$1,000 and \$500 to a Non-Contributing Property. The grant would not be awarded to a property owner until after all work has been completed, the project has been inspected and the applicant has provided sufficient documentation of the overall cost of the project.

Submittal Criteria

All applicants shall be required to submit an application and sufficient pictures, plans and material samples required to clarify the request.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>ACCOUNT</b>				

Review Process

Once all applications have been collected the Historic Preservation Advisory Board (HPAB) will evaluate each request at a public meeting (to be held at a regularly scheduled HPAB meeting). Each application will be evaluated based on their conformance to Appendix D, Historic Preservation Guidelines, of the UDC and on factors that include the projects historic significance, appropriateness to the district, impact on the overall neighborhood, the applicant’s adequacy of financial resources, and the potential public good that could result from the approval of the grant.

NOTE: If approved, it is staff’s intent to request matching funding for the Small Matching Grants Program through the Certified Local Government (CLG) program later this year. We may be eligible for up to \$5,000.

**CITY MANAGER'S COMMENTS: Disapproved**

0231 SERVICE-MAINT. CONTRACTS	11,737	36,600	36,600	21,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231** **Maintenance Contracts**

- Air Card \$ 500
- ESRI Maint 17,900
- Copier/plotter (new) 1,400
- Adobe Cloud subscription \$1,200

0233 ADVERTISING	3,822	4,000	4,000	5,000
0293-01 GRANT PROGRAM - MAIN STREET	4,635	5,000	5,000	-

<b>Contractual TOTAL . . . . . :</b>	<b>20,694</b>	<b>50,600</b>	<b>50,600</b>	<b>26,000</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	596	600	600	600
0301-01 OFFICE SUPPLIES - MAIN ST	555	1,200	-	-
0310 PRINTING & BINDING	356	650	650	500
0347 GENERAL MAINT. SUPPLY	442	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>1,948</b>	<b>2,950</b>	<b>1,750</b>	<b>1,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,390	1,750	3,250	2,500
0415	RECRUITING EXPENSES	165	-	100	-
0428-01	OTHER - MAIN ST	960	1,000	-	-
0430	TUITION & TRAINING	3,535	5,000	5,000	7,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0430**

**Training**

This budget item indicates the training cost for the planner's continuing certification requirements in additional training for the GIS staff on Adobe products.

**CITY MANAGER'S COMMENTS: Approved**

0430-01	TUITION & TRAINING - MAIN ST	434	1,500	-	-
0436	TRAVEL	5,972	6,500	6,500	8,500

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0436**

**Travel**

Travel expenses include the following:

- National APA Conference - Seattle
- TML - Texas
- Texas APA - Frisco
- ESRI Conference - San Diego

0436-01	TRAVEL - MAIN ST	940	1,500	-	-
0469-01	PROMOTION - MAIN ST	2,898	2,000	-	-

<b>Operational TOTAL . . . . . :</b>	<b>16,293</b>	<b>19,250</b>	<b>14,850</b>	<b>18,000</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	943	750	750	1,000
0507-01	CELLULAR TELEPHONE - MAIN ST	373	500	-	-

<b>Utilities TOTAL . . . . . :</b>	<b>1,316</b>	<b>1,250</b>	<b>750</b>	<b>1,000</b>
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<b>Planning TOTAL . . :</b>	<b>604,478</b>	<b>671,550</b>	<b>588,650</b>	<b>595,450</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

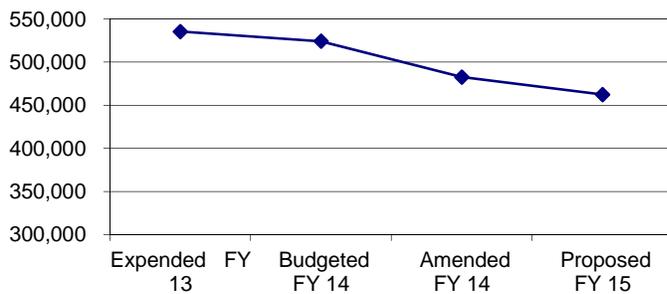
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	361,460	375,400	327,400	308,800
Contractual	126,735	112,350	118,850	117,350
Supplies	31,725	24,050	24,050	24,050
Operational	12,225	9,650	9,650	9,650
Utilities	3,236	2,800	2,800	2,500
<b>Total</b>	<b>535,381</b>	<b>524,250</b>	<b>482,750</b>	<b>462,350</b>

### Personnel Schedule

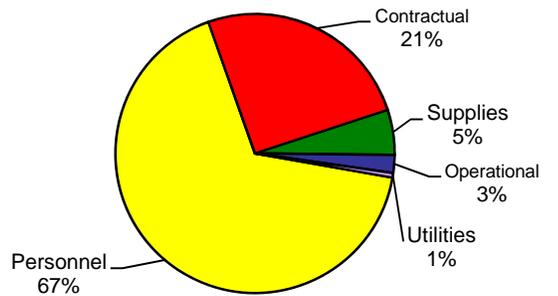
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Neighborhood Improv. Serv. Supv.	20	1	1
Neighborhood Improv. Serv. Rep.	15	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	Neighborhood Improvement

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	71,131	69,000	75,600	53,800
0104	SALARIES & WAGES-CLERICAL	28,432	46,700	51,200	49,900
0107	SALARIES & WAGES-LABOR	190,676	182,100	133,800	139,700
0109	SALARIES & WAGES-OVERTIME	1,059	3,000	1,000	3,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>291,298</b>	<b>300,800</b>	<b>261,600</b>	<b>246,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	1,200	1,500	2,400
0114	LONGEVITY PAY	1,980	2,500	2,800	1,300
0120	FICA & MEDICARE EXPENSE	21,764	22,800	19,800	18,600
0122	T.M.R.S. RETIREMENT EXP.	45,218	48,100	41,700	40,100

<b>Benefits TOTAL . . . . . :</b>	<b>70,162</b>	<b>74,600</b>	<b>65,800</b>	<b>62,400</b>
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**20 Contractual**

0213	CONSULTING FEES	-	3,000	3,000	3,000
0231	SERVICE-MAINT. CONTRACTS	4,754	2,900	2,900	2,900
0240	EQUIPMENT REPAIRS	180	250	250	250
0242	EQUIPMENT RENTAL & LEASE	3,706	5,200	5,200	5,200
0246	VEHICLE REPAIRS	9,255	5,000	6,500	5,000
0255	CODE ENFORCEMENT CONTRACT	29,135	25,000	25,000	25,000
0256	HEALTH INSPECTION SERVICE	57,615	51,000	56,000	56,000
0257	DEMOLITION SERVICES	22,091	20,000	20,000	20,000

<b>Contractual TOTAL . . . . . :</b>	<b>126,735</b>	<b>112,350</b>	<b>118,850</b>	<b>117,350</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,505	2,550	2,550	2,550
0310	PRINTING & BINDING	10,002	6,000	6,000	6,000
0321	UNIFORMS	2,381	1,750	1,750	1,750
0323	SMALL TOOLS	1,343	750	750	750
0325	SAFETY SUPPLIES	1,207	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	14,275	11,000	11,000	11,000
0347	GENERAL MAINT. SUPPLY	11	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>31,725</b>	<b>24,050</b>	<b>24,050</b>	<b>24,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	5,180	3,250	3,250	3,250
0415 RECRUITING EXPENSES	155	-	-	-
0430 TUITION & TRAINING	4,147	3,200	3,200	3,200
0436 TRAVEL	2,744	3,200	3,200	3,200
<b>Operational TOTAL . . . . .:</b>	<b>12,225</b>	<b>9,650</b>	<b>9,650</b>	<b>9,650</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	3,236	2,800	2,800	2,500
<b>Utilities TOTAL . . . . .:</b>	<b>3,236</b>	<b>2,800</b>	<b>2,800</b>	<b>2,500</b>

**60 Capital**

0612 COMPUTER EQUIPMENT	-	-	-	-
<b>DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0612</b>				<b>Computer Software</b>

Our Building Inspections and Neighborhood Improvement Services Departments utilize mobile data equipment, to access our database while in the field. Staff currently logs into our software package (CRW TRAKiT) through the use of iPads, a wireless connection and a server located at City Hall. While this configuration is somewhat functional, its capabilities are not sufficient for our field employees to perform their jobs in an efficient manner. Current challenges include, but are not limited to, a lack of connectivity within certain areas of the City, not being able to attach photos of either code violations or building code violations and too often, a slow connection which causes very slow data entry and wasted time for our staff.

CRW has a fairly new product, which they have designed specifically for TRAKiT and iPad users. The product is called iTRAKiT and offers many excellent enhancements to our current mobile technology capabilities. Some of the best features of iTRAKiT are that it will not require any City I.T. support efforts because the product is web based. iTRAKiT is an Apple App and CRW handles all hosting and tech support services to the end user. This will eliminate the need for our I.T. to handle any challenges with the program or provide technical support. Also, a very important benefit of the program is that if our field employees lose their wireless connection while working in the field, the program allows them to continue to work offline and automatically updates their data entries once they resume their connection.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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One other very important feature this program will offer to us is that it will greatly enhance the simplicity and speed for attaching photos to the code cases and building permit records. Because the program is built for the iPad and is an Apple app product, the field employees will simply snap their photos with the iPads and the photos are instantly attached to our TRAKiT software records. Photos are a very important part of our records and our staff currently spends a fair amount of time performing this task. Currently, the NIS Reps and Building Inspectors have to take a pic with their iPad, email it to themselves, save it to a folder in TermServ and then access the folder through TRAK-iT and attach the picture. This program would alleviate all those steps and allow staff to take the picture and have it immediately attached to the case file. We want to have pictures for every code case file, so this would greatly decrease the amount of office time required to manage our pictures. In addition, we have to do the same process in order to attach notices and documents to the case files instead of being able to attach them directly. This is too tedious of a process to allow staff to maintain maximum productivity while out in the field. If approved, this will necessitate adding \$3000 to 0231 Service-Maint. Contracts for iTRAKiT annual maintenance contract.

iTRAKiT software license \$15,000  
 Installation and configuration \$2,500

**CITY MANAGER'S COMMENTS: Disapproved**

Capital TOTAL . . . . . :	-	-	-	-
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Code Enforcement TOTAL :	535,381	524,250	482,750	462,350
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

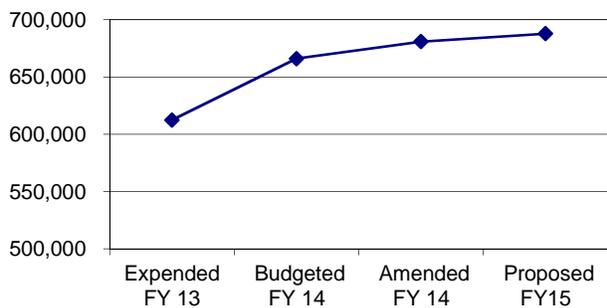
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	560,045	596,700	609,400	617,350
Contractual	30,783	41,800	43,800	43,600
Supplies	9,722	13,450	13,450	13,450
Operational	8,982	9,750	9,850	9,750
Utilities	3,059	4,500	4,500	3,800
<b>Total</b>	612,591	666,200	681,000	687,950

### Personnel Schedule

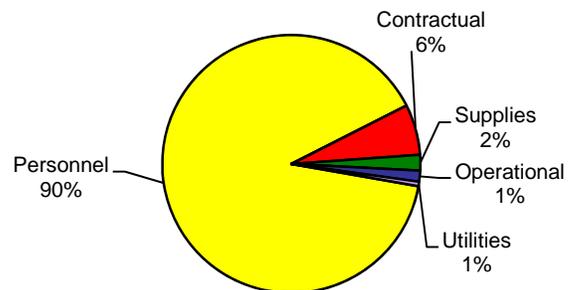
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Building Official	30	1	1
Building Inspections Supervisor	20	0	1
Senior Building Inspector	19	1	0
Plans Examiner	17	1	1
Building Inspector	16	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	127,901	115,900	116,400	115,900
0104 SALARIES & WAGES-CLERICAL	93,499	93,400	93,700	93,400
0107 SALARIES & WAGES-LABOR	227,166	266,900	274,600	281,400

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0107**

**Pay Grade Adjustment**

Propose to reclassify our existing Senior Building Inspectors position to a Building Inspections Supervisor position and adjust the pay grade accordingly.

Our current Senior Building Inspector's duties are equal to that of our Neighborhood Improvement Services Supervisor position; however, our Senior Building Inspector position is currently at a grade 19, while our Neighborhood Improvement Services position is at a grade 20.

The purpose for this proposed change is to bring equality to both positions by acknowledging the similarities in them and to provide equal compensation to for both positions.

Both positions have the following responsibilities:

1. Supervision of their respective staff personnel, with our Senior Building Inspector responsible for three Building Inspectors and our Neighborhood Improvement Services Supervisor responsible for three N.I.S. Rep's and one N.I.S. Coordinator position.
2. Conducting performance evaluations of their employee's.
3. Representing the City at various boards, commissions and outside meeting. Our Senior Building Inspector represents the City at Board of Adjustment, Building and Standards and Construction Advisory and Appeals Board meetings when necessary. Our Neighborhood Improvement Services Supervisor represents the City at Building and Standards Commission meetings.
4. Participation in the development, planning, and implementation of department goals and objectives; recommends and administers policies and procedures for their departments.
5. Assists the Building Official with planning, developing and implementing the departments operating budget and monitoring cost/expenditures to ensure adherence to such.

The financial impact for making the proposed change is minimal, due to the fact that our current Senior Building Inspector is topped out within his grade 19 range and is currently receiving the annual lump sum benefit. The difference in the two respective pay grades is \$3284.

**CITY MANAGER'S COMMENTS: Approved**

0109 SALARIES & WAGES-OVERTIME	437	1,000	500	1,000
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<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>449,003</b>	<b>477,200</b>	<b>485,200</b>	<b>491,700</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	900	1,500	2,700	3,000
0114 LONGEVITY PAY	4,430	4,900	4,900	4,350
0120 FICA & MEDICARE EXPENSE	33,214	36,300	36,600	37,500
0122 T.M.R.S. RETIREMENT EXP.	72,498	76,800	80,000	80,800
<b>Benefits TOTAL . . . . .:</b>	<b>111,042</b>	<b>119,500</b>	<b>124,200</b>	<b>125,650</b>

**20 Contractual**

0213 CONSULTING FEES	-	-	-	-
0231 SERVICE-MAINT. CONTRACTS	25,591	33,600	33,600	35,400

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231**

**Online Permit Software Upgrade**

The City currently utilizes a software program called eTRAKit, which we purchased from CRW a few years ago. eTRAKiT is an online web access for our customers, including the public, contractors and developers. The program is located on our Building Inspections, Planning and Neighborhood Improvement Services web pages and allows our customers access into our records for items such as building permits, planning and zoning cases and also code case activities.

CRW has recently produced a new and upgraded version of this software, which offers tremendous improvements for our customers. The upgraded program is a great deal more user friendly and will allow our customers more access into our record base. Our current version does not allow a customer to access our software and records through an iPad or smart phone device. The upgraded version will allow them to do so. This should facilitate a far greater number of customers utilizing this tool for their benefit and for the City's as well.

By upgrading this software, we also have a tremendous opportunity to begin to offer an online permit feature to our customers. Several cities within the DFW area have begun to offer online permits and this upgrade would give us the same capabilities. The permits we would primarily target would be those that do not require extensive plan reviews such as roof, water heater and HVAC replacement permits. Our customers would begin to save time, because they could simply complete and submit their permit application online and once approved, they would then be able to pay their permit fee and print their permit out, to keep in their possession for the required inspection. This would eliminate the need for them to come to the Building Inspections Department to submit or pick up their permit. Another great advantage with the upgrade is the fact that as customers complete their permit applications online, the data instantly goes into our permit software program and eliminates the necessity for a permit tech to perform that data entry, therefore saving staff time as well as the customer's time.

\$5,000 one time cost.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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0240	EQUIPMENT REPAIRS	414	500	500	500
0242	COPIER LEASE	2,929	2,700	2,700	2,700
0246	VEHICLE REPAIRS	1,849	5,000	7,000	5,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0246** **Engine Replacement**

Amended budget: the additional expense was to replace an engine in one of our units

<b>Contractual TOTAL . . . . . :</b>	<b>30,783</b>	<b>41,800</b>	<b>43,800</b>	<b>43,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	750	1,250	1,250	1,250
0310	PRINTING & BINDING	400	1,250	1,250	1,250
0321	UNIFORMS	797	1,250	1,250	1,250
0323	SMALL TOOLS	1,035	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	6,479	8,200	8,200	8,200
0347	GENERAL MAINT. SUPPLY	260	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>9,722</b>	<b>13,450</b>	<b>13,450</b>	<b>13,450</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,944	2,500	2,500	2,500
0415	RECRUITING EXPENSES	73	-	100	-
0430	TUITION & TRAINING	4,960	4,000	4,000	4,000
0436	TRAVEL	2,006	3,250	3,250	3,250

<b>Operational TOTAL . . . . . :</b>	<b>8,982</b>	<b>9,750</b>	<b>9,850</b>	<b>9,750</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,059	4,500	4,500	3,800
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<b>Utilities TOTAL . . . . . :</b>	<b>3,059</b>	<b>4,500</b>	<b>4,500</b>	<b>3,800</b>
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<b>Building Inspections TOTAL :</b>	<b>612,591</b>	<b>666,200</b>	<b>681,000</b>	<b>687,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

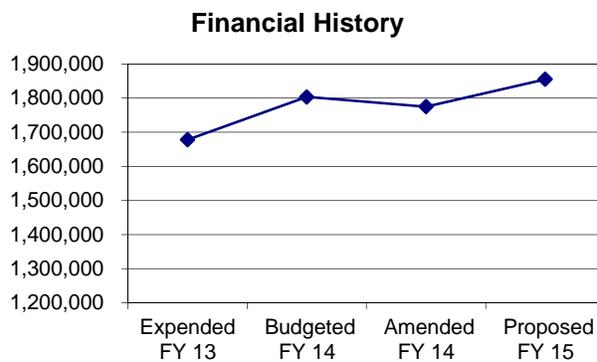
### Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	895,640	939,100	948,900	913,400
Contractual	367,098	360,750	368,750	363,450
Supplies	232,509	217,050	220,050	358,450
Operational	4,313	11,500	12,000	11,500
Utilities	178,425	191,900	141,900	191,900
<b>Total</b>	<b>1,677,985</b>	<b>1,803,900</b>	<b>1,775,200</b>	<b>1,855,600</b>

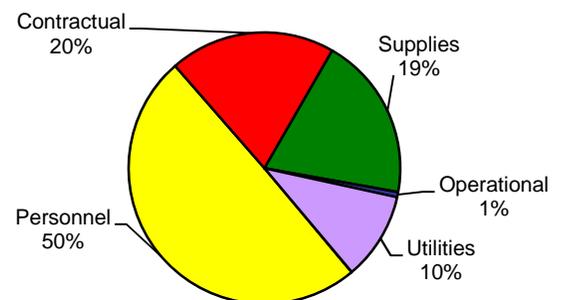
### Personnel Schedule

Position	Classification	FY 14 Approved	FY 15 Proposed
Parks Superintendent	23	1	1
Crew Leader	14	3	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator I	10	4	4
Maintenance Worker II	8	9	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends



#### FY 2015 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,918	79,800	79,800	79,800
0107	SALARIES & WAGES-LABOR	624,179	659,600	659,600	638,700

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0107** **Parks Maint. Worker - Downtown**

This position would be responsible for the maintenance and care of the Downtown Square area. Duties to include: landscape maintenance, flower bed installation and maintenance, irrigation management and repair, litter control, lighting and special events. This person would work weekends to provide support for special events such as: 20 farmers markets, Rib Rub, holiday events and any other proposed events on the square. Position requested at a Grade 8.

Salary & Benefits	\$37,200
Uniforms	1,000
Tools	1,000
Fuel	2,500
Equipment	9,850
Pickup Truck	<u>29,500</u>
First Year cost	\$81,050

**CITY MANAGER'S COMMENTS: Approved - funded beginning August 1. The downtown improvements are slated to be completed in summer 2015. The vehicle for this position is disapproved.**

0109	SALARIES & WAGES-OVERTIME	15,400	16,000	20,000	16,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>717,497</b>	<b>755,400</b>	<b>759,400</b>	<b>734,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,800	1,800	1,800
0114	LONGEVITY PAY	9,410	10,200	10,300	8,100
0120	FICA & MEDICARE EXPENSE	53,803	56,700	57,200	55,000
0122	T.M.R.S. RETIREMENT EXP.	114,029	115,000	120,200	114,000

<b>Benefits TOTAL . . . . :</b>	<b>178,143</b>	<b>183,700</b>	<b>189,500</b>	<b>178,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**20 Contractual**

0237	UNIFORM SERVICE	12,278	11,000	11,000	11,200
0240	EQUIPMENT REPAIRS	28,372	19,500	25,500	19,500
0242	EQUIPMENT RENTAL & LEASE	5,891	17,000	17,000	17,000
0244	BUILDING REPAIRS	3,640	8,000	8,000	3,000
0246	VEHICLE REPAIRS	9,678	10,500	12,500	10,500
0247	GROUNDS MAINTENANCE	307,239	293,250	293,250	300,750

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247**

**Grounds Maint. Contracts**

Grounds Maintenance Contract: \$189,250

The City contracts with a private company to maintain City facilities, medians and rights-of-way during the growing season. The service includes mowing, edging, weedeating, shrub and tree trimming and litter abatement. The facilities maintained are: City Hall, The Center, Police Dept. four fire stations, Animal Adoption Center, Fire arms Training Facility, and The Municipal Court building.

Medians and ROW include: Yellowjacket Lane, N. Lakeshore, Ralph Hall Parkway, Clark St., FM 740 medians, SH 205 medians, IH-30 and John King intersection, IH-30 and FM 740 intersection, SH 205 and FM 740 intersection, Summer Lee Dr., TL Townsend, John King Blvd. medians, Caruth Lane.

Contract Mowing Services Total: \$89,000

The City contracts with a private company to tractor mow large areas such as two closed landfill sites, John King Blvd. medians, Sids Rd., Mims Rd. Tubbs Rd., Clem Rd. County Line Rd and Lofland Circle, Brockaway Branch Drainage ROW, and several other drainage easements. An additional \$7,500 is requested to add the mowing of the Corporate Crossing Blvd. medians. This includes 12 bi-weekly cycles of mowing and trimming from March to September.

Park Pond Maintenance Total: \$24,000

The City contracts with a company to perform lake vegetation and pest management in the lakes with neighborhood parks and Myers Park.

**CITY MANAGER'S COMMENTS: Approved**

0270	WASTE DISPOSAL SERVICE	-	1,500	1,500	1,500
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<b>Contractual TOTAL . . . . .</b>	<b>367,098</b>	<b>360,750</b>	<b>368,750</b>	<b>363,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	142	150	150	150
0310	PRINTING & BINDING	-	200	200	200
0323	SMALL TOOLS	14,526	12,500	12,500	13,500
0325	SAFETY SUPPLIES	1,758	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	45,786	44,000	44,000	44,400
0333	CHEMICAL	33,102	31,500	31,500	31,500
0341	CONSTRUCTION & REPAIR SUPPLY	50,086	48,800	48,800	188,800

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0341**

**2015 Projects**

The base budget for this line item is \$48,800 to cover major repairs, minor projects and service requests throughout the parks and trail system.

New projects:

Aerial Fountain \$9,000

This request is for an aerial fountain in the large pond at Myers Park. We have fountains in most of our park ponds to improve oxygen levels and circulation as well as provide an attractive water feature.

Tuttle Parking Lot Rehab \$140,000

The asphalt parking lot at Tuttle Sports Complex is in crumbling and failing. Each year the street department patches the worst areas when possible.

**CITY MANAGER'S COMMENTS: Tuttle parking lot improvements are approved - funded with General Reserves. Fountain is disapproved.**

0347	GENERAL MAINT. SUPPLY	37,365	33,000	33,000	33,000
0349	AGRICULTURAL SUPPLIES	36,101	36,900	36,900	36,900
0350	IRRIGATION SYS SUPPLIES	13,641	8,000	11,000	8,000

<b>Supplies TOTAL . . . . . :</b>	<b>232,509</b>	<b>217,050</b>	<b>220,050</b>	<b>358,450</b>
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**40 Operational**

0415	RECRUITING EXPENSES	1,102	500	1,000	500
0430	TUITION & TRAINING	2,646	3,500	3,500	3,500
0436	TRAVEL	566	2,500	2,500	2,500
0480	VOLUNTEER PROGRAM	-	5,000	5,000	5,000

<b>Operational TOTAL . . . . . :</b>	<b>4,313</b>	<b>11,500</b>	<b>12,000</b>	<b>11,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	2,082	1,900	1,900	1,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0507 Crewleader Smartphones**

This request is to provide three Parks Crew Leaders monthly reimbursement for smart phone usage. The Crew Leaders need mobile access to emails, calendar appointments, and internet and would be required to carry them after hours. The request is for an additional \$3,480 and includes monthly service and phone replacement costs.

**CITY MANAGER'S COMMENTS: Disapproved**

0513 WATER	176,342	190,000	140,000	190,000
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<b>Utilities TOTAL . . . . . :</b>	<b>178,425</b>	<b>191,900</b>	<b>141,900</b>	<b>191,900</b>
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	-	23,850	23,850	16,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621 Downtown Maintenance Equipment**

Contingent upon approval of downtown maintenance worker, this request is for:

- Billy Goat Vacuum - \$3,000
- Tommy Lift Tailgate - \$3,350
- Generator and air compressor - \$3,500

Total request: \$9,850

**CITY MANAGER'S COMMENTS: Billy Goat Vacuum is approved - remaining items are disapproved.**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621 Zero Turn Mower**

Zero Turn Mower Replacement: \$13,900

This mower would replace the Toro Z-Turn mower that was originally purchased in 2003 for cemetery maintenance. The motor and deck was replaced in 2012. It currently needs approximately \$1,500 in repairs for the hydraulic pump and other parts. This mower has significant downtime for repairs. The requested mower has a 61” deck. The current Toro mower is a 48” deck.

**CITY MANAGER'S COMMENTS: Approved, funded with General Reserves.**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
0623 VEHICLES	-	59,750	59,750	-
<b>DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623</b>				<b>Truck</b>
One ¾ Ton Extended Cab Truck with Utility Bed: \$29,500				

Contingent upon approval of the downtown maintenance worker, this position will also need a truck to perform their duties on the square to transport tools, supplies, and trash between the square and the Service Center. This vehicle request includes a utility bed and roof racks that would go to the Beautification Crew Leader. The crew leader’s current truck, Unit 173, is a standard cab and standard bed. Unit 173 would be transferred to the downtown maintenance worker and outfitted with a Tommy Lift Gate. The truck with utility bed is more suitable to the Crew Leader’s duties, who is responsible for pool maintenance, ball field maintenance, playground maintenance and program/special event support.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>83,600</b>	<b>83,600</b>	<b>16,900</b>
<b>Parks TOTAL . . . :</b>	<b>1,677,985</b>	<b>1,803,900</b>	<b>1,775,200</b>	<b>1,855,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

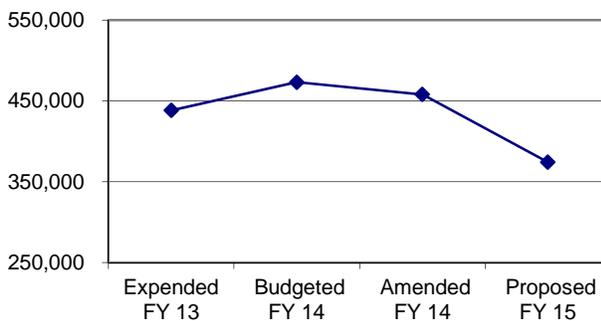
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	94,437	99,800	102,400	104,050
Contractual	201,661	164,000	167,800	92,800
Supplies	38,504	46,800	42,800	41,800
Operational	563	5,500	3,000	4,000
Utilities	103,167	146,500	131,500	131,500
Capital	-	10,550	10,550	-
<b>Total</b>	<b>438,331</b>	<b>473,150</b>	<b>458,050</b>	<b>374,150</b>

### Personnel Schedule

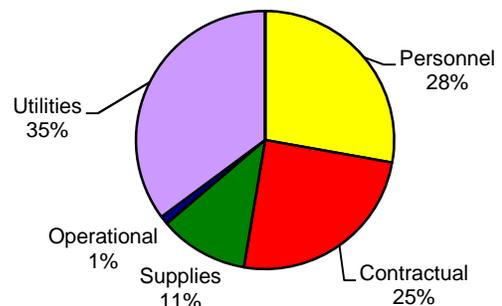
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Harbor Technician	14	1	1
Maintenance Worker II	8	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	45 Parks	46 Harbor O & M		
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>10 Salaries &amp; Wages</b>				
0107 SALARIES & WAGES-LABOR	72,423	77,000	77,900	80,100
0109 SALARIES & WAGES-OVERTIME	3,354	4,000	4,000	4,000
<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>75,777</b>	<b>81,000</b>	<b>81,900</b>	<b>84,100</b>
<b>15 Benefits</b>				
0114 LONGEVITY PAY	960	500	500	650
0120 FICA & MEDICARE EXPENSE	5,468	5,900	6,700	6,100
0122 T.M.R.S. RETIREMENT EXP.	12,232	12,400	13,300	13,200
<b>Benefits TOTAL . . . . .</b>	<b>18,661</b>	<b>18,800</b>	<b>20,500</b>	<b>19,950</b>
<b>20 Contractual</b>				
0237 UNIFORM SERVICE	392	1,000	1,000	1,000
0240 EQUIPMENT REPAIRS	6,365	7,500	7,500	7,500
0242 EQUIPMENT RENTAL & LEASE	389	1,000	1,000	1,000
0244 BUILDING REPAIRS	117,284	65,000	80,000	5,000
0245 POOL REPAIR & MAINT	18,246	4,500	4,500	4,500
0246 VEHICLE REPAIRS	259	1,500	1,500	1,500
0247 GROUNDS MAINTENANCE	35,429	60,000	48,800	48,800
0258 SECURITY SERVICES	23,296	23,500	23,500	23,500
<b>Contractual TOTAL . . . . .</b>	<b>201,661</b>	<b>164,000</b>	<b>167,800</b>	<b>92,800</b>
<b>30 Supplies</b>				
0323 SMALL TOOLS	2,362	2,000	3,000	2,000
0325 SAFETY SUPPLIES	10	500	500	500
0331 FUEL & LUBRICANTS	4,420	4,000	4,000	4,000
0333 CHEMICAL	19,118	25,000	20,000	20,000
0347 GENERAL MAINT. SUPPLY	6,381	7,000	7,000	7,000
0349 AGRICULTURAL SUPPLIES	5,841	7,500	7,500	7,500
0350 IRRIGATION SYS SUPPLIES	373	800	800	800
<b>Supplies TOTAL . . . . .</b>	<b>38,504</b>	<b>46,800</b>	<b>42,800</b>	<b>41,800</b>
<b>40 Operational</b>				
0469 PROMOTION EXPENSE	-	2,000	2,000	500
0489 HARBOR RENTAL SUPPLIES	563	3,500	1,000	3,500
<b>Operational TOTAL . . . . .</b>	<b>563</b>	<b>5,500</b>	<b>3,000</b>	<b>4,000</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**50 Utilities**

0501	ELECTRICITY	81,580	105,000	90,000	90,000
0507	CELLULAR TELEPHONE	1,087	1,500	1,500	1,500
0513	WATER	20,500	40,000	40,000	40,000

<b>Utilities TOTAL . . . . . :</b>	<b>103,167</b>	<b>146,500</b>	<b>131,500</b>	<b>131,500</b>
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**60 Capital**

0621	FIELD MACHINERY & EQUIPMENT	-	10,550	10,550	-
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<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>10,550</b>	<b>10,550</b>	<b>-</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>438,331</b>	<b>473,150</b>	<b>458,050</b>	<b>374,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

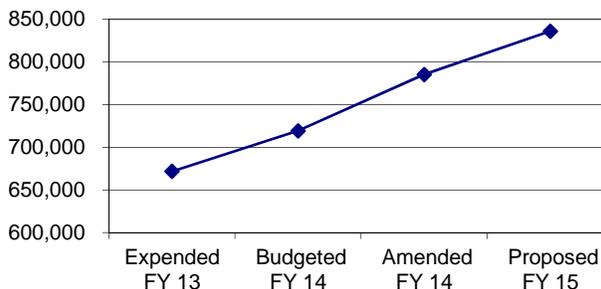
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	468,847	508,100	573,300	586,000
Contractual	17,639	21,750	21,900	20,250
Supplies	52,296	55,100	55,600	55,150
Operational	60,946	58,650	58,650	98,650
Utilities	72,089	75,700	75,700	75,700
Capital	-	-	-	-
<b>Total</b>	<b>671,819</b>	<b>719,300</b>	<b>785,150</b>	<b>835,750</b>

### Personnel Schedule

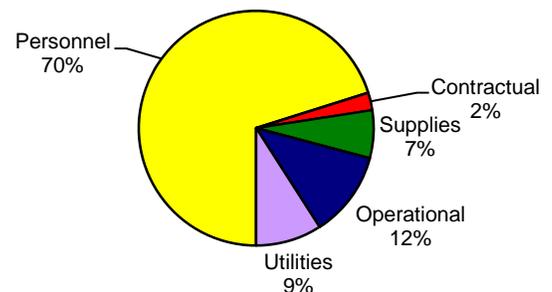
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Parks & Recreation Manager	28	1	1
Recreation Superintendent	24	1	1
Athletics & Aquatics Supervisor	18	1	1
Recreation Coordinator	16	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	155,876	163,600	218,200	221,100
0104	SALARIES & WAGES-CLERICAL	119,790	125,400	115,400	121,600
0107	SALARIES & WAGES-LABOR	120,036	130,100	146,000	146,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0107**

**Myers Pool Lifeguards**

Amended budget:

At the March 6th meeting, City Council authorized the reinstatement of the funding for lifeguard staff for Myers Pool in the amount of \$46,000.

0109	SALARIES & WAGES-OVERTIME	172	1,500	1,000	1,500
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<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>395,874</b>	<b>420,600</b>	<b>480,600</b>	<b>490,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	-	-	600	600
0114	LONGEVITY PAY	1,090	1,400	1,300	1,300
0120	FICA & MEDICARE EXPENSE	27,802	32,100	36,200	37,400
0122	T.M.R.S. RETIREMENT EXP.	44,082	54,000	54,600	56,500

<b>Benefits TOTAL . . . . . :</b>	<b>72,974</b>	<b>87,500</b>	<b>92,700</b>	<b>95,800</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	6,455	4,450	4,450	4,450
0242	EQUIPMENT RENTAL & LEASE	7,523	9,300	9,300	9,300
0245	POOL REPAIR & MAINT	3,015	6,500	6,500	6,500
0246	VEHICLE REPAIRS	647	1,500	1,650	-

<b>Contractual TOTAL . . . . . :</b>	<b>17,639</b>	<b>21,750</b>	<b>21,900</b>	<b>20,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,971	1,950	2,450	2,000
0307	POSTAGE	803	2,000	2,000	2,000
0310	PRINTING & BINDING	16,813	16,500	16,500	16,500
0321	UNIFORMS	2,356	2,100	2,100	2,100
0331	FUEL & LUBRICANTS	2,451	2,600	2,600	2,600
0333	CHEMICAL	5,648	10,000	10,000	10,000
0347	GENERAL MAINT. SUPPLY	7,916	6,450	6,450	6,450
0390	SWIMMING POOL SUPPLIES	2,326	2,500	2,500	2,500
0391	RECREATION PROG. SUPPLY	12,013	11,000	11,000	11,000

<b>Supplies TOTAL . . . . . :</b>	<b>52,296</b>	<b>55,100</b>	<b>55,600</b>	<b>55,150</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**40 Operational**

0406	SPECIAL EVENTS	42,019	42,000	42,000	42,000
0410	DUES & SUBSCRIPTIONS	2,770	2,500	2,500	2,500
0415	RECRUITING EXPENSES	3,808	2,000	2,000	2,000
0428	OTHER	1,129	1,000	1,000	1,000
0429	ROCK GRANT PROGRAM	-	-	-	40,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0429**

**Co-op Grant Reimbursement**

For 2015, a certain amount of funding has been restored to the Texas Parks and Wildlife Department Grants-in-Aid Division. This request is to apply for the Co-Op grant which is a 100% reimbursement grant for outdoor programs. The grant application will request funds to purchase equipment to create and offer outdoor education programs such as: kayaking, fishing, outdoor digital photography, archery, camping, outdoor cooking and GPS orienteering. Rockwall was a recipient for this grant originally in 2004. A Council resolution for a funding commitment is due with the application by February of 2015.

Project Total: \$40,000

**CITY MANAGER'S COMMENTS: Approved, contingent on grant award.**

0430	TUITION & TRAINING	3,736	4,000	4,000	4,000
0436	TRAVEL	7,486	7,150	7,150	7,150

<b>Operational TOTAL . . . . . :</b>	<b>60,946</b>	<b>58,650</b>	<b>58,650</b>	<b>98,650</b>
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**50 Utilities**

0501	ELECTRICITY	68,397	72,000	72,000	72,000
0507	CELLULAR TELEPHONE	3,693	3,700	3,700	3,700

<b>Utilities TOTAL . . . . . :</b>	<b>72,089</b>	<b>75,700</b>	<b>75,700</b>	<b>75,700</b>
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<b>Recreation TOTAL :</b>	<b>671,819</b>	<b>719,300</b>	<b>785,150</b>	<b>835,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	48 Animal Services

### Expenditure Summary

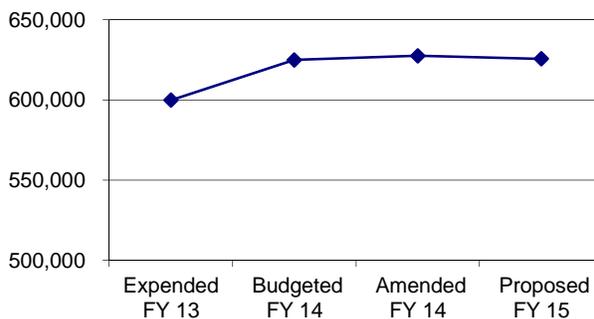
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	181,069	185,400	188,000	186,100
Contractual	400,721	414,500	414,500	414,500
Supplies	13,271	18,500	18,500	18,500
Operational	1,554	2,550	2,550	2,550
Utilities	3,228	4,000	4,000	4,000
<b>Total</b>	<b>599,842</b>	<b>624,950</b>	<b>627,550</b>	<b>625,650</b>

### Personnel Schedule

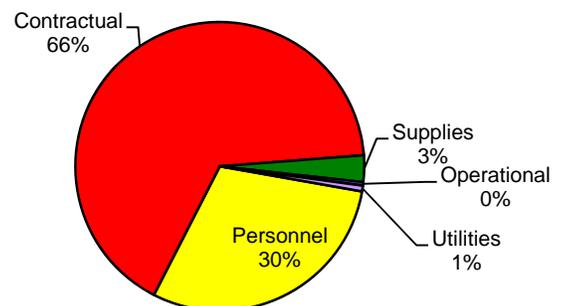
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Animal Services Crewleader	14	1	1
Animal Services Officer	12	2	2

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	48 Animal Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	142,448	144,800	145,400	144,800
0109	SALARIES & WAGES-OVERTIME	1,444	3,000	3,000	3,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>143,892</b>	<b>147,800</b>	<b>148,400</b>	<b>147,800</b>
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**15 Benefits**

0114	LONGEVITY PAY	2,945	3,100	3,100	3,300
0120	FICA & MEDICARE EXPENSE	10,813	11,100	11,400	11,100
0122	T.M.R.S. RETIREMENT EXP.	23,419	23,400	25,100	23,900

<b>Benefits TOTAL . . . . . :</b>	<b>37,176</b>	<b>37,600</b>	<b>39,600</b>	<b>38,300</b>
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**20 Contractual**

0213	CONSULTING FEES	395,606	410,000	410,000	410,000
0240	EQUIPMENT REPAIRS	535	750	750	750
0246	VEHICLE REPAIRS	4,580	3,500	3,500	3,500
0270	WASTE DISPOSAL SERVICE	-	250	250	250

<b>Contractual TOTAL . . . . . :</b>	<b>400,721</b>	<b>414,500</b>	<b>414,500</b>	<b>414,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	97	500	500	500
0310	PRINTING & BINDING	302	1,000	1,000	1,000
0321	UNIFORMS	932	1,000	1,000	1,000
0325	SAFETY SUPPLIES	730	750	750	750
0331	FUEL & LUBRICANTS	11,211	14,500	14,500	14,500
0347	GENERAL MAINT. SUPPLY	-	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>13,271</b>	<b>18,500</b>	<b>18,500</b>	<b>18,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	221	500	500	500
0430	TUITION & TRAINING	1,120	1,750	1,750	1,000
0436	TRAVEL	213	300	300	1,050

<b>Operational TOTAL . . . . . :</b>	<b>1,554</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	45 Parks	48 Animal Services		
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	3,228	4,000	4,000	4,000
<b>Utilities TOTAL . . . . . :</b>	<b>3,228</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>Animal Services TOTAL :</b>	<b>599,842</b>	<b>624,950</b>	<b>627,550</b>	<b>625,650</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

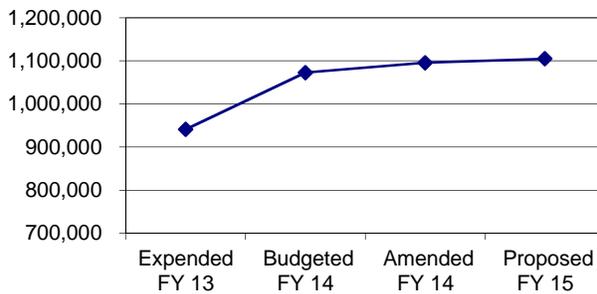
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	795,101	907,400	920,600	930,500
Contractual	108,856	84,700	94,700	115,100
Supplies	17,396	20,150	20,150	25,500
Operational	13,266	24,900	24,900	24,900
Utilities	6,375	8,000	8,000	9,000
<b>Total</b>	940,994	1,072,550	1,095,750	1,105,000

### Personnel Schedule

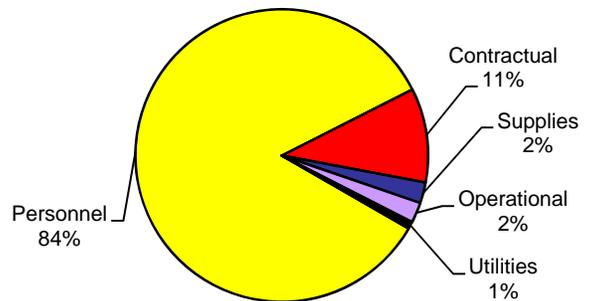
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	28	1	1
Civil Engineer	25	1	1
Senior Engineering Technician	22	1	1
Senior Construction Inspector	19	1	1
Construction Inspector	16	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	58,186	130,000	130,500	135,250
0104 SALARIES & WAGES-CLERICAL	291,458	303,300	304,300	309,000
0107 SALARIES & WAGES-LABOR	277,662	286,400	287,900	291,500
0109 SALARIES & WAGES-OVERTIME	11,906	12,000	16,500	12,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>639,212</b>	<b>731,700</b>	<b>739,200</b>	<b>747,750</b>

**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	-	-	-	300
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0113** **Increased Amount**

Added certification pay for Construction Inspector for completing the Stormwater Inspection Training.

**CITY MANAGER'S COMMENTS: Approved**

0114 LONGEVITY PAY	4,965	5,500	5,500	6,150
0120 FICA & MEDICARE EXPENSE	47,991	54,000	55,500	55,100
0122 T.M.R.S. RETIREMENT EXP.	102,933	116,200	120,400	121,200
<b>Benefits TOTAL . . . . .:</b>	<b>155,888</b>	<b>175,700</b>	<b>181,400</b>	<b>182,750</b>

**20 Contractual**

0213 CONSULTING FEES	93,819	53,500	63,500	87,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0213** **Aerials and Contours**

Aerials 2015

16 County Cooperative Imagery Acquisition - NCTCOG Ortho Imagery Program. Provides for map digitization of ground features, city planning, engineering design and aids emergency response. Historically, aerial images are purchased on odd years and the next scheduled fly-over is February 2015. Cost is \$5,800

LiDAR Contours 2015

NCTCOG 16 County Cooperative Light Detection and Ranging (LiDAR) acquisition. The last ground contours for Rockwall were in 2001. This new technology provides a 3-D model of ground surface contours that GIS and Engineering will use for design, floodplain and FAA building height determination. Cost is \$27,900

**CITY MANAGER'S COMMENTS: Approved, contours project will be funded from General Reserves.**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0231	SERVICE-MAINT. CONTRACTS	11,019	22,600	22,600	15,100
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231</b>				<b>Service Contracts</b>	

New Copier/Plotter maint \$1,900

New Copier/Plotter install \$1,000

CAD SSMA \$4,500

Traffic Signal Maint \$4,320

Air Cards \$3,360 (five new devices)

**CITY MANAGER'S COMMENTS: Approved**

0240	EQUIPMENT REPAIRS	478	600	600	600
0242	EQUIPMENT RENTAL & LEASE	60	500	500	6,200

<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0242</b>				<b>New Plotter Printer Copier</b>	
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\$475/month lease

A combined leased unit will take the place of the existing plotter and wide format printer that have both become obsolete.

**CITY MANAGER'S COMMENTS: Approved**

0246	VEHICLE REPAIRS	3,481	7,500	7,500	6,000
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<b>Contractual TOTAL . . . . . :</b>	<b>108,856</b>	<b>84,700</b>	<b>94,700</b>	<b>115,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,326	1,800	1,800	1,800
0310	PRINTING & BINDING	1,495	1,500	1,500	1,500
0321	UNIFORMS	726	1,000	1,000	1,050
0323	SMALL TOOLS	224	250	250	5,550

<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0323</b>				<b>Storm Sewer Markers</b>	
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Per the TCEQ Stormwater Permit requirements, this line item will allow staff to install storm markers on 1000 storm sewer inlets. Total cost is \$5,300.

**CITY MANAGER'S COMMENTS: Approved**

0325	SAFETY SUPPLIES	48	500	500	500
0331	FUEL & LUBRICANTS	12,598	14,000	14,000	14,000
0341	CONSTRUCTION & REPAIR SUPPLY	450	600	600	600
0347	GENERAL MAINT. SUPPLY	529	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>17,396</b>	<b>20,150</b>	<b>20,150</b>	<b>25,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	9,947	13,400	13,400	13,400
0430	TUITION & TRAINING	2,452	6,000	6,000	6,000
0436	TRAVEL	867	5,500	5,500	5,500

<b>Operational TOTAL . . . . . :</b>	<b>13,266</b>	<b>24,900</b>	<b>24,900</b>	<b>24,900</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	6,375	8,000	8,000	9,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0507** **Increased Amount**

Increase the Senior Construction Inspector's cell phone plan to unlimited minutes/text/data.

**CITY MANAGER'S COMMENTS: Approved**

<b>Utilities TOTAL . . . . . :</b>	<b>6,375</b>	<b>8,000</b>	<b>8,000</b>	<b>9,000</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	-	8,400	8,400	-
0612	COMPUTER EQUIPMENT	-	-	-	-

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0612** **GPS Unit**

Replace an existing GPS Tremble unit \$8,500

**CITY MANAGER'S COMMENTS: Disapproved**

0623	VEHICLES	-	19,000	19,000	-
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<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>27,400</b>	<b>27,400.00</b>	<b>-</b>
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<b>Engineering TOTAL . . :</b>	<b>940,994</b>	<b>1,072,550</b>	<b>1,095,750</b>	<b>1,105,000</b>
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**Asphalt Overlay/Reconstruction Projects  
6-Year Plan  
FY 2012/13 thru FY 2016/17**

**FY2012/13 --- (Year 1)**

1. Lake Rockwall Estates
  - Lakeside Drive – Horizon Drive (FM 3097) to Bass Road
  - Texas Avenue – Tubbs Road to Lakeside Drive
  - Bass Road – Lakeside Drive to End of Street Barricade
  - Sunfish Road – Lakeside Drive to Bass Road
  - Bream Drive – Lakeside Drive to Bass Road
2. Glenn Avenue
  - South Alamo to Ridge Road (FM 740)
3. N. Country Lane
  - Existing Overlay to FM 549
4. Clem Road
  - Existing Overlay to FM 1141
5. E. Washington St.
  - Clark Street to East side of City Park near Hammock Lane

**FY2013/14 --- (Year 2)**

1. Lake Rockwall Estates
  - Perch Road – Lakeside Drive to Althea Road
  - Althea Drive – Lakeside Drive to End of Street
  - Trout Road – Althea Road to Lakeside Drive
2. W. Quail Run Road
  - SH 205 to End of Road Turnaround
3. Davey Crockett Street
  - Bourn Avenue to Boydston Avenue
4. Clem Road
  - Existing Jeff Boyd Road to FM 1141

**FY2014/15 --- (Year 3)**

1. Anna Cade Road
  - County Maintenance to County Maintenance
2. Tyler Street
  - Washington Street to Storrs Street
3. Valley Drive
  - Highland Drive to the end
4. Dowell Road
  - SH 276 to just north of Equestrian Drive
5. Breezy Hill Lane
  - SH 276 to just north of Equestrian Drive
6. H. Wallace Lane
  - Horizon Road to Lofland Circle
7. W. Cullins Road
  - Horizon Road to Lofland Circle
8. National Drive
  - Mims Road to Mims Road (Road Loop)

**FY2015/16 --- (Year 4)**

1. Lake Rockwall Estates
  - Blanche Drive – County Line Road to Evans Road
  - Evans Road – Renee Drive to Eva Place
  - Donald Drive – Eva Place to Blanche Drive
  - Diana Drive – Eva Place to Blanche Drive
  - Chris Drive – County Line Road to Evans Road
  - Yvonne Drive – County Line Road to Evans Road
2. Green Circle
  - SH 276 to SH 276 – (Circle Loop)
3. Heath Street
  - SH 66 to SH 205

**FY2016/17 --- (Year 5)**

1. Lake Rockwall Estates
  - Eva Drive – Evans Road to County Line Road
  - Rene Drive – County Line Road to Eva Drive
  - Wayne Drive – County Line Road to Eva Drive
2. Elm Drive
  - Valley Drive to Highland Drive
3. Munson Street
  - County Line Road to Eva Drive
4. Star Street
  - Storrs Street to Denison Street
5. Aluminum Plant Road
  - Washington Street to Renfro Street
6. Renfro Street
  - Aluminum Plant Road to Boydstun Avenue

**FY2017/18 --- (Year 6)**

1. Lake Rockwall Estates
  - Nicole Drive – County Line Road to Russell Drive
  - Russell Drive - County Line Road to Russell Drive
2. N. First Street
  - Valley Drive to Highland Drive
3. Zollener Road
  - Green Circle to Private Road

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	59 Streets

### Expenditure Summary

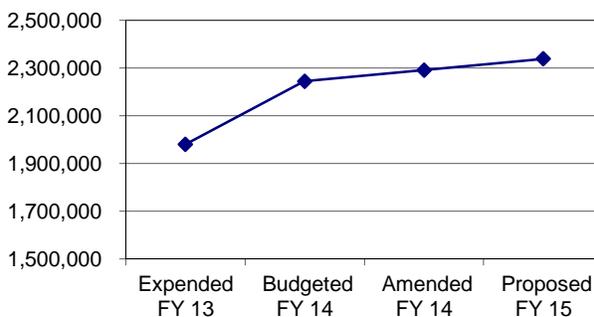
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	596,114	611,000	603,100	596,500
Contractual	82,389	102,000	156,500	129,800
Supplies	851,274	1,095,400	1,095,400	1,147,400
Operational	1,647	2,500	2,500	5,800
Utilities	434,750	418,900	418,900	459,900
Capital	14,504	15,500	15,500	-
<b>Total</b>	<b>1,980,678</b>	<b>2,245,300</b>	<b>2,291,900</b>	<b>2,339,400</b>

### Personnel Schedule

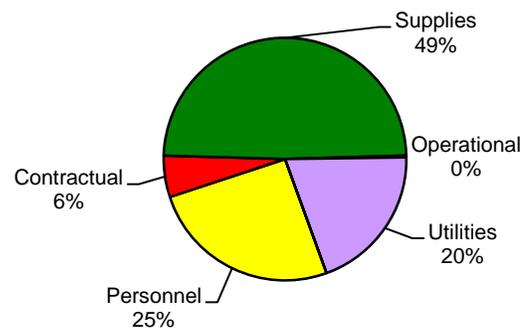
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Superintendent	24	1	1
Crew Leader	14	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Sign Technician	10	2	2
Maintenance Worker II	8	3	3

### Activity Trends

**Financial History**



**FY 2015 Expenditures by Category**



Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	84,134	84,100	84,100	84,100
0107 SALARIES & WAGES-LABOR	383,323	395,100	377,400	382,350

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0107**

**Field Supervisor Position**

We request a Field Supervisor Position be added to the Street Department. This position would enable our department to more effectively manage its field operations. This position would play a critical role in the overall operations of the department. This employee would take a lead role in addressing issues that arise in the field along with providing field guidance and direction to the crew leaders as necessary. This position would assist with project planning, daily scheduling, quality control and customer service. The Field Supervisor would coordinate with the crew leaders to make sure that service request along with regular maintenance responsibilities are addressed in a timely professional manner. The Field Supervisor would evaluate the daily performance of the various field crews; respond to after hour emergencies and assist personnel under charge as well as directing personnel functions and activities such as assignment selection and scheduling. The Field Supervisor would also meet and coordinate with the various street department contractors, perform inspections and quality control. Monitor contract quantities and pay estimates along with monitoring safety procedures and policies of the department and its contractors. The Field Supervisor would also play an active role in employee development and training. The tremendous growth in Rockwall’s population along with annexation has placed an ever increasing demand for our services. The addition of this position would allow our field operations to be better coordinated which would improve staff efficiency. Currently three like positions already exist in Public Works. Water, Wastewater and the Pump Technician Division each have a Field Supervisor position to manage and oversee the field operations of their respective operations.

Salary & Benefits:	\$67,200
Uniforms	1,000
Cell Phone	1,300
Portable radio	1,800
1/2 ton pickup	<u>23,200</u>
1st year total	\$94,500

**CITY MANAGER'S COMMENTS: Disapproved**

0109 SALARIES & WAGES-OVERTIME	6,846	10,000	18,400	10,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>474,303</b>	<b>489,200</b>	<b>479,900</b>	<b>476,450</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	1,200	900	900	900
0114 LONGEVITY PAY	7,495	6,900	6,700	6,600
0120 FICA & MEDICARE EXPENSE	36,039	36,700	36,600	35,650
0122 T.M.R.S. RETIREMENT EXP.	77,077	77,300	79,000	76,900
<b>Benefits TOTAL . . . . . :</b>	<b>121,811</b>	<b>121,800</b>	<b>123,200</b>	<b>120,050</b>

**20 Contractual**

0213 CONSULTING FEES	-	-	54,500	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0213 Consulting Fees**

Amended Budget:

Design of creek bank erosion repairs near Lake Forest approved by Council from General Reserves.

Geo Tech design \$5,000

Request to establish consulting funds for miscellaneous geotechnical and pavement design services. The consultant fees will provide us with the resources to have a consulting firm perform sample borings and establish the soil data necessary to develop cost effective yet durable pavement designs. The periodic use of an engineering consulting firm will enable us to make sound engineering decisions related to the pavement design of certain street reclamation projects. Soil characteristics are critical to the performance of pavement structures. The soils analysis performed by the consultant will establish the soil classifications along with identifying its characteristics and properties. Based on these factors a more durable pavement design can be developed. One example of where information of this type is beneficial would be National Drive. This road is in poor condition. The current pavement consists of a chip seal road surface with a non stabilized road base. This roadway services a commercial business area and supports moderate to heavy traffic loads. The geotechnical information gathered by the consulting firm along with the recommended pavement design will allow us to perform full depth pavement reclamation on this road and reconstruct it to the newly established design standards developed by the consultant.

Pavement Management – Network Level PCI Survey \$108,490.

Request to conduct a complete survey of our pavement network to include the following:

- 166 miles of roadway surveyed and rated
- 52miles of alleys surveyed and rated
- Condition scores of entire network
- Formal engineering report
- 5-year network level work plan

**CITY MANAGER'S COMMENTS: Pavement management study is disapproved, geo tech is approved.**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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0231 SERVICE-MAINT. CONTRACTS 2,651 7,000 7,000 28,800  
**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0231** **Software Maint Contracts**

Scada SWMA \$5,000  
 Cartegraph SWMA \$2,000  
 Air Cards \$1,800

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0231** **Street Sweeping**  
 Street Sweeping \$20,000

Request to have funds available for miscellaneous street sweeping. Miscellaneous street sweeping is necessary and provides many benefits to the City. This account will provide the street department with the necessary funds to remove some of the concentrated sand that is typically placed on the roadways during winter weather events. Some of the more obvious benefits would be the removal of paper, leafs and other debris that collect in the gutters. Street sweeping is a critical component of an effective storm water management program. Storm water that flows over impervious street and alley pavements picks up pollutants left on the ground such as oils, trash and waste as it flows into the City’s Municipal Separate Storm Sewer System (MS4). A street sweeping program is designated as a “Best Management Practice” and is required under (MS4) Permitting. The initial phase of our street sweeping program will require escalated budget phasing in the future to meet permitting requirements.

**CITY MANAGER'S COMMENTS: Approved**

0237 UNIFORM SERVICE 7,488 7,500 7,500 7,500  
 0240 EQUIPMENT REPAIRS 25,289 30,300 30,300 30,300  
 0242 EQUIPMENT RENTAL & LEASE 3,834 4,000 4,000 5,000

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0242** **Equipment Rental & Lease**

Request a 25% increase in the equipment rental budget. This increase would elevate the previously approved budget amount from \$4,000 approved in the 2013/2014 budget to \$5,000 for the 2014/2015 budget. The rental equipment budget is primarily used for renting small excavation equipment used to address various drainage issues; however, we also must rent other types of equipment on occasion such as small vibratory compactors, dump trailers etc. The ability to rent this equipment as necessary provides much needed flexibility for the street department and allows us to address some of the drainage issues that we currently do not have the equipment to address.

**CITY MANAGER'S COMMENTS: Approved**

0246 VEHICLE REPAIRS 21,318 25,000 25,000 25,000  
 0270 WASTE DISPOSAL SERVICE 21,796 28,000 28,000 28,000  
 0271 LANDFILL MAINTENANCE 13 200 200 200

<b>Contractual TOTAL . . . . . :</b>	<b>82,389</b>	<b>102,000</b>	<b>156,500</b>	<b>129,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	439	500	500	500
0310	PRINTING & BINDING	-	100	100	100
0323	SMALL TOOLS	6,213	6,100	6,100	6,100
0325	SAFETY SUPPLIES	6,036	6,000	6,000	6,000
0331	FUEL & LUBRICANTS	35,183	33,000	33,000	35,000
0333	CHEMICAL	22	200	200	200
0341	CONSTRUCTION & REPAIR SUPPLY	712,451	1,000,000	1,000,000	865,000
0347	GENERAL MAINT. SUPPLY	6,471	7,500	7,500	7,500
0384	DRAIN. SYS. REPAIR SUPP	18,200	20,000	20,000	20,000
0392	SIGNS AND SIGNALS	66,258	22,000	22,000	207,000

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0392**

**New Traffic Signal**

Request additional funds of \$185,000 for the installation of a traffic signal at the intersection of Mims Road & Ralph Hall Parkway. A warrant study was conducted and the intersection showed a need for traffic signal control.

**CITY MANAGER'S COMMENTS: Approved, funded with General Reserves**

<b>Supplies TOTAL . . . . . :</b>	<b>851,274</b>	<b>1,095,400</b>	<b>1,095,400</b>	<b>1,147,400</b>
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**40 Operational**

0415	RECRUITING EXPENSE	255	-	-	-
0430	TUITION & TRAINING	1,108	1,500	1,500	2,500

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0430**

**Tuition & Training**

Tuition for crew training \$1,500

TPWA Supervisor/Manager Training Session (2) \$500. – October 2014

TPWA Supervisor/Manager Training Session (3) \$500. – April 2015

**CITY MANAGER'S COMMENTS: Approved**

0436	TRAVEL	284	1,000	1,000	3,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0436**

**Travel**

Miscellaneous Travel \$2,000

TPWA Supervisor/Manager Training Mario Aguilar Session 2 \$650 - October 2014

TPWA Supervisor/Manager Training Mario Aguilar Session 3 \$650 - April 2015

**CITY MANAGER'S COMMENTS: Approved**

<b>Operational TOTAL . . . . . :</b>	<b>1,647</b>	<b>2,500</b>	<b>2,500</b>	<b>5,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**50 Utilities**

0504 STREET LIGHTING	431,227	415,000	415,000	456,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0504** **Street Lighting**

Request an increase of 10% in the street lighting budget to cover the cost of expanded service. The approved budget amount for the 2013/2014 street lighting budget was \$415,000

New light projects have included:

Capital Improvement Projects:

John King Blvd – South end at S.H. 205

John King Blvd – From I-30 to S.H. 276

Corporate Drive

Lake Rockwall Estates (32) Street Lights

List of Subdivisions that have been approved or will be approved by Oct. 2015 with 153 new street lights:

Breezy Hill Phase 1, 2A, 2B, 3 & 4

Caruth 7C, 7D & 8B

Eagle Point Estates

Stonecreek Phase 5 & 6

Rockwall Downs Phase 1 & 2

Lakes of Somerset

Castle Ridge Estates Phase 3

Caruth Lakes Phase 7B & 8A

Stonecreek Phase 3

**CITY MANAGER'S COMMENTS: Approved**

0507 CELLULAR TELEPHONE	3,523	3,900	3,900	3,900
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<b>Utilities TOTAL . . . . .:</b>	<b>434,750</b>	<b>418,900</b>	<b>418,900</b>	<b>459,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
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**60 Capital**

0617	RADIO EQUIPMENT	-	-	-	-
0621	FIELD MACHINERY & EQUIPMENT	14,504	15,500	15,500	-

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0621 Asphalt Program Equipment**

Zantis Road Hog - Asphalt Pulverizer - \$115,000.

Request the purchase of a Zantis Road Hog for a 524 John Deere Loader. The Pulverizer is equipped with JRB female coupler that will allow it to quick connect to the street departments existing 524 John Deere Loader. The price also includes the base unit along with an 80 gallon pressurized water tank. The asphalt Pulverizer would dramatically impact our asphalt maintenance operations along with expediting the pavement process by allowing us to pulverize the existing asphalt and re-use the existing asphalt as base material. It also eliminates the need to saw, remove, transport and dispose of the existing asphalt material. Typically we would need to saw the asphalt that is to be removed, bring in a backhoe to break it up, bring in a dump truck to haul it off to our temporary stockpile and then pay a trucking company to dispose of the excess asphalt materials. The asphalt pulverizer would allow us to recycle most of the existing asphalt as base material and provide us the ability to build a much better road base, without importing new base material to the site.

3-Ton Vibratory Asphalt Compactor - \$41,024.

Request the purchase of a small 3-ton vibratory asphalt compactor. The compactor is necessary and performs a critical role in the asphalt laying process. The smaller 3-ton vibratory compactor is small enough to be easily transported from site to site while being large enough to ensure proper asphalt compaction.

Mini-Asphalt Track Paver - \$36,324.

Request the purchase of a small asphalt paving machine for daily asphalt maintenance operations. The small paver would be used for asphalt pavement repairs. In order to effectively maintain our existing asphalt street network we frequently must remove and replace sections of asphalt, sometimes these sections can be fairly large. Various asphalt distresses such as rutting, shoving, raveling, alligator cracking and dead asphalt must be removed and replaced. Most of the work is currently done spreading the asphalt with a skid loader and raking the material by hand. This process is very time consuming, labor intensive and inefficient.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Street Maintenance

	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
ACCOUNT				

10-Ton Asphalt Equipment Transport Trailer (20 ft. Deck with 8ft Dovetail) – \$11,500.

Request the purchase of 10-ton capacity equipment transport trailer for the proposed asphalt equipment package. This trailer would allow us to transport several pieces of equipment at the same time. The mini asphalt paver, vibratory asphalt compactor, skid loader and asphalt pulverizer, could be easily transported on this trailer and moved to from location to location providing us with the ability to dramatically increase our street maintenance capabilities and production.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0621**

**Dump Truck**

12 –Yard Dump Truck - \$110,557. (Equipped with Sand Spreader)

Recommend the purchase of a 12 yard dump truck with a 13.5 ft. bed. A function of the street department is to make frequent repairs to asphalt streets and roadways. The repairs vary from small utility pavement repairs to larger pavement sections that consist of the removal and replacement of dead or damaged asphalt. The hot mix used for the repairs is produced by APAC at their Sunnyvale plant location. On larger repairs we use 3-dump trucks to shuttle hot mix from the plant to the repair site. The dump trucks are small 5-yard dump trucks. The 12-yard truck would allow us to transport much more asphalt with less manpower. Currently, if crews of 6 employees are working on a large asphalt repair, then 3 of the 6 workers would be required to haul material from the plant to the jobsite. This greatly reduces manpower for the asphalt laying process. The 12-yard dump truck would improve staff efficiency and allow for more asphalt pavement repairs to be made by staff. The larger truck would make a positive impact on many other essential functions performed by our department especially related to winter weather and sanding.

**CITY MANAGER'S COMMENTS: Disapproved**

0623 VEHICLES - - - -

**DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0623**

**Vehicles**

1/2 ton Extended Cab Pick Up Truck - \$21,000

The addition of a Field Supervisor would require the purchase of another vehicle. The proposed vehicle would consist of a 1/2 ton pickup with a standard 8 ft. bed. This amount will also cover the cost of installing all City logos, emergency safety lighting and toolbox.

Safety Lighting - \$1,200

Tool Box - \$800

City Decals - \$200

**CITY MANAGER'S COMMENTS: Disapproved**

Capital TOTAL . . . . .	14,504	15,500	15,500	-
Streets TOTAL . . :	1,980,678	2,245,300	2,291,900	2,339,400



City of Rockwall

## CITY OF ROCKWALL, TEXAS MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**DATE:** August 13, 2014

**SUBJECT:** City's Health & Welfare Programs

### General Overview

The City of Rockwall continues to partner with Holmes Murphy to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. Representatives from Holmes Murphy meet with Administrative team members on an ongoing basis to assist with budgeting and plan design. In 2015, the City will be faced with additional fees and plan changes as a result of Health Care Reform (HCR).

### Healthcare Reform

#### **Fees**

In 2015, the City will be required to pay the following fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$2 Per Plan Participate – Due by July 31, 2015. Approximate cost is \$1,230.*
- *Transitional Reinsurance Fee - \$63 Fee Per Plan Participant - Due by January 15, 2015. Approximate cost is \$38,745. In January 2016, this fee will decrease to \$44 Per Plan Participant.*

### Health Care Cost Summary

The City experienced a 21% decrease in claims cost for medical, dental and vision in 2013.

#### **History of claims cost:**

<b>Cal Year</b>	<b>Claims Cost</b>	<b>Annual Cost PEPY</b>	<b># of EEs @ YR End</b>
2010	\$2,290,656	\$9054	253
2011	\$2,251,503	\$9006	253
2012	\$2,402,215	\$9053	245
2013	\$1,901,422	\$7989	238
2014	\$1,137,349 (as of 6/30/14)	\$4478	254

Note: Claims cost does not include Admin Fees.

## Prescription Benefits Plan

As of July 1, 2014, the City excluded covering prescriptions that contain Bulk Powder. As a result, the City should see a significant decrease in prescription claims.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$338,435 (as of 6/30/14)	

## Plan Review

Nurse Navigator was implemented on January 1, 2014. Based upon the feedback from several employees, this program has been valuable in assisting them with their healthcare needs and has saved several of them \$100s of dollars. Nurse Navigator assists the City's members with services such as locating In Network Providers, searching lower cost facilities for diagnostic testing and other services such as transferring medical records and bill review.

Other additional factors of the healthcare reform, if actually implemented, that may impact the City going forward include:

1. **The Cadillac Tax (2018).** In its simplest form, the government is mandating what the funding rate (Employee and Employer paid portion of medical/Rx) should be for healthcare. The funding rate is the amount is being captured on the employee's W2 form as of 1/1/2013.

## Pre 65 Retiree Health Benefits

The mandated "retiree health care" program was implemented in January 1, 2011 and is administered through TML. Currently, we have two participants.

## Wellness Exams

The City maintains a proactive Wellness Incentive Program to encourage employees to obtain their wellness exams each year. On September 19, 2014, the Employee Health, Benefits and Safety Fair will take place. Each year, employees and their covered spouses are invited to attend the health fair where they can obtain lab, stroke and other health screenings for free.

Chronic conditions, such as *diabetes*, *hypertension* and even *clogged arteries* have been detected by the services that are performed at the health fair. In 2013, as a result of the lab work, one employee was diagnosed at an early stage of prostate cancer and is now cancer free.

In addition, the City's Parks and Recreation Department provides wellness program activities, such as, Zumba and other fitness classes, for City employees throughout the year.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	983,548	626,000	753,200	715,000
Total Expenditures	3,441,641	3,519,000	3,700,500	3,854,000
Operating Income (Loss)	(2,458,093)	(2,893,000)	(2,947,300)	(3,139,000)
Non-Operating Revenues	(221)	-	-	-
Non-Operating Income (Loss)	(221)	-	-	-
Net Income (Loss) Before Transfers	(2,458,314)	(2,893,000)	(2,947,300)	(3,139,000)
Net Transfers In (Out)	3,125,000	3,395,000	3,550,000	3,200,000
Net Income (Loss)	666,686	502,000	602,700	61,000
Retained Earnings - Beginning	(604,726)	(37,927)	61,960	664,660
Retained Earnings - Ending	61,960	464,073	664,660	725,660

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Approved 14-15
Operating Revenues					
4019	Miscellaneous	24,095	26,000	26,000	20,000
4850	Employee Contributions	573,391	570,000	658,000	675,000
4855	Pharmacy Rebates	13,032	10,000	1,000	-
4860	Stop Loss Reimbursements	373,030	20,000	68,200	20,000
<b>Total Operating Revenues</b>		<b>983,548</b>	<b>626,000</b>	<b>753,200</b>	<b>715,000</b>
Non-Operating Revenues					
4001	Interest Earnings	(221)	-	-	-
<b>Total Non-Operating Revenues</b>		<b>(221)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>		<b>983,327</b>	<b>626,000</b>	<b>753,200</b>	<b>715,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers In				
From General Fund	2,100,000	2,300,000	2,500,000	2,300,000
From Water & Sewer Fund	1,025,000	1,095,000	1,050,000	900,000
Total Transfers In	3,125,000	3,395,000	3,550,000	3,200,000
Net Operating Transfers In (Out)	3,125,000	3,395,000	3,550,000	3,200,000

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Expenses				
Operations	3,441,641	3,519,000	3,700,500	3,854,000
<b>Total Expenditures</b>	<b>3,441,641</b>	<b>3,519,000</b>	<b>3,700,500</b>	<b>3,854,000</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**DATE:** August 13, 2014

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's, self-funded, Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, and risk assessments and analysis* conducted by TML, our *third-party risk manager*.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs*. In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected proactively.

The last two fiscal years have resulted in a significant decrease in the *number of incidents, claims costs, and lost days of work*. The chart below reflects the most current claims and claims cost for the last three fiscal years to-date. Based upon the trends below, staff recommends the *safety incentive award* be funded for FY 2014-2015.

Workers' Compensation Claims Activity

Fiscal Year	Total # of EEs paid	Total Incident Reports	Reportable	Non Reportable	Cost per EE	Total Claims Cost ***	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty	Total Aggregate (claims cost plus cost of days away)
11/12	328	90	42	48	\$563	\$184,713	199	\$47,708	278	\$232,421
12/13	321	40	16	24	\$51	\$16,493	3	\$426	50	\$16,919
13/14	342	34	17	17	\$34	\$11,501	6	\$1,541	44	\$13,042

\*\*\* Total Claims Cost is updated w/current data provided by TML. The claims cost for FY 11/12 and 12/13 carry over into the fiscal year 13/14 budget. (Data is current as of 7/31/14)

The City, on an annual basis looks at claims history and offers a safety incentive to its employees for safe work habits. After reviewing claims data for this year, staff finds that claims have been significantly better this year compared to the last several years. We carry workers compensation on both our paid staff as well as our volunteer firefighters. It is recommended that the City fund an incentive to employees for their safe work practices this year. The City should also continue to fund safety training, site assessments, and random drug testing to ensure a continued safe working environment for our employees and volunteers.

The City has achieved great results over the majority of the past 23 years in managing claim costs though the last few years have presented some challenges. With each year's claims and administration, the fund balance has been declining. We have had a good year this year but with even a reasonable claims level next year we expect the fund balance to be depleted. For many years, we have transferred an amount from the water and sewer fund for their employee's coverage. We will need to begin to do the same for the bulk of our employees who are paid in the General Fund. That transfer for 2015 is projected at \$50,000. We will have to monitor claims activity closely and adjust the transfer as necessary.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Revenues	-	-	-	-
Operating Expenses	218,764	205,000	165,000	187,000
Operating Income (Loss)	(218,764)	(205,000)	(165,000)	(187,000)
Non-Operating Revenues	268	1,000	500	500
Non-Operating Expenses	-	-	-	-
Non-Operating Income (Loss)	268	1,000	500	500
Net Income (Loss) Before Transfers	(218,496)	(204,000)	(164,500)	(186,500)
Net Transfers In (Out)	30,000	30,000	30,000	80,000
Net Income (Loss)	(188,496)	(174,000)	(134,500)	(106,500)
Retained Earnings - Beginning	491,945	392,946	303,449	168,949
Retained Earnings - Ending	303,449	218,946	168,949	62,449

### SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Non-Operating Revenues					
4001	Interest Earnings	(232)	500	-	-
4019	Misc. Revenues	500	500	500	500
Total Non-Operating Revenues		268	1,000	500	500
Total Revenues		268	1,000	500	500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers In				
From General Fund	-	-	-	50,000
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	80,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	80,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operational	218,764	205,000	165,000	187,000
<b>Total Operating Expenses</b>	<b>218,764</b>	<b>205,000</b>	<b>165,000</b>	<b>187,000</b>
<b>Total Expenditures</b>	<b>218,764</b>	<b>205,000</b>	<b>165,000</b>	<b>187,000</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>40 Operational</b>				
0431 SAFETY TRAINING	1,189	5,000	1,000	1,000
0440 ADMINISTRATION FEES	36,840	40,000	26,500	31,000
0444 PAID LOSSES	79,428	75,000	60,000	75,000
0445 INCURRED (ESTIMATED) LOSSES	99,148	-	-	-
0446 SAFETY INCENTIVES	-	75,000	72,500	75,000
0447 DRUG TESTING	2,160	10,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>218,764</b>	<b>205,000</b>	<b>165,000</b>	<b>187,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>218,764</b>	<b>205,000</b>	<b>165,000</b>	<b>187,000</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	2,797	2,500	2,500	2,400
Total Expenditures	1,656	6,000	6,000	6,000
Excess Revenues Over (Under) Expenditures	1,140	(3,500)	(3,500)	(3,600)
Fund Balance - Beginning	100,433	95,333	101,574	98,074
Fund Balance - Ending	101,574	91,833	98,074	94,474

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4019	Misc. Revenue	47	-	-	-
4720	Cemetery Receipts	2,200	2,000	2,000	2,000
4722	Registration & Permit Fees	550	500	500	400
<b>Total Revenues</b>		<b>2,797</b>	<b>2,500</b>	<b>2,500</b>	<b>2,400</b>

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	-	6,000	6,000	6,000
Capital	1,656	-	-	-
<b>Total</b>	1,656	6,000	6,000	6,000

<b>Fund</b>				
10 Cemetery				
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>20 Contractual</b>				
0247 GROUNDS MAINTENANCE	-	6,000	6,000	6,000
<b>Contractual TOTAL . . . . . :</b>	<b>-</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>60 Capital</b>				
0633 INFRASTRUCTURE IMPROVEMENT	1,656	-	-	-
<b>Capital TOTAL . . . . . :</b>	<b>1,656</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cemetery Fund TOTAL. :</b>	<b>1,656</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	267,902	102,750	102,300	107,300
Total Expenditures	189,131	46,750	75,150	51,750
Excess Revenues Over (Under) Expenditures	78,771	56,000	27,150	55,550
Net Other Financing Sources (Uses)	(29,000)	(25,000)	(25,000)	(30,500)
Net Gain (Loss)	49,771	31,000	2,150	25,050
Fund Balance - Beginning	131,074	257,223	180,844	182,994
Fund Balance - Ending	180,844	288,223	182,994	208,044

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	-	500	50	50
4054	Donations - Police Activities	(1,187)	1,000	1,000	1,000
4415	Court Security Fee	23,526	24,000	24,000	24,000
4420	Technology Fee	31,367	32,000	32,000	32,000
4425	Child Safety Fines	8,800	8,500	8,500	8,500
4520	Gun Range M&O	31,741	36,750	36,750	41,750
4550	Police Seizures	173,656	-	-	-
<b>Total Revenues</b>		<b>267,902</b>	<b>102,750</b>	<b>102,300</b>	<b>107,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers Out To General Fund	29,000	25,000	25,000	30,500
<b>Total Other Financing Uses</b>	<b>29,000</b>	<b>25,000</b>	<b>25,000</b>	<b>30,500</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(29,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(30,500)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	32,481	46,750	70,950	51,750
Supplies	-	-	-	-
Operational	16,739	-	-	-
Capital Outlay	139,911	-	4,200	-
<b>Total Expenditures</b>	<b>189,131</b>	<b>46,750</b>	<b>75,150</b>	<b>51,750</b>

<b>Fund</b>				
11 Public Safety Funds				
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>20 Contractual</b>				
0208 E.S. CORP CONTRACT	32,481	46,750	41,750	41,750
0231 SERVICE-MAINT. CONTRACTS	-	-	29,200	10,000
<b>Contractual TOTAL . . . . . :</b>	<b>32,481</b>	<b>46,750</b>	<b>70,950</b>	<b>51,750</b>
<b>40 Operational</b>				
0430 TUITION & TRAINING	9,239	-	-	-
0451 CONFIDENTIAL FUNDS	7,500	-	-	-
<b>Operational TOTAL . . . . . :</b>	<b>16,739</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	27,134	-	1,350	-
0617 RADIO EQUIPMENT	24,112	-	-	-
0621 FIELD MACHINERY & EQUIPMENT	-	-	2,850	-
0624 POLICE EQUIPMENT	73,414	-	-	-
0626 COURT SECURITY EQUIPMENT	15,251	-	-	-
<b>Capital TOTAL . . . . . :</b>	<b>139,911</b>	<b>-</b>	<b>4,200</b>	<b>-</b>
<b>Public Safety Fund TOTAL :</b>	<b>189,131</b>	<b>46,750</b>	<b>75,150</b>	<b>51,750</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	360,429	427,200	620,200	699,000
Total Expenditures	189,998	258,200	439,200	703,750
Excess Revenues Over (Under) Expenditures	170,431	169,000	181,000	(4,750)
Net Other Financing Sources (Uses)	(50,000)	(110,000)	(69,500)	(60,000)
Net Gain (Loss)	120,431	59,000	111,500	(64,750)
Fund Balance - Beginning	83,357	168,357	203,787	315,287
Fund Balance - Ending	203,787	227,357	315,287	250,537

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	(3)	-	-	-
4050	Donations	32,500	-	26,000	30,000
4250	Recreation Program Fees	150,173	120,000	281,000	285,000
4680	Developer Contributions	-	147,200	147,200	218,000
4700	Takeline Concessions	150,709	140,000	140,000	140,000
4750	Land Lease Revenues	27,050	20,000	26,000	26,000
<b>Total Revenues</b>		<b>360,429</b>	<b>427,200</b>	<b>620,200</b>	<b>699,000</b>

First year revenues & expenditures for RBSL are recognized in this fund, however staff is working to create a fund to track the Baseball and Softball Program separately.

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In	-	-	40,500	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>40,500</b>	<b>-</b>
Operating Transfers Out				
To General Fund	50,000	110,000	110,000	60,000
<b>Total Other Financing Uses</b>	<b>50,000</b>	<b>110,000</b>	<b>110,000</b>	<b>60,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(50,000)</b>	<b>(110,000)</b>	<b>(69,500)</b>	<b>(60,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	92,667	95,000	225,000	243,400
Supplies	22,782	16,000	21,000	33,500
Operations	25,176	-	30,000	30,000
Capital Outlay	49,374	147,200	163,200	396,850
<b>Total Expenditures</b>	<b>189,998</b>	<b>258,200</b>	<b>439,200</b>	<b>703,750</b>

<b>Fund</b>
12 Recreational Development

ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manager Approved
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**20 Contractual**

0213	CONSULTING FEES	1,595	15,000	15,000	15,000
0239	RECREATION CONTRACT	91,072	80,000	120,000	80,000
0245	POOL REPAIR & MAINTENANCE	-	-	-	21,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0245** **Sprayground Repairs**

Sprayground Repairs \$21,000

The sprayground in Myers Park was constructed in 2004. The original surfacing was a layer of poured in place rubber. In 2013 the rubber surfacing was removed because it had out lived its useful life and had become a slip hazard. The surface needs to be replaced with a "cool deck" type of colored cement coating to improve footing and appearance.

**CITY MANAGER'S COMMENTS: Approved**

0260	ATHLETIC PROGRAM	-	-	90,000	127,400
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<b>Contractual TOTAL . . . . . :</b>	<b>92,667</b>	<b>95,000</b>	<b>225,000</b>	<b>243,400</b>
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**30 Supplies**

0341	CONSTRUCTION & REPAIR SUPPLY	17,702	-	5,000	-
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0341** **Lofland Parking Lot**

Asphalt resurfacing of Lofland Park parking lot approved by Council mid-year.

0360	ATHLETIC PROGRAM SUPPLIES	-	10,000	10,000	2,500
0391	RECREATION PROGRAM SUPPLY	5,080	6,000	6,000	31,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0391** **Computer Lab**

This request is to replace outdated computer equipment located in the computer classroom of The Center. The original computers were purchased in 2003 or 2004. The equipment purchased will be used to continue to offer traditional basic computer skills classes for our 55 and Better customers, as well as offer new programs such as: social media and photo sharing for seniors, movie making and video editing for teens, tablet skills, photo editing, internet privacy and security for seniors. Equipment request include: 6 tablets, 6 laptops, 6 external monitors, classroom projector, desktop for public use, and miscellaneous hardware.

Project Cost Total: \$25,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>22,782</b>	<b>16,000</b>	<b>21,000</b>	<b>33,500</b>
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**40 Operational**

0406	SPECIAL EVENTS	25,176	-	30,000	30,000
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<b>Operational TOTAL . . . . . :</b>	<b>25,176</b>	<b>-</b>	<b>30,000</b>	<b>30,000</b>
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<b>Fund</b>
12 Recreational Development

ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manager Approved
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**60 Capital**

0633	INFRASTRUCTURE IMPROVEMENT	48,294	147,200	163,200	396,850
<b>DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633</b>					<b>Restroom</b>

Additional Restroom Facility \$135,000

We have received many customer requests from baseball and softball participants to add a permanent restroom facility on the east end of the Tuttle Sports Complex. It is currently served by portable restrooms behind a screened fence. The proposed restroom will be a prefabricated concrete facility similar to existing units in Myers Park. Installation would be done by park maintenance staff. The cost includes electrical service performed by licensed electrician and materials for water, sewer and foundation.

Scoreboard \$4,000

This request is for adding a new scoreboard to Field #6 at Tuttle Sports Complex. It is the only remaining field that does not currently have a scoreboard on it. Installation to be done by park maintenance staff.

Tuttle Fencing \$39,850

Approximately 3,400 linear feet of chain link fence at Tuttle Athletic Complex needs to be replaced. The current fence material is over 20 years old and is warped, leaning and not able to be repaired. This request is for a heavier gauge fence fabric and posts for the entire perimeter of the complex as well as the back stops and outfield fences for fields 1, 2, 4, 5 and 6. Fields 3 and 5 have partial new fences and fields 7 and 8 are all new fences as a result of the 2012 renovations.

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633**

**Stonecreek Park Improvements**

This project is for development of the proposed neighborhood park at Stone Creek located in park district #5. The developer has contributed approximately \$218,000 for the first six phases into the pro-rata equipment fees escrow account in accordance with the Mandatory Park Land Dedication Ordinance. This request transfers the fees from the escrow account to the recreation development account. MHS Planning and Design has completed a site plan for this park land.

**CITY MANAGER'S COMMENTS: Approved**

0643	PLAYGROUND EQUIPMENT	1,080	-	-	-
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<b>Capital TOTAL . . . . . :</b>	<b>49,374</b>	<b>147,200</b>	<b>163,200</b>	<b>396,850</b>
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<b>Recreation Development TOTAL . . . :</b>	<b>189,998</b>	<b>258,200</b>	<b>439,200</b>	<b>703,750</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	39,239	47,500	41,800	39,300
Total Expenditures	188,240	239,600	241,200	198,500
Excess Revenues Over (Under) Expenditures	(149,001)	(192,100)	(199,400)	(159,200)
Net Other Financing Sources (Uses)	150,000	175,000	185,000	160,000
Net Gain (Loss)	999	(17,100)	(14,400)	800
Fund Balance - Beginning	15,163	20,263	16,162	1,762
Fund Balance - Ending	16,162	3,163	1,762	2,562

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4530	City Contracts	39,239	47,500	41,800	39,300
Total Revenues		39,239	47,500	41,800	39,300

**SUMMARY OF OPERATING TRANSFERS**

**Fund**

13 Radio System

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In				
From General Fund	150,000	175,000	185,000	160,000
*Expended in General Fund	67,200	72,000	72,000	75,200
Operating Transfers Out				
*Expended in General Fund	67,200	72,000	72,000	75,200
Net Other Financing Sources (Uses)	150,000	175,000	185,000	160,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	182,363	178,950	178,950	193,500
Supplies	5,876	2,500	2,500	5,000
Capital	-	58,150	59,750	-
<b>Total Expenditures</b>	<b>188,240</b>	<b>239,600</b>	<b>241,200</b>	<b>198,500</b>

<b>Fund</b>
13 Radio System

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**20 Contractual**

0213 CONSULTING FEES	20,521	11,000	11,000	18,000
<b>DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0213</b>				<b>Consulting Fees</b>

Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system, such as interference issues with lease holders on the towers, in-building coverage testing for commercial developments as required in the Fire Code, etc. (\$5,000.00).

The City is currently involved in studying a County Radio System and Dispatch Center Needs Assessment. It is recommended to increase this existing line item by \$7,000.00 to cover consultant costs over the next year. The anticipated tasks covered by this line item are:

- Review of the RCC Report
- Meeting with RCC for Q&A
- Provide a report summary and comments to the City
- Meetings with City staff for discussion and follow-up
- Assist with the development of a City position regarding participation in the County project
- Development of a recommended path forward

Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$2,000 x 3 towers for a total of (\$6,000.00)

Total Consulting Request: \$18,000.00

**CITY MANAGER'S COMMENTS: Approved**

0231 SERVICE-MAINT. CONTRACTS	161,843	167,950	167,950	175,500
<b>DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0231</b>				<b>Service Maint. Contracts</b>

There is an increase of \$7,558.00 (4.3%) in this line item from the previous year based on the consumer price index. The City’s contract with Harris Corporation is on a calendar year schedule.

This amount includes annual maintenance on the radio system, EOC Equipment, Interoperability, and the Mobile Command Vehicle, and the microwave system that connects the 3rd site at Fire Station #2 back to the control point at the Police Department.

Total Service Maintenance Contract Request: \$175,527.00

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .:</b>	<b>182,363</b>	<b>178,950</b>	<b>178,950</b>	<b>193,500</b>
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<b>Fund</b>
13 Radio System

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**30 Supplies**

0347 GENERAL MAINT. SUPPLY	5,876	2,500	2,500	5,000
<b>DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0347</b>			<b>General Maint Supplies</b>	

Most of the radios being used in the system are 7 to 8 years old. With age and use of the radios, small parts such as belt clips, antennas, and knobs break and must be replaced. The request is for funds to buy miscellaneous replacement parts and accessories as needed throughout the next budget year.

Miscellaneous Part and Accessories Request: \$2,000.00

Spare Batteries and Chargers – It is recommended that the City have a few extras inventoried. It is recommended that the City purchase 20 spare batteries and charger sets.

Spare Batteries and Chargers: \$3,000.00

Total Miscellaneous Parts and Accessories \$5,000.00

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>5,876</b>	<b>2,500</b>	<b>2,500</b>	<b>5,000</b>
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**60 Capital**

0617 RADIO EQUIPMENT	-	58,150	59,750	-
<b>DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0617</b>			<b>2014 Amendment</b>	

Increase by \$1,600.00

The City purchased a new VHF iCom Aviation Base Station for the Ralph M. Hall Municipal Airport terminal building in the amount of \$1,977.00

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>58,150</b>	<b>59,750</b>	<b>-</b>
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<b>Radio Fund TOTAL :</b>	<b>188,240</b>	<b>239,600</b>	<b>241,200</b>	<b>198,500</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	71,195	200	54,100	-
Total Expenditures	162,500	917,500	900,000	-
Excess Revenues Over (Under) Expenditures	(91,305)	(917,300)	(845,900)	-
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(91,305)	(917,300)	(845,900)	-
Fund Balance - Beginning	1,099,507	84,207	1,008,202	162,302
Fund Balance - Ending	1,008,202	(833,093)	162,302	162,302

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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14 Street Improvements
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Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	41	-	-	-
4800	Assessments	2,043	200	1,400	-
4810	Assessments - Bourn St.	-	-	500	-
4816	Pro-Rata - RH Pkwy.	64,244	-	-	-
4818	Pro-Rata - Road Projects	4,868	-	52,200	-
<b>Total Revenues</b>		<b>71,195</b>	<b>200</b>	<b>54,100</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Capital Outlay	162,500	917,500	900,000	-
<b>Total Expenditures</b>	162,500	917,500	900,000	-

<b>Fund</b>				
14 Street Improvement Fund				
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>60 Capital</b>				
0635 STREET CONSTRUCTION	162,500	917,500	900,000	-
<b>Capital TOTAL . . . . . :</b>	<b>162,500</b>	<b>917,500</b>	<b>900,000</b>	<b>-</b>
<b>Street Improvement Fund TOTAL :</b>	<b>162,500</b>	<b>917,500</b>	<b>900,000</b>	<b>-</b>



## **CITY OF ROCKWALL, TEXAS MEMORANDUM**

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2014  
**SUBJECT:** Hotel / Motel Fund Budget

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City staff sent information packets to area organizations. Applications were due July 7<sup>th</sup>. A complete set of applications is presented under separate cover. Staff will meet with the Hotel/Motel tax sub-committee and be prepared to present the proposed funding for consideration at the September 29<sup>th</sup> Council meeting.

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	174,101	50,250	58,300	58,300
Total Expenditures	42,420	323,000	243,000	126,850
Excess Revenues Over (Under) Expenditures	131,681	(272,750)	(184,700)	(68,550)
Fund Balance - Beginning	279,922	364,522	411,604	226,904
Fund Balance - Ending	411,604	91,772	226,904	158,354

## SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	-	250	50	50
4010	Auction Proceeds	75,000	-	-	-
4019	Misc. Revenue	5,501	-	-	-
4535	County Fire Calls	93,600	50,000	58,250	58,250
<b>Total Revenues</b>		174,101	50,250	58,300	58,300

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Supplies	7,371	11,000	4,000	8,000
Capital Outlay	35,049	312,000	239,000	118,850
<b>Total Expenditures</b>	<b>42,420</b>	<b>323,000</b>	<b>243,000</b>	<b>126,850</b>

<b>Fund</b>					
16 Fire Equipment Fund					
		2013	2014	2014	2015
<b>ACCOUNT</b>		<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>City Manager</b>
		<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Approved</b>
<b>30 Supplies</b>					
0377	VOLUNTEER EXPENSES	7,371	11,000	4,000	8,000
<b>Supplies TOTAL . . . . . :</b>		<b>7,371</b>	<b>11,000</b>	<b>4,000</b>	<b>8,000</b>

<b>60 Capital</b>					
0603	BUILDINGS	-	169,000	141,000	-
0610	FURNITURE & FIXTURES	-	-	-	9,650

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0610 Furniture**

\$3,900 Port-A-Cool for Bay area Fire Station 1.

During the summer when the temperatures outside are in the 100 degree range the temperature in the bay area at the station closely mirrors the outside temperature. Due to the fact that there are no rear bay doors in this station we are unable to get any air flow through the station. We know the Port-A-Cool will not keep the entire bay area cool but with it being mobile it can be moved around to the area where the firefighters are working and help move some cool air in that area. This Port-A-Cool could also be loaded on a trailer and transported to an incident scene for use in the rehab area in the event of an extended scene during the hot summer months.

\$2,000 Refrigerators for Fire Station 1.

We currently have 14 employees who work at Station 1 and the unit stays full. The full time drivers do not have the ability to store items to be cooked during their shifts.

\$3,750 Day Room Furniture

The furniture at Station 2 was purchased for the new building in 2001. Station 2 hosts departmental training, public education events and other meetings. The \$3,750 will purchase 2 recliners and 2 sofas and is commercial grade with extended warranties

**CITY MANAGER'S COMMENTS: Approved**

0612	COMPUTER EQUIPMENT	-	13,600	13,600	-
0617	RADIO EQUIPMENT	6,414	45,000	45,000	20,200

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0617 Portable Radios**

\$6,000 New Pagers

\$14,200 Portable Radios

This request is for 5 new firefighters UHF portable radios and all required components at a cost of \$2,833.50 each. All of our current firefighters, paid and volunteer have portables. These portables along with the charger and lapel microphone will be used for new volunteer firefighters that may be added in the coming year.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>				
16 Fire Equipment Fund				

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0621 FIELD MACHINERY & EQUIPMENT	28,634	84,400	39,400	89,000
<b>DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621</b>				<b>Field Equipment</b>

\$42,000 - Bunker Gear (10 new or replacement)

17,000 - Opticom Equipment New Signals including SH 205 at Ridge Road West, and Ralph Hall at Mims Road).

6,000 - Opticom Equipment Moving on FM3097

10,500 - Opticom Labor

8,500 - Opticom Equipment - replacing older malfunctioning units as needed

5,000 - New PASS devices

**CITY MANAGER'S COMMENTS: Approved**

0623 VEHICLES

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621**

**Restore 1959 Ford Fire Engine**



The department's oldest fire engine is in poor condition but "Granny" is not ready for the scrap pile yet. Cost estimates are being sought from restoration companies to determine the feasibility of bringing the truck back to parade ready condition. Staff hopes to have the costs accumulated for exterior and interior restoration as well as mechanical overhaul including brakes and tires.



**CITY MANAGER'S COMMENTS: Funding will be considered when estimates have been accumulated.**

Capital TOTAL . . . . . :	35,049	312,000	239,000	118,850
Fire Equipment TOTAL :	42,420	323,000	243,000	126,850

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	31,406	9,750	27,850	48,100
Total Expenditures	76,591	20,850	38,200	69,650
Excess Revenues Over (Under) Expenditures	(45,185)	(11,100)	(10,350)	(21,550)
Net Other Financing Sources (Uses)	25,000	11,000	11,000	15,000
Net Gain (Loss)	(20,185)	(100)	650	(6,550)
Fund Balance - Beginning	29,110	510	8,925	9,575
Fund Balance - Ending	8,925	410	9,575	3,025

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4500	Grant Proceeds	8,618	3,250	3,850	18,100
4750	Land Lease	8,953	6,500	15,000	24,000
4752	F.B.O. Lease	870	-	9,000	6,000
4758	Fuel Sales	12,964	-	-	-
<b>Total Revenues</b>		<b>31,406</b>	<b>9,750</b>	<b>27,850</b>	<b>48,100</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In				
From General Fund	25,000	11,000	11,000	15,000
<b>Total Other Financing Sources</b>	<b>25,000</b>	<b>11,000</b>	<b>11,000</b>	<b>15,000</b>
Net Other Financing Sources (Uses)	25,000	11,000	11,000	15,000

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	11,030	11,350	21,850	10,850
Supplies	20,220	750	750	750
Operational	43,155	6,500	6,500	55,800
Utilities	2,187	2,250	2,250	2,250
Capital	-	-	6,850	-
<b>Total Expenditures</b>	<b>76,591</b>	<b>20,850</b>	<b>38,200</b>	<b>69,650</b>

<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**20 Contractual**

0224 INSURANCE-WORKERS COMP	1,101	1,500	-	-
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0224** **Workers Comp**

The City no longer purchases WC for the FBO.

0227 INSURANCE-REAL PROPERTY	1,828	2,500	2,500	2,500
0229 INSURANCE-LIABILITY	397	1,800	1,800	1,800
0240 BANK CHARGES	874	-	-	-
0240 EQUIPMENT REPAIRS	4,655	-	2,000	-

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0240** **Equipment Repairs**

Amended - Costs associated with purchasing Jet A truck. Funds were approved by Council from General Fund Reserves.

0242 EQUIPMENT RENTAL & LEASE	-	250	250	250
0244 BUILDING REPAIRS	2,094	5,000	5,000	5,000
0246 VEHICLE REPAIRS	-	-	10,000	1,000

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0246** **Amended Budget**

Tires and misc engine and pump repairs - fuel truck \$10,000

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0246** **Vehicle Repair**

\$1,000 for general repair for 2 city owned fuel trucks

**CITY MANAGER'S COMMENTS: Approved**

0280 STATE PERMITS	81	300	300	300
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<b>Contractual TOTAL . . . . . :</b>	<b>11,030</b>	<b>11,350</b>	<b>21,850</b>	<b>10,850</b>
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**30 Supplies**

0331 FUEL & LUBRICANTS	10,306	-	-	-
0339 FUEL TANK REPAIRS	1,152	250	250	250
0341 CONSTRUCTION & REPAIR SUPPLY	8,761	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>20,220</b>	<b>750</b>	<b>750</b>	<b>750</b>
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<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**40 Operational**

0409 GRANT MATCHING	43,155	6,500	6,500	55,800
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409** **Grant Fund Matching - RAMP**

**Routine Airport Maintenance Program**

AWOS - Automated Weather Observation System. As an AWOS owner, the City is obligated to operate and maintain the system according to FAA AC No. 150/5220-16D.

The City will contract directly with Vaisala, Inc. to provide maintenance on the AWOS at the airport. Currently each airport contracts individually for the NADIN interface service connection that links the AWOS weather data with FAA Flight Services and the National Weather Service. The NADIN connection is also used for remote daily monitoring of the AWOS system to perform maintenance functions. Both items are reimbursable at 50% under the Routine Airport Maintenance Program.

1. AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780.
2. AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with Vaisala, Inc. and is eligible for a 50% reimbursement from RAMP Grant) – Cost after reimbursement: \$2,983.
3. Painting – Both box hangars used for airplane storage and maintenance need to be repainted on the interior to further prevent rust and to protect the overall structural integrity of the facility. 2 box hangars @ \$9,600 each. Total: \$19,200. Cost after reimbursement: \$9,600.
4. Hangar and maintenance shop lighting and electrical – demo the existing lighting in both box hangars / replace with new LED lighting, upgrade electrical panels as needed. Add GFCI receptacles on hangar columns for customers to charge batteries, vacuum, and for pre and post flight use. Total: \$9,470. Cost after reimbursement: \$4,735.

Total RAMP Grant Matching Request: \$18,100.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409**

**Grant Fund Matching - NPE**

Non-Primary Entitlement Grant Program

The City of Rockwall and the REDC are finalizing an Airport Development Plan at the Ralph M. Hall / Rockwall Municipal Airport. Actual reconstruction of the airport facilities could take 3-5 years depending on funding schedule and what is allowed with expansion and available land for acquisition. With the assistance of KSA Engineers, a 3-5 year maintenance plan has been developed for the airport using federal grant funds.

It is proposed that the City work with TXDOT Aviation to address asphalt repair to the runway, taxiways, parking area, as well as address ongoing hangar drainage issues. TXDOT’s grant program pays 90% and the City would pay 10%.

KSA Engineers can help the City prepare a Letter of Interest (LOI) and work with TXDOT Aviation for finalizing the scope of work and funding sources through the State and the FAA. It is proposed that the City fund the 10% matching funds for these projects.

The top priorities are:

1. Hangar drainage and parking surface. There are several T hangars that are unusable due to poor drainage and parking surface. Total estimated cost: \$498,031.
2. Drainage, apron overlay and seal coat. There are several large areas of asphalt failures that need to be addressed. This area was not upgraded in the last overlay project. Total estimated cost: \$398,664.
3. Runway repair and seal coat. There are several areas along the edge of the runway that need to be addressed. It is proposed to repair the sections in the worst condition and then seal coat the entire runway and restripe. Total estimated cost: \$234,237.

Total for Top 3 priorities: \$1,130,932.

Local grant matching (10%): \$113,093.

**CITY MANAGER'S COMMENTS: Runway repair and seal coat is approved contingent on TxDOT funding. Remaining items will be considered as we proceed through the airport development plan process.**

<b>Operational TOTAL . . . . .:</b>	<b>43,155</b>	<b>6,500</b>	<b>6,500</b>	<b>55,800</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	2,187	2,250	2,250	2,250
<b>Utilities TOTAL . . . . .:</b>	<b>2,187</b>	<b>2,250</b>	<b>2,250</b>	<b>2,250</b>

<b>Fund</b>				
17 Airport Special Revenue				

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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**60 Capital**

0623 VEHICLES	-	-	6,850	-
<b>DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0623</b>			<b>Vehicle Purchase</b>	

Amended - Purchase of Jet A Mobile Fuel Truck from Mineral Wells Airport.

<b>Capital TOTAL . . . . :</b>	-	-	<b>6,850</b>	-
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<b>Airport Fund TOTAL :</b>	<b>76,591</b>	<b>20,850</b>	<b>38,200</b>	<b>69,650</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b> 18 Recycling
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	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	25,456	30,000	30,000	30,000
Total Expenditures	12,162	14,000	9,000	14,000
Excess Revenues Over (Under) Expenditures	13,294	16,000	21,000	16,000
Fund Balance - Beginning	80,080	95,880	93,374	114,374
Fund Balance - Ending	93,374	111,880	114,374	130,374

**SUMMARY OF REVENUES**

**Fund**  
18 Recycling

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4780	Recycling Revenue	25,456	30,000	30,000	30,000
Total Revenues		25,456	30,000	30,000	30,000

**SUMMARY OF EXPENDITURES**

**Fund**

18 Recycling

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operational	12,162	14,000	9,000	14,000
<b>Total Expenditures</b>	<b>12,162</b>	<b>14,000</b>	<b>9,000</b>	<b>14,000</b>

<b>Fund</b>
18 Recycling

<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>40 Operational</b>				
0428 OTHER	9,200	10,000	5,000	10,000
0469 PROMOTION EXPENSE	2,962	4,000	4,000	4,000
<b>Operationa TOTAL . . . . .:</b>	<b>12,162</b>	<b>14,000</b>	<b>9,000</b>	<b>14,000</b>
<b>Recycling TOTAL . . . . .:</b>	<b>12,162</b>	<b>14,000</b>	<b>9,000</b>	<b>14,000</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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24 Downtown Fund
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	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	15,000	-	10,000	10,000
Total Expenditures	(2,476)	-	11,600	7,000
Excess Revenues Over (Under) Expenditures	17,476	-	(1,600)	3,000
Fund Balance - Beginning	40,244	-	57,721	56,121
Fund Balance - Ending	57,721	-	56,121	59,121

## SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4050	Donations	10,000	-	10,000	10,000
4460	Building Lease Revenue	5,000	-	-	-
Total Revenues		15,000	-	10,000	10,000

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	-	-	1,000	5,000
Operational	(2,476)	-	10,600	2,000
<b>Total Expenditures</b>	<b>(2,476)</b>	<b>-</b>	<b>11,600</b>	<b>7,000</b>

<b>Fund</b>				
24 Downtown Fund				
<b>ACCOUNT</b>	<b>2013 Actual Expense</b>	<b>2014 Adopted Budget</b>	<b>2014 Amended Budget</b>	<b>2015 City Manager Approved</b>
<b>20 Contractual</b>				
0293 GRANT PROGRAM - MAIN STREET	-	-	1,000	5,000
<b>Contractual TOTAL . . . . .:</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>5,000</b>
<b>40 Operational</b>				
0469 PROMOTION EXPENSE	-2,476	-	10,600	2,000
<b>Operationa TOTAL . . . . .:</b>	<b>-2,476</b>	<b>-</b>	<b>10,600</b>	<b>2,000</b>
<b>Recycling TOTAL . . . . .:</b>	<b>-2,476</b>	<b>-</b>	<b>11,600</b>	<b>7,000</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	(2,997)	-	35,600	-
Total Expenditures	-	75,400	128,400	43,500
Excess Revenues Over (Under) Expenditures	(2,997)	(75,400)	(92,800)	(43,500)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(2,997)	(75,400)	(92,800)	(43,500)
Fund Balance - Beginning	685,180	685,562	682,183	589,383
Fund Balance - Ending	682,183	610,162	589,383	545,883

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4550	Seizure Revenue	(2,997)	-	35,600	-
Total Revenues		(2,997)	-	35,600	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	-	-	5,500	6,000
Operational	-	20,000	10,000	20,000
Capital	-	55,400	112,900	17,500
<b>Total Expenditures</b>	-	75,400	128,400	43,500

<b>Fund</b>
26 Narcotics - Seizure Awards

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
<b>20 Contractual</b>				
0231 SERVICE-MAINT CONTRACTS	-	-	5,500	6,000
<b>Contractual TOTAL . . . . . :</b>	<b>-</b>	<b>-</b>	<b>5,500</b>	<b>6,000</b>

<b>40 Operational</b>				
0451 CONFIDENTIAL FUNDS	-	20,000	10,000	20,000
<b>Operational TOTAL . . . . . :</b>	<b>-</b>	<b>20,000</b>	<b>10,000</b>	<b>20,000</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	-	-	5,900	-
0624 POLICE EQUIPMENT	-	55,400	107,000	17,500
<b>DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0624</b>				<b>Portable Storage Unit</b>

Purchase an 8ft X 20ft Storage container with garage or double lock doors.

Price \$ 3,500 delivered.

This storage container, like the one used by the City Service Center would allow the Police Department to store items such as new tires and older but useable police vehicle equipment. It can be placed in the back parking lot next to the cemetery.

**CITY MANAGER'S COMMENTS: Approved, funded through seized funds.**

**DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0624** **Tasers and Defibrillators**

The Police Department is requesting \$14,000 for the purchase of four automatic electronic defibrillators and eight Tasers.

The department currently has four automatic electronic defibrillators units that are over ten years old. The units are deployed in the field daily and have successfully been used in life saving emergencies in the past but are in need of replacement. The cost of four new units would be \$6,000.

This year the department started issuing Tasers to each patrol officer and we need eight more units to ensure that each officer and sergeant in the patrol division have a Taser available to them. The Taser gives the officers a less lethal option when faced with violently resisting subjects. The cost for eight new Tasers would be \$8,000.

**CITY MANAGER'S COMMENTS: Approved, funded through seized funds**

<b>Capital TOTAL . . . . . :</b>	<b>-</b>	<b>55,400</b>	<b>112,900</b>	<b>17,500</b>
<b>Public Safety Fund TOTAL :</b>	<b>-</b>	<b>75,400</b>	<b>128,400</b>	<b>43,500</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2014  
**SUBJECT:** REDC and RTPA Budget Process

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The REDC staff is working on their budgets at this time and will meet shortly with the management committee. The proposed budgets will be presented to the Board of Directors at their meeting on September 11th. After the Board has completed their review and approval process, the budget document will be presented to City Council for consideration and adoption.

# Budgetary Financial Policies

Amended 8/2012

Financial policies set forth the basic framework for the fiscal management of the City. Policies, which are reviewed and approved by the City Council, will be updated and implemented annually to ensure that the City maintains a sound financial position in each of the City's fund and account groups. These policies are developed within the parameters set forth in the City's Charter, Article VIII. The policies will provide guidelines for short and long term decision making.

## Operating Funds Budget Policies

1. The City Manager prior to August first of each year shall prepare and submit to the City Council, the annual budget covering the next fiscal year. A budget message shall be prepared in accordance with City Charter requirements.
2. The budget of each fund should be balanced with appropriations not exceeding current year revenues, transfers-in, and available fund balance reserves.
3. Transfers between funds shall only be permitted to the extent that the basis and justification of the transfer can be quantified. Periodic transfers are made for administrative cost reimbursements to the General Fund or Internal Service Funds. In addition, fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses.
4. One-time revenues in operating funds will not be used for funding on going appropriations. One-time revenues shall only be used to fund capital improvements, capital equipment, or other one-time appropriations.

## General Fund Revenue Policies

1. All new programs or service enhancements shall be implemented according to Council direction as part of the budget process. In the event additional revenues are required to implement a new program or service enhancement, a cost benefit analysis of the program change will be conducted by the staff to determine if a new revenue source or increase in existing revenue will be needed. The analysis shall include the applicability of user fees as a source of revenue to support the new or expanded program. The maintenance and operation portion of the General Fund ad valorem tax rate shall only be raised after thorough review of other revenue sources and proposed appropriation.
2. Through the proposed budget the City shall strive to develop a balance in major revenue sources to protect the financial stability of the City in the event of severe fluctuation in the national and/or local economy. This balance will maintain a diversified and stable revenue system. The major revenue sources of the General Fund are Sales Tax, Ad Valorem taxes and charges for services.
  - a. Property Taxes – the Rockwall Central Appraisal District prepares the calculation of the Effective and Rollback tax rates each year. Historically the City has experienced an approximate 98-99% collection factor during the fiscal year. The City Manager will present the budget to the Council employing a 98% collection factor for current year property taxes. This collection factor may be reduced if significant economic conditions warrant.
  - b. Sales Taxes – The City Manager will review historic trends and detailed sales tax data to determine appropriate levels for projecting sales tax revenue. National and regional economic cycles shall be considered and may cause staff to adjust projections downward from this level.

- c. Charges for services shall be reviewed and updated at least every three years. The review will consider the cost of providing the service and a review of similar charges in comparable cities in the region.
3. Other revenues shall be projected based on actual collections from the preceding year and estimated collections of the current fiscal year, while taking into account known circumstances that will impact revenues for the new fiscal year. Revenue projections will be made conservatively.

#### Utility Fund Revenue Policies

1. A cost of service rate study will be conducted to determine a benchmark rate necessary to fund the utility each 3 years. Updates to the study will be performed annually to ensure that the rates in effect will fund the utility budgets.
2. Capital improvements and participation in the oversizing of utility facilities during the development of the City required as a result of growth, should be paid in part through capital recovery fees that are reviewed and adjusted within the requirements of the statute allowing their utilization.
3. Utility Fund revenues are budgeted on the basis of a normal year, not on the basis of forecasted extreme wet or dry years. The City will make every reasonable effort to ensure accurate measurement of water purchased and sold.
4. The City shall consider the appropriateness of using contract revenue bonds issued through the NTMWD when considering the issuance of revenue bonds.

#### Debt Service Fund Revenue and Expenditure Policies

1. The City will issue only multi-year debt and the debt will be used only to fund capital projects that cannot be funded by current revenues except as may be otherwise required by an emergency or other unforeseen circumstance.

To minimize interest costs on issued debt, The City will structure debt with maturities not to exceed 20 years. Longer issues may be authorized in the unusual case of a substantially longer life or other extenuating circumstances. The final maturity date for any multi-year debt will not exceed the expected useful life of the capital improvement so financed.

2. An evaluation of existing and projected overlapping and direct debt shall be reviewed by the Council as well as any committee appointed by the Council to develop recommendations for proposed new debt for the City. Estimates of growth shall be conservative and consideration will be given as to the City's future ability to repay the debt and maintain an ability to issue additional unforeseen debt.
3. The city may utilize Contractual Obligations for large equipment and vehicle purchases after a review of available resources. The City recognizes Contractual Obligations as an appropriate tool for these acquisitions.

#### Special Revenue Funds Revenue and Expenditure Policies

1. Recreation Development Fund revenues are received from marina lease agreements and are to be used to fund expenditures for capital projects related to park and recreation improvements.
2. Street Assessment Funds revenue sources includes assessment payments from property owners, and payments in lieu of assessments from developers. These funds will only be used for like capital projects or to repay existing debt for constructed projects, as approved by the City

Council, unless otherwise addressed in the authorizing ordinance or agreement for such revenues.

3. Fire Equipment Fund revenue sources include donations and contract payments from Rockwall County for fire protection services. Funds received will be used for the purchase of capital equipment for the Fire Department.

#### Fund Balance Policies

1. The City shall strive to maintain a General Fund balance reserve of not less than 3 months of recurring operating appropriations. Should the audited fund balance at the end of a fiscal year exceed 3.5 months, the City Council may elect to transfer a portion of the fund balance to a capital projects fund to pay for future capital projects such as roads and fire stations, repairs extending the life of an asset, and capital project planning expenses.
2. Debt Service Funds shall not have a balance that exceeds 1% of the general obligation debt outstanding principal. Debt service fund balances in excess of this requirement may be drawn down to be used to reduce ad valorem tax revenue for bond principal and interest payments on existing or new debt. The fund balance must remain sufficient to protect against unexpected downturns in property tax collections included in the budget. Consideration will be given to the impact such use would have on future tax rate calculations.
3. All other fund balances shall be maintained at a level necessary to ensure stability in the event of a decline in revenues dedicated to that fund. Fund balance requirements shall always be in agreement with bond covenants.
4. Fund balances should not generally be used to fund ongoing operations.

#### Operating Fund Expenditures

1. Operating fund expenditures shall be accounted for and budgeted in the six major categories:
  - a. Personnel Services
  - b. Contractual
  - c. Supplies
  - d. Operational
  - e. Utilities
  - f. Capital Outlay
2. The proposed budget shall appropriate sufficient funds for operations to maintain existing quality and scope of City services and where appropriate include funds for expanded or new services.
3. The City will regularly examine programs and services in order to reduce operating cost or enhance service levels without cost increases.
4. Population estimates where employed in the budget shall be based on the North Central Texas Council of Governments (COG) population projections released April 1 of each year. The COG population will be projected forward by including actual housing starts data from January 1 to June 1 and projected housing starts from July 1 to December 31 of the current year. Housing start projections will be based on available data from the City's building permits and Builder interviews.
5. Personnel service expenditures will reflect the minimum staffing to provide approved quality and scope of City services. The City reasonably expects to experience a low staff turnover rate during any given year. In order to recognize periods of less than full employment and the

recruiting period, the City will recognize a vacancy savings factor of \$15,000 per new position in the proposed budget.

6. The City will provide a competitive compensation and benefit plan to attract and retain quality employees in order to provide high quality service
7. Supply expenditures shall be sufficient to ensure optimal productivity of City employees. Maintenance expenditures shall be sufficient to ensure a relatively stable level of maintenance expenditures each budget year and to enhance and prolong the life of capital equipment and property.
8. Expenditures for new capital equipment shall be made only to enhance employee productivity, improve quality of service, or expand scope of services. The City's Vehicle Replacement Policy guidelines will be considered when determining mobile equipment budgets.
9. The City will evaluate the methods for providing public services in order to reduce operating expenditures and/or enhance quality and scope of services without increased costs.

#### Capital Project Expenditures

1. The City will develop a multi-year plan for capital projects, which identifies all projects likely to be constructed within a five-year period. The multi-year plan will reflect for each project the likely funding source and timeframe for completion.
2. Capital projects will be constructed to:
  - a. Protect or improve the community's quality of life.
  - b. Protect or enhance the community's economic vitality.
  - c. Support and service new citizens and development.
  - d. Provide significant rehabilitation of City infrastructure for sustained service.

**CITY OF ROCKWALL, TEXAS  
VEHICLE AND HEAVY EQUIPMENT  
ACQUISITION AND REPLACEMENT POLICY**

*Adopted by City Council  
October 16, 2006*

**OBJECTIVE:**

The purpose of this policy is to establish guidelines for the acquisition, retention and disposition of vehicles and equipment utilized by various departments. This Replacement Policy outlines the process and criteria used in determining replacement of vehicles and equipment. It also defines procedures regarding acquisition of vehicles and equipment.

**REPLACEMENT CRITERIA:**

The criteria below are used to determine if replacement of a unit is warranted:

1. Years of Service, number of years the unit is in service from date purchased.  
(See Vehicle/Equipment Lifecycle Listings)
2. Accumulated Mileage/Hours Elapsed, number of miles or hours deemed excessive per each type of vehicle classification.
3. Overall appearance of the unit.
4. Operating Costs including fuel.
5. Maintenance Costs including preventative maintenance and repair costs.
6. Reliability / Down Time Experience, information derived from fleet records and driver reports.
7. Salvage Value, market value of unit.
8. Obsolescence, units can no longer accomplish the task for which they were originally purchased.
9. Usage History, information from user department.
10. Cost of Needed Repairs or Overhauls, major repairs needed to extend the service life of the unit.

Generally, when a unit reaches the end of the lifecycle, the unit should be replaced. The information is recorded on a "Vehicle/Equipment Evaluation Form" (see attachment), and used to support replacement recommendations during the budget process. When the replacement of the unit has been approved, the technical evaluation ensures that a unit, which has been identified for replacement is or is not recycled down to another department, depending on its condition.

The lifecycle listings are re-evaluated on an annual basis. Lifecycle listings do not mandate replacement of a unit based strictly upon years of service. All of the criteria listed above is used by the Department Director and taken into consideration when recommending a unit for replacement. Replacement recommendations are generated and passed along to the City Manager during the budget process. Once the budget is adopted, requisitions are generated and forwarded to the Purchasing Agent.

The Department Director or designee will provide specifications and/or ensure based upon his recommendation to purchase the replacement unit with cleanest emission friendly power-plant (engine) available. The recommendation is based upon available technologies and availability of fuel and infrastructure needed to support the vehicles/equipment being recommended for replacement.

## ACQUISITION:

The Department Director or designee will complete a "Vehicle/Equipment Request Form" (see attachment) and forward it with their completed budget to the Finance Director. Once the determination has been made to purchase a new vehicle and it has been approved in the appropriate budget, the Purchasing Agent and the Department Director or designee will meet and discuss the acquisition of the vehicle. The Purchasing Agent and the department representative will determine whether to purchase the vehicle from various cooperative purchasing contracts or to procure the vehicle on the open market through the bidding process.

Once this determination has been made, the Department representative will forward to the Purchasing Agent an automated or written purchase requisition which will initiate the purchasing process. The requisition shall include the account number to be charged, the estimated budget amount, and a description of the unit to be purchased. The Department representative, via interoffice mail or email, shall forward written specifications or contract vendor information for the vehicle to be purchased to the Purchasing Agent. The Purchasing Agent will then proceed to procure the vehicle and/or equipment according to established purchasing policies and procedures.

## DEFINITIONS:

City Vehicle – any City owned self-propelled motor vehicle having an initial value of \$1,000 which qualified that unit as an Asset under the Capitalization Policy.

Equipment – All equipment including but not limited to backhoes, dozers, tractors, loaders, trailers and large mowers which have a initial value of \$1,000 that qualifies that unit as an Asset under the Capitalization Policy.

Excellent Condition – the vehicle looks new, is in excellent mechanical condition and needs no reconditioning. The engine compartment is clean with no fluid leaks and is free of any wear or visible defects

Good Condition – the vehicle is free of any major defects. Body is in good shape with only minor blemishes and there are no major mechanical problems.

Fair Condition – the vehicle has some mechanical or cosmetic defects and needs servicing but is still in reasonable running condition.

Poor Condition – the vehicle has several mechanical and/or cosmetic defects and is in poor running condition. The vehicle may have problems that cannot be readily fixed such as frame damage.

## CATEGORIES OF VEHICLE AND EQUIPMENT ASSETS:

1. Mission Critical – requires a new replacement on a regular basis.

This asset has a set life expectancy. The asset will be replaced when the life expectancy has been reached and/or the condition of the asset warrants replacement. The using department is responsible for routine vendor maintenance and repairs.

2. Mission Essential – **does not** require a new replacement on a regular basis.

This asset could be replaced whenever a newer more reliable unit becomes available. A one-time justification would be required for the asset as long as the function that the asset supports does not change. The using department is responsible for routine vendor maintenance and repairs.

3. Mission Supportive –

This asset could be a hold over from a previous replacement or acquired from other sources. The using department would be required to submit annual justification for the continued use of the asset in our fleet. Usage, vehicle condition and maintenance cost will be key factors in keeping this asset in the fleet. This asset would be replaced at the end of its useful life if another reliable unit is available. The using department is responsible for routine vendor maintenance and repairs.

4. Unique or One Time Purchase –

An asset that is not anticipated being replaced or replacement life is indefinite. The using department is responsible for routine vendor maintenance and repairs.

5. Pool Vehicle –

This asset is a hold over for use by any department on a temporary basis. The using department is responsible for routine vendor maintenance and repairs.

### **CHANGES TO REPLACEMENT SCHEDULE:**

Any request for change, as an example; shorten or lengthen useful life, change in function or moving vehicles and equipment from one department to another requires completion of the “Vehicle/Equipment Request Form”.

The form must be completed by the using department and submitted with their annual proposed budget to the Finance Department.

### **VEHICLE AND EQUIPMENT DISPOSITION:**

When a new vehicle or piece of equipment is placed in service, the replaced unit is either handed off to the designated using department or the unit is tagged as surplus property and scheduled for public auction. The last using department of the surplus property is responsible for completing the condition of the asset form for the auctioneer. The unit will not be auctioned without this completed form.

### **NEW VEHICLE AND EQUIPMENT DOCUMENTS:**

All vendor paperwork for a new vehicle or equipment must be forwarded to the Purchasing Agent for processing. Paperwork includes Signed Receipt, Manufacturer’s Statement of Origin, Odometer Affidavit and Title Transfer papers.

### **CANNABALIZATION OF VEHICLES AND EQUIPMENT:**

When a unit or asset is ready for disposal, it will be intact without cannibalization. Any item purchased with and/or accountable as part of the unit will remain with the unit. Any deviation from this policy will require submission of the “Vehicle/Equipment Request Form” and approval by the City Manager or designee.

## VEHICLE/EQUIPMENT LIFECYCLE LISTINGS:

CLASSIFICATION TYPE	DESCRIPTION	ESTIMATED YEARS OF SERVICE
Automobiles	Public Safety Marked:	
	Patrol Unit - years or 80K Miles	2
	Community Services Unit – years or 100K miles	5
	Administrative – years or 100K miles	5
	Mid-Size Sedan - years or 100K miles	5
S.U.V.	Mid-Size – years or 100K miles	5
	Large – years or 100K miles	5
Light Truck (to 0.5k to 21,000 lbs.)	½ ton Compact Truck	8
	½ ton Truck Pickup	8
	¾ ton Truck Pickup	8
	1 ton Truck Pickup	8
	¾ ton Cab/Chassis w/ACU	8
	¾ ton Cab/Chassis w/Flatbed	8
	1 ton Cab/Chassis w/Flatbed	8
	1 ton Cab/Chassis w/Utility Body	8
	1 ton Cab/Chassis w/Dump Body	8
	Cab/Chassis w/Ambulance Body	5
Cab/Chassis w/Specialty	8	
Truck (21,001 lbs.- 33,000 lbs.)	Cab/Chassis w/Bucket	8
	Cab/Chassis w/Brush Body	8
	Cab/Chassis w/Dump Body	8
	Cab/Chassis w/Res. Refuse Body*	8
	Cab/Chassis w/Specialty	8
Truck (33,001 +)	Fire Apparatus/Pumper	8-10 or longer**
	Fire Apparatus/Ladder	8-10 or longer**
	Cab/Chassis w/12-14 yd. Dump Body	8
	Cab/Chassis w/Frontloader Body	8
	Cab/Chassis w/Rolloff Body	8
	Cab/Chassis w/Specialty	8
Trailers	Light & Medium Duty	10
	Heavy Duty	15
	Covered Cargo	15
Motorcycles	Traffic (Police)	3

\* (Single Axle Chassis, specified w/Increased G.V.W./Wheelbase)

\*\* Fire Apparatus are in active status for 8 – 10 years then in reserve status for up to 20 years for ISO.

## VEHICLE/EQUIPMENT LIFECYCLE LISTINGS CONTINUED:

CLASSIFICATION TYPE	DESCRIPTION	ESTIMATED YEARS OF SERVICE
Mowers	15 Ft. Riding Tri-Wing Turf	5
	60 " Riding Turf	3
	Reel	5
	Flail	5
	15 Ft. Tri-Wing	5
	Brush Hog Attachments	2
Construction Equipment	Skid Loader	10
	Backhoe/Loader	10
	Articulated Wheel Loader	10
	Excavator, (Track, Wheeled)	10
	Asphalt Roller	10
	Air Compressor	10
	Concrete Saw	6
	Self-Propelled Concrete Breaker	10
Miscellaneous Equipment	Ball Field Stripping Machine	5
	Traffic Stripping Machine	5
	Truckster	5
	Forklift (Gas)	8
	Forklift (Propane)	8
	Forklift (Electric)	15
	Generator	10
	Sand Spreader	8
	Specialty	10

City of Rockwall  
Vehicle and Heavy Equipment  
Acquisition and Replacement Policy  
*Addendum*

When a vehicle is requested to be replaced with a new vehicle through the budget process, the following procedure shall be used for any light duty vehicle purchase. This would include any sedan, SUV, light duty truck under a 1 ton payload or passenger cars. This procedure shall not apply to the replacement of fire suppression vehicles, heavy equipment or mowers/tractors.

The "Vehicle/Equipment Request Form as amended, shall be submitted with each vehicle request in the departmental budget request. The Department Director shall sign each vehicle request form. The form shall be completed in its entirety and all information shall be documented.

An "Independent Vehicle Evaluation Form" shall be completed for each vehicle being requested. The Independent Vehicle Evaluation Form shall be completed by an automotive repair facility selected annually by the City Manager's staff. By appointment, the independent evaluation will include a test drive of the vehicle, look for any potential maintenance/repair expenses to be considered in the next 12-15 month period, evaluate any current mechanical problems and list any estimated costs for the repairs to be completed. Vehicles being evaluated by the Independent Evaluator should be expected to be out of service for 24 hours. The cost for the evaluation shall be paid from the requesting department's vehicle maintenance account. The vehicle will be delivered to the automotive repair facility by a citizen employee in the Police Department. Vehicle evaluations can be scheduled by contacting John Krodel at extension 6483. Upon the completion of the vehicle evaluation, the form will be sent directly to the City Manager's Office.

April 30, 2014

**CITY OF ROCKWALL VEHICLE REQUISITION FORM**

Department: \_\_\_\_\_

Division: \_\_\_\_\_

New Vehicle: \_\_\_\_\_

Replacement Vehicle: \_\_\_\_\_

Vehicle to be Replaced:

Purchase Date: \_\_\_\_\_ Purchase Price: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

VIN: \_\_\_\_\_ Vehicle #: \_\_\_\_\_

Previous Years Maintenance/Repair Cost: \_\_\_\_\_

Projected Maintenance/ Repair Cost: \_\_\_\_\_

Vehicle Mileage/Hours: \_\_\_\_\_ Fuel Type: \_\_\_ Gas \_\_\_ Diesel

Vehicle Condition: Poor Fair Good Excellent

Is this a take home vehicle? \_\_\_\_\_ # of Call backs with last 6 months \_\_\_\_\_

*Proposed New Vehicle:*

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Number of Staff Assigned to Vehicle: \_\_\_\_\_ Fuel Type: \_\_\_ Gas \_\_\_ Diesel

Vehicle Purpose and Justification:

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How often will the vehicle tow heavy equipment?

\_\_\_ 25% \_\_\_ 50% \_\_\_ 75% \_\_\_ 100% \_\_\_ N/A

Average Towed Weight: \_\_\_\_\_ Max. Weight Towed: \_\_\_\_\_

Vehicle Payload: \_\_\_\_\_

Equipment to be added: \_\_\_ Yes \_\_\_ No

Equipment Transfer: \_\_\_ Yes \_\_\_ No New Equipment: \_\_\_ Yes \_\_\_ No

VEHICLE PURCHASE PRICE: \_\_\_\_\_ EQUIPMENT COST: \_\_\_\_\_

TOTAL COST: \_\_\_\_\_

## Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
<b>Tax Rates</b>	0.36	0.36	0.36	0.36	0.36	0.3689	0.4250	0.4865	0.5031	0.5031	0.5031	0.5031	0.5025	0.5025	0.4955
<b>Taxable Value</b>	1,360,285,231	1,589,000,910	1,834,621,900	1,988,933,070	2,232,983,948	2,433,421,962	2,597,228,959	2,781,217,425	2,972,551,814	3,090,336,508	3,144,632,618	3,159,425,094	3,161,088,138	3,286,196,578	3,684,358,438
<b>General Fund Budget</b>	10,451,050	12,058,880	12,685,840	14,279,830	15,564,200	17,406,765	19,027,500	20,468,100	21,246,900	21,875,300	22,157,700	22,910,450	24,348,250	25,959,500	26,279,750
<b>Population Estimated</b>	18,850	21,050	22,950	24,893	25,599	29,500	30,761	31,386	32,103	35,050	36,810	38,586	38,755	40,008	40,929
<b># Employees/Thousand</b>	7.59	7.62	7.86	7.59	8.05	7.58	7.72	7.76	7.97	7.33	6.95	6.63	6.57	6.56	6.44
<b>Employee Levels</b>															
<b>General Fund</b>															
<b>Administration</b>															
City Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Asst.City Manager	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2
City Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Receptionist/Secretary	1	1	2	---	---	---	---	---	---	---	---	---	---	---	---
Executive Asst.	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Admin. Asst./Pers. Spec.	1	2	1	---	---	---	---	---	---	---	---	---	---	---	---
Assistant to the City Mgr.	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
AA II/Emerg Mgmt Coord	---	---	---	1	1	1	2	1	---	---	---	---	---	---	---
Management Analyst	---	---	---	---	---	---	---	1	1	1	---	---	---	---	---
Asst to City Secretary	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Main Street Manager	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
	<b>6</b>	<b>7</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>7</b>
<b>Administrative Services</b>															
Director of Admin Svcs	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR Supervisor	---	---	1	1	1	1	1	1	1	1	1	1	1	1	1
HR Specialist/Analyst	---	1	1	1	1	1	1	2	2	2	2	2	2	2	2
Administrative Secretary	---	---	---	1	1	1	1	---	---	---	---	---	---	---	---
Receptionist/Secretary	1	---	1	1	1	1	1	1	1	1	1	1	1	1	1
	<b>2</b>	<b>2</b>	<b>4</b>	<b>5</b>											
<b>Internal Operations</b>															
Internal Operations Mgr.	1	1	1	1	1	---	---	---	---	---	---	---	1	1	1
Facilities Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Network Administrator	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Network Technician	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Fire Maint. Tech.	---	1	1	---	---	---	---	---	---	---	---	---	---	---	---
Building Maint. Technician	1	3	2	2	2	3	3	3	3	3	3	3	3	3	3
Secretary/Coordinator	---	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Custodian	2	2	5	6	6	6	6	6	6	6	6	6	6	6	6
	<b>5</b>	<b>9</b>	<b>11</b>	<b>14</b>	<b>14</b>	<b>14</b>									
<b>Finance</b>															
Director	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
Capital Projects Acct	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Purchasing Agent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Accounting/Payroll	2	1.5	1.5	1.5	1.5	2	2	2	2	2	2	2	2	2	2
Inventory Control Clerk	---	---	---	1	1	1	1	1	1	1	1	1	1	1	1
Network Technology Analyst	---	---	---	1	1	1	1	1	1	1	1	1	---	---	---
Network Technician	---	---	---	---	1	1	1	1	1	1	1	1	---	---	---
	<b>5</b>	<b>4.5</b>	<b>4.5</b>	<b>6.5</b>	<b>7.5</b>	<b>8</b>	<b>5</b>	<b>5</b>	<b>5</b>						
<b>Court</b>															
Court Administrator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Deputy Clerk	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4
	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>5</b>								

## Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
<b>Fire</b>															
Fire Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Fire Marshal	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Fire Inspector	---	1	2	2	3	3	3	3	3	3	3	3	3	3	3
Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Administrative Asst.	---	---	---	1	1	1	1	1	1	1	1	1	1	1	1
Lt. Fire Training Officer	---	---	---	1	1	1	1	1	---	---	---	---	---	---	---
Battalion Chief	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Captain	---	---	---	---	---	---	---	---	3	3	3	3	3	3	3
Driver/Operator	---	---	---	1	1	1	2	2	6	6	6	6	8	12	12
	<b>3</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>19</b>	<b>23</b>	<b>23</b>
<b>Police</b>															
<b>Administration</b>															
Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Asst. Chief	---	---	---	---	---	1	1	1	1	1	1	1	1	1	1
Lieutenant	3	3	3	3	3	3	3	3	3	3	3	3	4	4	4
Personnel Sgt	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Computer Manager	---	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Clerical	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crime Analyst	---	---	---	---	1	1	---	---	---	---	---	---	---	---	---
	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Dispatch</b>															
Manager	---	---	---	---	---	---	---	---	---	---	---	1	1	1	1
Supervisor	1	1	1	1	1	1	1	1	1	1	1	---	---	---	2
Comm. Spec.	7	8	8	8	8	9	9	10	11	11	11	11	11.5	13	11
	<b>8</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12.5</b>	<b>14</b>	<b>14</b>
<b>Patrol</b>															
Sergeant	4	5	5	5	6	6	6	6	6	6	6	6	6	6	7
Patrol	21	22	27	28	32	37	40	42	43	43	42	44	46	46	45
	<b>25</b>	<b>27</b>	<b>32</b>	<b>33</b>	<b>38</b>	<b>43</b>	<b>46</b>	<b>48</b>	<b>49</b>	<b>49</b>	<b>48</b>	<b>50</b>	<b>52</b>	<b>52</b>	<b>52</b>
<b>CID</b>															
Sergeant	---	1	1	1	1	1	1	1	1	1	2	2	2	2	2
Investigator	4	4	4	4	4	4	4.50	4.50	4.50	4.50	5	5	5	5	6
Investigator - SCU/Narcotic	---	---	---	---	---	---	---	---	1	1	2	2	2	2	2
Records/Property Mgr.	---	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Records/Evid. Tech	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Records Clerk/Recep	1	1	2	2	2	2	---	---	---	---	---	---	---	---	---
PSO/Crime Scene Tech.	---	---	---	1	1	1	1	1	1	1	1	1	1	1	1
	<b>6</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>7.50</b>	<b>7.50</b>	<b>8.50</b>	<b>8.50</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>
<b>Community Services</b>															
Sergeant	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol Officer/Sch.Liaison	4	4	4	4	4	4	4	4	4	5	5	4	4	6	6
Patrol Officer/DARE	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol Officer/Comm.Liaison	1	1	---	---	---	---	---	---	---	---	---	---	---	---	---
	<b>7</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>						
<b>Warrants</b>															
Warrant Officer	1	1	1	1	1	2	2	2	2	2	1.5	1.5	1.5	1.5	1.5
Warrants Clerk	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
<b>Records</b>															
<b>(Transitioned from Pol-Admin and CID beginning FY 06-07 )</b>															
Computer Manager	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Crime Analyst	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Records/Property Mgr.	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Records Clerk	---	---	---	---	---	---	2	2	2	2	2	2	2	2	2
	---	---	---	---	---	---	<b>5</b>	<b>5</b>							
<b>POLICE DEPT TOTALS</b>	<b>57</b>	<b>63</b>	<b>68</b>	<b>70</b>	<b>72</b>	<b>80</b>	<b>83.50</b>	<b>86.50</b>	<b>89.50</b>	<b>90.50</b>	<b>91.50</b>	<b>92.50</b>	<b>97.00</b>	<b>100.50</b>	<b>101.50</b>
<b>Sworn</b>	<b>41.00</b>	<b>45.00</b>	<b>49.00</b>	<b>50.00</b>	<b>55.00</b>	<b>62.00</b>	<b>66.00</b>	<b>69.00</b>	<b>70.00</b>	<b>71.00</b>	<b>71.00</b>	<b>72.00</b>	<b>76.00</b>	<b>78.00</b>	<b>79.00</b>

## Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
<b>Planning</b>															
Director	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Planner	1	1	1	1	1	1	1	1	1	1	1	2	2	1	1
P&Z Manager	1	1	1	1	1	1	1	1	1	1	1	1	---	1	1
GIS Coordinator/Supv	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Main Street Manager	---	---	---	---	---	---	---	---	1	1	1	1	1	---	---
Planning/Zoning Coord.	1	1	1	1	1	1	---	---	1	1	1	1	---	---	---
GIS Technician	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Planning Technician	---	---	---	---	---	1	2	2	1	1	1	---	1	1	1
	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>6</b>
<b>Neighborhood Improvement</b>															
Code Enforcement Supv.	---	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Code Enforcement Officer	1	2.5	3	3.5	3.5	3.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	3	3
Code Enforcement Coord.	---	---	---	---	1	1	1	1	1	1	1	1	1	1	1
	<b>1</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>5.5</b>	<b>5.5</b>	<b>6.5</b>	<b>5</b>	<b>5</b>						
<b>Inspections</b>															
Director Bldg Insp/Code En	1	1	1	1	1	1	1	1	1	1	1	1	1	---	---
Building Official	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
Building Inspection Supv.	---	1	1	1	1	1	1	---	---	---	---	---	---	---	1
Plans Examiner	---	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Building Inspector	3	4	4	4	5	6	5	5	4	4	4	4	4	4	3
Permit Technician	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2
	<b>5</b>	<b>7</b>	<b>9</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>10</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Parks</b>															
Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	2	2	2	2	2	2	3	3	3	4	4	4	4	3	3
Equip. Operator	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4
Irrigation Tech	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Maint. Worker	6	6	6	6	7	8	9	9	9	9	9	9	9	9	10
Landscape Beaut. Coord.	---	---	---	---	1	1	1	1	1	---	---	---	---	---	---
	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>15</b>	<b>16</b>	<b>18</b>	<b>18</b>	<b>19</b>						
<b>Harbor</b>															
Crew Leader	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Maint. Worker	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
	---	---	---	---	---	---	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Recreation</b>															
Director	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
Recreation Superintendent	---	1	1	1	---	---	1	1	1	1	1	1	1	1	1
PARC Manager	---	---	---	---	1	1	1	1	1	1	1	1	1	1	1
Center Supervisor	---	1	1	1	1	1	1	---	---	---	---	---	---	---	---
Athletics & Special Program	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
Recreation Coordinator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Recreation Assistant	---	---	---	---	---	---	0.5	0.5	1	1	1	1	1	1	1
	<b>3</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6.5</b>	<b>5.5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>6</b>
<b>Animal Services</b>															
Supervisor	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
Crew Leader	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Officer	3	3	3	3	4	5	5	5	5	5	5	5	2	2	2
Shelter Attendant	---	---	---	---	1	1	1	2	2	2	2	2	---	---	---
	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>3</b>	<b>3</b>	<b>3</b>

## Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
<b>Streets</b>															
Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Equip. Operator II	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Equip. Operator I	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Maint. Worker	5	5	5	5	5	5	5	5	5	5	5	5	5	3	3
Sign Technician	---	---	---	---	---	---	---	---	---	---	---	---	---	2	2
	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>Engineering</b>															
Engineer/P.W. Director	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Assistant City Engineer	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Civil Engineer	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
Engineer II	---	---	1	1	1	2	2	2	2	2	2	2	1	---	---
Technician/Designer	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Construction Coordinator	1	1	1	1	1	1	1	1	---	---	---	---	---	---	---
Dev. Serv. Coord.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Public Serv. Coord	1	1	1	1	1	1	1	1	---	---	---	---	---	---	---
Inspector	3	4	4	4	4	5	5	5	5	5	5	5	5	5	5
	<b>8</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Total General Fund</b>	<b>122</b>	<b>139</b>	<b>157.50</b>	<b>164</b>	<b>180</b>	<b>194.5</b>	<b>205.50</b>	<b>207.50</b>	<b>217</b>	<b>218</b>	<b>218</b>	<b>219</b>	<b>220.50</b>	<b>228.50</b>	<b>230.50</b>

## Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
<b>Water and Sewer Fund</b>															
<b>Utility Billing</b>															
Util. Billing Superv.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Billing Clerk/Cust.Serv.Rep.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Cashier/Cust.Serv.Rep.	1	1	1	1	1	1	1	1	1	1	1	1	1	2	2
Meter Reader	---	---	---	---	4	4	4	4	4	4	4	4	4	4	4
Cashier/AP Clerk	---	---	---	---	1	1	1	1	1	1	1	1	1	---	---
	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>8</b>										
<b>Water Operations</b>															
Water/WW Manager	---	---	---	---	---	---	---	1	1	1	1	1	1	1	1
Superintendent	1	1	1	1	1	1	1	1	1	1	1	---	---	---	---
Operations Mgr/Field Super	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sr. Production Technician	---	---	---	---	---	---	---	---	---	---	---	---	---	---	1
Production Technician II	1	1	1	1	1	1	1	1	1	1	1	1	1	1	---
Production Technician I	---	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Equip.Operator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Fire Hydration Tech	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2
Maint. Worker	2	2	2	2	2	3	4	4	5	5	5	5	4	4	4
Meter Technician	2	3	3	3	---	---	---	---	---	---	---	---	---	---	---
Backflow Prev. Coord.	1	1	1	1	---	---	---	---	---	---	---	---	---	---	---
Water Quality Tech	---	---	---	---	---	---	---	1	1	1	1	1	1	1	1
Public Serv. Coord	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Conservation Coord	---	---	---	---	---	---	---	---	1	1	1	1	---	---	---
	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>14</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>16</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b>Sewer Operation</b>															
Operations Mgr/Field Super	---	---	---	---	---	1	1	1	1	1	1	1	1	1	1
Production Tech Field Supe	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Production Technician III	---	---	---	1	1	1	1	2	2	2	2	2	2	2	2
Production Technician	1	1	1	1	1	1	1	---	---	---	---	---	---	---	---
Equip. Operator II	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Maint. Worker	3	3	3	3	3	4	5	6	6	6	6	6	5	5	4
Infiltration Tech.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>12</b>	<b>11</b>
<b>Total Water/Sewer</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>29</b>	<b>31</b>	<b>34</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>37</b>	<b>34</b>	<b>34</b>	<b>33</b>
<b>Special Crimes Unit</b>															
Sergeant	---	---	---	---	---	---	---	1	1	1	---	---	---	---	---
Patrol Officer	---	---	---	---	---	---	1	1	---	---	---	---	---	---	---
<b>Total Special Crimes Unit</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>	<b>---</b>
<b>Total Employees</b>	<b>143.00</b>	<b>160.50</b>	<b>180.50</b>	<b>189.00</b>	<b>206.00</b>	<b>223.50</b>	<b>237.50</b>	<b>243.50</b>	<b>256.00</b>	<b>257.00</b>	<b>256.00</b>	<b>256.00</b>	<b>254.50</b>	<b>262.50</b>	<b>263.50</b>



This budget will raise less revenue from property taxes than last year's budget by the amount of \$130,455, which is a decrease of .78% from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$ 551,129.

Ayes:	Nays:	Absent:
Sweet	None	Milder
White		
Pruitt		
Daniels		
Lewis		
Townsend		

	Fiscal Year 2013	Fiscal Year 2014
Adopted Rate	.5025 / 100 assessed value	.5025 / 100 assessed value
Effective Tax Rate	.5025 / 100 assessed value	.5137 / 100 assessed value
Effective Maintenance and Operations Rate	.3769 / 100 assessed value	.3852 / 100 assessed value
Debt Rate	.2406 / 100 assessed value	.2662 / 100 assessed value
Rollback Tax Rate	.5264 / 100 assessed value	.5502 / 100 assessed value

Total City Debt Obligations Secured by a Tax Rate: \$140,080,000

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	26,644,629	26,215,750	27,882,450	27,232,450
Total Operating Expenditures	23,363,652	24,348,250	24,066,450	25,488,450
Capital Reserve Expenditures	2,024,318	761,550	2,005,550	1,673,450
Excess Revenues Over (Under) Expenditures	1,256,659	1,105,950	1,810,450	70,550
Net Other Financing Sources (Uses)	(1,425,815)	(1,698,600)	(1,723,600)	(1,541,000)
Net Gain (Loss)	(169,155)	(592,650)	86,850	(1,470,450)
Fund Balance - Beginning	10,087,116	8,570,950	9,917,961	10,004,811
Fund Balance - Ending	9,917,961	7,978,300	10,004,811	8,534,361

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4100	Current Taxes	8,406,725	8,732,150	8,776,000	8,267,100
4105	Delinquent Taxes	83,063	60,000	60,000	60,000
4110	Penalty & Interest	62,208	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>8,551,996</b>	<b>8,852,150</b>	<b>8,896,000</b>	<b>8,387,100</b>
4150	Sales Taxes	11,988,840	12,076,200	13,258,200	12,998,000
4155	Beverage Taxes	151,876	151,000	160,000	160,000
<b>Total Sales Taxes</b>		<b>12,140,716</b>	<b>12,227,200</b>	<b>13,418,200</b>	<b>13,158,000</b>
4201	Electrical Franchise	1,739,515	1,562,000	1,580,000	1,620,000
4203	Telephone Franchise	154,263	145,000	150,000	150,000
4205	Gas Franchise	322,768	325,000	313,600	325,000
4207	Cable TV Franchise	474,420	380,000	420,000	470,000
4209	Garbage Franchise	188,619	185,000	185,000	190,000
<b>Total Franchise</b>		<b>2,879,585</b>	<b>2,597,000</b>	<b>2,648,600</b>	<b>2,755,000</b>
4250	Park & Recreation Fees	38,770	33,000	33,000	35,000
4251	Municipal Pool Fees	15,244	15,000	15,000	-
4253	Center Rentals	37,357	32,000	32,000	32,000
4255	Harbor Rentals	7,018	10,000	2,000	10,000
4260	Tax Certificate Fees	295	100	400	100
4270	Code Enforcement Fees	17,742	5,000	24,000	5,000
4280	Zoning Request Fees	37,322	20,000	35,000	35,000
4283	Construction Inspection	128,799	50,000	120,000	140,000
4295	Fire - Plans	12,855	8,000	19,000	10,000
<b>Total Fees</b>		<b>295,402</b>	<b>173,100</b>	<b>280,400</b>	<b>267,100</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Proposed 13-14
4300	Building Permits	780,369	525,000	782,000	670,000
4302	Fence Permits	18,980	20,000	20,000	20,000
4304	Electrical Permits	19,986	16,000	20,000	20,000
4306	Plumbing Permits	34,285	25,000	30,000	30,000
4308	Mechanical Permits	35,114	25,000	35,000	35,000
4310	Daycare Center Permits	2,200	2,000	2,000	2,000
4312	Health Permits	81,258	80,000	80,000	80,000
4314	Sign Permits	22,725	20,000	22,000	22,000
4288	Beverage Permits	10,290	7,000	10,000	10,000
4320	Miscellaneous Permits	71,563	50,000	50,000	50,000
Total Permits		1,076,772	770,000	1,051,000	939,000
4400	Court Fines	509,907	550,000	500,000	500,000
4402	Court Fees	167,788	165,000	165,000	165,000
4404	Warrant Fees	85,338	75,000	65,000	65,000
4406	Court Deferral Fees	302,947	260,000	277,000	260,000
4408	Animal Control Fees	75,762	-	7,000	7,000
4414	Alarm Fees and Fines	43,573	40,000	45,000	45,000
Total Municipal Court		1,185,313	1,090,000	1,059,000	1,042,000
4001	Interest Earnings	27,144	40,000	40,000	40,000
4007	Sale of Supplies	763	1,000	500	500
4010	Auction/Scrap Proceeds	16,341	-	20,000	20,000
4019	Other	92,822	75,000	75,000	75,000
Total Miscellaneous		137,071	116,000	135,500	135,500
4500	Grant Proceeds	8,042	-	-	-
4510	School Patrol	195,340	195,300	205,750	289,350
4520	County Contracts	11,300	10,000	3,000	3,000
4530	City Contracts	163,093	185,000	185,000	256,400
Total Intergovernmental		377,775	390,300	393,750	548,750
Total Revenues		26,644,629	26,215,750	27,882,450	27,232,450

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	602,100	602,100	602,100	602,100
From Recreational Development	50,000	50,000	50,000	110,000
From Court Security/Tech Fees	37,085	29,000	29,000	25,000
From Bond Proceeds	-	-	-	324,900
<b>Total Other Financing Sources</b>	<b>689,185</b>	<b>681,100</b>	<b>681,100</b>	<b>1,062,000</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	-	-	25,000	11,000
To Radio Fund	115,000	150,000	150,000	175,000
To Employee Benefit Fund (Ins.)	1,900,000	2,100,000	2,100,000	2,300,000
To Capital Projects Fund	1,300,000	80,000	1,324,000	350,000
To Tech. Replacement Fund	100,000	129,700	129,700	157,000
<b>Total Other Financing Uses</b>	<b>3,415,000</b>	<b>2,459,700</b>	<b>3,728,700</b>	<b>2,993,000</b>
Less Capital Reserve	1,300,000	80,000	1,324,000	390,000
<b>Net Other Financing Sources (Uses)</b>	<b>(1,425,815)</b>	<b>(1,698,600)</b>	<b>(1,723,600)</b>	<b>(1,541,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
10	01	Mayor/Council	106,957	118,600	118,600	115,750
10	05	Administration	2,481,498	1,790,450	1,851,950	1,551,500
10	06	Administrative Services	510,457	555,600	577,900	534,800
10	09	Internal Operations	1,137,459	1,248,050	1,509,500	1,910,400
15	11	Finance	1,032,733	1,083,950	662,450	688,950
15	15	Municipal Court	337,537	353,750	358,750	364,550
20	25	Fire Operations	1,883,308	2,144,650	2,147,550	2,597,150
20	29	Fire Marshal	420,643	453,200	461,100	527,150
30	31	Police Administration	800,022	1,029,350	1,029,950	1,084,900
30	32	Communications	798,080	853,150	847,950	966,950
30	33	Patrol	4,665,851	4,734,500	4,780,600	5,412,050
30	34	CID	940,316	966,600	992,100	980,000
30	35	Community Services	475,712	551,700	561,400	729,000
30	36	Warrants	171,487	173,150	178,250	185,750
30	37	Records	311,763	319,850	313,850	321,850
40	41	Planning	611,866	663,100	623,200	671,550
40	42	Neighborhood Improv.	552,920	556,850	521,850	524,250
40	43	Building Inspections	591,211	669,100	628,300	666,200
45	45	Parks	1,609,632	1,660,300	1,663,200	1,803,900
45	46	Harbor O&M	308,366	603,300	594,100	473,150
45	47	Recreation	839,107	855,900	684,450	719,300
45	48	Animal Services	687,112	623,750	623,550	624,950
50	53	Engineering	1,007,414	1,009,950	998,050	1,072,550
50	59	Streets	1,806,518	2,011,000	2,019,400	2,245,300
			24,087,970	25,029,800	24,748,000	26,771,900
Less Capital Reserve			724,318	681,550	681,550	1,283,450
<b>Total Operating Expenditures</b>			<b>23,363,652</b>	<b>24,348,250</b>	<b>24,066,450</b>	<b>25,488,450</b>

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Revenues	14,064,513	16,870,400	15,907,400	17,125,650
Operating Expenses	11,463,658	12,352,800	12,651,800	13,559,650
Depreciation & Amortization Expense	2,206,124	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>394,732</b>	<b>3,517,600</b>	<b>2,255,600</b>	<b>2,566,000</b>
Non-Operating Revenues	1,639,212	1,160,000	4,640,000	2,238,483
Non-Operating Expenses	1,879,467	1,698,750	1,698,750	1,716,200
<b>Non-Operating Income (Loss)</b>	<b>(240,254)</b>	<b>(538,750)</b>	<b>2,941,250</b>	<b>522,283</b>
<b>Net Income (Loss) Before Transfers</b>	<b>154,478</b>	<b>2,978,850</b>	<b>5,196,850</b>	<b>3,088,283</b>
Net Transfers In (Out)	(1,594,950)	(1,669,050)	(1,669,050)	(1,739,050)
<b>Net Income (Loss)</b>	<b>(1,440,472)</b>	<b>1,309,800</b>	<b>3,527,800</b>	<b>1,349,233</b>
Retained Earnings - Beginning	8,404,790	5,905,407	6,964,318	10,492,118
<b>Retained Earnings - Ending</b>	<b>6,964,318</b>	<b>7,215,207</b>	<b>10,492,118</b>	<b>11,841,351</b>

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Available Operating Revenues:					
4601	Retail Water Sales	7,780,095	9,813,000	8,913,000	9,694,000
4603	Sewer Charges	3,720,357	4,258,000	4,258,000	4,684,000
4605	Pretreatment Charges	9,307	16,700	16,700	27,000
4607	Garbage Revenue	57,390	-	-	-
4609	HHW Fees	92,828	86,000	93,000	97,000
4610	Penalties	196,772	150,000	185,000	150,000
4612	Water Fines	1,441	-	-	-
Total Utility Sales		11,858,189	14,323,700	13,465,700	14,652,000
4622	RCH Water Sales	713,709	832,500	832,500	874,200
4632	Blackland Water Sales	537,956	573,000	573,000	601,650
4650	City of Heath Water Sales	859,812	1,058,200	930,000	900,800
Total Contract Sales		2,111,477	2,463,700	2,335,500	2,376,650
4660	Water Taps	74,839	65,000	79,000	75,000
4662	Sewer Taps	13,058	12,000	13,000	12,000
Total Other Receipts		87,898	77,000	92,000	87,000
4665	Meter Rental Fees	6,950	6,000	14,200	10,000
Total Other Fees		6,950	6,000	14,200	10,000
<b>Total Operating Revenues</b>		<b>14,064,513</b>	<b>16,870,400</b>	<b>15,907,400</b>	<b>17,125,650</b>
Available Non-Operating Revenues					
4001	Interest Earnings	10,327	40,000	20,000	20,000
4010	Auction/Scrap Proceeds	9,581	-	6,000	10,000
4019	Other	119,304	120,000	24,000	24,000
4480	Tower Leases	-	-	90,000	90,000
4700	Bond Proceeds	-	-	3,500,000	-
4035	Impact Fees	1,500,000	1,000,000	1,000,000	500,000
<b>Total Non-Operating Revenue</b>		<b>1,639,212</b>	<b>1,160,000</b>	<b>4,640,000</b>	<b>2,238,483</b>
<b>Total Available Revenues</b>		<b>15,703,726</b>	<b>18,030,400</b>	<b>20,547,400</b>	<b>19,364,133</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Transfers In				
From Street Improvements		-	-	-
Operating Transfers Out				
To General Fund	602,100	602,100	602,100	602,100
To Insurance Fund	950,000	1,025,000	1,025,000	1,095,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Tech Replacement Fund	12,850	11,950	11,950	11,950
Total Transfers Out	1,594,950	1,669,050	1,669,050	1,739,050
Net Operating Transfers				
In (Out)	(1,594,950)	(1,669,050)	(1,669,050)	(1,739,050)

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	884,634	917,800	895,000	914,600
63 Water Operations	6,699,653	9,345,850	10,994,650	8,253,050
67 Sewer Operations	3,942,334	3,902,650	4,279,650	4,535,250
Total Dept. Expenses	11,526,621	14,166,300	16,169,300	13,702,900
Conversion to GAAP:				
Less Capital	62,964	1,813,500	3,517,500	143,250
Total Operating Expenses	11,463,658	12,352,800	12,651,800	13,559,650
Non Operating Expenses				
62 Long Term Debt	4,014,767	3,932,450	3,932,450	4,143,150
Conversion to GAAP:				
Less Debt Retirement	2,135,300	2,233,700	2,233,700	2,426,950
Total Non-Operating Expenses	1,879,467	1,698,750	1,698,750	1,716,200
Total Expenses	13,343,124	14,051,550	14,350,550	15,275,850

## SUMMARY OF OPERATIONS

**Fund**  
04 Debt Service

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	8,838,408	8,440,600	8,638,000	9,758,050
Total Expenditures	9,043,479	9,053,750	9,167,150	10,035,850
Excess Revenues Over (Under) Expenditures	(205,071)	(613,150)	(529,150)	(277,800)
Net Other Financing Sources (Uses)	-	-	(35,800)	-
Net Gain (Loss)	(205,071)	(613,150)	(564,950)	(277,800)
Fund Balance - Beginning	1,426,272	1,021,180	1,221,201	656,251
Fund Balance - Ending	1,221,201	408,030	656,251	378,451

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4001	Interest Earnings	1,210	5,000	1,000	1,000
4019	Misc. Revenue	17,729	-	-	-
4100	Current Taxes	8,104,253	8,020,600	8,127,000	9,297,050
4105	Delinquent Taxes	84,027	60,000	70,000	70,000
4110	Penalty & Interest	60,759	40,000	50,000	50,000
4460	Building Lease	13,750	15,000	15,000	15,000
4674	Roadway Impact Fees	556,680	300,000	375,000	325,000
<b>Total Revenues</b>		<b>8,838,408</b>	<b>8,440,600</b>	<b>8,638,000</b>	<b>9,758,050</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Other Financing Sources	-			
<b>Total Other Financing Sources</b>	-	-	-	-
Other Financing Uses				
To Harbor Debt Service	-	-	35,800	-
<b>Total Other Financing Uses</b>	-	-	35,800	-
<b>Net Other Financing Sources (Uses)</b>	-	-	(35,800)	-

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Debt Service	9,043,479	9,053,750	9,167,150	10,035,850
<b>Total Expenditures</b>	<b>9,043,479</b>	<b>9,053,750</b>	<b>9,167,150</b>	<b>10,035,850</b>

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	816,793	812,000	1,176,600	1,035,850
Total Expenditures	831,331	1,124,800	904,250	1,266,300
Excess Revenues Over (Under) Expenditures	(14,538)	(312,800)	272,350	(230,450)
Net Other Financing Sources (Uses)	-	163,800	(124,200)	-
Net Gain (Loss)	(14,538)	(149,000)	148,150	(230,450)
Fund Balance - Beginning	112,056	163,506	97,518	245,668
Fund Balance - Ending	97,518	14,506	245,668	15,218

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4100	Current Taxes	465,456	492,000	494,000	532,350
4105	Delinquent Taxes	41,595	-	116,600	10,000
4110	Penalty & Interest	279	-	-	-
4150	Sales Taxes	309,463	320,000	320,000	320,000
4680	Developers Contribut	-	-	246,000	173,500
<b>Total Revenues</b>		<b>816,793</b>	<b>812,000</b>	<b>1,176,600</b>	<b>1,035,850</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Other Financing Sources				
Operating Transfers In:				
Net Effect of restructuring	-	-	-	-
From Economic Development	-	163,800	-	-
From Debt Service Fund	-	-	35,800	-
<b>Total Other Financing Sources</b>	-	163,800	35,800	-
Other Financing Uses				
To Economic Development	-	-	160,000	-
<b>Total Other Financing Uses</b>	-	-	160,000	-
<b>Net Other Financing Sources (Uses)</b>	-	163,800	(124,200)	-

Note: City Council elected to use Certificates of Obligation 2011B for downtown project rather than Garage project  
FY2012 payments for 2011B from TIF have been corrected by transfer from Debt Service Fund

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Debt Service	831,331	1,124,800	904,250	1,266,300
<b>Total Expenditures</b>	<b>831,331</b>	<b>1,124,800</b>	<b>904,250</b>	<b>1,266,300</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	2,075	2,500	900	2,500
Total Expenditures	42,610	6,000	6,000	6,000
Excess Revenues Over (Under) Expenditures	(40,535)	(3,500)	(5,100)	(3,500)
Fund Balance - Beginning	140,968	73,468	100,433	95,333
Fund Balance - Ending	100,433	69,968	95,333	91,833

## SUMMARY OF REVENUES

**Fund**  
10 Cemetery

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4720	Cemetery Receipts	1,600	2,000	400	2,000
4722	Registration & Permit Fees	475	500	500	500
Total Revenues		2,075	2,500	900	2,500

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Contractual	-	6,000	-	6,000
Capital	42,610	-	6,000	-
<b>Total</b>	42,610	6,000	6,000	6,000

## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	609,087	96,100	245,800	102,750
Total Expenditures	204,009	90,650	90,650	122,150
Excess Revenues Over (Under) Expenditures	405,078	5,450	155,150	(19,400)
Net Other Financing Sources (Uses)	(37,085)	(29,000)	(29,000)	(25,000)
Net Gain (Loss)	367,993	(23,550)	126,150	(44,400)
Fund Balance - Beginning	445,264	463,814	813,256	939,406
Fund Balance - Ending	813,256	440,264	939,406	895,006

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4001	Interest Earnings	-	500	500	500
4054	Donations - Police Activities	2,876	1,000	-	1,000
4055	Donations - Toys for Kids	-	-	-	-
4056	Donations - Animal Control	8,140	-	-	-
4059	Donations - Training/CERT	2,500	-	-	-
4415	Court Security Fee	24,381	24,000	24,000	24,000
4420	Technology Fee	32,749	31,000	31,700	32,000
4425	Child Safety Fines	6,020	8,500	8,500	8,500
4520	Gun Range M&O	18,041	31,100	31,100	36,750
4550	Police Seizures	514,380	-	150,000	-
<b>Total Revenues</b>		<b>609,087</b>	<b>96,100</b>	<b>245,800</b>	<b>102,750</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Transfers Out To General Fund	37,085	29,000	29,000	25,000
<b>Total Other Financing Uses</b>	<b>37,085</b>	<b>29,000</b>	<b>29,000</b>	<b>25,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(37,085)</b>	<b>(29,000)</b>	<b>(29,000)</b>	<b>(25,000)</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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11 Public Safety Funds
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	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Contractual	7,218	31,750	31,750	46,750
Supplies	3,003	-	-	-
Operational	11,271	35,000	35,000	20,000
Capital Outlay	182,517	23,900	23,900	55,400
<b>Total Expenditures</b>	<b>204,009</b>	<b>90,650</b>	<b>90,650</b>	<b>122,150</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	347,605	280,000	335,000	427,200
Total Expenditures	566,722	80,000	200,000	258,200
Excess Revenues Over (Under) Expenditures	(219,117)	200,000	135,000	169,000
Net Other Financing Sources (Uses)	(50,000)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	(269,117)	150,000	85,000	119,000
Fund Balance - Beginning	352,473	82,023	83,357	168,357
Fund Balance - Ending	83,357	232,023	168,357	287,357

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4001	Interest Earnings	-	-	-	-
4050	Donations	17,533	-	30,000	-
4250	Recreation Program Fees	134,048	120,000	135,000	120,000
4253	The Center 7% Fee	-	-	-	-
4680	Developer Contributions	-	-	-	147,200
4700	Takeline Concessions	169,673	140,000	145,000	140,000
4750	Land Lease Revenues	26,350	20,000	25,000	20,000
<b>Total Revenues</b>		<b>347,605</b>	<b>280,000</b>	<b>335,000</b>	<b>427,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Other Financing Sources				
Operating Transfers In	-	-	-	-
<b>Total Other Financing Sources</b>	-	-	-	-
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
<b>Total Other Financing Uses</b>	50,000	50,000	50,000	50,000
<b>Net Other Financing Sources (Uses)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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12 Recreational Development
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	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Contractual	85,207	80,000	80,000	95,000
Supplies	40,936	-	40,000	16,000
Operations	17,948	-	30,000	-
Capital Outlay	422,631	-	50,000	147,200
<b>Total Expenditures</b>	<b>566,722</b>	<b>80,000</b>	<b>200,000</b>	<b>258,200</b>

## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	30,022	31,200	39,200	47,500
Total Expenditures	134,404	177,300	184,500	239,600
Excess Revenues Over (Under) Expenditures	(104,382)	(146,100)	(145,300)	(192,100)
Net Other Financing Sources (Uses)	115,400	150,000	150,000	175,000
Net Gain (Loss)	11,018	3,900	4,700	(17,100)
Fund Balance - Beginning	4,545	695	15,563	20,263
Fund Balance - Ending	15,563	4,595	20,263	3,163

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4530	City Contracts	30,022	31,200	39,200	47,500
Total Revenues		30,022	31,200	39,200	47,500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Other Financing Sources				
Operating Transfers In				
From General Fund	115,000	150,000	150,000	175,000
*Expended in General Fund	64,400	67,200	67,200	72,000
Operating Transfers Out				
*Expended in General Fund	64,000	67,200	67,200	72,000
Net Other Financing Sources (Uses)	115,400	150,000	150,000	175,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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13 Radio System
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	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Contractual	132,725	174,250	178,450	178,950
Supplies	1,679	3,050	6,050	2,500
Operational	-	-	-	-
Capital	-	-	-	58,150
<b>Total Expenditures</b>	<b>134,404</b>	<b>177,300</b>	<b>184,500</b>	<b>239,600</b>

## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	43,051	1,000	64,700	200
Total Expenditures	-	-	1,080,000	-
Excess Revenues Over (Under) Expenditures	43,051	1,000	(1,015,300)	200
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	43,051	1,000	(1,015,300)	200
Fund Balance - Beginning	1,056,456	1,057,606	1,099,507	84,207
Fund Balance - Ending	1,099,507	1,058,606	84,207	84,407

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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14 Street Improvements
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Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4001	Interest Earnings	962	1,000	500	-
4800	Assessments	175	-	200	200
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4816	Pro-Rata - RH Pkwy.	34,703	-	64,000	-
4818	Pro-Rata - Road Projects	7,211	-	-	-
<b>Total Revenues</b>		<b>43,051</b>	<b>1,000</b>	<b>64,700</b>	<b>200</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Contractual	-	-	-	-
Capital Outlay	-	-	1,080,000	-
<b>Total Expenditures</b>	-	-	1,080,000	-

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	131,650	50,250	174,100	50,250
Total Expenditures	137,899	139,500	89,500	299,650
Excess Revenues Over (Under) Expenditures	(6,249)	(89,250)	84,600	(249,400)
Fund Balance - Beginning	286,172	201,972	279,922	364,522
Fund Balance - Ending	279,922	112,722	364,522	115,122

## SUMMARY OF REVENUES

**Fund**

16 Fire Operations

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4001	Interest Earnings	-	250	-	250
4010	Auction Proceeds	-	-	75,000	-
4019	Misc. Revenue	4,832	-	5,500	-
4050	Donations	30	-	-	-
4500	Grant Proceeds	33,188	-	-	-
4535	County Fire Calls	93,600	50,000	93,600	50,000
<b>Total Revenues</b>		<b>131,650</b>	<b>50,250</b>	<b>174,100</b>	<b>50,250</b>

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Supplies	6,453	11,000	11,000	11,000
Operational	36,875	-	-	-
Capital Outlay	94,571	128,500	78,500	312,000
<b>Total Expenditures</b>	<b>137,899</b>	<b>139,500</b>	<b>89,500</b>	<b>323,000</b>

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	109,423	16,900	16,500	9,750
Total Expenditures	137,883	33,750	70,100	17,600
Excess Revenues Over (Under) Expenditures	(28,460)	(16,850)	(53,600)	(7,850)
Net Other Financing Sources (Uses)	-	-	25,000	11,000
Net Gain (Loss)	(28,460)	(16,850)	(28,600)	3,150
Fund Balance - Beginning	57,570	27,520	29,110	510
Fund Balance - Ending	29,110	10,670	510	3,660

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4001	Interest Earnings	-	-		
4500	Grant Proceeds	96,131	3,200	7,500	3,250
4750	Land Lease	6,692	6,000	6,500	6,500
4752	F.B.O. Lease	6,600	7,700	2,500	-
4758	Fuel Sales	-	-	-	-
<b>Total Revenues</b>		109,423	16,900	16,500	9,750

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	25,000	11,000
<b>Total Other Financing Sources</b>	-	-	25,000	11,000
Net Other Financing Sources (Uses)	-	-	25,000	11,000

<b>SUMMARY OF EXPENDITURES</b>
--------------------------------

<b>Fund</b>
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17 Airport Special Revenue
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	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Contractual	8,719	7,600	12,700	11,350
Supplies	433	750	10,000	750
Operational	126,355	22,950	44,950	3,250
Utilities	2,376	2,450	2,450	2,250
<b>Total Expenditures</b>	<b>137,883</b>	<b>33,750</b>	<b>70,100</b>	<b>17,600</b>

<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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18 Recycling				
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	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	32,818	33,000	29,800	30,000
Total Expenditures	12,784	14,000	14,000	14,000
Excess Revenues Over (Under) Expenditures	20,035	19,000	15,800	16,000
Fund Balance - Beginning	60,045	79,145	80,080	95,880
Fund Balance - Ending	80,080	98,145	95,880	111,880

## SUMMARY OF REVENUES

**Fund**

18 Recycling

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
4780	Recycling Revenue	32,818	33,000	29,800	30,000
					-
	<b>Total Revenues</b>	<b>32,818</b>	<b>33,000</b>	<b>29,800</b>	<b>30,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operational	12,784	14,000	14,000	14,000
<b>Total Expenditures</b>	<b>12,784</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Total Revenues	824,565	606,000	801,000	626,000
Total Expenditures	3,742,348	3,284,000	3,359,200	3,519,000
Operating Income (Loss)	(2,917,783)	(2,678,000)	(2,558,200)	(2,893,000)
Non-Operating Revenues	(93)	1,000	-	-
Non-Operating Income (Loss)	(93)	1,000	-	-
Net Income (Loss) Before Transfers	(2,917,875)	(2,677,000)	(2,558,200)	(2,893,000)
Net Transfers In (Out)	2,850,000	3,125,000	3,125,000	3,395,000
Net Income (Loss)	(67,875)	448,000	566,800	502,000
Retained Earnings - Beginning	(536,851)	(195,351)	(604,727)	(37,927)
Retained Earnings - Ending	(604,727)	252,649	(37,927)	464,073

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Revenues					
4019	Miscellaneous	23,000	50,000	24,000	26,000
4850	Employee Contributions	523,424	546,000	551,000	570,000
4855	Pharmacy Rebates	12,004	10,000	10,000	10,000
4860	Stop Loss Reimbursements	266,137	-	216,000	20,000
<b>Total Operating Revenues</b>		<b>824,565</b>	<b>606,000</b>	<b>801,000</b>	<b>626,000</b>
Non-Operating Revenues					
4001	Interest Earnings	(93)	1,000	-	-
<b>Total Non-Operating Revenues</b>		<b>(93)</b>	<b>1,000</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>		<b>824,472</b>	<b>607,000</b>	<b>801,000</b>	<b>626,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Transfers In				
From General Fund	1,900,000	2,100,000	2,100,000	2,300,000
From Water & Sewer Fund	950,000	1,025,000	1,025,000	1,095,000
Total Transfers In	2,850,000	3,125,000	3,125,000	3,395,000
Net Operating Transfers In (Out)	2,850,000	3,125,000	3,125,000	3,395,000

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Expenses				
Operations	3,742,348	3,284,000	3,359,200	3,519,000
<b>Total Expenditures</b>	<b>3,742,348</b>	<b>3,284,000</b>	<b>3,359,200</b>	<b>3,519,000</b>

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Revenues	-	-	-	-
Operating Expenses	285,155	143,000	130,000	205,000
Operating Income (Loss)	(285,155)	(143,000)	(130,000)	(205,000)
Non-Operating Revenues	8,928	2,000	1,000	1,000
Non-Operating Expenses	-	-	-	-
Non-Operating Income (Loss)	8,928	2,000	1,000	1,000
Net Income (Loss) Before Transfers	(276,227)	(141,000)	(129,000)	(204,000)
Net Transfers In (Out)	30,000	30,000	30,000	30,000
Net Income (Loss)	(246,227)	(111,000)	(99,000)	(174,000)
Retained Earnings - Beginning	738,173	529,023	491,946	392,946
Retained Earnings - Ending	491,946	418,023	392,946	218,946

### SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Non-Operating Revenues					
4001	Interest Earnings	46	1,000	500	500
4019	Misc. Revenues	8,882	1,000	500	500
Total Non-Operating Revenues		8,928	2,000	1,000	1,000
Total Revenues		8,928	2,000	1,000	1,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 11-12	Budgeted 12-13	Amended 12-13	Approved 13-14
Operational	285,155	143,000	130,000	205,000
<b>Total Operating Expenses</b>	<b>285,155</b>	<b>143,000</b>	<b>130,000</b>	<b>205,000</b>
<b>Total Expenditures</b>	<b>285,155</b>	<b>143,000</b>	<b>130,000</b>	<b>205,000</b>



**City of Rockwall**

**FY 2011 – 2012**

**Adopted Budget**

# GENERAL FUND

General Fund - to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	23,731,551	23,335,700	24,277,900	24,393,000
Total Operating Expenditures	21,532,647	22,157,500	22,675,850	22,919,450
Capital Reserve Expenditures	-	-	301,100	-
Excess Revenues Over (Under) Expenditures	2,198,905	1,178,200	1,300,950	1,473,550
Net Other Financing Sources (Uses)	(1,335,550)	(1,129,450)	(1,329,450)	(1,452,900)
Net Gain (Loss)	863,354	48,750	(28,500)	20,650
Fund Balance - Beginning	8,295,977	8,234,927	9,159,332	9,130,832
Fund Balance - Ending	9,159,332	8,283,677	9,130,832	9,151,482

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4100	Current Taxes	7,775,745	8,267,000	8,287,000	8,344,600
4105	Delinquent Taxes	75,511	79,000	88,000	80,000
4110	Penalty & Interest	65,872	66,000	56,000	60,000
<b>Total Property Taxes</b>		<b>7,917,127</b>	<b>8,412,000</b>	<b>8,431,000</b>	<b>8,484,600</b>
4150	Sales Taxes	10,203,690	9,975,000	10,515,000	10,725,000
4155	Beverage Taxes	162,832	162,000	169,000	131,000
<b>Total Sales Taxes</b>		<b>10,366,522</b>	<b>10,137,000</b>	<b>10,684,000</b>	<b>10,856,000</b>
4201	Electrical Franchise	1,734,056	1,400,000	1,470,000	1,500,000
4203	Telephone Franchise	166,741	175,000	160,000	160,000
4205	Gas Franchise	350,065	400,000	389,000	400,000
4207	Cable TV Franchise	292,025	270,000	334,000	340,000
4209	Garbage Franchise	185,364	180,000	185,000	185,000
<b>Total Franchise</b>		<b>2,728,250</b>	<b>2,425,000</b>	<b>2,538,000</b>	<b>2,585,000</b>
4250	Park & Recreation Fees	32,321	27,000	33,000	33,000
4251	Municipal Pool Fees	15,596	11,000	15,000	15,000
4253	Center Rentals	33,610	29,000	32,000	32,000
4255	Harbor Rentals	16,188	5,000	13,000	15,000
4260	Tax Certificate Fees	120	100	400	100
4270	Code Enforcement Fees	12,194	2,000	4,000	4,000
4280	Planning & Zoning Fees	13,603	10,000	17,000	15,000
4283	Construction Fees	60,993	15,000	28,000	30,000
4295	Fire - Plans	14,550	10,000	13,000	8,000
<b>Total Fees</b>		<b>199,176</b>	<b>109,100</b>	<b>155,400</b>	<b>152,100</b>

## Summary of Revenues, Cont'd.

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Proposed 11-12
4300	Building Permits	428,521	450,000	490,000	450,000
4302	Fence Permits	20,482	20,000	20,000	20,000
4304	Electrical Permits	14,970	16,000	16,000	16,000
4306	Plumbing Permits	28,857	25,000	30,000	25,000
4308	Mechanical Permits	20,441	16,000	21,000	16,000
4310	Daycare Center Permits	2,090	2,000	2,000	2,000
4312	Health Permits	69,160	68,500	68,500	70,000
4314	Sign Permits	19,453	20,000	25,000	20,000
4288	Beverage Permits	6,048	1,750	15,250	2,000
4320	Miscellaneous Permits	41,086	28,000	32,000	28,000
Total Permits		651,108	647,250	719,750	649,000
4400	Court Fines	560,119	500,000	550,000	550,000
4402	Court Fees	185,091	145,000	165,000	165,000
4404	Warrant Fees	89,232	70,000	98,000	75,000
4406	Court Deferral Fees	268,976	255,000	269,000	260,000
4408	Animal Control Fees	62,565	50,000	74,000	75,000
4414	Alarm Fees and Fines	39,884	40,000	40,000	40,000
Total Municipal Court		1,205,867	1,060,000	1,196,000	1,165,000
4001	Interest Earnings	54,156	60,000	60,000	50,000
4007	Sale of Supplies	1,802	2,000	1,000	1,000
4019	Other	184,253	75,000	95,000	75,000
4050	Donation-Allied	10,000	-	-	-
Total Miscellaneous		250,211	137,000	156,000	126,000
4500	Grant Proceeds	3,691	-	1,100	-
4510	School Patrol	235,250	235,250	223,550	195,300
4520	County Contracts	11,256	10,000	10,000	10,000
4530	City Contracts	163,093	163,100	163,100	170,000
Total Intergovernmental		413,290	408,350	397,750	375,300
Total Revenues		23,731,551	23,335,700	24,277,900	24,393,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	598,900	598,900	598,900	602,100
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	31,000	-	-	10,000
From Police Seizures Awarded	41,300	20,000	20,000	-
<b>Total Other Financing Sources</b>	<b>721,200</b>	<b>668,900</b>	<b>668,900</b>	<b>662,100</b>
Other Financing Uses				
Operating Transfers Out:				
To Radio Fund	115,000	100,000	100,000	115,000
To Special Crimes Unit	55,750	-	-	-
To Employee Benefit Fund (Ins.)	1,500,000	1,600,000	1,800,000	1,900,000
To Capital Projects Fund	25,000	-	-	-
To Bond Projects	-	-	161,100	-
To Equipment Purchases	251,000	-	-	-
To Tech. Replacement Fund	110,000	98,350	98,350	100,000
<b>Total Other Financing Uses</b>	<b>2,056,750</b>	<b>1,798,350</b>	<b>2,159,450</b>	<b>2,115,000</b>
Less Capital Reserve	-	-	161,100	-
<b>Net Other Financing Sources (Uses)</b>	<b>(1,335,550)</b>	<b>(1,129,450)</b>	<b>(1,329,450)</b>	<b>(1,452,900)</b>

\* Transfer to bond projects - design and estimating services for proposed bond election - approved from reserves by City Council

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
10	01	Mayor/Council	116,369	131,400	114,400	118,600
10	05	Administration	1,594,002	1,514,750	1,653,750	1,559,200
10	06	Administrative Services	444,706	482,200	503,100	492,600
10	09	Internal Operations	1,056,908	1,062,600	1,089,800	1,148,100
15	11	Finance	1,007,850	1,025,950	1,040,850	1,034,150
15	15	Municipal Court	333,234	331,250	333,450	341,250
20	25	Fire Operations	1,747,762	1,837,800	1,852,100	1,911,400
20	29	Fire Marshal	313,481	407,150	385,650	411,650
30	31	Police Administration	760,286	779,200	799,800	802,550
30	32	Communications	783,422	784,000	804,800	807,450
30	33	Patrol	4,001,262	4,069,900	4,176,400	4,379,900
30	34	CID	677,038	940,950	968,150	940,250
30	35	Community Services	586,084	600,500	629,200	539,250
30	36	Warrants	218,933	161,950	160,250	171,350
30	37	Records	296,922	299,200	305,200	305,400
40	41	Planning	630,252	652,000	679,900	666,650
40	42	Code Enforcement	499,917	514,600	529,650	530,400
40	43	Building Inspections	629,840	641,000	649,700	658,550
40	44	Animal Services	494,087	492,700	530,000	516,300
45	45	Parks	1,487,136	1,542,650	1,616,450	1,601,750
45	46	Harbor O&M	396,758	407,300	406,100	411,550
45	47	Recreation	791,611	789,400	820,300	820,500
45	49	Streets	1,716,864	1,707,000	1,776,800	1,759,900
50	53	Engineering	947,920	982,050	990,050	990,750
			21,532,647	22,157,500	22,815,850	22,919,450
Less Capital Reserve			-	-	140,000	-
<b>Total Operating Expenditures</b>			<b>21,532,647</b>	<b>22,157,500</b>	<b>22,675,850</b>	<b>22,919,450</b>

## DIVISION SUMMARY

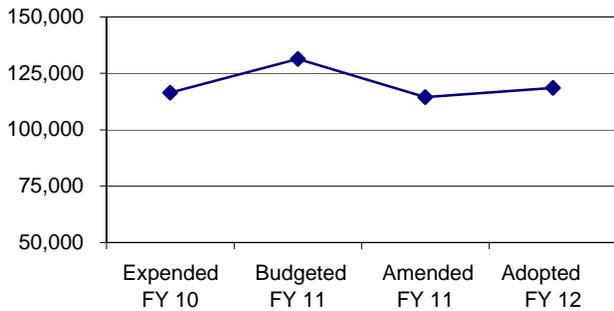
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

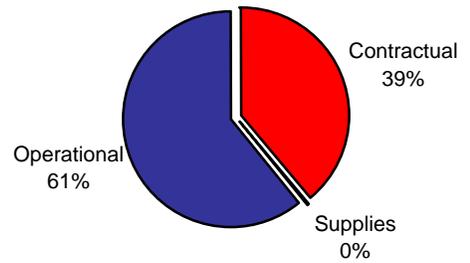
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Contractual	48,076	48,000	43,000	46,200
Supplies	251	400	400	400
Operational	68,042	83,000	71,000	72,000
<b>Total</b>	<b>116,369</b>	<b>131,400</b>	<b>114,400</b>	<b>118,600</b>

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**20 Contractual**

0221	INSURANCE-PUBLIC OFFICIAL	48,076	48,000	43,000	43,000
0231	SERVICE-MAINT. CONTRACTS	0	0	0	3,200

**DOCUMENTS FOR ACCOUNT . . . : 01-10-01-0231**

**IPAD 3G Service**

With the implementation of iPads to allow paperless Council packets, we would need to add Verizon 3G service for each one. Verizon is still able to offer unlimited data for \$38 per month to government customers. Annual cost for 7 Council members is \$3,200.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>48,076</b>	<b>48,000</b>	<b>43,000</b>	<b>46,200</b>
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**30 Supplies**

0310	PRINTING & BINDING	198	300	300	300
0347	GENERAL MAINT. SUPPLY	53	100	100	100

<b>Supplies TOTAL . . . . . :</b>	<b>251</b>	<b>400</b>	<b>400</b>	<b>400</b>
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**40 Operational**

0401	COUNCIL COMPENSATION	22,500	22,500	22,500	22,500
0402	YOUTH ADVISORY COUNCIL	1,237	3,000	3,000	3,000
0404	ELECTION EXPENSES	8,962	20,000	8,000	9,000
0410	DUES & SUBSCRIPTIONS	9,653	9,000	9,000	9,000
0420	AWARDS	8,805	8,500	8,500	8,500
0428	OTHER	4,064	3,000	3,000	3,000
0430	TUITION & TRAINING	4,331	5,000	5,000	5,000
0436	TRAVEL	8,490	12,000	12,000	12,000

<b>Operational TOTAL . . . . . :</b>	<b>68,042</b>	<b>83,000</b>	<b>71,000</b>	<b>72,000</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>116,369</b>	<b>131,400</b>	<b>114,400</b>	<b>118,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

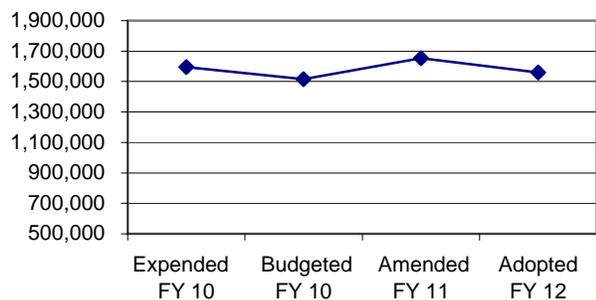
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	661,654	659,300	676,700	682,400
Contractual	863,296	764,750	765,350	786,100
Supplies	20,348	41,200	22,200	41,200
Operational	45,718	46,500	46,500	46,500
Utilities	2,986	3,000	3,000	3,000
<b>Total</b>	<b>1,594,002</b>	<b>1,514,750</b>	<b>1,653,750</b>	<b>1,559,200</b>

### Personnel Schedule

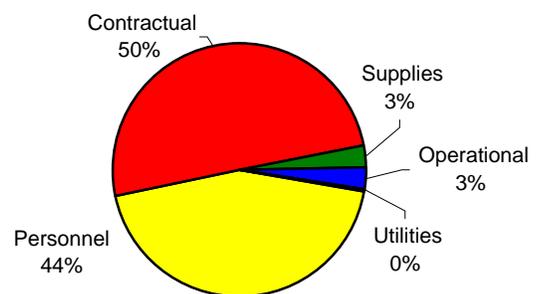
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
Assistant to the City Manager/ City Secretary	23	1	1
Assistant to the City Secretary	15	1	1
Intern	-	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	318,484	313,400	318,800	323,600
0104 SALARIES & WAGES-CLERICAL	200,732	205,700	207,500	211,300
0109 SALARIES & WAGES-OVERTIME	349	0	300	300

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>519,565</b>	<b>519,100</b>	<b>526,600</b>	<b>535,200</b>
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**15 Benefits**

0114 LONGEVITY PAY	4,675	5,000	5,000	5,300
0116 AUTO ALLOWANCE	18,600	18,600	18,600	18,600
0120 FICA & MEDICARE EXPENSE	44,281	42,300	47,400	43,200
0122 T.M.R.S. RETIREMENT EXP.	74,533	74,300	79,100	80,100

<b>Benefits TOTAL . . . . .:</b>	<b>142,089</b>	<b>140,200</b>	<b>150,100</b>	<b>147,200</b>
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**20 Contractual**

0207 APPRAISAL & COLLECTION	211,353	211,900	212,500	215,000
0208 E.S. CORP CONTRACT	198,998	172,400	172,400	200,650
0211 LEGAL	281,174	200,000	200,000	200,000
0213 CONSULTING FEES	99,045	100,000	100,000	90,000
0231 SERVICE-MAINT. CONTRACTS	18,147	22,000	22,000	22,000
0233 ADVERTISING	5,342	6,000	6,000	6,000
0236 COMMUNITY SERVICES	42,487	45,000	45,000	45,000
0240 EQUIPMENT REPAIRS	0	500	500	500
0242 EQUIPMENT RENTAL & LEASE	6,750	6,950	6,950	6,950

<b>Contractual TOTAL . . . . .:</b>	<b>863,296</b>	<b>764,750</b>	<b>765,350</b>	<b>786,100</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,781	1,850	1,850	1,850
0310 PRINTING & BINDING	18,225	38,850	19,850	38,850

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0310**

**Printing**

Costs associated with monthly city newsletter and election public information efforts.

**CITY MANAGER'S COMMENTS: Approved**

0347 GENERAL MAINT. SUPPLY	342	500	500	500
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<b>Supplies TOTAL . . . . .:</b>	<b>20,348</b>	<b>41,200</b>	<b>22,200</b>	<b>41,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	05 Administration		
<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>40 Operational</b>				
0254 RECORDING FEES	2,294	4,000	4,000	4,000
0410 DUES & SUBSCRIPTIONS	14,431	13,000	13,000	13,000
0428 OTHER	8,725	8,500	8,500	8,500
0430 TUITION & TRAINING	7,125	5,000	5,000	5,000
0436 TRAVEL	13,143	16,000	16,000	16,000
<b>Operational TOTAL . . . . . :</b>	<b>45,718</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	2,986	3,000	3,000	3,000
<b>Utilities TOTAL . . . . . :</b>	<b>2,986</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>60 Capital</b>				
0603 BUILDINGS	0	0	140,000	0
<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>140,000</b>	<b>0</b>
<b>Administration TOTAL . . . :</b>	<b>1,594,002</b>	<b>1,514,750</b>	<b>1,653,750</b>	<b>1,559,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

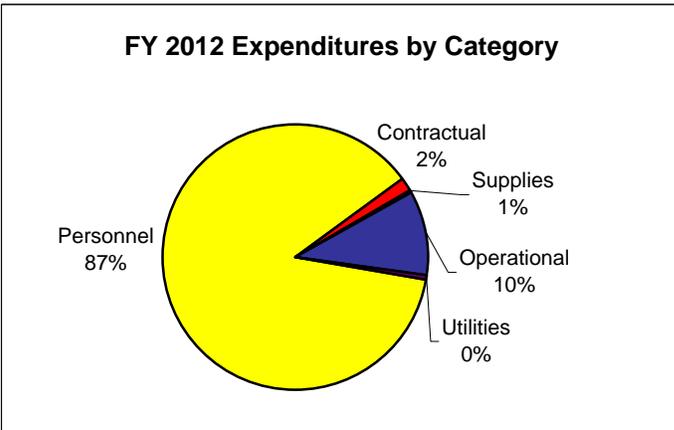
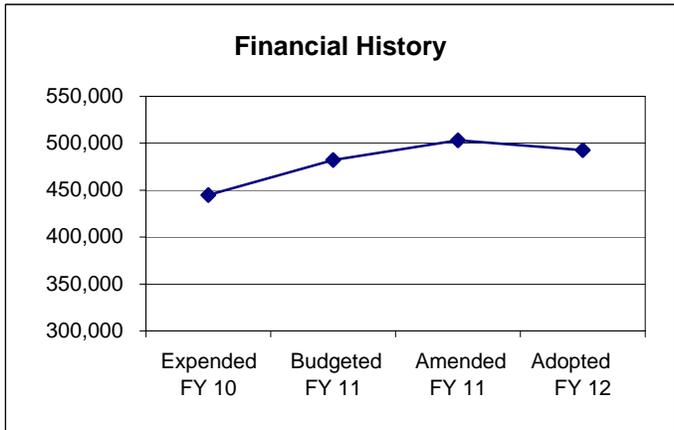
### Expenditure Summary

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	398,756	416,000	436,900	429,900
Contractual	6,681	10,000	10,000	7,500
Supplies	2,152	2,500	2,500	2,500
Operational	35,411	51,600	51,600	50,600
Utilities	1,706	2,100	2,100	2,100
<b>Total</b>	<b>444,706</b>	<b>482,200</b>	<b>503,100</b>	<b>492,600</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Administrative Services Director	32	1	1
HR Supervisor	22	1	1
HR Analyst	17	1	1
HR Specialist	14	1	1
Administrative Secretary	11	1	1

### Activity Trends



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	117,199	116,700	119,300	120,300
0104 SALARIES & WAGES-CLERICAL	196,660	197,800	202,500	203,800
0112 INCENTIVE PAY	4,826	20,000	13,000	20,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>318,685</b>	<b>334,500</b>	<b>334,800</b>	<b>344,100</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
0114 LONGEVITY PAY	1,880	2,200	2,200	2,500
0116 AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120 FICA & MEDICARE EXPENSE	23,299	23,400	23,400	24,000
0122 T.M.R.S. RETIREMENT EXP.	44,681	46,100	48,700	49,500
0128 UNEMPLOYMENT INS.	5,411	5,000	23,000	5,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0128** **Unemployment Claims**  
 Amended Budget - this item is difficult to anticipate. We are unable to predict the number of employees who may be separated from employment for various reasons and whether or not they would seek or be eligible for unemployment benefits.

**CITY MANAGER'S COMMENTS: Approved**

Benefits TOTAL . . . . .:	80,071	81,500	102,100	85,800
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<b>20 Contractual</b>				
0211 LEGAL	6,681	10,000	10,000	6,000
0242 EQUIPMENT RENTAL & LEASE	0	0	0	1,500

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0242** **Laser Scanner**  
 The Admin Services/HR Dept has been attempting to convert all personnel files and records to a "paperless system" for several years. We use the scanner dedicated to this project at the Reception desk but experience many interruptions. In order to make progress, we propose to rent a second scanner for one year or less to be able to dedicate another staff person's time to expedite the project. To purchase the second scanner would be more than \$6,000 but we can rent one for about \$1,500.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .:</b>	<b>6,681</b>	<b>10,000</b>	<b>10,000</b>	<b>7,500</b>
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<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	951	1,000	1,000	1,000
0310 PRINTING & BINDING	1,000	1,000	1,000	1,000
0347 GENERAL MAINT. SUPPLY	201	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>2,152</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	1,841	2,600	2,600	2,600
0415 RECRUITING EXPENSES	899	1,000	1,000	0
0420 AWARDS	6,274	5,500	5,500	5,500
0422 EMPLOYEE ACTIVITIES	13,747	14,000	14,000	14,000
0430 TUITION & TRAINING	2,068	5,500	5,500	5,500
0435 EMPLOYEE DEVELOPMENT	6,300	18,000	18,000	18,000
0436 TRAVEL	4,282	5,000	5,000	5,000
<b>Operational TOTAL . . . . . :</b>	<b>35,411</b>	<b>51,600</b>	<b>51,600</b>	<b>50,600</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,706	2,100	2,100	2,100
<b>Utilities TOTAL . . . . . :</b>	<b>1,706</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
<b>Administrative Services TOTAL :</b>	<b>444,706</b>	<b>482,200</b>	<b>503,100</b>	<b>492,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

### Expenditure Summary

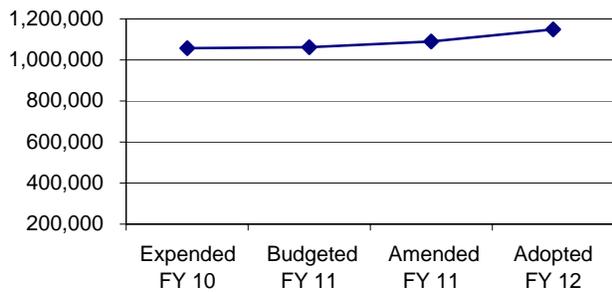
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	496,169	495,700	517,400	514,000
Contractual	176,719	175,950	177,950	239,950
Supplies	55,833	57,600	61,100	62,900
Operational	132	250	250	250
Utilities	328,055	333,100	333,100	331,000
<b>Total</b>	<b>1,056,908</b>	<b>1,062,600</b>	<b>1,089,800</b>	<b>1,148,100</b>

### Personnel Schedule

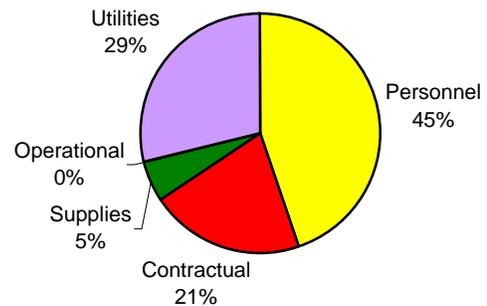
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Facilities Superintendent	22	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	1	1
Custodian	5	5	5

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	63,893	63,600	64,800	65,500
0104 SALARIES & WAGES-CLERICAL	46,558	46,600	47,600	48,000
0107 SALARIES & WAGES-LABOR	290,243	288,400	302,800	297,400
0109 SALARIES & WAGES-OVERTIME	2,307	2,500	2,700	2,500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>403,001</b>	<b>401,100</b>	<b>417,900</b>	<b>413,400</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	600	600	600	600
0114 LONGEVITY PAY	4,595	5,100	5,100	5,800
0120 FICA & MEDICARE EXPENSE	30,940	30,500	35,400	31,500
0122 T.M.R.S. RETIREMENT EXP.	57,033	58,400	58,400	62,700
<b>Benefits TOTAL . . . . .:</b>	<b>93,168</b>	<b>94,600</b>	<b>99,500</b>	<b>100,600</b>

<b>20 Contractual</b>				
0231 SERVICE-MAINT. CONTRACTS	90,974	101,250	101,250	101,250
0237 UNIFORM SERVICE	1,616	1,750	1,750	1,750
0240 EQUIPMENT REPAIRS	10,116	8,000	9,000	8,000
0242 EQUIPMENT RENTAL & LEASE	140	500	500	500
0244 BUILDING REPAIRS	55,024	50,000	50,000	114,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244 Increase in Building Repair**

The City provides the Internal Operations Department a budget of \$50,000 to maintain its facilities. In the last 3 years, the City has added almost 33,000 square feet of new facilities. While the buildings are in good shape, they are now out of warranty. The requested increase in this line item is to address specific needs identified over time that are needed throughout our facilities.

1. Roof Replacement for PARD Administration office - The City bought and moved into the old lumber yard facility in 1999, and it was remodeled in 2002 as part of The Center construction project; however, the roof was never replaced. It has leaked regularly over the last few years and has been patched many times. Replacing the roof would protect the old section of this facility and its contents, including Parks and Recreation Administration offices, computer lab, exercise room, and tech room. The request is for a new composition roof - \$11,000.

2. Security Upgrades at City Hall, 3rd Floor - Upgrades are needed to control access of the public into the 3rd floor office areas and behind the Council Chambers - \$12,623.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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3. Animal Adoption Center Repairs - This facility has drainage issues on the front entry way, sidewalks, and at the driveway and animal in-take area on the east side of the building. The building itself has experienced shifting and settling along the grade beams causing minor cracks and leaks at multiple places on the exterior brick.. This maintenance request will correct the cracks in the brick and seal the exterior of the building. - \$28,312.

4. Leak Detection and Repair - City Hall, PD, and FS2 - These buildings have experienced leaks over time that need to be found and repaired. - \$11,770.

**CITY MANAGER'S COMMENTS: Approved**

0246	VEHICLE REPAIRS	4,418	3,500	4,500	3,500
0272	JANITORIAL SERVICES	14,431	10,950	10,950	10,950

<b>Contractual TOTAL . . . . .:</b>	<b>176,719</b>	<b>175,950</b>	<b>177,950</b>	<b>239,950</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	879	600	600	400
0323	SMALL TOOLS	1,441	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	10,521	10,500	14,000	14,000
0345	CLEANING SUPPLIES	14,953	15,000	15,000	17,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0345**

**Increase in Cleaning Supplies**

The cost of petroleum based products is increasing. The cost of floor cleaning chemicals has gone up as well. The request is to increase this line by \$2,000.

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	28,039	30,000	30,000	30,000
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<b>Supplies TOTAL . . . . .:</b>	<b>55,833</b>	<b>57,600</b>	<b>61,100</b>	<b>62,900</b>
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**40 Operational**

0430	TUITION & TRAINING	132	250	250	250
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<b>Operational TOTAL . . . . .:</b>	<b>132</b>	<b>250</b>	<b>250</b>	<b>250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	191,940	200,000	200,000	200,000
0507 CELLULAR TELEPHONE	3,929	4,000	4,000	4,000
0508 TELEPHONE SERVICE	93,949	85,000	85,000	85,000
0510 NATURAL GAS SERVICE	16,437	17,100	17,100	15,000
0513 WATER	21,800	27,000	27,000	27,000
<b>Utilities TOTAL . . . . .:</b>	<b>328,055</b>	<b>333,100</b>	<b>333,100</b>	<b>331,000</b>

**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0612**

**AV System Upgrades**

The AV system in the Council Chambers was installed in 2002 with the construction of the building. The system is outdated and needs to be replaced. The room is used for Council meetings, boards and commissions, employee training and daily meetings. Many of the problems we regularly experience are:

- Electrical interference on the overhead screen
- Poor resolution on both projectors
- Voting buttons stick and lock up
- Microphones and speakers are old and provide poor sound quality
- Not enough staff mics and monitors
- The company that provided the system is out of business and we use a former employee of theirs to work on the system when he has time
- Multiple components are prone to power source problems

The components of the AV system have been included in the technology replacement transfer for the last few years and we have accumulated roughly half of the funds needed to upgrade the system to current technology standards. We have met with vendors who have quoted the components. We would have to take proposals for the system if it approved.

\$19,800 Audio System  
 20,200 VoteLynx System  
 34,900 Video System  
 6,200 Control Systems  
7,700 Remote training room upgrades-Police and Fire Station #2  
 \$88,800 Total estimated cost  
(45,800) Tech Replacement Funds accumulated to date  
 \$43,000 To be funded

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0612**

**Voicemail System Upgrade**

The City's voicemail system is outdated and having repeated problems. During the last outage which lasted several days, the system vendor said they can't support the server going forward. The system is fragile and needs to be replaced soon. The cost to replace the system is estimated to be \$31,700 and would include new hardware and software.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations.**

0626	COURT SECURITY EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0626**

**Security Camera Upgrades**

The security cameras at City buildings were installed in 2002 with the construction and renovation. These cameras at the end of their lifecycle are very poor resolution and becoming inoperable. We are having frequent issues with equipment breaking. Often the vendor has to take the components back to their shop or send them off for repairs leaving our facilities without coverage. The cameras are antiquated, unreliable and are years beyond their normal useful life.

The upgrade would provide high resolution, color cameras attached to the City's network and recorded to a dedicated server with greater storage capacity.

- \$60,230 IP Head End system price
- 59,345 IP Conversion Police Building
- 27,860 IP Conversion Service Center
- 40,864 IP Conversion City Hall

**CITY MANAGER'S COMMENTS: Approved to move ahead with IP Head End and Police Department to be financed with Contractual Obligations. We will have to consider City Hall and the Service Center in a later budget year.**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Internal Operations TOTAL :</b>	<b>1,056,908</b>	<b>1,062,600</b>	<b>1,089,800</b>	<b>1,148,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

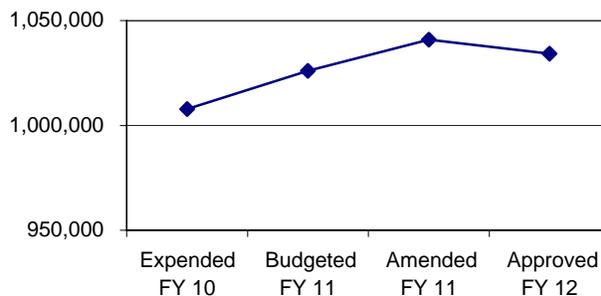
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	651,950	658,000	672,900	675,200
Contractual	263,600	265,900	265,900	256,900
Supplies	76,517	85,750	85,750	85,750
Operational	13,783	14,500	14,500	14,500
Utilities	2,000	1,800	1,800	1,800
<b>Total</b>	<b>1,007,850</b>	<b>1,025,950</b>	<b>1,040,850</b>	<b>1,034,150</b>

### Personnel Schedule

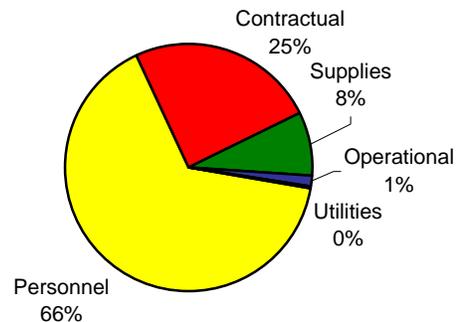
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Director of Finance	33	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	128,010	127,500	130,100	130,100
0104	SALARIES & WAGES-CLERICAL	399,037	402,800	411,500	411,500
0109	SALARIES & WAGES-OVERTIME	51	300	0	300

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>527,098</b>	<b>530,600</b>	<b>541,600</b>	<b>541,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,499	1,800	1,800	1,800
0114	LONGEVITY PAY	5,250	4,900	4,900	5,400
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	39,581	39,300	39,700	39,900
0122	T.M.R.S. RETIREMENT EXP.	74,922	77,800	81,300	82,600

<b>Benefits TOTAL . . . . .:</b>	<b>124,852</b>	<b>127,400</b>	<b>131,300</b>	<b>133,300</b>
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**20 Contractual**

0210	AUDITING	28,000	29,000	29,000	30,000
0217	IT SERVICE	57,737	59,300	59,300	59,300
0223	INSURANCE-SURETY BONDS	400	400	400	400
0225	INSURANCE-AUTOMOBILES	37,330	36,000	36,000	29,000
0227	INSURANCE-REAL PROPERTY	37,965	38,000	38,000	42,000
0228	INSURANCE-CLAIMS & DED.	18,906	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	37,558	36,000	36,000	29,000
0231	SERVICE-MAINT. CONTRACTS	42,430	43,000	43,000	43,000
0233	ADVERTISING	906	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	0	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,368	2,700	2,700	2,700

<b>Contractual TOTAL . . . . .:</b>	<b>263,600</b>	<b>265,900</b>	<b>265,900</b>	<b>256,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,261	2,000	2,000	2,000
0303	COMPUTER SUPPLIES	14,942	17,000	17,000	17,000
0305	COPY MACHINE SUPPLY	31,312	33,000	33,000	33,000
0307	POSTAGE	26,079	31,000	31,000	31,000
0310	PRINTING & BINDING	1,497	2,000	2,000	2,000
0347	GENERAL MAINT. SUPPLY	426	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>76,517</b>	<b>85,750</b>	<b>85,750</b>	<b>85,750</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,605	3,500	3,500	3,500
0415	RECRUITING EXPENSES	114	0	0	0
0430	TUITION & TRAINING	4,160	5,000	5,000	5,000
0436	TRAVEL	5,904	6,000	6,000	6,000

<b>Operational TOTAL . . . . . :</b>	<b>13,783</b>	<b>14,500</b>	<b>14,500</b>	<b>14,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,000	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . . :</b>	<b>2,000</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>FINANCE TOTAL . . :</b>	<b>1,007,850</b>	<b>1,025,950</b>	<b>1,040,850</b>	<b>1,034,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

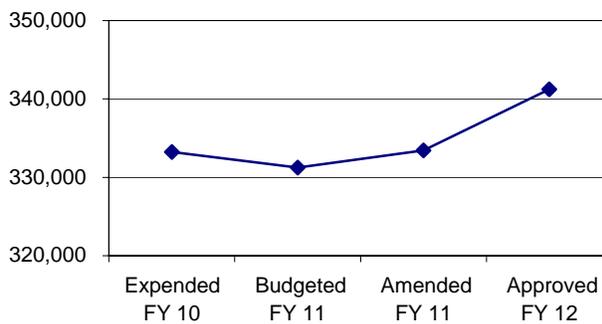
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	257,363	251,900	253,600	258,000
Contractual	67,437	69,100	69,100	71,500
Supplies	5,589	5,750	6,250	6,750
Operational	2,845	4,500	4,500	5,000
<b>Total</b>	<b>333,234</b>	<b>331,250</b>	<b>333,450</b>	<b>341,250</b>

### Personnel Schedule

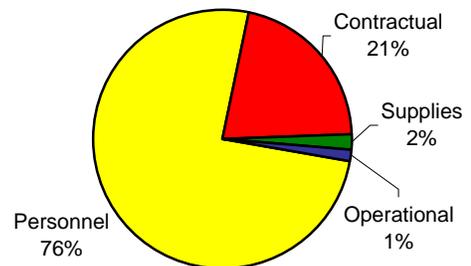
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	2
Deputy Municipal Court Clerk I	10	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	15 Finance	15 Municipal Court		

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	74,365	75,400	76,900	76,900
0104	SALARIES & WAGES-CLERICAL	126,837	125,800	124,900	128,000
0109	SALARIES & WAGES-OVERTIME	6,988	2,000	2,300	2,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>208,190</b>	<b>203,200</b>	<b>204,100</b>	<b>206,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	900	900	900
0114	LONGEVITY PAY	2,690	2,900	2,900	3,200
0120	FICA & MEDICARE EXPENSE	16,080	15,400	15,000	15,700
0122	T.M.R.S. RETIREMENT EXP.	29,503	29,500	30,700	31,300

<b>Benefits TOTAL . . . . .:</b>	<b>49,173</b>	<b>48,700</b>	<b>49,500</b>	<b>51,100</b>
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**20 Contractual**

0211	LEGAL	51,014	51,300	51,300	51,300
0231	SERVICE-MAINT. CONTRACTS	11,651	11,900	11,900	14,300

**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0231**

**Maintenance Fee Increase**

Tyler Technologies \$13,800 - Increase due to adding customer online access and payment ability module to the Court software application.

Copier \$500

**CITY MANAGER'S COMMENTS: Approved**

0240	EQUIPMENT REPAIRS	288	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,484	5,400	5,400	5,400

<b>Contractual TOTAL . . . . .:</b>	<b>67,437</b>	<b>69,100</b>	<b>69,100</b>	<b>71,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,496	1,500	1,500	1,500
0310	PRINTING & BINDING	3,404	3,500	4,000	4,500
0347	GENERAL MAINT. SUPPLY	689	750	750	750

<b>Supplies TOTAL . . . . .:</b>	<b>5,589</b>	<b>5,750</b>	<b>6,250</b>	<b>6,750</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**40 Operational**

0407	JURY EXPENSE	840	1,000	1,000	1,500
0410	DUES & SUBSCRIPTIONS	520	500	500	500
0430	TUITION & TRAINING	720	1,000	1,000	1,000
0436	TRAVEL	765	2,000	2,000	2,000

<b>Operational TOTAL . . . . . :</b>	<b>2,845</b>	<b>4,500</b>	<b>4,500</b>	<b>5,000</b>
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<b>Municipal Court TOTAL . . . :</b>	<b>333,234</b>	<b>331,250</b>	<b>333,450</b>	<b>341,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

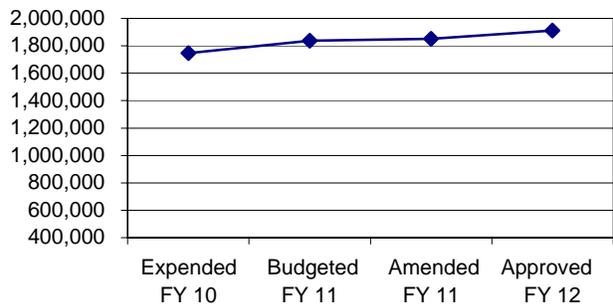
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	1,481,220	1,567,300	1,572,600	1,607,300
Contractual	163,249	151,900	151,900	170,400
Supplies	67,411	79,600	88,600	90,600
Operational	33,656	36,200	36,200	40,300
Utilities	2,224	2,800	2,800	2,800
<b>Total</b>	<b>1,747,760</b>	<b>1,837,800</b>	<b>1,852,100</b>	<b>1,911,400</b>

### Personnel Schedule

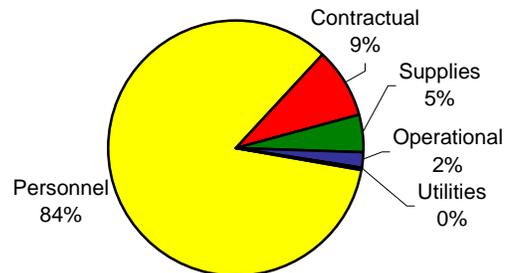
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Fire Chief	33	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	6	6
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	120,645	120,200	122,800	123,600
0104	SALARIES & WAGES-CLERICAL	97,029	96,800	98,800	98,800
0107	SALARIES & WAGES-LABOR	826,873	876,200	856,700	897,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 FT/PT Driver and Trainee Program**

There is 1 FT driver/captain on duty at Stations 1, 2 and 4 each day. The PT drivers cover Station 3. All stations have one driver on duty 24-hours per day.

PT drivers work 12-hour shifts Monday-Sunday at Station 3 in addition to any station in which the FT driver is off duty. PT drivers are compensated at \$20 per hour and \$30 per hour for holiday shifts.

The department implemented a Trainee Program in 2008. Since that time 6 trainees have become eligible to work driver shifts and 19 others are participating now. The trainee is paid \$8 per hour.

- \$ 610,320 Full time shift employees & Battalion Chief
- 178,080 Volunteer driver shifts
- 75,000 Volunteer driver cover FT time off
- 29,300 Trainee Program
- 4,200 Volunteer assistant chiefs and secretary

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 Holidays**

Approved Holidays (for FT/PT Drivers)

Thanksgiving Day (Thur)	MLK Day (Mon)
Thanksgiving Fri (Fri)	Memorial Day (Mon)
Christmas Day (Sun)	July 4th (Mon)
New Year's Day (Sun)	Labor Day (Mon) OR *Sept. 11(Tue) *FT Drivers only

**Approved Holidays (for PT Drivers Only)**

- Christmas Eve (Sat)
- New Year's Eve (Sat)

0109	SALARIES & WAGES-OVERTIME	36,862	55,900	60,900	55,900
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>1,081,409</b>	<b>1,149,100</b>	<b>1,139,200</b>	<b>1,175,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	28,807	30,000	30,000	30,000
0114	LONGEVITY PAY	30,853	32,500	31,800	34,300
0115	FIREMEN-INCENTIVE PAY	79,602	88,000	88,000	88,000
0116	AUTO ALLOWANCE	6,900	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	82,483	78,800	86,200	80,600
0122	T.M.R.S. RETIREMENT EXP.	122,143	116,900	133,400	127,100

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
0125 FIREMEN WATER DISCOUNT	-1,477	5,100	5,100	5,100
0126 RETIREMENT-FIREMEN'S PENSION	50,500	60,000	52,000	60,000
<b>Benefits TOTAL . . . . .:</b>	<b>399,811</b>	<b>418,200</b>	<b>433,400</b>	<b>432,000</b>

**20 Contractual**

0213 CONSULTING FEES	666	2,000	2,000	20,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0213**

**Pietsch ISO Study**

This is for contracting with Mike Pietsch, PE Consultant Services to assist the City in an ISO re-grading process. The Fire Department goal is to lower the City's ISO rating. In our last grading (Surveyed Date 06/15/2003, Submitted Date 03/15/2004, Effective Date 07/01/2004) the city graded a Class 3 with a total credit score of 75.08. Some of the areas of deficiency included the number of dispatchers on duty, the radio system, the CAD system, no second Ladder Company, in reserve fire apparatus, number of fire station/response districts, number of firefighters, training, water system storage, fire hydrant inspection and maintenance and the Texas addendum.

We have increased the number of dispatchers on duty, replaced our radio system, integrated CAD dispatching, added a second ladder company, built two fire stations, hired more full time firefighters, increased water storage, implemented fire hydrant inspection and maintenance program and made changes within the Texas Addendum section. With those changes, we would theoretically grade well within a Class 2 rating. The unknowns are in the areas of deficiency where we have annexed more land into the City and we don't have the right to serve water. We will have deficiencies on those areas which will hurt us on our grading. I do believe, based on the information I have, we still could receive a Class 2 rating if graded today.

The consultant has over thirty years of experience in the ISO Rating Schedule. As our consultant, he would perform a pre-grading, assist during the actual grading process, be our spokesman if ISO did not give us the grading we deserved and had to file an appeal. ISO is currently in the process of changing the overall fire suppression rating schedule. It is believed by the Texas Fire Chiefs that it is a move by ISO to make it harder to receive a class 1, 2 or 3 rating. Normally a grading is good for 15 years before they re-grade a City. Rockwall will be up for re-grading in 2018. If we got graded now under the old schedule, then we would not have to worry with being re-graded under the proposed new schedule until 2028.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
0222 DISABILITY INSURANCE	31,185	34,000	34,000	34,000
0231 SERVICE-MAINT. CONTRACTS	24,303	35,100	35,100	35,500
0237 UNIFORM SERVICE	1,580	4,600	4,600	4,600
0238 TRAINING REIMBURSEMENT	2,750	11,000	11,000	11,000
0240 EQUIPMENT REPAIRS	13,064	14,500	14,500	14,500
0242 EQUIPMENT RENTAL & LEASE	5,189	5,700	5,700	5,300
0246 VEHICLE REPAIRS	84,512	45,000	45,000	45,000
<b>Contractual TOTAL . . . . .:</b>	<b>163,249</b>	<b>151,900</b>	<b>151,900</b>	<b>170,400</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,364	2,150	2,150	2,150
0310 PRINTING & BINDING	277	500	500	500
0321 UNIFORMS	10,394	11,450	11,450	11,450
0323 SMALL TOOLS	109	500	500	500
0331 FUEL & LUBRICANTS	27,826	25,000	34,000	34,000
0347 GENERAL MAINT. SUPPLY	2,647	4,000	4,000	6,000
0378 FIRE PREVENTION SUPPLIES	849	1,000	1,000	1,000
0379 FIRE FIGHTING SUPPLIES	23,945	35,000	35,000	35,000
<b>Supplies TOTAL . . . . .:</b>	<b>67,411</b>	<b>79,600</b>	<b>88,600</b>	<b>90,600</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	3,070	3,100	3,100	7,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0410**

**Increase in Dues**

The legislature increased Fire Commission dues per firefighter from \$25 to \$85.

- \$ 4,165 Texas Fire Protection Commission dues. \$ 85 x 49
- \$ 1,120 State Firemen's & Fire Marshal Association Dues \$ 20 x 56
- \$ 200 State Firemen's & Fire Marshal Association Department Dues
- \$ 300 Texas Fire Chief Association dues and subscription.
- \$ 120 Fire House dues and subscription.
- \$ 120 Fire Engineering dues and subscription.
- \$ 100 Fire Instructors Association of North Texas.
- \$ 25 Texas Association of Fire Educators
- \$ 1,000 CE Solutions for 10 subscriptions for EMS Continuing Ed
- \$ 30 Texas Crime Prevention membership

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
0415 RECRUITING EXPENSES	2,121	4,100	4,100	4,100
0430 TUITION & TRAINING	20,649	15,000	15,000	15,000
0436 TRAVEL	7,816	14,000	14,000	14,000
<b>Operational TOTAL . . . . .:</b>	<b>33,656</b>	<b>36,200</b>	<b>36,200</b>	<b>40,300</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	2,224	2,800	2,800	2,800
<b>Utilities TOTAL . . . . .:</b>	<b>2,224</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
<b>Fire Operations TOTAL :</b>	<b>1,747,760</b>	<b>1,837,800</b>	<b>1,852,100</b>	<b>1,911,400</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

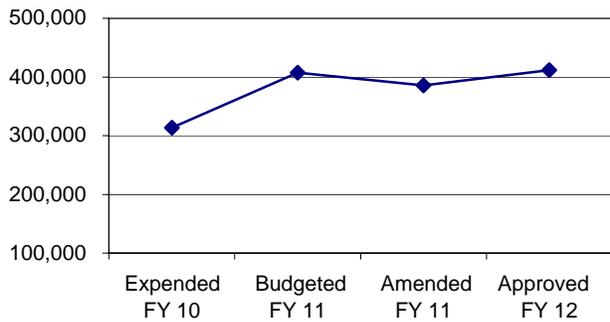
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	262,550	337,100	311,700	342,400
Contractual	11,300	14,900	17,900	10,400
Supplies	26,198	33,400	34,300	35,400
Operational	9,900	17,950	17,950	19,650
Utilities	3,534	3,800	3,800	3,800
<b>Total</b>	313,482	407,150	385,650	411,650

### Personnel Schedule

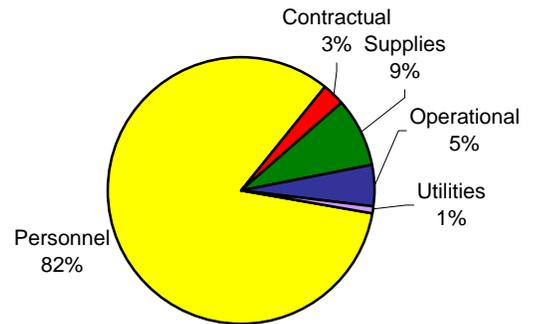
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	83,938	83,600	84,000	86,000
0107	SALARIES & WAGES-LABOR	125,529	182,700	161,400	182,400
0109	SALARIES & WAGES-OVERTIME	1,462	7,000	4,500	7,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>210,929</b>	<b>273,300</b>	<b>249,900</b>	<b>275,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,600	3,600	3,600	4,200
0114	LONGEVITY PAY	1,690	1,900	1,900	1,300
0120	FICA & MEDICARE EXPENSE	16,235	20,000	18,700	20,500
0122	T.M.R.S. RETIREMENT EXP.	30,096	38,300	37,600	41,000

<b>Benefits TOTAL . . . . .:</b>	<b>51,621</b>	<b>63,800</b>	<b>61,800</b>	<b>67,000</b>
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**20 Contractual**

0213	CONSULTING FEES	0	5,000	5,000	0
0231	SERVICE-MAINT. CONTRACTS	2,465	2,400	2,400	2,400
0237	UNIFORM SERVICE	1,055	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	156	500	500	500
0246	VEHICLE REPAIRS	6,966	4,500	7,500	5,000
0261	CRIME SCENE SERVICES	658	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>11,300</b>	<b>14,900</b>	<b>17,900</b>	<b>10,400</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,067	1,500	1,500	1,500
0310	PRINTING & BINDING	538	2,000	2,000	2,000
0321	UNIFORMS	2,102	3,300	3,300	3,300
0331	FUEL & LUBRICANTS	6,587	8,000	8,900	10,000
0347	GENERAL MAINT. SUPPLY	103	500	500	500
0373	INVESTIGATION SUPPLIES	1,731	1,600	1,600	1,600
0378	FIRE PREVENTION SUPPLIES	14,046	14,000	14,000	14,000
0379	FIRE FIGHTING SUPPLIES	24	2,500	2,500	2,500

<b>Supplies TOTAL . . . . .:</b>	<b>26,198</b>	<b>33,400</b>	<b>34,300</b>	<b>35,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,264	1,950	1,950	3,650
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0410**

**Dues & Subscriptions**

Added online subscription to NFPA Codes \$1,786

**CITY MANAGER'S COMMENTS: Approved**

0415 RECRUITING EXPENSES	0	2,000	2,000	0
0430 TUITION & TRAINING	1,963	7,000	7,000	8,000
0436 TRAVEL	6,673	7,000	7,000	8,000

<b>Operational TOTAL . . . . .:</b>	<b>9,900</b>	<b>17,950</b>	<b>17,950</b>	<b>19,650</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	3,534	3,800	3,800	3,800
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<b>Utilities TOTAL . . . . .:</b>	<b>3,534</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>
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<b>Fire Marshal TOTAL :</b>	<b>313,482</b>	<b>407,150</b>	<b>385,650</b>	<b>411,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

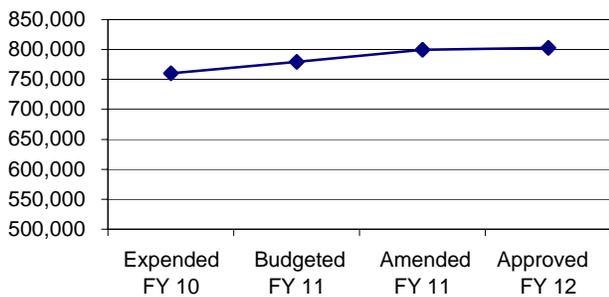
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	660,477	676,300	695,900	697,800
Contractual	70,927	73,100	73,100	73,250
Supplies	8,140	9,500	10,500	10,500
Operational	14,609	15,450	15,450	16,150
Utilities	6,136	4,850	4,850	4,850
<b>Total</b>	<b>760,289</b>	<b>779,200</b>	<b>799,800</b>	<b>802,550</b>

### Personnel Schedule

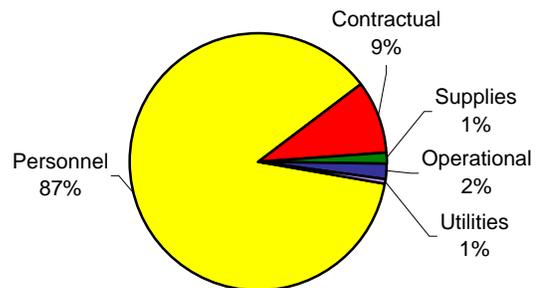
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Police Chief	33	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	3
Administrative Assistant	14	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditure by Category**



Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	130,249	130,100	132,800	130,100
0104	SALARIES & WAGES-CLERICAL	41,694	51,500	52,500	51,500
0107	SALARIES & WAGES-LABOR	359,296	359,500	368,900	373,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0107**

**Second Patrol Lieutenant**

The third lieutenant position was created in 1999. The 2001 budget approved a departmental sworn strength of 42 with 26 assigned to Patrol. Today we have those three lieutenants with a sworn strength of 71 and 48 assigned to Patrol. The span of control has become too great for one lieutenant to effectively manage the Patrol Division. A second lieutenant position not only splits the workload, making that number of employees more similar to what the other lieutenants supervise, but also provides another supervisor to be available for evening and some late night hours.

Our management level is very flat compared to other police departments our size. This position is vital to manage our continued growth considering almost all that growth goes to the Patrol Division.

\$96,500 Salary, benefits for new lieutenant

6,700 uniforms and radio

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	0	500	500	500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>531,239</b>	<b>541,600</b>	<b>554,700</b>	<b>556,000</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	4,107	4,200	4,200	4,200
0114	LONGEVITY PAY	3,902	4,700	4,700	5,200
0116	AUTO ALLOWANCE	6,900	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	38,712	39,600	40,400	40,700
0122	T.M.R.S. RETIREMENT EXP.	75,617	79,300	85,000	84,800

<b>Benefits TOTAL . . . . .:</b>	<b>129,238</b>	<b>134,700</b>	<b>141,200</b>	<b>141,800</b>
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**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	29,854	29,850	29,850	30,000
0237	UNIFORM SERVICE	600	1,250	1,250	1,250
0240	EQUIPMENT REPAIRS	343	500	500	500
0246	VEHICLE REPAIRS	1,155	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	38,975	40,000	40,000	40,000
0265	MEDICAL SERVICE-PRISONER	0	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>70,927</b>	<b>73,100</b>	<b>73,100</b>	<b>73,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	845	1,000	1,000	1,000
0310	PRINTING & BINDING	919	1,500	1,500	1,500
0321	UNIFORMS	1,163	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	4,189	4,500	5,500	5,500
0347	GENERAL MAINT. SUPPLY	1,024	1,500	1,500	1,500

<b>Supplies TOTAL . . . . . :</b>	<b>8,140</b>	<b>9,500</b>	<b>10,500</b>	<b>10,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	2,997	3,200	3,200	3,400
0420	AWARDS	555	750	750	1250

**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0420**

**Award increase**

We have used this line item to recognize our volunteers for the very valuable service they provide to our department and community. We also try to recognize our sworn and non-sworn employees as much as possible with as little impact to the budget as we can manage. However we have never participated with more than just a thank you to our Dispatchers during National Telecommunication Specialist Week. This \$500 increase is requested so that we can recognize everyone in this 12 person unit with a small gift (a little over \$40 each) as a token of our appreciation for their critical, 24/7 service.

**CITY MANAGER'S COMMENTS: Approved**

0430	TUITION & TRAINING	3,952	4,000	4,000	4,000
0436	TRAVEL	7,105	7,500	7,500	7,500

<b>Operational TOTAL . . . . . :</b>	<b>14,609</b>	<b>15,450</b>	<b>15,450</b>	<b>16,150</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	6,136	4,850	4,850	4,850
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<b>Utilities TOTAL . . . . . :</b>	<b>6,136</b>	<b>4,850</b>	<b>4,850</b>	<b>4,850</b>
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<b>Police Administration TOTAL :</b>	<b>760,289</b>	<b>779,200</b>	<b>799,800</b>	<b>802,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

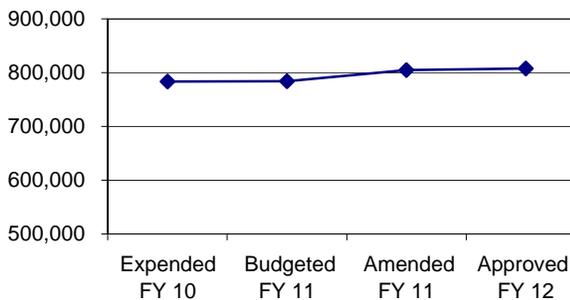
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	645,663	641,900	662,700	658,400
Contractual	126,959	128,000	128,000	133,750
Supplies	2,397	3,300	3,300	4,500
Operational	7,382	9,800	9,800	9,800
Utilities	1,019	1,000	1,000	1,000
<b>Total</b>	783,420	784,000	804,800	807,450

### Personnel Schedule

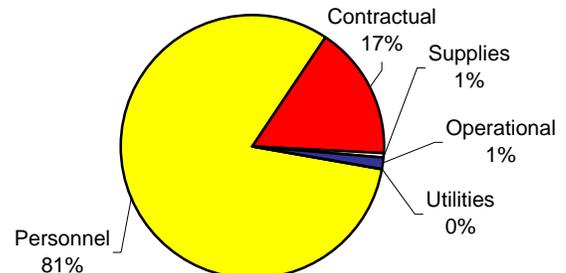
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Communications Manager	22	0	1
Communications Supervisor	19	1	0
Communications Specialist	13	11	11

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	50,012	50,700	51,900	56,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0101**

**Position upgrade**

Earlier this year the communication supervisor position was re-evaluated and a new JAQ developed to more accurately describe and outline these duties. This position is now classified as the Communications Manager and should be upgraded to a grade 22.

**CITY MANAGER'S COMMENTS: Approved**

0104 SALARIES & WAGES-CLERICAL	452,953	442,100	451,000	446,800
0109 SALARIES & WAGES-OVERTIME	25,505	35,000	35,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>528,470</b>	<b>527,800</b>	<b>537,900</b>	<b>538,200</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATION PAY	600	600	600	600
0114 LONGEVITY PAY	2,760	3,600	3,600	4,200
0120 FICA & MEDICARE EXPENSE	39,692	37,700	40,300	38,500
0122 T.M.R.S. RETIREMENT EXP.	74,141	72,200	80,300	76,900

<b>Benefits TOTAL . . . . . :</b>	<b>117,193</b>	<b>114,100</b>	<b>124,800</b>	<b>120,200</b>
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**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	126,939	128,000	128,000	133,750
0242 EQUIPMENT RENTAL & LEASE	20	0	0	0

<b>Contractual TOTAL . . . . . :</b>	<b>126,959</b>	<b>128,000</b>	<b>128,000</b>	<b>133,750</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	872	900	900	900
0310 PRINTING & BINDING	0	100	100	100
0321 UNIFORMS	1,064	1,800	1,800	3,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0321**

**Communications Uniform**

Increasing the uniform budget would facilitate the transitioning of employees of the Communications Division into a uniform appearance. This would promote a professional appearance along with instilling a stronger concept of teamwork among the telecommunication operators.

Increasing the budget would allow for providing each telecommunication operator 2 polo shirts and 2 pair of pants.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	30 Police	32 Communications		

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
0347 GENERAL MAINT. SUPPLY	461	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>2,397</b>	<b>3,300</b>	<b>3,300</b>	<b>4,500</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	1,129	2,000	2,000	2,000
0415 RECRUITING EXPENSES	3,300	3,300	3,300	3,300
0430 TUITION & TRAINING	1,698	2,500	2,500	2,500
0436 TRAVEL	1,255	2,000	2,000	2,000
<b>Operational TOTAL . . . . .:</b>	<b>7,382</b>	<b>9,800</b>	<b>9,800</b>	<b>9,800</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,019	1,000	1,000	1,000
<b>Utilities TOTAL . . . . .:</b>	<b>1,019</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Communications TOTAL . . .:</b>	<b>783,420</b>	<b>784,000</b>	<b>804,800</b>	<b>807,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

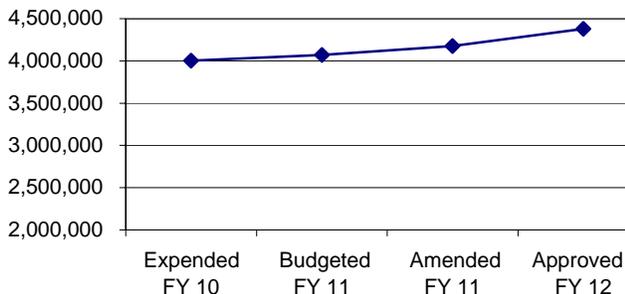
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	3,690,720	3,743,400	3,816,900	4,027,500
Contractual	79,650	85,200	85,200	66,900
Supplies	208,670	221,850	254,850	263,550
Operational	18,843	16,450	16,450	18,950
Utilities	3,379	3,000	3,000	3,000
Capital	-	-	-	-
<b>Total</b>	<b>4,001,262</b>	<b>4,069,900</b>	<b>4,176,400</b>	<b>4,379,900</b>

### Personnel Schedule

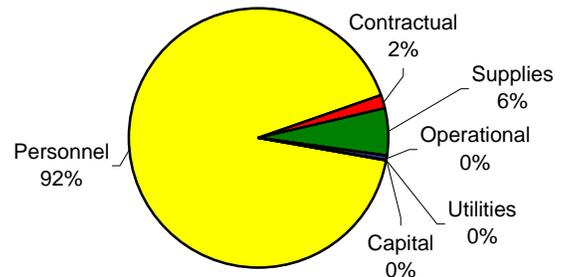
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	42	44

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	416,829	412,800	419,700	432,400
0107	SALARIES & WAGES-LABOR	2,288,606	2,379,800	2,345,400	2,573,100

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107**

**3 additional police officers**

The 2010 Census for the City of Rockwall published by the North Central Texas COG shows a population of 37,490. Based on our accepted minimum staffing ratio of 2.0 officers per 1,000 population, this police department should be staffed with 75 sworn officers. Our current authorized sworn staff is 71 officers.

For the past several years the city has continued to grow in population, commercial development, land area, and special events. Demands for police service has also continued to increase effecting all divisions of the department. To supply this service we have been forced to increase overtime expenditures. Our last increase in sworn strength came in the 2009 budget when we received one additional position.

These three additional police officer positions are absolutely necessary to adequately staff our department; allowing us to continue to maintain our strong visible presence of patrol officers, deter crime, keep response times low, and provide the quality service this community expects.

\$61,600 salary and benefits per officer

8,200 uniforms, academy and radio per officer

**CITY MANAGER'S COMMENTS: Disapproved**

**CITY COUNCIL COMMENTS: One position is approved**

0108	OVERTIME-STEP	81,985	80,000	80,000	80,000
0109	SALARIES & WAGES-OVERTIME	209,693	205,000	240,000	205,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>2,997,113</b>	<b>3,077,600</b>	<b>3,085,100</b>	<b>3,290,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	25,507	25,200	27,500	27,600
0114	LONGEVITY PAY	17,349	17,500	17,800	20,500
0120	FICA & MEDICARE EXPENSE	228,160	213,600	229,200	229,900
0122	T.M.R.S. RETIREMENT EXP.	422,591	409,500	457,300	459,000

<b>Benefits TOTAL . . . . .:</b>	<b>693,607</b>	<b>665,800</b>	<b>731,800</b>	<b>737,000</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	16,605	19,500	19,500	1,200
0240	EQUIPMENT REPAIRS	3,461	6,000	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	7,006	9,700	9,700	9,700
0246	VEHICLE REPAIRS	52,578	50,000	50,000	50,000

<b>Contractual TOTAL . . . . .:</b>	<b>79,650</b>	<b>85,200</b>	<b>85,200</b>	<b>66,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	997	1,000	1,000	1,000
0310	PRINTING & BINDING	928	1,500	1,500	1,500
0315	TRAINING SUPPLIES	10,275	13,000	13,000	16,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315**

**Increase Training Supplies**

An increase of \$3,000 into the Training Supply Budget to accommodate training supplies(ammunition) for night fire qualification twice a year(50 rounds per qualification). The amount requested will purchase an additional 6000 rounds for the qualification of all officers except command staff.

**CITY MANAGER'S COMMENTS: Approved**

0321	UNIFORMS	49,805	56,950	56,950	62,650
0331	FUEL & LUBRICANTS	130,731	130,000	163,000	163,000
0347	GENERAL MAINT. SUPPLY	13,369	13,400	13,400	13,400
0376	POLICE CANINE EXPENSE	2,565	6,000	6,000	6,000

<b>Supplies TOTAL . . . . . :</b>	<b>208,670</b>	<b>221,850</b>	<b>254,850</b>	<b>263,550</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	200	200	200	200
0415	RECRUITING EXPENSES	4,172	1,000	1,000	2,000
0430	TUITION & TRAINING	10,516	11,250	11,250	12,750
0436	TRAVEL	3,955	4,000	4,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>18,843</b>	<b>16,450</b>	<b>16,450</b>	<b>18,950</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,379	3,000	3,000	3,000
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<b>Utilities TOTAL . . . . . :</b>	<b>3,379</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0612**

**In Car Cameras**

The Police vehicles include in car cameras which are antiquated technology and still record to VHS tape. The recordings are poor quality and require a considerable amount of time to manage the tape inventory and purge it as required. The cameras are needed to document criminal offenses, witness statements, response to resistance incidents and suspect confessions.

The "Flashback" digital video recording solution includes a wireless microphone and extended low-light color camera. The system uses hotspots to download video rather than managing tapes.

The system as specified by the department includes 29 camera units, software and extended server storage capability. The cost to convert would be \$196,690.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0612**

**Mobile Software Upgrade**

The department has utilized laptops in all patrol vehicles with good success. We would like to add a software module which allows Automated Vehicle Locator service. AVL allows dispatchers and supervisors to see the location of patrol units at all times. This enhances officer safety and allows for more efficient assignment of vehicles when a call comes in.

In addition, this module would provide GPS capabilities throughout the laptops. When a call is dispatched turn by turn directions would be sent to the laptop.

The fire engines are also equipped with laptops and would benefit from both AVL and GPS capabilities. The cost of this upgrade is \$55,070.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0612**

**Computer Mounts and Swivels**

The current computer mounts are over 10 years old, worn, and not functional for the officers. In addition the mounts don't have the ability to keep the computer secured during times of collision or high speed pursuit which could result in officer injury. Newer mounts are more ergonomically friendly as well. Officers complete the majority of their paperwork in the car and need a user friendly mounting system. Each mount is \$1,300 including installation and would be needed in 25 vehicles for a total cost of \$32,500.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
0623 VEHICLES	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623** **Vehicle Replacement**

Per the City Vehicle Replacement policy 8 Patrol vehicles will be reassigned in the department and 7 older vehicles will be removed from the fleet. We are requesting an additional Patrol vehicle this year which takes us back to the 2009 budget with the same number of current officers. This increase of one vehicle will help accommodate the proposed growth of personnel within the division.

- 4 Chev Tahoes \$108,000 Approved
- related equipment 66,000 Approved
- 4 Ford Pursuit Sedans 97,200 Disapproved
- related equipment 29,000 Disapproved
- 2 Harley Davidson Motorcycles 40,000 Disapproved

**CITY MANAGER'S COMMENTS:** Tahoes and related equipment are approved and financed with Contractual Obligations. With several sedans with low mileage, we will keep 4 crown vics in the active fleet a third year. This will allow the department to determine the impact that a change in the vehicle policy may cause. The motorcycles are low mileage as well with little repair expenses incurred, we will keep them in the fleet another year.

0624 POLICE EQUIPMENT	0	0	0	0
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<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Patrol TOTAL . . .:</b>	<b>4,001,262</b>	<b>4,069,900</b>	<b>4,176,400</b>	<b>4,379,900</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

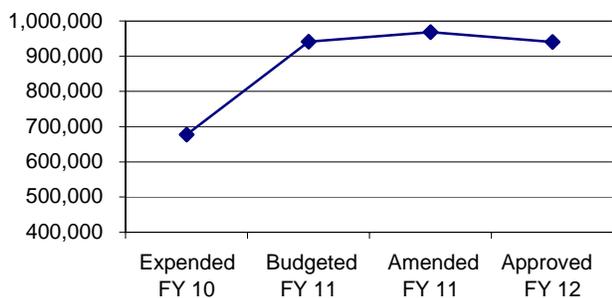
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	643,315	855,500	879,700	871,800
Contractual	9,748	14,050	14,050	14,050
Supplies	17,869	34,000	37,000	37,000
Operational	3,727	29,200	29,200	9,200
Utilities	2,377	8,200	8,200	8,200
<b>Total</b>	<b>677,036</b>	<b>940,950</b>	<b>968,150</b>	<b>940,250</b>

### Personnel Schedule

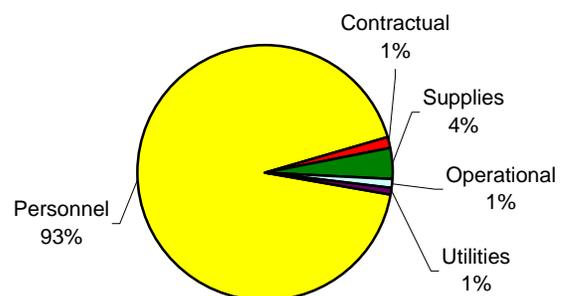
Position	Classification	FY 11 Approved	FY 12 Approved
Sergeant	-	2	2
Investigator	-	5	5
Investigator - SCU	-	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	83,312	153,800	150,100	156,300
0104	SALARIES & WAGES-CLERICAL	42,846	42,700	43,600	43,600
0107	SALARIES & WAGES-LABOR	383,457	481,200	500,700	486,900
0109	SALARIES & WAGES-OVERTIME	10,396	11,000	12,000	11,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>520,011</b>	<b>688,700</b>	<b>706,400</b>	<b>697,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	6,368	8,700	8,100	8,100
0114	LONGEVITY PAY	5,080	6,900	6,600	7,300
0120	FICA & MEDICARE EXPENSE	39,316	51,800	52,700	52,700
0122	T.M.R.S. RETIREMENT EXP.	72,540	99,400	105,900	105,900

<b>Benefits TOTAL . . . . . :</b>	<b>123,304</b>	<b>166,800</b>	<b>173,300</b>	<b>174,000</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	468	800	800	800
0240	EQUIPMENT REPAIRS	230	500	500	500
0242	EQUIPMENT RENTAL & LEASE	112	750	750	750
0246	VEHICLE REPAIRS	3,007	6,000	6,000	6,000
0261	CRIME SCENE SERVICES	5,931	6,000	6,000	6,000

<b>Contractual TOTAL . . . . . :</b>	<b>9,748</b>	<b>14,050</b>	<b>14,050</b>	<b>14,050</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	755	2,000	2,000	2,000
0310	PRINTING & BINDING	68	800	800	800
0321	UNIFORMS	3,994	4,500	4,500	4,500
0331	FUEL & LUBRICANTS	7,242	17,000	20,000	20,000
0347	GENERAL MAINT. SUPPLY	280	500	500	500
0373	INVESTIGATION SUPPLIES	5,530	9,200	9,200	9,200

<b>Supplies TOTAL . . . . . :</b>	<b>17,869</b>	<b>34,000</b>	<b>37,000</b>	<b>37,000</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	0	200	200	200
0430	TUITION & TRAINING	1,349	3,500	3,500	3,500
0436	TRAVEL	2,378	5,000	5,000	5,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
0447 DRUG TESTING	0	500	500	500
0451 CONFIDENTIAL FUNDS	0	20,000	20,000	0
<b>Operational TOTAL . . . . .:</b>	<b>3,727</b>	<b>29,200</b>	<b>29,200</b>	<b>9,200</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	2,377	8,200	8,200	8,200
<b>Utilities TOTAL . . . . .:</b>	<b>2,377</b>	<b>8,200</b>	<b>8,200</b>	<b>8,200</b>

<b>CID TOTAL . . . .:</b>	<b>677,036</b>	<b>940,950</b>	<b>968,150</b>	<b>940,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

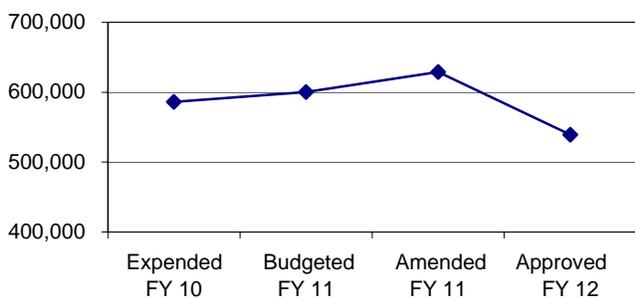
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	538,578	547,800	576,500	490,000
Contractual	25,216	27,000	27,000	22,950
Supplies	16,026	18,100	18,100	18,800
Operational	5,709	6,500	6,500	6,500
Utilities	555	1,100	1,100	1,000
<b>Total</b>	<b>586,084</b>	<b>600,500</b>	<b>629,200</b>	<b>539,250</b>

### Personnel Schedule

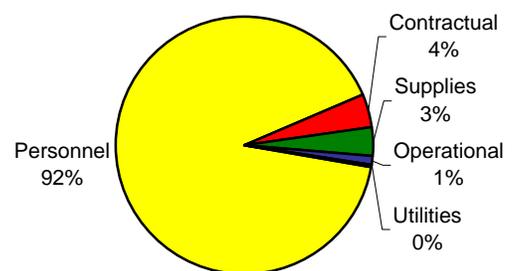
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Patrol Officer - School Liaison	-	5	4
Police Officer - D.A.R.E.	-	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	76,639	73,300	75,400	78,100
0107	SALARIES & WAGES-LABOR	351,435	361,200	378,000	307,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0107**

**Staff Reduction**

The school district will only fund one SRO position at the High School this year. The second officer will return to the Patrol Division.

0109	SALARIES & WAGES-OVERTIME	6,436	6,000	8,200	6,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>434,510</b>	<b>440,500</b>	<b>461,600</b>	<b>391,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	5,237	5,400	5,400	4,800
0114	LONGEVITY PAY	3,405	5,000	5,000	5,000
0120	FICA & MEDICARE EXPENSE	33,564	33,200	34,800	29,500
0122	T.M.R.S. RETIREMENT EXP.	61,862	63,700	69,700	58,900

<b>Benefits TOTAL . . . . .:</b>	<b>104,068</b>	<b>107,300</b>	<b>114,900</b>	<b>98,200</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	760	0	0	0
0240	EQUIPMENT REPAIRS	331	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,310	4,900	4,900	250
0243	BUILDING LEASE	17,275	18,600	18,600	19,200
0246	VEHICLE REPAIRS	2,540	3,000	3,000	3,000

<b>Contractual TOTAL . . . . .:</b>	<b>25,216</b>	<b>27,000</b>	<b>27,000</b>	<b>22,950</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	805	1,000	1,000	1,000
0310	PRINTING & BINDING	591	600	600	600
0321	UNIFORMS	3,085	4,500	4,500	4,000
0331	FUEL & LUBRICANTS	8,312	8,700	8,700	8,700
0347	GENERAL MAINT. SUPPLY	642	500	500	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
0370 COP PROGRAM SUPPLIES	944	1,000	1,000	1,000
0371 CRIME PREV. SUPPLIES	1,647	1,800	1,800	3,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0371** **Increase Crime Prevention**

To date, the Community Services Unit has completed 2 Citizens Police Academies, 1 Texas Night Out event, 37 community service events, 28 RISD presentations and 4 RISD faculty presentations.

The existing budget limits the materials purchased for our existing programs: Neighborhood Crime watch booklets, NHCW signs, Junior Officer stickers, Identity Crimes information packets, drug and alcohol prevention information packets, Stranger Danger for children sexual assault and gun safety. The department currently relies on donated material which conveys a generic message. The increase will allow the flexibility in our department to purchase crime prevention material that will help promote our message to the community.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>16,026</b>	<b>18,100</b>	<b>18,100</b>	<b>18,800</b>
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**40 Operational**

0372 CPA PROGRAM SUPPLIES	200	500	500	500
0410 DUES & SUBSCRIPTIONS	475	500	500	500
0430 TUITION & TRAINING	1,904	2,000	2,000	2,000
0436 TRAVEL	3,130	3,500	3,500	3,500

<b>Operational TOTAL . . . . . :</b>	<b>5,709</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	555	1,100	1,100	1,000
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<b>Utilities TOTAL . . . . . :</b>	<b>555</b>	<b>1,100</b>	<b>1,100</b>	<b>1,000</b>
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<b>Community Services TOTAL :</b>	<b>586,084</b>	<b>600,500</b>	<b>629,200</b>	<b>539,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

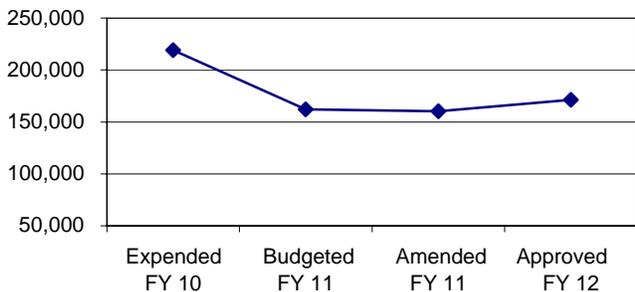
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	213,551	154,800	153,300	164,400
Contractual	1,219	2,600	2,600	2,600
Supplies	1,719	2,950	3,450	3,450
Operational	423	700	-	-
Utilities	2,021	900	900	900
<b>Total</b>	<b>218,933</b>	<b>161,950</b>	<b>160,250</b>	<b>171,350</b>

### Personnel Schedule

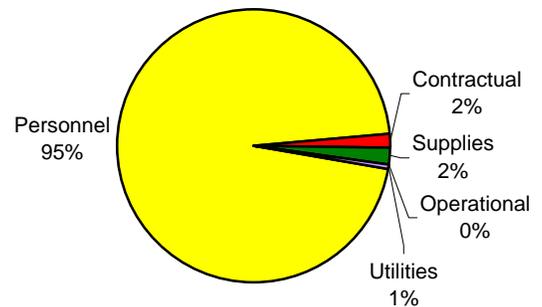
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Warrant Officer	-	2	1.5
Warrant Clerk	10	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	42,451	42,500	43,100	42,500
0107	SALARIES & WAGES-LABOR	128,073	83,200	80,100	91,300
0109	SALARIES & WAGES-OVERTIME	1,022	1,500	800	1,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>171,546</b>	<b>127,200</b>	<b>124,000</b>	<b>135,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,800	900	900	900
0114	LONGEVITY PAY	2,085	1,700	1,600	1,700
0120	FICA & MEDICARE EXPENSE	13,563	9,600	9,500	10,200
0122	T.M.R.S. RETIREMENT EXP.	24,557	15,400	17,300	16,300

<b>Benefits TOTAL . . . . .:</b>	<b>42,005</b>	<b>27,600</b>	<b>29,300</b>	<b>29,100</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	832	900	900	900
0240	EQUIPMENT REPAIRS	0	200	200	200
0246	VEHICLE REPAIRS	387	1,500	1,500	1,500

<b>Contractual TOTAL . . . . .:</b>	<b>1,219</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	52	150	150	150
0310	PRINTING & BINDING	0	300	300	300
0321	UNIFORMS	261	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	1,406	1,500	2,000	2,000

<b>Supplies TOTAL . . . . .:</b>	<b>1,719</b>	<b>2,950</b>	<b>3,450</b>	<b>3,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**40 Operational**

0430 TUITION & TRAINING	178	350	0	0
0436 TRAVEL	245	350	0	0

<b>Operational TOTAL . . . . .:</b>	<b>423</b>	<b>700</b>	<b>0</b>	<b>0</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	2,021	900	900	900
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<b>Utilities TOTAL . . . . .:</b>	<b>2,021</b>	<b>900</b>	<b>900</b>	<b>900</b>
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<b>Warrants TOTAL . . . . .:</b>	<b>218,933</b>	<b>161,950</b>	<b>160,250</b>	<b>171,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

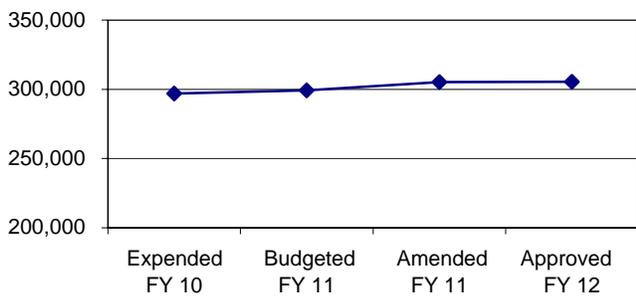
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	291,772	292,500	298,500	298,700
Contractual	1,300	2,050	2,050	2,050
Supplies	1,165	1,450	1,450	1,450
Operational	1,470	2,100	2,100	2,100
Utilities	1,216	1,100	1,100	1,100
<b>Total</b>	<b>296,923</b>	<b>299,200</b>	<b>305,200</b>	<b>305,400</b>

### Personnel Schedule

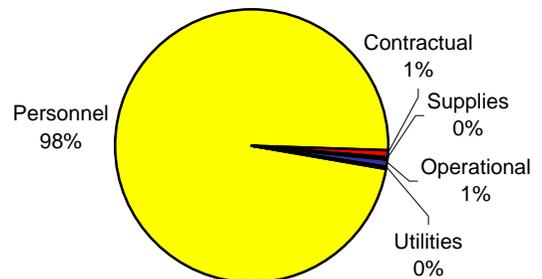
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Public Safety Computer Manager	22	1	1
Crime Analyst	16	1	1
Records Clerk II	11	2	2
Records Clerk II/Receptionist	11	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	30 Police	37 Records		
<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	76,318	76,300	77,600	76,300
0104 SALARIES & WAGES-CLERICAL	159,937	159,400	162,800	162,800
0109 SALARIES & WAGES-OVERTIME	314	500	300	500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>236,569</b>	<b>236,200</b>	<b>240,700</b>	<b>239,600</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	900	900	900	900
0114 LONGEVITY PAY	2,640	2,900	2,900	3,300
0120 FICA & MEDICARE EXPENSE	18,187	18,000	17,900	18,300
0122 T.M.R.S. RETIREMENT EXP.	33,476	34,500	36,100	36,600
<b>Benefits TOTAL . . . . .:</b>	<b>55,203</b>	<b>56,300</b>	<b>57,800</b>	<b>59,100</b>
<b>20 Contractual</b>				
0231 SERVICE-MAINT. CONTRACTS	825	1,300	1,300	1,300
0240 EQUIPMENT REPAIRS	257	500	500	500
0246 VEHICLE REPAIRS	218	250	250	250
<b>Contractual TOTAL . . . . .:</b>	<b>1,300</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	784	750	750	750
0310 PRINTING & BINDING	0	200	200	200
0331 FUEL & LUBRICANTS	381	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>1,165</b>	<b>1,450</b>	<b>1,450</b>	<b>1,450</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	40	100	100	100
0415 RECRUITING EXPENSES	0	0	0	0
0430 TUITION & TRAINING	615	1,000	1,000	1,000
0436 TRAVEL	815	1,000	1,000	1,000
<b>Operational TOTAL . . . . .:</b>	<b>1,470</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,216	1,100	1,100	1,100
<b>Utilities TOTAL . . . . .:</b>	<b>1,216</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
<b>Records TOTAL . .:</b>	<b>296,923</b>	<b>299,200</b>	<b>305,200</b>	<b>305,400</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

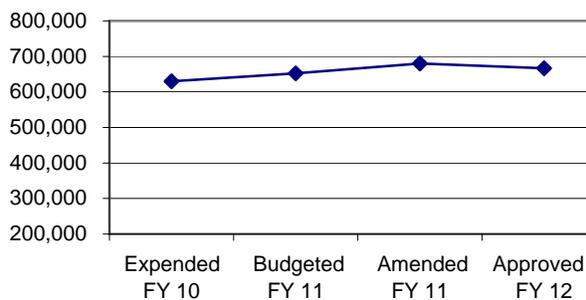
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	569,864	589,500	616,900	609,100
Contractual	42,425	40,600	41,100	35,600
Supplies	2,596	2,950	2,950	2,950
Operational	14,320	17,650	17,650	17,700
Utilities	1,047	1,300	1,300	1,300
<b>Total</b>	<b>630,252</b>	<b>652,000</b>	<b>679,900</b>	<b>666,650</b>

### Personnel Schedule

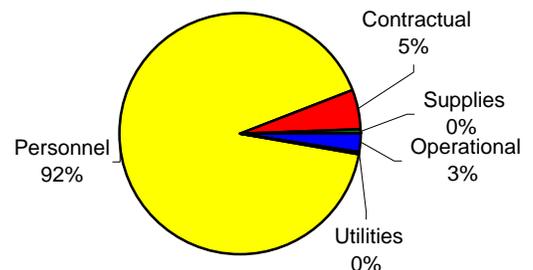
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Planning and Zoning Director	32	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	1	1
Main Street Manager	22	1	1
Senior Planner	22	1	1
Planner	20	0	1
Planning Technician	15	1	0
Planning Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	117,199	115,700	119,300	120,300
0104	SALARIES & WAGES-CLERICAL	344,480	358,200	377,100	369,200
0109	SALARIES & WAGES-OVERTIME	1,496	3,500	2,500	1,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>463,175</b>	<b>477,400</b>	<b>498,900</b>	<b>490,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	900
0114	LONGEVITY PAY	2,095	2,600	2,600	2,800
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	34,943	35,700	36,800	36,600
0122	T.M.R.S. RETIREMENT EXP.	65,451	69,600	74,400	74,700

<b>Benefits TOTAL . . . . . :</b>	<b>106,689</b>	<b>112,100</b>	<b>118,000</b>	<b>118,600</b>
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**20 Contractual**

0213	CONSULTING FEES	16,463	16,500	16,500	11,500
0231	SERVICE-MAINT. CONTRACTS	16,319	16,600	16,600	16,600
0233	ADVERTISING	4,350	2,500	3,000	2,500
0293-01	GRANT PROGRAM - MAIN STREET	5,293	5,000	5,000	5,000

<b>Contractual TOTAL . . . . . :</b>	<b>42,425</b>	<b>40,600</b>	<b>41,100</b>	<b>35,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	903	600	600	600
0301-01	OFFICE SUPPLIES - MAIN ST	873	1,200	1,200	1,200
0310	PRINTING & BINDING	650	650	650	650
0347	GENERAL MAINT. SUPPLY	170	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>2,596</b>	<b>2,950</b>	<b>2,950</b>	<b>2,950</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	2,108	1,700	1,700	1,750
0428-01 OTHER - MAIN ST	740	1,000	1,000	1,000
0430 TUITION & TRAINING	2,570	5,400	5,400	5,400
0430-01 TUITION & TRAINING - MAIN ST	1,165	1,500	1,500	1,500
0436 TRAVEL	4,440	4,550	4,550	4,550
0436-01 TRAVEL - MAIN ST	1,297	1,500	1,500	1,500
0469-01 PROMOTION - MAIN ST	2,000	2,000	2,000	2,000

<b>Operational TOTAL . . . . .:</b>	<b>14,320</b>	<b>17,650</b>	<b>17,650</b>	<b>17,700</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	675	800	800	800
0507-01 CELLULAR TELEPHONE - MAIN ST	372	500	500	500

<b>Utilities TOTAL . . . . .:</b>	<b>1,047</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>
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<b>Planning TOTAL . . :</b>	<b>630,252</b>	<b>652,000</b>	<b>679,900</b>	<b>666,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

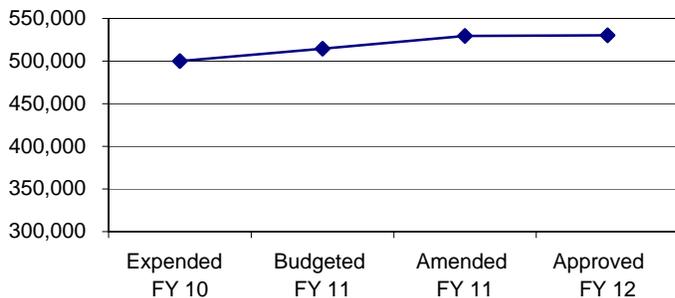
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	380,435	382,100	391,100	395,200
Contractual	91,794	102,800	104,300	100,200
Supplies	15,815	16,750	21,300	22,050
Operational	9,067	10,150	10,150	10,150
Utilities	2,806	2,800	2,800	2,800
<b>Total</b>	<b>499,917</b>	<b>514,600</b>	<b>529,650</b>	<b>530,400</b>

### Personnel Schedule

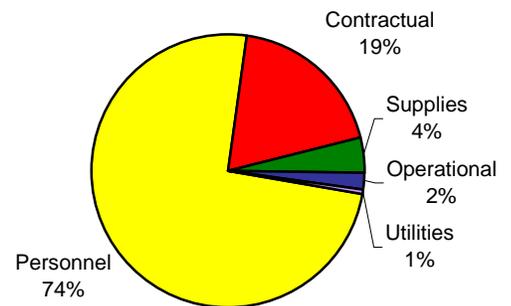
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer - LRE	16	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

### Activity Trends

**Financial History**



**FY 2012 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	66,500	65,000	66,400	67,000
0104	SALARIES & WAGES-CLERICAL	44,549	43,600	45,000	45,000
0107	SALARIES & WAGES-LABOR	200,029	199,700	204,600	203,300
0109	SALARIES & WAGES-OVERTIME	1,205	3,000	2,000	3,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>312,283</b>	<b>311,300</b>	<b>318,000</b>	<b>318,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,800	1,800	1,800
0114	LONGEVITY PAY	2,068	2,400	2,400	2,700
0120	FICA & MEDICARE EXPENSE	23,476	23,800	23,500	24,200
0122	T.M.R.S. RETIREMENT EXP.	41,708	42,800	45,400	48,200

<b>Benefits TOTAL . . . . .:</b>	<b>68,152</b>	<b>70,800</b>	<b>73,100</b>	<b>76,900</b>
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**20 Contractual**

0213	CONSULTING FEES	1,350	1,650	1,650	1,650
0231	SERVICE-MAINT. CONTRACTS	2,978	4,300	4,300	4,300
0240	EQUIPMENT REPAIRS	100	250	250	250
0242	EQUIPMENT RENTAL & LEASE	3,000	5,600	5,600	5,600
0246	VEHICLE REPAIRS	4,278	3,500	5,000	3,500
0255	CODE ENFORCEMENT CONTRACT	6,193	19,500	19,500	15,000
0256	HEALTH INSPECTION SERVICE	49,595	48,000	48,000	49,900

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0256**

**Health**

We have added 10 food service establishments in the past year and will be adding In N Out Burger coming in the near future. Each establishment requires 2 bi-annual inspections @ \$40 each and two follow-up inspections at \$30 each, for a total of \$1,400. We have added four public pools with two bi-annual inspections at \$30 each and two follow-up inspections at \$30 each, for a total of \$480.

0257	DEMOLITION SERVICES	24,300	20,000	20,000	20,000
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<b>Contractual TOTAL . . . . .:</b>	<b>91,794</b>	<b>102,800</b>	<b>104,300</b>	<b>100,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,423	2,550	2,550	2,550
0310	PRINTING & BINDING	3,068	4,000	3,250	4,000
0321	UNIFORMS	1,514	1,750	1,750	1,750
0323	SMALL TOOLS	912	750	750	750
0325	SAFETY SUPPLIES	1,517	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	6,234	5,700	11,000	11,000
0347	GENERAL MAINT. SUPPLY	147	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>15,815</b>	<b>16,750</b>	<b>21,300</b>	<b>22,050</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	4,239	3,750	3,750	3,750
0415	RECRUITING EXPENSES	181	0	0	
0430	TUITION & TRAINING	2,474	3,200	3,200	3,200
0436	TRAVEL	2,173	3,200	3,200	3,200

<b>Operational TOTAL . . . . . :</b>	<b>9,067</b>	<b>10,150</b>	<b>10,150</b>	<b>10,150</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,806	2,800	2,800	2,800
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<b>Utilities TOTAL . . . . . :</b>	<b>2,806</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
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<b>Code Enforcement TOTAL :</b>	<b>499,917</b>	<b>514,600</b>	<b>529,650</b>	<b>530,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

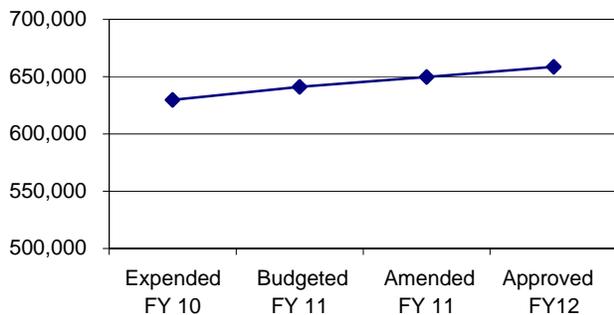
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	582,250	583,500	591,400	599,400
Contractual	25,418	30,750	32,250	31,250
Supplies	9,976	12,000	11,300	13,150
Operational	7,926	9,750	9,750	9,750
Utilities	4,270	5,000	5,000	5,000
<b>Total</b>	<b>629,840</b>	<b>641,000</b>	<b>649,700</b>	<b>658,550</b>

### Personnel Schedule

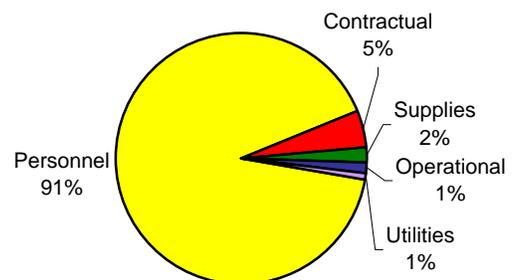
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Director of Building Inspections & Code Enforcement / Building Official	32	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	2	2
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	117,199	115,700	119,300	120,300
0104	SALARIES & WAGES-CLERICAL	91,328	90,500	92,500	92,500
0107	SALARIES & WAGES-LABOR	263,692	263,000	262,900	266,900
0109	SALARIES & WAGES-OVERTIME	279	1,000	1,000	1,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>472,498</b>	<b>470,200</b>	<b>475,700</b>	<b>480,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	300	1,500	1,500	1,500
0114	LONGEVITY PAY	3,370	3,900	3,900	4,600
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	35,549	35,400	35,300	35,800
0122	T.M.R.S. RETIREMENT EXP.	66,933	68,900	71,400	73,200

<b>Benefits TOTAL . . . . .:</b>	<b>109,752</b>	<b>113,300</b>	<b>115,700</b>	<b>118,700</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	20,714	24,600	23,600	24,600
0240	EQUIPMENT REPAIRS	110	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,370	2,650	2,650	2,650
0246	VEHICLE REPAIRS	2,224	3,000	5,500	3,500

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0246**

**Vehicle Repair**

Amended budget - one of the inspector's vehicles had to have a new transmission in fiscal year 2011.

<b>Contractual TOTAL . . . . .:</b>	<b>25,418</b>	<b>30,750</b>	<b>32,250</b>	<b>31,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	932	1,000	1,000	1,000
0310	PRINTING & BINDING	204	2,000	500	1,250
0321	UNIFORMS	440	1,000	1,000	1,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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0323 SMALL TOOLS	475	500	500	1600
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0323** **Small Tools**

For miscellaneous items such as: flashlights, electrical testers, measuring tapes, and various hand tools that may break or wear out within the year. Misc. items= \$500. Due to advancements in AFCI breaker technology, the electrical testers that we currently use will not test Square D brand AFCI breakers. Purchase 6 Ideal Suretest Arc Fault Branch Circuit testers= \$1,080.

**CITY MANAGER'S COMMENTS: Approved**

0331 FUEL & LUBRICANTS	7,725	7,000	7,800	7,800
0347 GENERAL MAINT. SUPPLY	200	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>9,976</b>	<b>12,000</b>	<b>11,300</b>	<b>13,150</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,752	2,500	2,500	2,500
0430 TUITION & TRAINING	3,889	4,000	4,000	4,000
0436 TRAVEL	2,285	3,250	3,250	3,250

<b>Operational TOTAL . . . . . :</b>	<b>7,926</b>	<b>9,750</b>	<b>9,750</b>	<b>9,750</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	4,270	5,000	5,000	5,000
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<b>Utilities TOTAL . . . . . :</b>	<b>4,270</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
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<b>Building Inspections TOTAL :</b>	<b>629,840</b>	<b>641,000</b>	<b>649,700</b>	<b>658,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

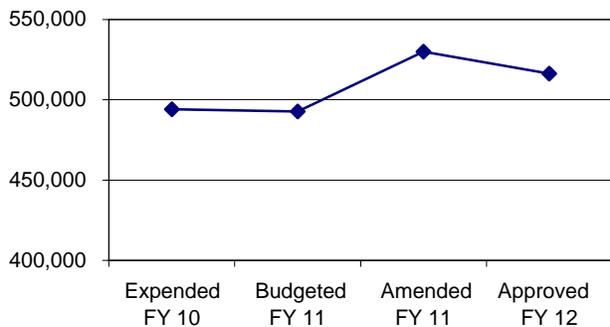
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	407,113	412,400	431,000	423,300
Contractual	53,562	47,050	62,550	55,050
Supplies	27,306	26,050	29,250	30,750
Operational	2,852	4,000	4,000	4,000
Utilities	3,253	3,200	3,200	3,200
Capital	-	-	-	-
<b>Total</b>	<b>494,086</b>	<b>492,700</b>	<b>530,000</b>	<b>516,300</b>

### Personnel Schedule

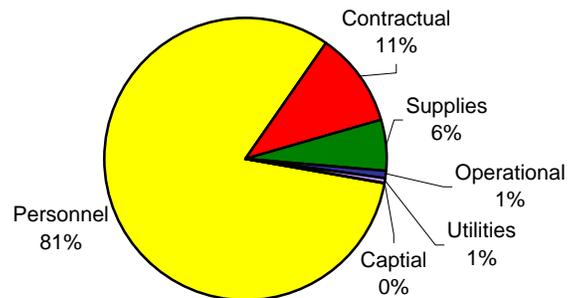
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Animal Control Supervisor	20	1	1
Animal Control Officer	12	5	5
Shelter Attendant	7	2	2

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	61,492	61,300	62,600	63,000
0107	SALARIES & WAGES-LABOR	259,618	263,300	271,200	267,200
0109	SALARIES & WAGES-OVERTIME	8,822	9,000	12,700	11,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0109**

**Overtime**

Amended budget increase is to cover after hour call loads, staff's time at public adoption and promotion events and for keeping the Adoption Center open late when necessary to complete adoption efforts with customers. We will continue to require the use of overtime, as opposed to comp time. We expect this trend to continue.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>329,932</b>	<b>333,600</b>	<b>346,500</b>	<b>341,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,500	1,500
0114	LONGEVITY PAY	4,235	4,700	4,700	5,200
0120	FICA & MEDICARE EXPENSE	25,304	25,100	26,100	25,200
0122	T.M.R.S. RETIREMENT EXP.	46,742	47,500	52,200	50,200

<b>Benefits TOTAL . . . . :</b>	<b>77,181</b>	<b>78,800</b>	<b>84,500</b>	<b>82,100</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	325	500	500	500
0240	EQUIPMENT REPAIRS	0	750	750	750
0242	EQUIPMENT RENTAL & LEASE	3,869	4,300	4,300	4,300
0246	VEHICLE REPAIRS	5,550	3,500	4,000	3,500
0266	VETERINARY CONTRACTS	43,053	37,000	52,000	45,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0266**

**Veterinarian Contracts**

The additional funding is due to the increase we have experienced in our adoptions, to pay the Veterinarians to perform spay / neuter and vaccination services. These costs are recovered in the adoption fee's we collect. Also, to cover some additional medical treatment we have been performing in conjunction with the recent opening of our in-house clinic.

**CITY MANAGER'S COMMENTS: Approved**

0270	WASTE DISPOSAL SERVICE	765	1,000	1,000	1,000
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<b>Contractual TOTAL . . . . :</b>	<b>53,562</b>	<b>47,050</b>	<b>62,550</b>	<b>55,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	767	1,000	1,000	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0301**

**Increase in Supplies and Printing**

We have been printing additional materials in conjunction with our off-site adoption events, new foster programs and volunteer program.

0310 PRINTING & BINDING	452	1,000	1,000	2,000
0321 UNIFORMS	3,412	3,000	3,000	3,000
0325 SAFETY SUPPLIES	735	750	750	750
0331 FUEL & LUBRICANTS	14,007	13,300	16,500	16,500
0347 GENERAL MAINT. SUPPLY	1,060	1,000	1,000	1,000
0375 ANIMAL SHELTER SUPPLY	6,873	6,000	6,000	6,000

<b>Supplies TOTAL . . . . . :</b>	<b>27,306</b>	<b>26,050</b>	<b>29,250</b>	<b>30,750</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	154	500	500	500
0415 RECRUITING EXPENSES	113	0	0	0
0430 TUITION & TRAINING	916	1,750	1,750	1,750
0436 TRAVEL	1,669	1,750	1,750	1,750

<b>Operational TOTAL . . . . . :</b>	<b>2,852</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	3,253	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . . :</b>	<b>3,253</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**60 Capital**

0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0623** **Vehicles**

We will purchase one replacement unit for an existing 2003 Chevy truck and animal carrier unit with approximately 124,000 miles. This vehicle has been used daily by one of our Animal Control Officers to respond to calls for service, patrol, after hour calls and pick up and transport animals. This vehicle is used daily for patrols in the City of Heath.

We would replace it with a 3/4 ton pickup with bolt on animal carrier. This year we had the unit repaired to keep it functional but it was a short term fix.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations. The City of Heath will pay for 1/2 of this cost.**

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Animal Services TOTAL :</b>	<b>494,086</b>	<b>492,700</b>	<b>530,000</b>	<b>516,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

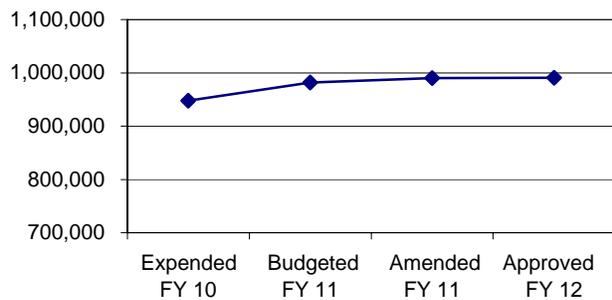
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	850,319	850,400	861,400	859,600
Contractual	63,706	86,100	86,100	84,700
Supplies	14,931	15,650	15,650	16,300
Operational	13,854	25,150	22,150	25,400
Utilities	5,110	4,750	4,750	4,750
<b>Total</b>	<b>947,920</b>	<b>982,050</b>	<b>990,050</b>	<b>990,750</b>

### Personnel Schedule

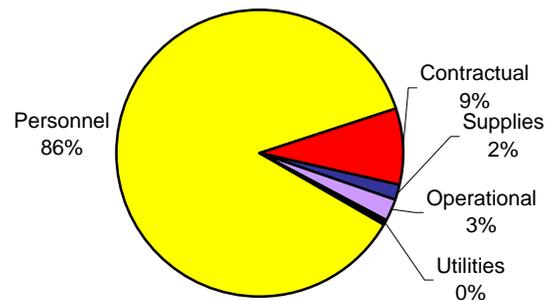
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
City Engineer/Public Works Director	33	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Construction Inspector I	16	5	5
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	130,511	130,100	132,800	130,100
0104	SALARIES & WAGES-CLERICAL	287,359	276,300	282,100	280,200
0107	SALARIES & WAGES-LABOR	265,588	264,800	270,600	269,100
0109	SALARIES & WAGES-OVERTIME	8,692	20,000	10,000	15,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>692,150</b>	<b>691,200</b>	<b>695,500</b>	<b>694,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1,200	600
0114	LONGEVITY PAY	3,970	4,600	4,600	5,200
0116	AUTO ALLOWANCE	5,100	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	51,537	49,900	51,000	50,500
0122	T.M.R.S. RETIREMENT EXP.	97,562	98,400	104,000	103,800

<b>Benefits TOTAL . . . . .:</b>	<b>158,169</b>	<b>159,200</b>	<b>165,900</b>	<b>165,200</b>
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**20 Contractual**

0213	CONSULTING FEES	53,235	61,000	61,000	58,800
0231	SERVICE-MAINT. CONTRACTS	6,424	20,100	20,100	20,900

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231**

**Increase in Maintenance**

Traffic signal maintenance will increase by \$10 per month.

0240	EQUIPMENT REPAIRS	492	500	500	600
0242	EQUIPMENT RENTAL & LEASE	46	500	500	500
0246	VEHICLE REPAIRS	3,509	4,000	4,000	3,900

<b>Contractual TOTAL . . . . .:</b>	<b>63,706</b>	<b>86,100</b>	<b>86,100</b>	<b>84,700</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,135	1,350	1,350	1,400
0310	PRINTING & BINDING	1,220	1,200	1,200	2,000
0321	UNIFORMS	402	800	800	800
0323	SMALL TOOLS	0	500	500	500
0325	SAFETY SUPPLIES	214	500	500	500
0331	FUEL & LUBRICANTS	11,171	9,500	9,500	9,500
0341	CONSTRUCTION & REPAIR SUPPLY	0	600	600	600
0347	GENERAL MAINT. SUPPLY	789	1,200	1,200	1,000

<b>Supplies TOTAL . . . . .:</b>	<b>14,931</b>	<b>15,650</b>	<b>15,650</b>	<b>16,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	9,649	13,600	13,600	13,900
0430	TUITION & TRAINING	2,179	8,050	5,050	6,000
0436	TRAVEL	2,026	3,500	3,500	5,500

<b>Operational TOTAL . . . . . :</b>	<b>13,854</b>	<b>25,150</b>	<b>22,150</b>	<b>25,400</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	5,110	4,750	4,750	4,750
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<b>Utilities TOTAL . . . . . :</b>	<b>5,110</b>	<b>4,750</b>	<b>4,750</b>	<b>4,750</b>
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<b>Engineering TOTAL . . :</b>	<b>947,920</b>	<b>982,050</b>	<b>990,050</b>	<b>990,750</b>
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# **ENTERPRISE FUND**

Water and Sewer Fund - to account for the provision of water and sewer services to the residents of the City and some special water districts. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service and billing and collection.

## SUMMARY OF OPERATIONS

Fund	Actual	Budgeted	Amended	Proposed
02 Water & Sewer	09-10	10-11	10-11	11-12
Operating Revenues	11,932,337	12,253,800	13,447,800	14,340,850
Operating Expenses	9,871,989	11,384,500	11,203,300	12,116,850
Depreciation & Amortization Expense	1,930,306	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>130,042</b>	<b>(130,700)</b>	<b>1,244,500</b>	<b>1,224,000</b>
Non-Operating Revenues	3,133,908	3,165,000	3,170,000	1,670,000
Non-Operating Expenses	2,113,897	1,916,650	1,816,650	1,644,400
<b>Non-Operating Income (Loss)</b>	<b>1,020,012</b>	<b>1,248,350</b>	<b>1,353,350</b>	<b>25,600</b>
<b>Net Income (Loss) Before Transfers</b>	<b>1,150,054</b>	<b>1,117,650</b>	<b>2,597,850</b>	<b>1,249,600</b>
Net Transfers In (Out)	(1,511,785)	(1,479,700)	(1,544,700)	(1,594,950)
<b>Net Income (Loss)</b>	<b>(361,731)</b>	<b>(362,050)</b>	<b>1,053,150</b>	<b>(345,350)</b>
Retained Earnings - Beginning	5,701,834	6,632,140	5,340,103	6,393,253
<b>Retained Earnings - Ending</b>	<b>5,340,103</b>	<b>6,270,090</b>	<b>6,393,253</b>	<b>6,047,903</b>

## SUMMARY OF REVENUES

<b>Fund</b>					
02 Water & Sewer					
Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Proposed 11-12
Available Operating Revenues:					
4601	Retail Water Sales	6,917,587	6,940,000	7,740,000	8,320,400
4603	Sewer Charges	2,864,595	3,003,000	3,303,000	3,600,300
4605	Pretreatment Charges	15,230	24,800	24,800	25,650
4607	Garbage Revenue	-53,511	-	-	-
4609	HHW Fees	81,948	86,000	86,000	86,000
4610	Penalties	166,169	125,000	145,000	125,000
4612	Water Fines	1,820	-	-	-
Total Utility Sales		9,993,839	10,178,800	11,298,800	12,157,350
4622	RCH Water Sales	627,461	583,000	723,000	680,000
4632	Blackland Water Sales	498,012	545,000	485,000	490,500
4650	City of Heath Water Sales	730,783	857,500	857,500	925,000
Total Contract Sales		1,856,256	1,985,500	2,065,500	2,095,500
4660	Water Taps	63,437	70,000	64,000	70,000
4662	Sewer Taps	13,366	13,500	13,500	12,000
Total Other Receipts		76,804	83,500	77,500	82,000
4665	Meter Rental Fees	5,438	6,000	6,000	6,000
Total Other Fees		5,438	6,000	6,000	6,000
Total Operating Revenues		11,932,337	12,253,800	13,447,800	14,340,850
Available Non-Operating Revenues					
4001	Interest Earnings	-15,340	75,000	50,000	50,000
4019	Other	149,248	90,000	120,000	120,000
4035	Impact Fees	3,000,000	3,000,000	3,000,000	1,500,000
Total Non-Operating Revenue		3,133,908	3,165,000	3,170,000	1,670,000
Total Available Revenues		15,066,245	15,418,800	16,617,800	16,010,850

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 09-10	Budgeted 10-11	Amended 10-11	Proposed 11-12
Operating Transfers Out				
To General Fund	598,900	598,900	598,900	602,100
To Street Improvements		-		
To Insurance Fund	807,000	842,000	907,000	950,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Bond Projects	64,385	-	-	-
To Tech Replacement Fund	11,500	8,800	8,800	12,850
<b>Total Transfers Out</b>	<b>1,511,785</b>	<b>1,479,700</b>	<b>1,544,700</b>	<b>1,594,950</b>
Net Operating Transfers In (Out)	(1,511,785)	(1,479,700)	(1,544,700)	(1,594,950)

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 09-10	Budgeted 10-11	Amended 10-11	Proposed 11-12
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	825,481	821,400	817,500	819,600
63 Water Operations	5,589,530	8,413,750	6,811,350	8,962,600
67 Sewer Operations	3,565,188	4,027,150	4,039,250	4,110,700
Total Dept. Expenses	9,980,199	13,262,300	11,668,100	13,892,900
Conversion to GAAP:				
Less Capital	108,210	1,877,800	464,800	1,776,050
Total Operating Expenses	9,871,989	11,384,500	11,203,300	12,116,850
Non Operating Expenses				
62 Long Term Debt	4,214,888	3,978,600	3,878,600	3,779,700
Conversion to GAAP:				
Less Debt Retirement	2,100,992	2,061,950	2,061,950	2,135,300
Total Non-Operating Expenses	2,113,897	1,916,650	1,816,650	1,644,400
<b>Total Expenses</b>	<b>11,985,885</b>	<b>13,301,150</b>	<b>13,019,950</b>	<b>13,761,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

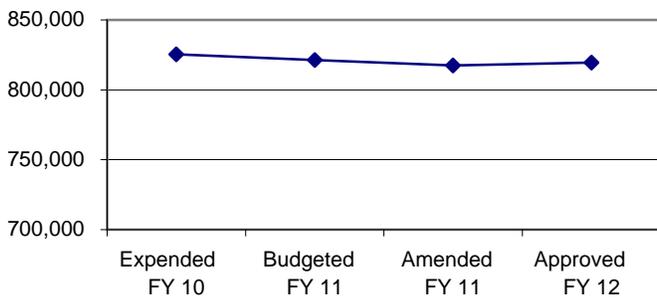
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	387,213	392,600	388,700	391,500
Contractual	198,040	217,200	217,200	213,500
Supplies	76,515	82,800	82,800	85,800
Operational	163,713	128,800	128,800	128,800
<b>Total</b>	<b>825,481</b>	<b>821,400</b>	<b>817,500</b>	<b>819,600</b>

### Personnel Schedule

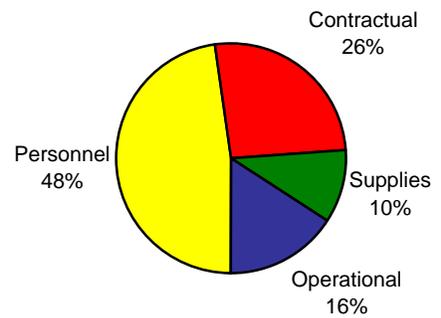
<u>Position</u>	<u>Classification</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	68,540	69,200	69,100	69,200
0104	SALARIES & WAGES-CLERICAL	104,180	102,100	103,900	103,900
0107	SALARIES & WAGES-LABOR	142,576	147,100	141,800	142,000
0109	SALARIES & WAGES-OVERTIME	0	500	300	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>315,296</b>	<b>318,900</b>	<b>315,100</b>	<b>315,600</b>
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**15 Benefits**

0114	LONGEVITY PAY	3,163	3,600	3,200	3,700
0120	FICA & MEDICARE EXPENSE	24,504	24,400	23,300	24,100
0122	T.M.R.S. RETIREMENT EXP.	44,250	45,700	47,100	48,100

<b>Benefits TOTAL . . . . .:</b>	<b>71,917</b>	<b>73,700</b>	<b>73,600</b>	<b>75,900</b>
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**20 Contractual**

0210	AUDITING	16,250	17,500	17,500	18,500
0217	IT SERVICE	21,208	32,000	32,000	32,000
0223	INSURANCE-SURETY BONDS	304	400	400	300
0225	INSURANCE-AUTOMOBILES	23,000	23,000	23,000	18,000
0227	INSURANCE-REAL PROPERTY	19,491	19,500	19,500	22,500
0228	INSURANCE-CLAIMS & DED.	28,344	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	16,600	20,000	20,000	18,000
0231	SERVICE-MAINT. CONTRACTS	64,668	69,100	69,100	69,100
0240	EQUIPMENT REPAIRS	0	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	8,175	9,700	9,700	9,100

<b>Contractual TOTAL . . . . .:</b>	<b>198,040</b>	<b>217,200</b>	<b>217,200</b>	<b>213,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	875	1,800	1,800	1,800
0307	POSTAGE	67,302	72,000	72,000	75,000
0310	PRINTING & BINDING	7,650	8,000	8,000	8,000
0347	GENERAL MAINT. SUPPLY	688	1,000	1,000	1,000

<b>Supplies TOTAL . . . . .:</b>	<b>76,515</b>	<b>82,800</b>	<b>82,800</b>	<b>85,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	182	300	300	300
0430 TUITION & TRAINING	945	2,500	2,500	2,500
0436 TRAVEL	623	1,000	1,000	1,000
0450 BAD DEBT EXPENSE	70,453	30,000	30,000	30,000
0490 HOUSEHOLD HAZ WASTE DAY	91,510	95,000	95,000	95,000
<b>Operational TOTAL . . . . . :</b>	<b>163,713</b>	<b>128,800</b>	<b>128,800</b>	<b>128,800</b>
<b>Utility Billing TOTAL :</b>	<b>825,481</b>	<b>821,400</b>	<b>817,500</b>	<b>819,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Debt Service	4,214,889	3,978,600	3,878,600	3,779,700
<b>Total</b>	<b>4,214,889</b>	<b>3,978,600</b>	<b>3,878,600</b>	<b>3,779,700</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	6,922	7,200	7,200	7,200
0752 BOND - PRINCIPAL	1,801,962	1,691,950	1,691,950	1,746,950
0754 BOND - INTEREST	1,698,537	1,565,650	1,465,650	1,310,400
0772 NTMWD - PRINCIPAL	299,030	370,000	370,000	388,350
0774 NTMWD - INTEREST	408,438	343,800	343,800	326,800
<b>Debt Service TOTAL . . . . .:</b>	<b>4,214,889</b>	<b>3,978,600</b>	<b>3,878,600</b>	<b>3,779,700</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

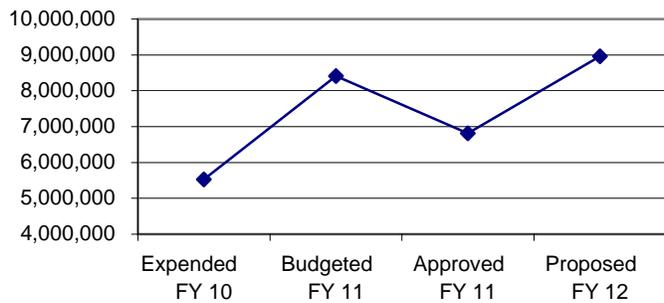
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	943,870	951,500	856,900	885,600
Contractual	4,088,975	5,032,750	4,950,750	5,751,200
Supplies	225,297	286,050	300,550	286,950
Operational	13,499	18,100	18,800	18,600
Utilities	254,757	281,100	253,100	252,900
Capital	1,707	1,844,250	431,250	1,767,350
<b>Total</b>	<b>5,528,105</b>	<b>8,413,750</b>	<b>6,811,350</b>	<b>8,962,600</b>

### Personnel Schedule

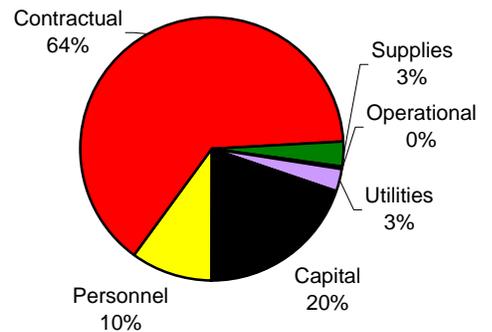
Position	Classification	FY 11 Approved	FY 12 Approved
Interim Water/Wastewater Manager	-	1	1
Water/Wastewater Superintendent	24	1	0
Water Operations Manager	21	1	1
Conservation Coordinator	16	1	1
Pump Tech II	14	1	1
Crew Leader	13	1	1
Water Quality Technician	12	1	1
Public Works Coordinator	12	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	187,063	206,500	144,400	145,400
0104	SALARIES & WAGES-CLERICAL	42,368	40,800	33,000	40,200
0107	SALARIES & WAGES-LABOR	505,615	493,600	490,600	495,400
0109	SALARIES & WAGES-OVERTIME	35,001	40,000	25,000	40,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>770,047</b>	<b>780,900</b>	<b>693,000</b>	<b>721,000</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	2,400	1,800	2,100	1,800
0114	LONGEVITY PAY	6,715	6,500	6,500	6,700
0120	FICA & MEDICARE EXPENSE	57,903	56,700	52,400	52,100
0122	T.M.R.S. RETIREMENT EXP.	106,805	105,600	102,900	104,000

<b>Benefits TOTAL . . . . .:</b>	<b>173,823</b>	<b>170,600</b>	<b>163,900</b>	<b>164,600</b>
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**20 Contractual**

0211	LEGAL	5,053	10,000	65,000	10,000
0213	CONSULTING FEES	14,696	40,000	90,000	40,000
0231	SERVICE-MAINT. CONTRACTS	28,276	31,000	31,000	31,900
0237	UNIFORM SERVICE	13,408	15,400	15,400	15,400
0240	EQUIPMENT REPAIR	7,980	8,000	11,000	8,000
0242	EQUIPMENT RENTAL	9,159	15,000	15,000	15,000
0244	BUILDING REPAIR	15,304	20,000	20,000	20,000
0246	VEHICLE REPAIRS	35,748	22,000	22,000	22,000
0270	WASTE DISPOSAL SERVICE	10,105	15,900	15,900	15,900
0280	STATE PERMITS	34,122	39,000	39,000	39,000
0281	METER REPAIR & REPLACEMENT	2,400	12,000	12,000	6,000
0287	WATER PURCHASES	3,804,003	4,499,850	4,499,850	5,157,000
0288	WATERLINE REPAIR & REPLACEMENT	1,843	30,000	30,000	20,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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0289	RESERVOIR MAINT. & REPAIR	99,006	84,600	84,600	111,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289 Reservoir Maintenance and Repair**

- \$ 10,000 Rebuild Water Pump at Heath St Pump Station
- 4,170 Tank Inspection, 6 tanks at 695/tank
- 3,600 Tank Cleaning - 1 tank
- 60,000 Single flow meter at Heath St Water Yard
- 7,425 LP Generator for 1 Tower - should plan to install on 2 towers next budget year
- 19,800 Scada system for Country Lane Tower
- 6,000 Misc Repairs
- \$111,000 Total

**CITY MANAGER'S COMMENTS: Approved**

0293	GRANT PROGRAM	7,872	190,000	0	240,000
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<b>Contractual TOTAL . . . . . :</b>	<b>4,088,975</b>	<b>5,032,750</b>	<b>4,950,750</b>	<b>5,751,200</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,487	2,550	2,550	2,550
0310	PRINTING & BINDING	6,501	7,000	7,000	7,000
0323	SMALL TOOLS	11,359	9,750	9,750	9,750
0325	SAFETY SUPPLIES	4,304	8,850	8,850	5,250
0331	FUEL & LUBRICANTS	46,022	45,000	52,000	52,000
0333	CHEMICAL	2,389	2,900	2,900	3,900
0335	PROPANE	15,460	10,000	17,500	17,500
0341	CONSTRUCTION & REPAIR SUPPLY	10,460	61,000	61,000	50,000
0347	GENERAL MAINT. SUPPLY	15,602	18,000	18,000	18,000
0380	FIRE HYDRANT MAINT SUPPLY	10,969	11,000	11,000	11,000
0381	WATER PIPE FITTINGS	34,503	35,000	35,000	35,000
0382	METER SUPPLIES	65,241	75,000	75,000	75,000

<b>Supplies TOTAL . . . . . :</b>	<b>225,297</b>	<b>286,050</b>	<b>300,550</b>	<b>286,950</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,262	1,200	1,900	1,900
0415	RECRUITING EXPENSES	0	200	200	0
0430	TUITION & TRAINING	10,157	11,700	11,700	11,700
0436	TRAVEL	2,080	5,000	5,000	5,000

<b>Operational TOTAL . . . . . :</b>	<b>13,499</b>	<b>18,100</b>	<b>18,800</b>	<b>18,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**50 Utilities**

0501	ELECTRICITY	244,407	270,000	245,000	245,000
0507	CELLULAR TELEPHONE	5,300	5,100	5,100	4,900
0508	TELEPHONE SERVICE	5,050	6,000	3,000	3,000

<b>Utilities TOTAL . . . . . :</b>	<b>254,757</b>	<b>281,100</b>	<b>253,100</b>	<b>252,900</b>
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**60 Capital**

0621	FIELD MACHINERY & EQUIPMENT	1,707	15,250	15,250	7,350
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621** **Field Equipment**

- \$ 700 Fire Hydrant flow test kits
- 1,060 Bazooka Tablet Dechlorination Kit
- 2,120 Heavy Duty Impact Wrenches (4)
- 655 Valve locator box Fisher M-97 with case
- 550 Electric Flygt Dewatering pump
- 2,230 Replacement compressor/generator for unit 136

**CITY MANAGER'S COMMENTS: Approved**

0623	VEHICLES	0	0	5,000	22,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0623** **Vehicles**

Pickup truck ½ ton extended cab with utility bed. The vehicle to be auctioned is a 2000 Chevrolet 1 ton with 93,901 miles which needs major repairs including the air conditioner which is out now. Total cost with safety lighting \$22,000

**CITY MANAGER'S COMMENTS: Approved**

0638	SYSTEM ACQUISITION	0	1,829,000	411,000	1,738,000
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<b>Capital TOTAL . . . . . :</b>	<b>1,707</b>	<b>1,844,250</b>	<b>431,250</b>	<b>1,767,350</b>
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<b>Water Operations TOTAL :</b>	<b>5,528,105</b>	<b>8,413,750</b>	<b>6,811,350</b>	<b>8,962,600</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

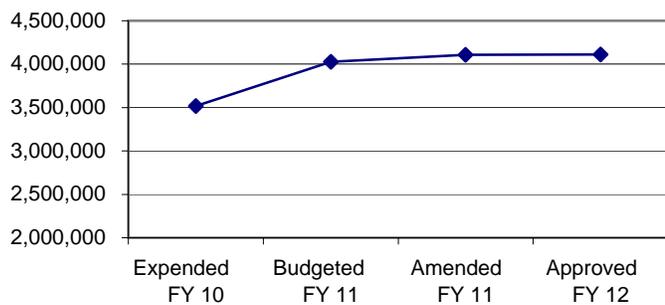
	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Personnel	655,427	652,700	661,500	668,600
Contractual	2,632,865	3,070,100	3,148,900	3,179,550
Supplies	90,055	114,850	128,850	120,200
Operational	8,920	12,500	13,000	10,200
Utilities	127,402	143,450	123,450	123,450
Capital	3,730	33,550	33,550	8,700
<b>Total</b>	<b>3,518,399</b>	<b>4,027,150</b>	<b>4,109,250</b>	<b>4,110,700</b>

### Personnel Schedule

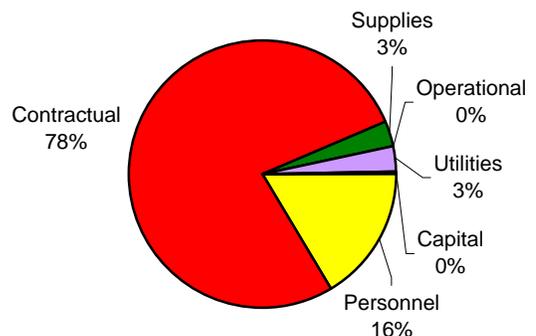
Position	Classification	FY 11 Approved	FY 12 Approved
Sewer Operations Manager	21	1	1
Pump Tech Field Supervisor	21	1	1
Pump Tech III	17	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	6	6

### Activity Trends

**Financial History**



**FY 2012 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	118,384	117,400	118,400	120,300
0107	SALARIES & WAGES-LABOR	378,840	384,500	383,100	390,000
0109	SALARIES & WAGES-OVERTIME	38,586	35,000	35,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>535,810</b>	<b>536,900</b>	<b>536,500</b>	<b>545,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	900	900	1,500
0114	LONGEVITY PAY	3,936	4,500	4,500	4,900
0120	FICA & MEDICARE EXPENSE	40,145	38,700	40,000	39,000
0122	T.M.R.S. RETIREMENT EXP.	74,936	71,700	79,600	77,900

<b>Benefits TOTAL . . . . . :</b>	<b>119,617</b>	<b>115,800</b>	<b>125,000</b>	<b>123,300</b>
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**20 Contractual**

0213	CONSULTING FEES	9,045	35,000	35,000	35,000
0214	BUFFALO BASIN SSO	0	75,000	75,000	145,000
0216	SQUABBLE CREEK BASIN SSO	74,330	75,000	75,000	75,000
0231	SERVICE-MAINT. CONTRACTS	17,849	20,000	20,000	19,000
0237	UNIFORM SERVICE	11,098	14,700	14,700	14,700
0240	EQUIPMENT REPAIR	16,422	16,000	16,000	16,000
0242	EQUIPMENT RENTAL	2,614	2,600	2,600	22,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0242**

**Rental of Sewer Vac Truck**

The department currently borrows a vac truck from Rowlett when we have repairs that we can't perform with our jet truck. It is getting harder to get the truck when we need it. We can rent the large vac truck for \$1500 per day with a 5 day minimum. We can schedule projects to make best use of the equipment.

**CITY MANAGER'S COMMENTS: Approved**

0246	VEHICLE REPAIRS	14,806	11,000	11,000	13,000
0279	INDUSTRIAL PRE-TREATMENT	18,093	24,800	24,800	25,650

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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0282	LIFT STATION REPAIR & MAINT	38,812	77,000	155,800	60,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282** **Lift Station Improvements**

\$22,000 Lift station up-grades  
 36,800 Lift station control panel rain shields we were able to complete 12 last year. We are proposing 10 more this year and 10 next year which will complete the project. \$3,680 each

Conversion of dry well lift stations to wet well lift stations. The pumps and valves in these stations are in underground pits classified as confined spaces. To do any maintenance or emergency work on them requires confined space guidelines be followed. The additional manpower and increase in hazard will be avoided if they are converted to submersible pumps. The Northshore station has considerable rust and deterioration to the tube section and will require maintenance costs to keep it safe. We propose to convert at least one this budget year, if not all three.

- Northshore \$152,000
- Chevy House \$140,000
- Stonebridge \$160,000

**CITY MANAGER'S COMMENTS: Lift station upgrades and rain shields are approved. Dry well conversions will have to be included in a future capital program.**

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282** **Amended Budget**

Emergency repair of Chandler's Deep lift station pump authorized by City Council 6-20-11 at cost of \$78,800.

**CITY MANAGER'S COMMENTS: Approved**

0284	SEWER LINE REPAIR & REPLACEMENT	15,544	35,000	35,000	35,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284** **Sewer Line Repair & Replacement**

- Sewer line repair or replacement as needed in main breaks \$35,000
- Replace sewer line on Munson between Tyler and Clark = \$36,736.92
- 506 Lake Meadow armoring of the bank = \$100,000
- Reline sewer main from Whitmore to Renfro = \$104,662.80
- Glenn Replacement - replace old clay tile with 8" PVC \$356,371

**CITY MANAGER'S COMMENTS: Approved line repair funds, larger projects will have to be considered in a future capital program.**

0285	NO.TREATMENT PLANT-SQUABBLE	294,129	329,200	329,200	355,000
0286	SO.TREATMENT PLANT-BUFFALO	678,598	672,450	672,450	794,950
0292	WASTEWATER TREATMENT	1,441,525	1,682,350	1,682,350	1,569,250

<b>Contractual TOTAL . . . . . :</b>	<b>2,632,865</b>	<b>3,070,100</b>	<b>3,148,900</b>	<b>3,179,550</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1431	1,500	1,500	1,500
0323	SMALL TOOLS	7,528	8,650	8,650	8,650
0325	SAFETY SUPPLIES	6,283	14,050	14,050	6,800
0331	FUEL & LUBRICANTS	34,564	34,000	48,000	48,000
0333	CHEMICAL	4,250	6,400	6,400	4,000
0341	CONSTRUCTION & REPAIR SU	8,387	33,000	33,000	33,000
0347	GENERAL MAINT. SUPPLY	8,082	7,000	7,000	8,000
0385	LIFT STATION SUPPLIES	19,530	10,250	10,250	10,250

<b>Supplies TOTAL . . . . . :</b>	<b>90,055</b>	<b>114,850</b>	<b>128,850</b>	<b>120,200</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,313	1,500	1,500	1,500
0415	RECRUITING EXPENSES	53	0	500	0
0430	TUITION & TRAINING	7,271	9,800	9,800	7,500
0436	TRAVEL	283	1,200	1,200	1,200

<b>Operational TOTAL . . . . . :</b>	<b>8,920</b>	<b>12,500</b>	<b>13,000</b>	<b>10,200</b>
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**50 Utilities**

0501	ELECTRICITY	124,399	140,000	120,000	120,000
0507	CELLULAR TELEPHONE	3,003	3,450	3,450	3,450

<b>Utilities TOTAL . . . . . :</b>	<b>127,402</b>	<b>143,450</b>	<b>123,450</b>	<b>123,450</b>
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**60 Capital**

0621	FIELD MACHINERY & EQUIPMENT	2,482	12,550	12,550	8,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621** **Field Machinery & Equipment**

Wet Well Digester. We purchased this unit last year and found good results. This unit would be installed in Mims Lift Station to help control the odor issues. This unit can easily be rotated to other lift stations as needed. \$8,695.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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0623 VEHICLES	0	21,000	21,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623** **Vacuum Truck**

Vacuum Truck (Vac-con 9 yard Combination Sewer Cleaner Unit) - \$289,177.00

This unit will be used for cleaning debris from sewer lift stations, by-pass pumping of sanitary sewer during emergencies such as power outages or pump failures. This unit will be used for cleaning and preventative maintenance on sanitary sewer lines within the city. In addition, it will be used for cleaning storm drains and culverts for the Street Department. It will also be used for hydro excavation around other utilities such as electrical, gas, fiber optic, as well as water, sewer lines and storm drains.

The current trailer mounted unit we have does not have the jet system, and requires a second jet truck to accomplish the same task, which ties up two crews. It is not designed for Hydro excavation, which we currently are using it for, and have had structural failure of several welds requiring repairs.

Our current trailer mounted unit will not reach the bottom of several of our larger lift stations to clean out debris and, has a 1000-gallon debris tank; the proposed Vac-Con has a 2026-gallon debris tank and 1000-gallon water tank, which will cut turn-around time in half. This will also allow us to have a backup vac trailer for emergencies, and will allow us to auction off our trailer mounted jet machine.

This unit has a 10-year life expectancy under normal conditions.

This unit has a lease-purchase option for financing. This is \$63,277.70 a year for 5 years.

**CITY MANAGER'S COMMENTS: Disapproved**

0637 SCADA EQUIPMENT	1,248	0	0	0
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<b>Capital TOTAL . . . . .:</b>	<b>3,730</b>	<b>33,550</b>	<b>33,550</b>	<b>8,700</b>
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<b>Sewer Operations TOTAL . . :</b>	<b>3,518,399</b>	<b>4,027,150</b>	<b>4,109,250</b>	<b>4,110,700</b>
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# SPECIAL REVENUE FUNDS

**Cemetery Fund** - established to account for the annual income from the sale of cemetery plots. Revenues are used for maintenance of the cemetery.

**Police Investigation Fund** - established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** - established to account for the annual lease income from marinas and the golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** - established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvement Fund** - established to account for the proceeds of street improvement assessments.

**Hotel/Motel Fund** - established to account for the annual income from hotel motel taxes.

**Fire Equipment/Training Fund** - established to account for funds to be used for the purchase of fire equipment for the Volunteer Fire Department.

**Aviation Fund** - established to account for funds received from airport operations and related expenses.

**Recycling Special Revenue Fund** - established to account for funds to be used for the City's recycling program.

**Rockwall Economic Development Fund** - established to account for the receipt and disposition of all revenues received from the half cent sales tax approved for economic development.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	12,448	3,000	2,500	2,500
Total Expenditures	-	21,000	13,000	70,000
Excess Revenues Over (Under) Expenditures	12,448	(18,000)	(10,500)	(67,500)
Fund Balance - Beginning	139,095	135,295	151,543	141,043
Fund Balance - Ending	151,543	117,295	141,043	73,543

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	500	-	-
4050	Donations/Bequests	8,798	-	-	-
4720	Cemetery Receipts	3,200	2,000	2,000	2,000
4722	Registration & Permit Fees	450	500	500	500
Total Revenues		12,448	3,000	2,500	2,500

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	-	21,000	13,000	6,000
Capital	-	-	-	64,000
<b>Total</b>	-	21,000	13,000	70,000

<b>Fund</b>
10 Cemetery

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**20 Contractual**

0213	CONSULTING FEES	0	15,000	12,000	0
0247	GROUNDS MAINTENANCE	0	6,000	1,000	6,000

<b>Contractual TOTAL . . . . . :</b>	<b>0</b>	<b>21,000</b>	<b>13,000</b>	<b>6,000</b>
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**60 Capital**

0633	INFRASTRUCTURE IMPROVEMENT	0	0	0	64,000
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**DOCUMENTS FOR ACCOUNT . . . : 10-45-49-0633** **Driveway/culvert at SH205 Cemetery**

The driveway from SH205 into the Cemetery is in very poor condition. The drainage culvert has eroded and must be replaced. The driveway itself is a result of numerous attempts by citizens to lay odd batches of leftover concrete from jobs being done in the Southside neighborhood. Often the hearse bottoms out as it crosses the culvert area.

In addition, we are now able to accommodate access and parking on the newly widened Damascus Road. We need to add a curb cut and short driveway to allow the hearse to access the cemetery.

The project will be designed in-house and much of the work completed by the street department and under the city's concrete contract which will allow the project to be completed for about \$61,000.

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 10-45-49-0633** **Flagpole at Memorial Cemetery**

The flag pole at the Memorial Cemetery needs to be relocated. At the time it was installed the trees adjacent to it were new and didn't cause any problems. The crepe myrtles have grown to the point that we aren't able to fly the flag at half staff without it being in the trees and even when flown at full staff it grazes the trees.

We would like to move the flag pole out of the trees and install a taller flag pole to allow us to fly a larger flag. Against the backdrop of the cemetery the current 3X5 flag is just too small. This area is in the gateway to the downtown and a more prominent flag would be appropriate here. Cost to remove existing pole and install new taller pole is \$3,000.

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>64,000</b>
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<b>Cemetery Fund TOTAL . :</b>	<b>0</b>	<b>21,000</b>	<b>13,000</b>	<b>70,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	103,684	81,750	370,050	91,050
Total Expenditures	62,010	27,050	158,600	132,650
Excess Revenues Over (Under) Expenditures	41,675	54,700	211,450	(41,600)
Net Other Financing Sources (Uses)	(72,300)	(20,000)	(20,000)	(10,000)
Net Gain (Loss)	(30,625)	34,700	191,450	(51,600)
Fund Balance - Beginning	214,388	168,888	183,763	375,213
Fund Balance - Ending	183,763	203,588	375,213	323,613

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	500	500	500
4054	Donations - Police Activities	11,360	1,000	1,000	1,000
4055	Donations - Toys for Kids	-	-	1,800	-
4056	Donations - Animal Control	8,124	1,000	15,000	8,000
4415	Court Security Fee	24,730	24,000	24,000	24,000
4420	Technology Fee	32,928	30,000	31,000	31,000
4425	Child Safety Fines	7,924	8,500	8,500	8,500
4500	Grant Proceeds	(2,520)	-	-	-
4520	Gun Range M&O	15,380	16,750	16,750	18,050
4550	Police Seizures	5,759	-	271,500	-
<b>Total Revenues</b>		<b>103,684</b>	<b>81,750</b>	<b>370,050</b>	<b>91,050</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Operating Transfers Out To General Fund	72,300	20,000	20,000	10,000
<b>Total Other Financing Uses</b>	<b>72,300</b>	<b>20,000</b>	<b>20,000</b>	<b>10,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(72,300)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(10,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	11,374	16,750	16,750	18,050
Supplies		-	62,000	14,800
Operational	3,589	300	9,850	21,000
Capital Outlay	47,047	10,000	70,000	78,800
<b>Total Expenditures</b>	<b>62,010</b>	<b>27,050</b>	<b>158,600</b>	<b>132,650</b>

<b>Fund</b>
11 Public Safety Funds

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
<b>20 Contractual</b>				
0208 E.S. CORP CONTRACT	11,374	16,750	16,750	18,050
<b>Contractual TOTAL . . . . .:</b>	<b>11,374</b>	<b>16,750</b>	<b>16,750</b>	<b>18,050</b>

<b>30 Supplies</b>				
0375 ANIMAL SHELTER SUPPLY	0	0	62,000	14,800

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0375** **Recovery Kennels**  
 We opened our new in-house spay neuter clinic in January and it is going very well. However, we are limited in the number of surgeries we can perform, based on our available recovery kennel space. We currently have a permanent unit with 6 cages and we utilize smaller temporary cages if we are performing more than 6 surgeries. The addition of a new stainless steel 8 cage unit will allow us to increase our surgery counts per week and will ultimately increase our productivity, efficiency and adoption rates. \$6,800

**CITY MANAGER'S COMMENTS: Approved from donated funds**

<b>Supplies TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>62,000</b>	<b>14,800</b>
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<b>40 Operational</b>				
0430 TUITION & TRAINING	300	300	300	1,000
0451 CONFIDENTIAL FUNDS	0	0	0	20,000
0460 SEIZURES EXPENDED	0	0	4,100	0
0465 TOYS FOR KIDS EXPENSES	3,289	0	5,450	0
<b>Operational TOTAL . . . . .:</b>	<b>3,589</b>	<b>300</b>	<b>9,850</b>	<b>21,000</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	25,438	10,000	10,000	0
0617 RADIO EQUIPMENT	0	0	0	4,000

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0617** **COP Portable Radios**

Add portable radios to be used by the Citizens on Patrol Volunteers during their vehicle and foot patrols at the Harbor District.

Currently, the volunteers must use personal cell phones to communicate with dispatch or the on duty patrol supervisor. The COP Volunteers are averaging 200 plus hours a month of service and portable radios would provide a quicker and safer means of communication between the police and volunteers.

**CITY MANAGER'S COMMENTS: Approved from seized funds**

0624 POLICE EQUIPMENT	21,609	0	60,000	74,800
<b>DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624</b>				<b>Mobile Finger Print Scanner</b>

<b>Fund</b>				
11 Public Safety Funds				
	2010	2011	2011	2012
	Actual	Adopted	Amended	Adopted
<b>ACCOUNT</b>	<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>

A hand-held terminal would allow on the spot biometric identity checks. Equipped with sensor, camera and control display it includes a local database of up to 180,000 individuals and its wireless connectivity allows real-time searches in AFIS. This will allow identification of subjects who refuse to show id or give false information. It would also aid in identification of someone incapable of providing their identification. This request would allow for six units at \$3,000 per unit.

**CITY MANAGER'S COMMENTS: Approved from seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **Patrol Vehicle Moving Radar**  
 \$30,000 is requested to replace all current patrol and traffic radar units. The current radar systems are 10-15 years old and the technology is outdated. In addition, the units are worn out, the long out of warranty have been experiencing problems.

**CITY MANAGER'S COMMENTS: Approved from seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **Road Spikes**  
 An additional \$4,500 is requested to outfit all patrol vehicles with road spikes, which are used to terminate motor vehicle pursuits.

**CITY MANAGER'S COMMENTS: Approved from seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **LTI-Handheld Lasers**  
 An additional \$5,085 is requested for new LTI handheld lasers. The equipment will be used for the identification and collection of evidence related to speed violations. The department currently has 3 LIDAR Speed Detection Devices that are over 9 years old, worn and outdated. In addition, they have been experiencing calibration issues over the past 2 years.

**CITY MANAGER'S COMMENTS: Approved from seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **Tasers**  
 An additional \$13,000 is requested for 12 new Tasers. The devices are used to subdue violent or aggressive offenders and reduce assaults on officers. The department currently has 12 Tasers, several of which are out of warranty and experiencing problems. In addition, during peak hours there are not enough Tasers to equip all officers. The Taser has been an effective less than lethal tool for officers over the past years, reducing injuries and civil liability to officers and the city.

**CITY MANAGER'S COMMENTS: Approved from seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **Nighttime Optical Thermal Imaging Camera**  
 An additional \$4,200 is requested for a thermal imaging camera, which is mounted to the spotlight of a patrol vehicle. The officer views the images through the mobile data terminal in the center console. The camera provides the officer with the ability to view suspects who are hiding in construction sites, fields, parking lots, and businesses without exposing the officer to undue dangers. The NOPTIC also affords the officer with the ability to locate freshly driven vehicles; or weapons, tools, or other items that have been recently discarded by a suspect.

<b>Fund</b>
11 Public Safety Funds

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**CITY MANAGER'S COMMENTS: Approved from seized funds**

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **Amended Budget - SWAT Vehicle**  
 Council approved the purchase of a SWAT command vehicle out of seized funds.

<b>Capital TOTAL . . . . . :</b>	<b>47,047</b>	<b>10,000</b>	<b>70,000</b>	<b>78,800</b>
<b>Public Safety Fund TOTAL :</b>	<b>62,010</b>	<b>27,050</b>	<b>158,600</b>	<b>132,650</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	388,517	262,800	276,800	250,500
Total Expenditures	276,645	108,000	117,500	203,500
Excess Revenues Over (Under) Expenditures	111,872	154,800	159,300	47,000
Net Other Financing Sources (Uses)	(50,000)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	61,872	104,800	109,300	(3,000)
Fund Balance - Beginning	156,587	233,887	218,459	327,759
Fund Balance - Ending	218,459	338,687	327,759	324,759

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	1,000	500	500
4019	Misc. Revenue	-	-	-	-
4050	Donations	19,000	-	24,500	-
4250	Recreation Program Fees	110,145	140,000	120,000	120,000
4253	The Center 7% Fee	2,217	1,800	1,800	-
4680	Developer Contributions	91,110	-	-	-
4700	Marina / Golf Leases	137,245	100,000	110,000	110,000
4750	Land Lease Revenues	28,800	20,000	20,000	20,000
<b>Total Revenues</b>		<b>388,517</b>	<b>262,800</b>	<b>276,800</b>	<b>250,500</b>

Developer Contributions are collected when a development begins. Funds are held in escrow until needed for a project.

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Other Financing Sources				
Operating Transfers In	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
<b>Total Other Financing Uses</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	90,612	100,000	85,000	95,000
Supplies	25,685	8,000	8,000	28,000
Operations	16,014	-	24,500	-
Capital Outlay	144,334	-	-	80,500
<b>Total Expenditures</b>	<b>276,645</b>	<b>108,000</b>	<b>117,500</b>	<b>203,500</b>

<b>Fund</b>
12 Recreational Development

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**20 Contractual**

0213	CONSULTING FEES	18,757	20,000	5,000	15,000
0239	RECREATION CONTRACT	71,854	80,000	80,000	80,000

<b>Contractual TOTAL . . . . .:</b>	<b>90,611</b>	<b>100,000</b>	<b>85,000</b>	<b>95,000</b>
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**30 Supplies**

0341	CONSTRUCTION & REPAIR SUPPLY	10,744	8,000	8,000	20,000
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0341** **Myers Park Parking Lot Improvements**  
 \$20,000 Asphalt overlayed at Myers Park parking lots PH1 and PH 3.

**CITY MANAGER'S COMMENTS: Approved**

0392	SIGNS AND SIGNALS	14,941	0	0	8,000
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0392** **Signage for Blackland Prairie at MP**  
 Project is to construct and install a large interperative sign for the Blackland Prairie Restoration at Myers Park. Cost is \$8,000.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . .:</b>	<b>25,685</b>	<b>8,000</b>	<b>8,000</b>	<b>28,000</b>
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**40 Operational**

0406	SPECIAL EVENTS	16,014	0	24,500	0
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<b>Operational TOTAL . . . . .:</b>	<b>16,014</b>	<b>0</b>	<b>24,500</b>	<b>0</b>
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**60 Capital**

0633	INFRASTRUCTURE IMPROVEMENT	144,334	0	0	0
0643	PLAYGROUND EQUIPMENT	0	0	0	80,500

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0643** **Tables and Umbrellas for Pools**  
 \$16,000 Add in-ground picnic tables and umbrellas at both pools.

In 2008-2009, funds were requested to replace older site furniture at Myers Park. The project was funded 50% of the cost. This project will complete the project as originally intended and have the same fixtures and furniture throughout the park. The cost is \$18,000

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>
12 Recreational Development

	2010	2011	2011	2012
ACCOUNT	Actual	Adopted	Amended	Adopted
	Expense	Budget	Budget	Budget

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0643**

**Portable Restroom Facilities**

The trailer is a portable rest room trailer to be used at special events and is model number 818 Royale manufactured by Ameri-Can. The unit has four men's stalls and three women's stalls with operating sinks. The unit is HVAC controlled, has a 750 gallon storage tank or can drain into a sanitary sewer or be pumped out and has a 350 gallon fresh water tank when needed. This unit would replace the portable units at the Concert by the Lake Series (approx. 80 rentals annually), Family Fun Fridays (8 units annually) the rental unit at Founders Day (\$1800), the Rib Rub (4-5 units), Square on the Square, Halloween Extravaganza and other events. Since the unit is not ADA compliant, we would still need to rent portable accessible units for special events. We can make the unit available for rent when not in use for \$1500 per day. The cost return on the unit will be approximately 7 years but will provide a much improved experience compared to what we currently offer. The cost is \$46,500. This includes an external generator to be used in situations where power is not available.

**CITY MANAGER'S COMMENTS: Disapproved**

**CITY COUNCIL COMMENTS: Approved**

<b>Capital TOTAL . . . . .:</b>	<b>144,334</b>	<b>0</b>	<b>0</b>	<b>80,500</b>
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<b>Recreation Development TOTAL . . .:</b>	<b>276,644</b>	<b>108,000</b>	<b>117,500</b>	<b>203,500</b>
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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13 Radio System
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	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	32,818	31,600	31,600	30,000
Total Expenditures	158,127	138,800	138,950	144,850
Excess Revenues Over (Under) Expenditures	(125,309)	(107,200)	(107,350)	(114,850)
Net Other Financing Sources (Uses)	115,000	100,000	100,000	115,000
Net Gain (Loss)	(10,309)	(7,200)	(7,350)	150
Fund Balance - Beginning	20,324	9,724	10,015	2,665
Fund Balance - Ending	10,015	2,524	2,665	2,815

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4530	City Contracts	32,818	31,600	31,600	30,000
<b>Total Revenues</b>		<b>32,818</b>	<b>31,600</b>	<b>31,600</b>	<b>30,000</b>

	2010-11		2011-12	
Heath Population	16.75%	7,050	15.58%	6,921
Rockwall Population	83.25%	<u>35,050</u>	84.42%	<u>37,490</u>
		42,100		44,411

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Other Financing Sources				
Operating Transfers In				
From General Fund	115,000	100,000	100,000	115,000
*Expended in General Fur	61,900	62,300	63,500	64,400
Operating Transfers Out				
*Expended in General Fur	61,900	62,300	63,500	64,400
Net Other Financing Sources (Uses)	115,000	100,000	100,000	115,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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13 Radio System
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	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	139,544	133,450	133,450	141,800
Supplies	18,583	5,350	5,500	3,050
Operational	-	-	-	-
Capital	-	-	-	-
<b>Total Expenditures</b>	<b>158,127</b>	<b>138,800</b>	<b>138,950</b>	<b>144,850</b>

<b>Fund</b>
13 Radio System

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
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**20 Contractual**

0213 CONSULTING FEES	4,695	7,000	7,000	13,500
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**DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0213**

**Consulting**

\$5,000 The City's consultants are sometimes needed to advise on issues related to the radio system, such as interference, in-building coverage testing for commercial developments, etc.

\$2,500 Annual structural analysis of 3 towers

\$6,000 Professional tower climbers as needed to inspect and assess damage, tighten equipment, and change light bulbs.

**CITY MANAGER'S COMMENTS: Approved**

0231 SERVICE-MAINT. CONTRACTS	134,849	126,450	126,450	128,300
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<b>Contractual TOTAL . . . . . :</b>	<b>139,544</b>	<b>133,450</b>	<b>133,450</b>	<b>141,800</b>
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**30 Supplies**

0347 GENERAL MAINT. SUPPLY	18,583	5,350	5,500	3,050
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<b>Supplies TOTAL . . . . . :</b>	<b>18,583</b>	<b>5,350</b>	<b>5,500</b>	<b>3,050</b>
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<b>Radio Fund TOTAL :</b>	<b>158,127</b>	<b>138,800</b>	<b>138,950</b>	<b>144,850</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	46,136	4,800	18,200	3,500
Total Expenditures	106,084	20,000	-	-
Excess Revenues Over (Under) Expenditures	(59,948)	(15,200)	18,200	3,500
Net Other Financing Sources (Uses)	-	-	(586,200)	-
Net Gain (Loss)	(59,948)	(15,200)	(568,000)	3,500
Fund Balance - Beginning	1,346,680	609,480	1,286,732	718,732
Fund Balance - Ending	1,286,732	594,280	718,732	722,232

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	3,866	2,000	2,000	2,000
4800	Assessments	2,270	1,800	1,800	500
4810	Assessments - Bourn St.	-	500	500	500
4812	Assessments-Emma Jane/Davy	-	500	500	500
4816	Pro-Rata - RH Pkwy.	40,000	-	13,400	-
<b>Total Revenues</b>		<b>46,136</b>	<b>4,800</b>	<b>18,200</b>	<b>3,500</b>

**SUMMARY OF OPERATING TRANSFERS**

**Fund**

14 Street Improvements

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Other Financing Sources				
Operating Transfers In				
From Water/Sewer	-	-	-	-
<b>Total Other Financing Sources</b>	-	-	-	-
Operating Transfers Out				
To Water/Sewer	-	-	10,800	-
To Capital Projects	-	-	31,400	-
To Bond Project	-	-	544,000	-
<b>Total Other Financing Uses</b>	-	-	586,200	-
<b>Net Other Financing Sources (Uses)</b>	-	-	(586,200)	-

Transfers complete funding for Shadydale, Tubbs lighting and repair to downtown lighting during SH205 construction.

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	8,014	20,000	-	-
Capital Outlay	98,070	-	-	-
<b>Total Expenditures</b>	<b>106,084</b>	<b>20,000</b>	<b>-</b>	<b>-</b>

<b>Fund</b> 14 Street Improvement Fund
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<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>20 Contractual</b>				
0213 CONSULTING FEES	8,014	20,000	0	0
<b>Contractual TOTAL . . . . . :</b>	<b>8,014</b>	<b>20,000</b>	<b>0</b>	<b>0</b>
<b>60 Capital</b>				
0635 STREET CONSTRUCTION	98,070	0	0	0
<b>Capital TOTAL . . . . . :</b>	<b>98,070</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Street Improvement Fund TOTAL :</b>	<b>106,084</b>	<b>20,000</b>	<b>0</b>	<b>0</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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15 Hotel/Motel
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	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	190,433	190,000	190,000	220,000
Total Expenditures	181,400	182,500	182,500	196,875
Excess Revenues Over (Under) Expenditures	9,033	7,500	7,500	23,125
Fund Balance - Beginning	7,345	56,356	16,379	23,879
Fund Balance - Ending	16,379	63,856	23,879	47,004

## SUMMARY OF REVENUES

**Fund**

15 Hotel/Motel

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	-	-	-
4019	Miscellaneous	-	-	-	-
4175	Motel Tax Receipts	190,433	190,000	190,000	220,000
<b>Total Revenues</b>		<b>190,433</b>	<b>190,000</b>	<b>190,000</b>	<b>220,000</b>

## SUMMARY OF EXPENDITURES

**Fund**  
15 Hotel/Motel

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Operational	181,400	182,500	182,500	196,875
<b>Total Expenditures</b>	<b>181,400</b>	<b>182,500</b>	<b>182,500</b>	<b>196,875</b>

## SUMMARY OF OPERATIONS

**Fund**  
16 Fire Equipment

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	173,900	94,100	94,100	94,100
Total Expenditures	172,721	114,900	43,000	203,250
Excess Revenues Over (Under) Expenditures	1,179	(20,800)	51,100	(109,150)
Net Gain (Loss)	1,179	(20,800)	51,100	(109,150)
Fund Balance - Beginning	175,590	125,116	176,769	227,869
Fund Balance - Ending	176,769	104,316	227,869	118,719

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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16 Fire Operations
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Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	500	500	500
4500	Grant Proceeds	78,000	-	-	-
4530	Contract City Fire Calls	2,300	-	-	-
4535	County Fire Calls	93,600	93,600	93,600	93,600
Total Revenues		173,900	94,100	94,100	94,100

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Supplies	9,125	11,000	11,000	11,000
Operational	109,003	-	-	-
Capital Outlay	54,592	103,900	32,000	192,250
<b>Total Expenditures</b>	<b>172,721</b>	<b>114,900</b>	<b>43,000</b>	<b>203,250</b>

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
<b>30 Supplies</b>				
0377 VOLUNTEER EXPENSES	9,125	11,000	11,000	11,000
<b>Supplies TOTAL . . . . .:</b>	<b>9,125</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
<b>40 Operational</b>				
0459 GRANT-EQUIPMENT	109,003	0	0	0
<b>Operational TOTAL . . . . .:</b>	<b>109,003</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	0	0	0	19,450

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0612** **NWS Fire Mobile Module**

Mobile data module upgrade for fire engines and inspectors. This module was just out of beta as we were implementing the new software and wanted to wait until it had been thoroughly tested by other departments. We will have real time access to call information and preplans. Cost of \$19,450 includes software licensing, installation, and training.

**CITY MANAGER'S COMMENTS: Approved**

0617 RADIO EQUIPMENT	10,174	32,000	12,000	49,450
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0617** **Communication Equipment**

- \$ 6,300 Replace ten old Motorola voice pagers
  - 6,300 Voice pagers for ten new volunteers
  - 11,975 Portable radios for new volunteers
  - 20,200 Conversion of VHF radios to narrowband 12.5kHz per FCC regs
  - 12,875 Reprogramming software for conversion of VHF pagers and replacement of pagers that can't be reprogrammed

**CITY MANAGER'S COMMENTS: Approved with funding for radio conversion to come from remaining radio bond contingency funds.**

0621 FIELD MACHINERY & EQUIPMENT	39,594	71,900	20,000	65,350
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Personal Equipment**

- \$29,000 Bunker gear and helmets for up to ten new volunteers
  - 375 Gate openers for new volunteers
  - 7,500 PASS devices for new volunteers

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Opticom Equipment**

- \$13,000 Opticom Equipment for new signals at John King and IH30 (2)
  - 6,500 Opticom Equipment for new signal at Horizon and Tubbs
  - 9,000 Repair or replacement of existing opticom equipment as needed

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
0623 VEHICLES	0	0	0	58,000

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623**

**Replacement for 2003 Ford Explorer**

We propose purchasing a new Chevy Suburban to be outfitted as a command vehicle and driven by the Battalion Chief. His vehicle would be passed down to the inspector currently driving the Explorer. The command vehicle would be outfitted with radio equipment, computers, the Passport Pass device which tracks firefighters on the scene to ensure their safety. The vehicle would also carry the charts and marker boards used during an incident to track all activity and to document the Incident Command structure. Vehicle and equipment cost: \$58,000.

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623**

**Replacement for 1996 LTI Ladder Tower**

The current ladder truck is 13 years old but has only 15,177 miles, 728 hours of engine run time and 539 hours of aerial operation time on it. Over the past 6 ½ years we have spent over \$150,000 in repair costs alone, not including normal maintenance and we don't foresee this getting any better. We've also looked at the amount of time that it has been in the shop for repairs and out of service, about 24 months out of the past 48 - 60 months.

It takes about 10 - 15 months to write specifications, build and accept a new apparatus. The policy states we will replace the equipment front line at 8 to 10 years and try to utilize it as reserve status from year nine through year twenty. This piece of equipment is still being used as front line because we are required to have two front line aerial devices. This vehicle will not make it to the 20 year period without spending a very large amount of money to keep it passing required test.

New Ladder Truck \$995,000

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations.**

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623**

**Replacement for 1985 E-One 1500 GPM Pumper**

The current vehicle is 26 years old. It currently has 18,500 miles and 1,290 hours of engine operation time on it. It will take approximately 8-12 months to write specifications, build and accept a new apparatus. The policy states we will replace the equipment as front line at 8 to 10 years and try to utilize it as reserve status from year 11 through year 20.

Replacement Engine \$620,000.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations.**

<b>Fund</b>				
16 Fire Equipment Fund				

ACCOUNT	2010 Actual Expense	2011 Adopted Budget	2011 Amended Budget	2012 Adopted Budget
0650 FIRE EQUIPMENT	4,824	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0650**

**Loose Equipment for New Trucks**

\$ 100,000 Loose equipment for New Pumper truck - equipment will be purchased in conjunction with delivery of truck in 8 - 12 months.

\$150,000 Loose equipment for New Ladder truck - equipment will be purchased in conjunction with delivery of truck in 10 -15 months.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations.**

Capital TOTAL . . . . .:	54,592	103,900	32,000	192,250
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Fire Equipment TOTAL :	172,720	114,900	43,000	203,250
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	15,760	82,750	13,800	83,050
Total Expenditures	12,546	104,800	13,050	106,850
Excess Revenues Over (Under) Expenditures	3,213	(22,050)	750	(23,800)
Net Gain (Loss)	3,213	(22,050)	750	(23,800)
Fund Balance - Beginning	53,775	47,125	56,988	57,738
Fund Balance - Ending	56,988	25,075	57,738	33,938

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	100	100	100
4500	Grant Proceeds	1,950	69,250	-	69,250
4750	Land Lease	6,204	5,700	6,000	6,000
4752	F.B.O. Lease	7,605	7,700	7,700	7,700
Total Revenues		15,760	82,750	13,800	83,050

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	5,239	8,300	8,300	8,300
Supplies	950	750	750	3,550
Operational	4,140	93,000	1,750	93,000
Utilities	2,217	2,750	2,250	2,000
<b>Total Expenditures</b>	<b>12,546</b>	<b>104,800</b>	<b>13,050</b>	<b>106,850</b>

<b>Fund</b>				
17 Airport Special Revenue				
<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
<b>20 Contractual</b>				
0224 INSURANCE-WORKERS COMP	1,886	2,500	2,500	2,500
0227 INSURANCE-REAL PROPERTY	2,515	3,000	3,000	3,000
0229 INSURANCE-LIABILITY	838	2,000	2,000	2,000
0242 EQUIPMENT RENTAL & LEASE	0	250	250	250
0244 BUILDING REPAIRS	0	250	250	250
0280 STATE PERMITS	0	300	300	300
<b>Contractual TOTAL . . . . .:</b>	<b>5,239</b>	<b>8,300</b>	<b>8,300</b>	<b>8,300</b>
<b>30 Supplies</b>				
0339 FUEL TANK REPAIRS	250	250	250	3,050
0341 CONSTRUCTION & REPAIR SUPPLY	700	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>950</b>	<b>750</b>	<b>750</b>	<b>3,550</b>
<b>40 Operational</b>				
0409 GRANT MATCHING	4,140	93,000	1,750	93,000
<b>DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409</b>		<b>RAMP Grant Matching Fund</b>		
The Automated Weather Observation System will be completed in FY12. Funds are amended from FY11 to FY12 to complete the project.				
It is recommended that \$2,000 be included in grant matching if there is a small project needed throughout the year. The City will be able to use the Routine Airport Maintenance Program which is a 50/50 match.				
<b>CITY MANAGER'S COMMENTS: Approved</b>				
<b>Operational TOTAL . . . . .:</b>	<b>4,140</b>	<b>93,000</b>	<b>1,750</b>	<b>93,000</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	2,217	2,750	2,250	2,000
<b>Utilities TOTAL . . . . .:</b>	<b>2,217</b>	<b>2,750</b>	<b>2,250</b>	<b>2,000</b>
<b>Airport Fund TOTAL :</b>	<b>12,546</b>	<b>104,800</b>	<b>13,050</b>	<b>106,850</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	35,779	30,100	33,100	33,100
Total Expenditures	34,164	12,000	14,000	14,000
Excess Revenues Over (Under) Expenditures	1,615	18,100	19,100	19,100
Net Gain (Loss)	1,615	18,100	19,100	19,100
Fund Balance - Beginning	40,216	27,816	41,831	60,931
Fund Balance - Ending	41,831	45,916	60,931	80,031

## SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earnings	-	100	100	100
4780	Recycling Revenue	35,779	30,000	33,000	33,000
Total Revenues		35,779	30,100	33,100	33,100

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	33,354	-	-	-
Operational	810	12,000	14,000	14,000
<b>Total Expenditures</b>	<b>34,164</b>	<b>12,000</b>	<b>14,000</b>	<b>14,000</b>

<b>Fund</b>
18 Recycling

<b>ACCOUNT</b>	<b>2010 Actual Expense</b>	<b>2011 Adopted Budget</b>	<b>2011 Amended Budget</b>	<b>2012 Adopted Budget</b>
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**20 Contractual**

0270 WASTE DISPOSAL SERVICE	33,354	0	0	0
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<b>Contractual TOTAL . . . . .:</b>	<b>33,354</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**40 Operational**

0428 OTHER	810	10,000	10,000	10,000
0469 PROMOTION EXPENSE	0	2,000	4,000	4,000

<b>Operationa TOTAL . . . . .:</b>	<b>810</b>	<b>12,000</b>	<b>14,000</b>	<b>14,000</b>
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<b>Recycling TOTAL . . . . .:</b>	<b>34,164</b>	<b>12,000</b>	<b>14,000</b>	<b>14,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	3,503,578	3,370,900	3,516,295	3,677,500
Total Expenditures	3,235,324	3,894,397	3,609,998	4,553,000
Excess Revenues Over (Under) Expenditures	268,255	(523,497)	(93,703)	(875,500)
Net Other Financing Sources (Uses)	-	-	-	-
Reserved for Capital Projects	-	-	-	-
Net Gain (Loss)	268,255	(523,497)	(93,703)	(875,500)
Fund Balance - Beginning	4,757,619	4,566,453	5,025,874	4,932,171
Fund Balance - Ending	5,025,874	4,042,956	4,932,171	4,056,671

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4150	Sales Tax	3,493,709	3,358,400	3,505,000	3,575,000
4001	Interest Earnings	7,349	10,000	10,000	10,000
4019	Misc. Revenue	295	-	295	-
4020	Interest/Reserve Fund	2,226	2,500	1,000	1,000
4450	Technology Park Sales	-	-	-	91,500
<b>Total Revenues</b>		<b>3,503,578</b>	<b>3,370,900</b>	<b>3,516,295</b>	<b>3,677,500</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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21 Economic Development
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	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
REDC Administration	938,746	1,584,500	1,196,101	1,823,300
Promotions & Marketing	169,910	191,000	295,000	262,500
Capital Projects	8,584	-	-	200,000
Debt Service	2,118,083	2,118,897	2,118,897	2,267,200
<b>Total Expenditures</b>	<b>3,235,324</b>	<b>3,894,397</b>	<b>3,609,998</b>	<b>4,553,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	1 Economic Develop.

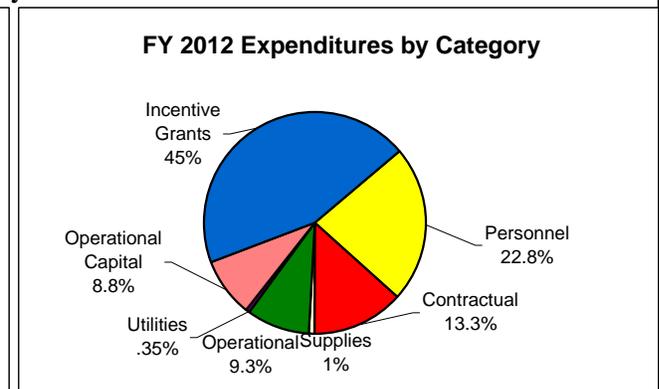
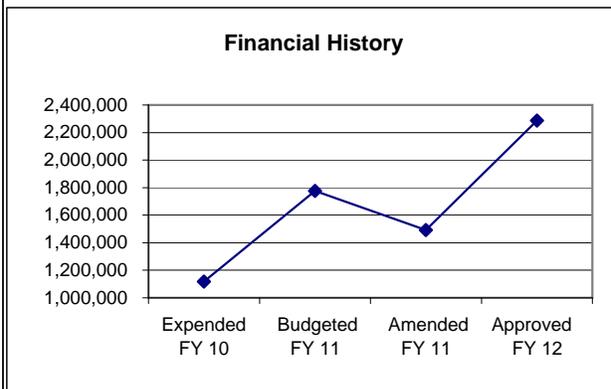
### Expenditure Summary

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Personnel	451,869	494,300	451,401	521,200
Contractual	222,969	287,100	341,600	304,000
Supplies	12,409	17,800	17,800	17,800
Operational	141,842	161,800	205,800	212,800
Utilities	7,300	8,000	8,000	8,000
Operational Capital	10,534	4,500	4,500	200,000
Incentive Grants	270,318	802,000	462,000	1,022,000
<b>Total</b>	<b>1,117,240</b>	<b>1,775,500</b>	<b>1,491,101</b>	<b>2,285,800</b>

### Personnel Schedule

<u>Position</u>	<u>FY 11 Approved</u>	<u>FY 12 Approved</u>
Economic Dev. Corp. President	1	1
Project Manager	1	1
Marketing Coordinator	1	1
Administrative Assistant	1	1

### Activity Trends



## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
<b>Personnel</b>					
	Salaries - Wages & Incentives	347,097	378,750	338,750	393,900
<b>Total Salaries - Wages Incentives</b>		<b>347,097</b>	<b>378,750</b>	<b>338,750</b>	<b>393,900</b>
116	Auto Allowance	9,600	9,600	9,600	9,600
120	FICA & Medicare	24,130	28,950	26,649	30,850
122	Retirement	48,222	52,400	53,402	61,850
128	Ins. Unemployment	3,320	3,100	1,500	1,500
224	Workers Comp.	500	500	500	500
230	Insurance - Health	19,000	21,000	21,000	23,000
<b>Total Benefits</b>		<b>104,772</b>	<b>115,550</b>	<b>112,651</b>	<b>127,300</b>
<b>Total Personnel Costs</b>		<b>451,869</b>	<b>494,300</b>	<b>451,401</b>	<b>521,200</b>
<b>Contractual</b>					
210	Auditing	1,500	1,500	1,500	1,500
211	Legal	2,539	20,000	20,000	20,000
213	Consulting Fees	24,194	40,000	40,000	40,000
217	IT Services	-	3,000	-	3,000
223	Insurance - Blanket Surety Bond	100	100	100	100
227	Insurance - Property	2,000	1,800	1,800	1,800
229	Insurance - Liability	500	500	500	500
232	Temporary Labor	6,491	6,000	6,000	-
234	Marketing Expenses	139,043	160,000	220,000	180,000
242	Equipment Rental & Lease	8,386	8,000	8,500	8,500
243	Building Lease	26,215	31,200	31,200	33,600
244	Building Repairs	-	3,000	-	3,000
299	Administrative Services	12,000	12,000	12,000	12,000
<b>Total Contractual</b>		<b>222,969</b>	<b>287,100</b>	<b>341,600</b>	<b>304,000</b>

## Annual Budget, Economic Development Cont'd

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
<b>Supplies</b>					
301	Office Supplies	4,803	6,500	6,500	6,500
307	Postage	5,346	7,000	7,000	7,000
310	Printing & Binding	2,087	4,000	4,000	4,000
347	Gen. Maint. Supplies	174	300	300	300
<b>Total Supplies</b>		<b>12,409</b>	<b>17,800</b>	<b>17,800</b>	<b>17,800</b>
<b>Operational</b>					
410	Dues & Subscriptions	2,961	3,000	3,000	3,000
428	Other	3,733	3,500	3,500	4,000
430	Tuition & Training	2,280	3,500	3,500	2,500
436	Travel	9,978	12,000	50,000	40,000
437	Marketing Conferences	12,485	12,500	10,000	12,500
438	Prospect Visits	8,405	6,500	15,000	30,000
439	Common Area Maintenance-Park	102,000	120,800	120,800	120,800
<b>Total Operational</b>		<b>141,842</b>	<b>161,800</b>	<b>205,800</b>	<b>212,800</b>
<b>Utilities</b>					
507	Telephone	7,300	8,000	8,000	8,000
<b>Total Utilities</b>		<b>7,300</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>Capital</b>					
601	Land Acquisition	-	-	-	-
610	Furniture & Fixtures	1,950	2,000	2,000	-
612	Computer Equipment	-	2,500	2,500	-
671	Landscape Improvements	-	-	-	200,000
678	Phase III Construction	8,584	-	-	-
<b>Total Capital</b>		<b>10,534</b>	<b>4,500</b>	<b>4,500</b>	<b>200,000</b>
<b>Incentives</b>					
660	Due Diligence	585	2,000	2,000	2,000
661	Contracted Incentives	269,732	800,000	460,000	1,020,000
<b>Total Incentives</b>		<b>270,318</b>	<b>802,000</b>	<b>462,000</b>	<b>1,022,000</b>
<b>Division Total</b>		<b>1,117,240</b>	<b>1,775,500</b>	<b>1,491,101</b>	<b>2,285,800</b>

## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
<b>Debt Service</b>					
750	Administration Fees	8,817	4,500	4,500	4,500
752	Principal - Bonds	1,085,000	1,135,000	1,135,000	1,180,000
754	Interest - Bonds	1,024,266	979,397	979,397	1,082,700
<b>Total Debt Service</b>		<b>2,118,083</b>	<b>2,118,897</b>	<b>2,118,897</b>	<b>2,267,200</b>

Detail	Principal	Interest
1999 Bonds	280,000	129,338
2005-Phase II	120,000	29,525
2005-Harbor Project	215,000	42,625
2006-Hospital	130,000	119,425
2006-Justin Road	85,000	79,694
2008-Land Purchase	135,000	290,500
2008-Infrastructure	215,000	244,643
2011-Hillside Project	-	146,950
	1,180,000	1,082,700

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Total Revenues	151,077	187,200	191,150	187,150
Total Expenditures	160,721	187,100	190,100	184,100
Excess Revenues Over (Under) Expenditures	(9,644)	100	1,050	3,050
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(9,644)	100	1,050	3,050
Fund Balance - Beginning	55,166	55,664	45,522	46,572
Fund Balance - Ending	45,522	55,764	46,572	49,622

## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

RTPA

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
4001	Interest Earning	29	100	50	50
4470	RTP Dues Ph I	102,000	115,050	117,050	115,050
	PH II - IV	49,048	72,050	74,050	72,050
	<b>Total Revenues</b>	<b>151,077</b>	<b>187,200</b>	<b>191,150</b>	<b>187,150</b>

Note - The REDC owns 44.6% of the acreage (59.68 acres) of Phase I Rockwall Technology Park

The FY 2011 revenue for Phase I includes \$50,141 from the REDC at this ownership level.

## DIVISION SUMMARY

Fund	Department	Division
22 Tech Park Association	70 Economic Development	RTPA

### Expenditure Summary

	Actual 09-10	Budgeted 10-11	Amended 10-11	Adopted 11-12
Contractual	135,063	151,800	148,800	148,800
Supplies	7,819	10,300	10,300	10,300
Utilities	17,839	25,000	31,000	25,000
<b>Total</b>	160,721	187,100	190,100	184,100

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 75</b>
22 Tech Park Association	70 Economic Develop.	RTPA Phase I

Account	Description	Actual 09-10	Adopted 10-11	Amended 10-11	Adopted 11-12
<b>Contractual</b>					
210	Auditing	500	500	500	500
211	Legal	591	3,000	-	
213	Management & Maint Svcs	19,855	24,150	24,150	24,150
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maintenanc	57,935	66,000	66,000	66,000
299	Administrative Services	2,000	2,000	2,000	2,000
<b>Total Contractual</b>		<b>81,781</b>	<b>96,550</b>	<b>93,550</b>	<b>93,550</b>
<b>Supplies</b>					
329	Flag Replacements	4,438	6,000	6,000	6,000
347	Gen. Maint. Supplies	381	1,000	1,000	1,000
<b>Total Supplies</b>		<b>4,819</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>Utilities</b>					
501	Electric	1,099	1,500	1,500	1,500
513	Water	9,329	10,000	16,000	10,000
<b>Total Utilities</b>		<b>10,428</b>	<b>11,500</b>	<b>17,500</b>	<b>11,500</b>
<b>Division Total</b>		<b>97,028</b>	<b>115,050</b>	<b>118,050</b>	<b>112,050</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 77</b>
22 Tech Park Association	70 Economic Develop.	RTPA Phase II-V

Account	Description	Actual 09-10	Adopted 10-11	Amended 10-11	Adopted 11-12
<b>Contractual</b>					
213	Management & Maint	10,137	10,350	10,350	10,350
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maint incl. mowing EDC owned lots Ph I	42,244	44,000	44,000	44,000
<b>Total Contractual</b>		<b>53,281</b>	<b>55,250</b>	<b>55,250</b>	<b>55,250</b>
<b>Supplies</b>					
329	Flag Replacements	3,000	3,000	3,000	3,000
347	Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>		<b>3,000</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
<b>Utilities</b>					
501	Electric	799	1,500	1,500	1,500
513	Water	6,612	12,000	12,000	12,000
<b>Total Utilities</b>		<b>7,411</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>
<b>Division Total</b>		<b>63,693</b>	<b>72,050</b>	<b>72,050</b>	<b>72,050</b>

# **INTERNAL SERVICE FUNDS**

Employee Benefits Fund - to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

Worker's Compensation Fund - to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided by proceeds from certificates of obligation and operating transfers from other funds.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Total Revenues	575,260	570,000	590,000	580,000
Total Expenditures	3,205,719	2,696,000	3,101,000	3,164,000
Operating Income (Loss)	(2,630,459)	(2,126,000)	(2,511,000)	(2,584,000)
Non-Operating Revenues	869	1,000	1,000	1,000
Non-Operating Income (Loss)	869	1,000	1,000	1,000
Net Income (Loss) Before Transfers	(2,629,590)	(2,125,000)	(2,510,000)	(2,583,000)
Net Transfers In (Out)	2,307,000	2,442,000	2,707,000	2,850,000
Net Income (Loss)	(322,590)	317,000	197,000	267,000
Retained Earnings - Beginning	(427,617)	(512,617)	(750,206)	(553,206)
Retained Earnings - Ending	(750,206)	(195,617)	(553,206)	(286,206)

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Operating Revenues					
4019	Miscellaneous	72,113	50,000	70,000	50,000
4850	Employee Contributions	487,462	510,000	510,000	520,000
4855	Pharmacy Rebates	15,684	10,000	10,000	10,000
<b>Total Operating Revenues</b>		<b>575,260</b>	<b>570,000</b>	<b>590,000</b>	<b>580,000</b>
Non-Operating Revenues					
4001	Interest Earnings	869	1,000	1,000	1,000
<b>Total Non-Operating Revenues</b>		<b>869</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>576,129</b>	<b>571,000</b>	<b>591,000</b>	<b>581,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Operating Transfers In				
From General Fund	1,500,000	1,600,000	1,800,000	1,900,000
From Water & Sewer Fund	807,000	842,000	907,000	950,000
Total Transfers In	2,307,000	2,442,000	2,707,000	2,850,000
Net Operating Transfers In (Out)	2,307,000	2,442,000	2,707,000	2,850,000

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Operating Expenses				
Operations	3,205,719	2,696,000	3,101,000	3,164,000
<b>Total Expenditures</b>	<b>3,205,719</b>	<b>2,696,000</b>	<b>3,101,000</b>	<b>3,164,000</b>

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Operating Revenues	-	-	-	-
Operating Expenses	170,008	172,250	215,300	171,150
<b>Operating Income (Loss)</b>	<b>(170,008)</b>	<b>(172,250)</b>	<b>(215,300)</b>	<b>(171,150)</b>
Non-Operating Revenues	10,058	3,500	7,800	3,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>10,058</b>	<b>3,500</b>	<b>7,800</b>	<b>3,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(159,950)</b>	<b>(168,750)</b>	<b>(207,500)</b>	<b>(168,150)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(129,950)</b>	<b>(138,750)</b>	<b>(177,500)</b>	<b>(138,150)</b>
Retained Earnings - Beginning	1,070,388	959,338	940,438	762,938
<b>Retained Earnings - Ending</b>	<b>940,438</b>	<b>820,588</b>	<b>762,938</b>	<b>624,788</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Non-Operating Revenues					
4001	Interest Earnings	4,318	2,500	2,500	2,000
4019	Misc. Revenues	5,740	1,000	5,300	1,000
<b>Total Non-Operating Revenues</b>		<b>10,058</b>	<b>3,500</b>	<b>7,800</b>	<b>3,000</b>
<b>Total Revenues</b>		<b>10,058</b>	<b>3,500</b>	<b>7,800</b>	<b>3,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 09-10	Budgeted 10-11	Amended 10-11	Approved 11-12
Operational	170,008	172,250	215,300	171,150
<b>Total Operating Expenses</b>	<b>170,008</b>	<b>172,250</b>	<b>215,300</b>	<b>171,150</b>
<b>Total Expenditures</b>	<b>170,008</b>	<b>172,250</b>	<b>215,300</b>	<b>171,150</b>



**City of Rockwall**

**FY 2010 – 2011**

**Adopted Budget**

# Executive Summary

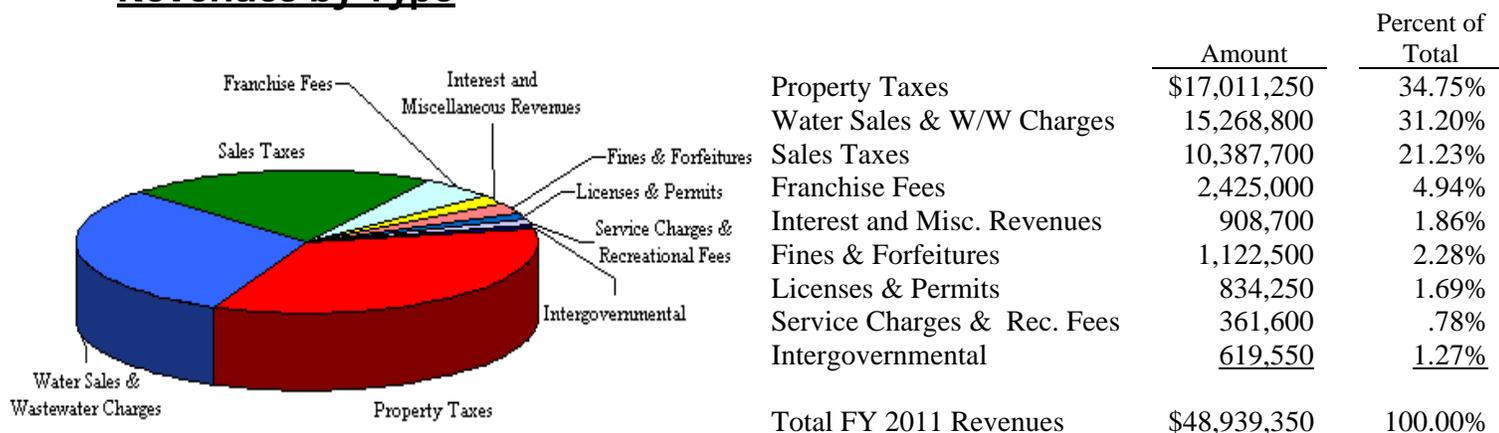
This executive summary provides an overview of the major elements included in the fiscal year (FY) 2011 Adopted Budget. The first section presents revenues and expenditures, by type and fund, for the City as a whole. The second section focuses on revenues and expenditures in the General Fund which, as the City's largest operating fund, includes most of the activities typically associated with municipal government.

Immediately following the General Fund expenditures, the Utility fund is described in detail. The last section describes the special funds that are included in the budget.

## The Budget in Perspective

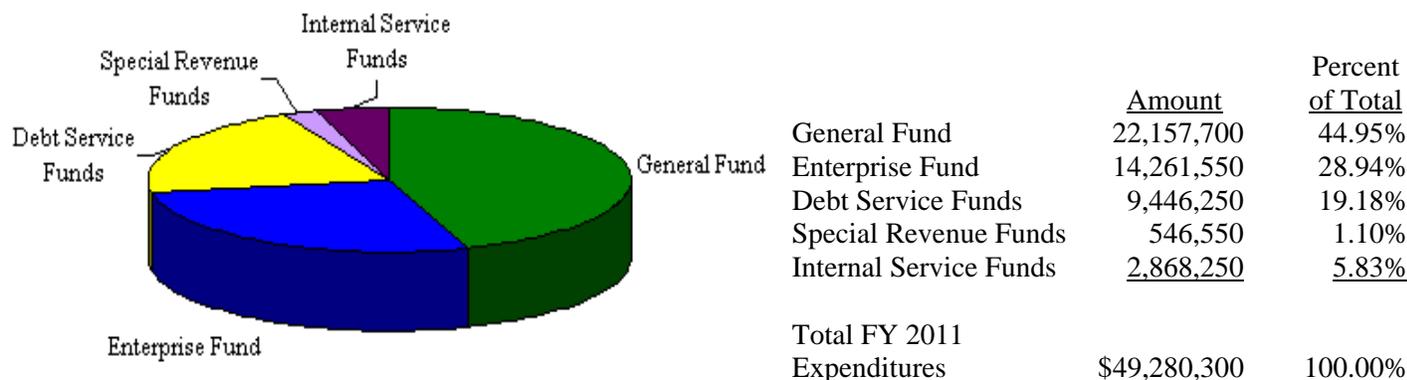
The City's revenues are budgeted at \$48,939,350 for FY 2011. These revenues are obtained from a variety of sources, as outlined in the following chart and table.

### Revenues by Type



### Expenditures by Fund Type

The City's operating expenditures are grouped into five types of funds: General Fund, Enterprise Fund, Debt Service Funds, Special Revenue Funds, and Internal Service Funds. Expenditures are budgeted at \$49,280,300 for FY 2011, as shown in the following chart and table.



## Combined Budget Summary FY 2010 – 2011 All Funds

FUND	Fund Title	FY 2010-2011					Estimated Fund Balance 9/30/11
		Estimated Fund Balance 9/30/10	Total Revenues	Total Expenditures	Net Inc/(Dec)	Internal Transfers (Net)	
01	General Fund	\$8,234,927	23,335,700	22,157,700	1,178,000	(1,129,450)	8,283,477
02	Water and Wastewater	9,023,034	15,418,800	14,261,550	1,157,250	(1,479,700)	8,700,584
04	Debt Service	1,049,644	8,235,350	8,193,000	42,350	-	1,091,994
05	Harbor Debt Service	12,091	784,600	1,253,250	(468,650)	482,000	25,441
10	Cemetery	135,295	3,000	21,000	(18,000)	-	117,295
11	Police Investigations	168,888	81,250	27,050	54,200	(20,000)	203,088
12	Recreational Development	233,887	262,800	108,000	154,800	(50,000)	338,687
13	Radio	9,724	31,600	138,800	(107,200)	100,000	2,524
14	Street Improvement	609,480	4,800	20,000	(15,200)	-	594,280
16	Fire Equipment	125,116	94,100	114,900	(20,800)	-	104,316
17	Aviation	47,125	82,750	104,800	(22,050)	-	25,075
18	Recycling	27,816	30,100	12,000	18,100	-	45,916
31	Employee Benefits	(532,617)	571,000	2,696,000	(2,125,000)	2,442,000	(249,617)
32	Worker's Compensation	959,338	3,500	172,250	(168,750)	30,000	815,588
<b>Total Primary Government</b>		<b>\$20,374,748</b>	<b>\$48,939,350</b>	<b>\$49,280,300</b>	<b>(\$340,950)</b>	<b>374,850</b>	<b>\$20,408,648</b>

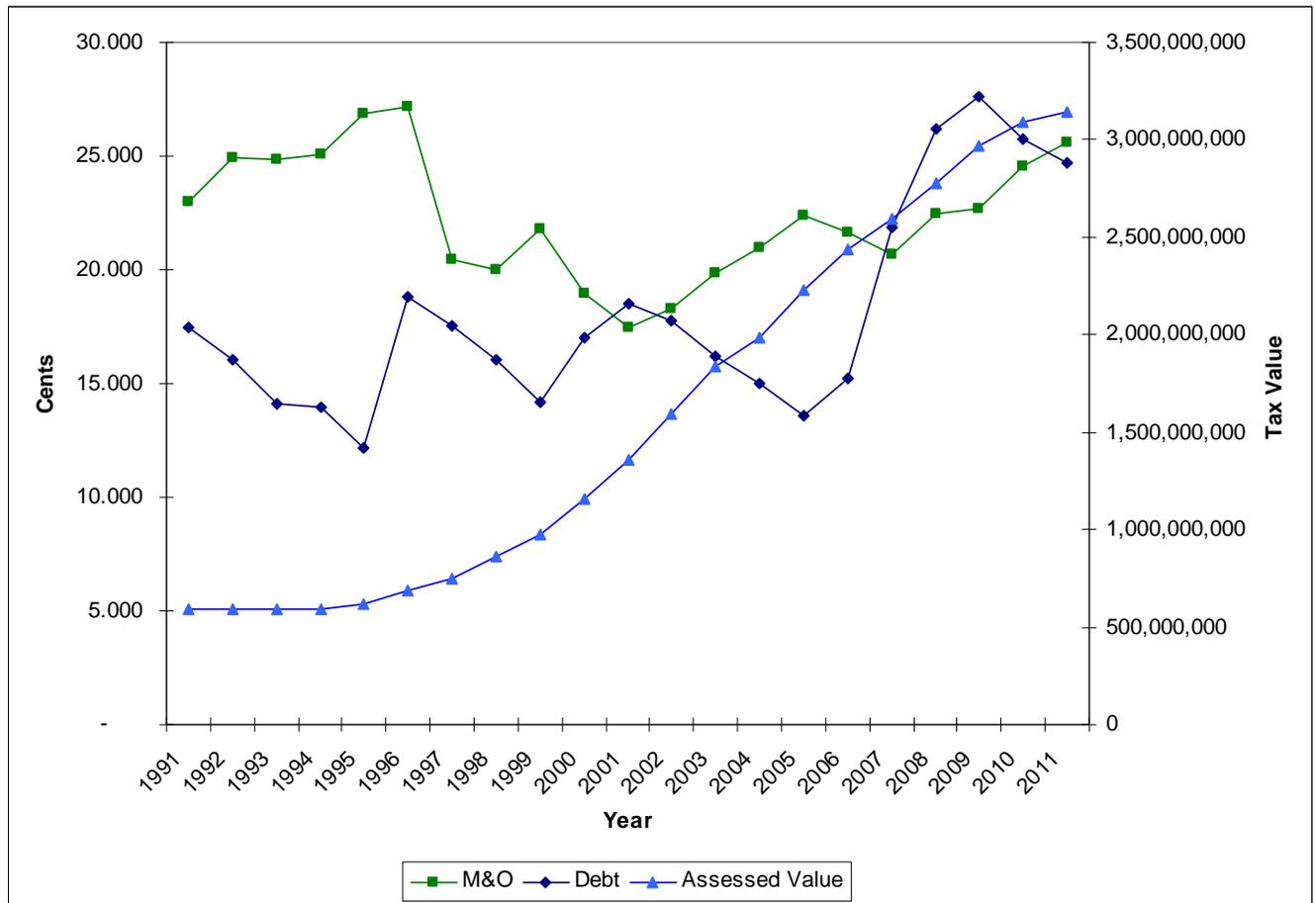
### Property Taxes

Property taxes are the largest single source of City revenues. The property tax rate is comprised of two elements: the portion that pays for the operation and maintenance of General Fund programs and services, and the portion that funds the repayment of debt. In FY 2011, the General Fund's portion of the tax rate represents 50.92 percent of the total, and the debt service portion represents 49.08 percent of the total rate. The total tax rate for the City in FY 2011, and the amount by which each portion of the rate will change compared to FY 2010, is shown in the following table. The amounts below are expressed as "cents per \$100 of assessed value."

	FY 2010	FY 2011	Net Increase (Decrease)
General Fund Tax Rate	24.53	25.62	4.44%
Debt Service Tax Rate	25.78	24.69	-4.23%
Total Property Tax Rate	50.31	50.31	0.00%



The property tax rate is one side of the equation that ultimately produces the revenue generated by property taxes; the other side is the assessed value of property in the City. The total taxable assessed value for the City for FY 2011 is \$3,144,632,618. This is a 1.76 percent increase over last year's value of \$3,090,336,508. While the City's total property values increased, the rate of growth has slowed compared to the double digit increases experienced between 1998 and 2003 as shown in the following graph. The increase in taxable value this year is primarily attributed to new retail areas, multi-family development and the annexation of Lake Rockwall Estates. The existing values dropped 1.51 percent.



The following table shows the various property tax rates for FY 2011.

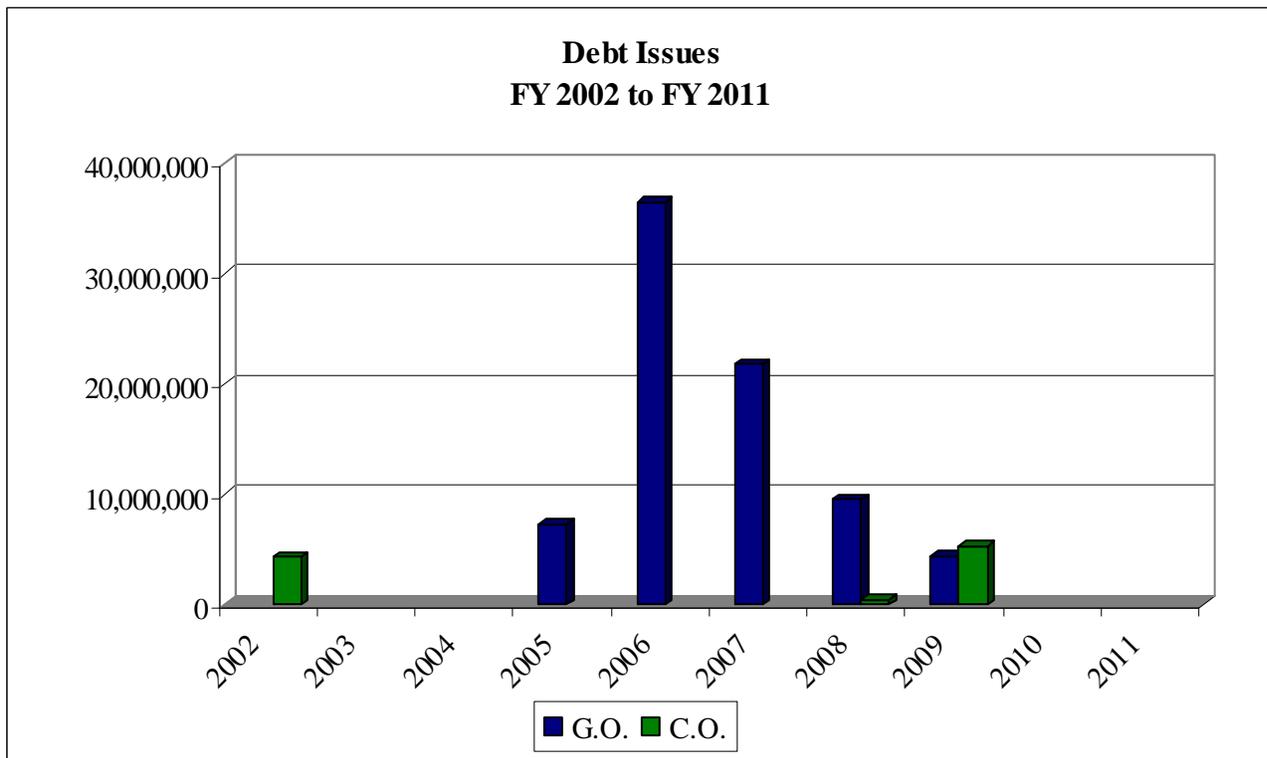
- Adopted Tax Rate 50.31
- Effective Tax Rate 51.86
- Rollback Rate 52.64

The effective tax rate for FY 2011 is 51.86 cents. This is the rate that would produce the same amount of revenue from the properties that were on the tax rolls in both FY 2010 and FY 2011. The rollback rate is 52.64 cents.

The City held bond elections in 1994, 1998, 1999, 2002 and 2005 which impact current year property taxes. In each of those years, materials were prepared for the voters which projected the tax impact of each election proposition if successful. General Obligation bonds are then sold as project funding is anticipated.

The City may issue Certificates of Obligation, another form of tax obligation. Certificates were issued in 2000 for the voter approved City Hall project and in 2002 to allow the City to proceed with replacement of its antiquated public safety radio system. An issue in 2009 provided funds to enhance the radio system and equipment for the City's new fire stations.

Debt issues since the most recent election have been significantly higher than in prior years as shown in the next table.



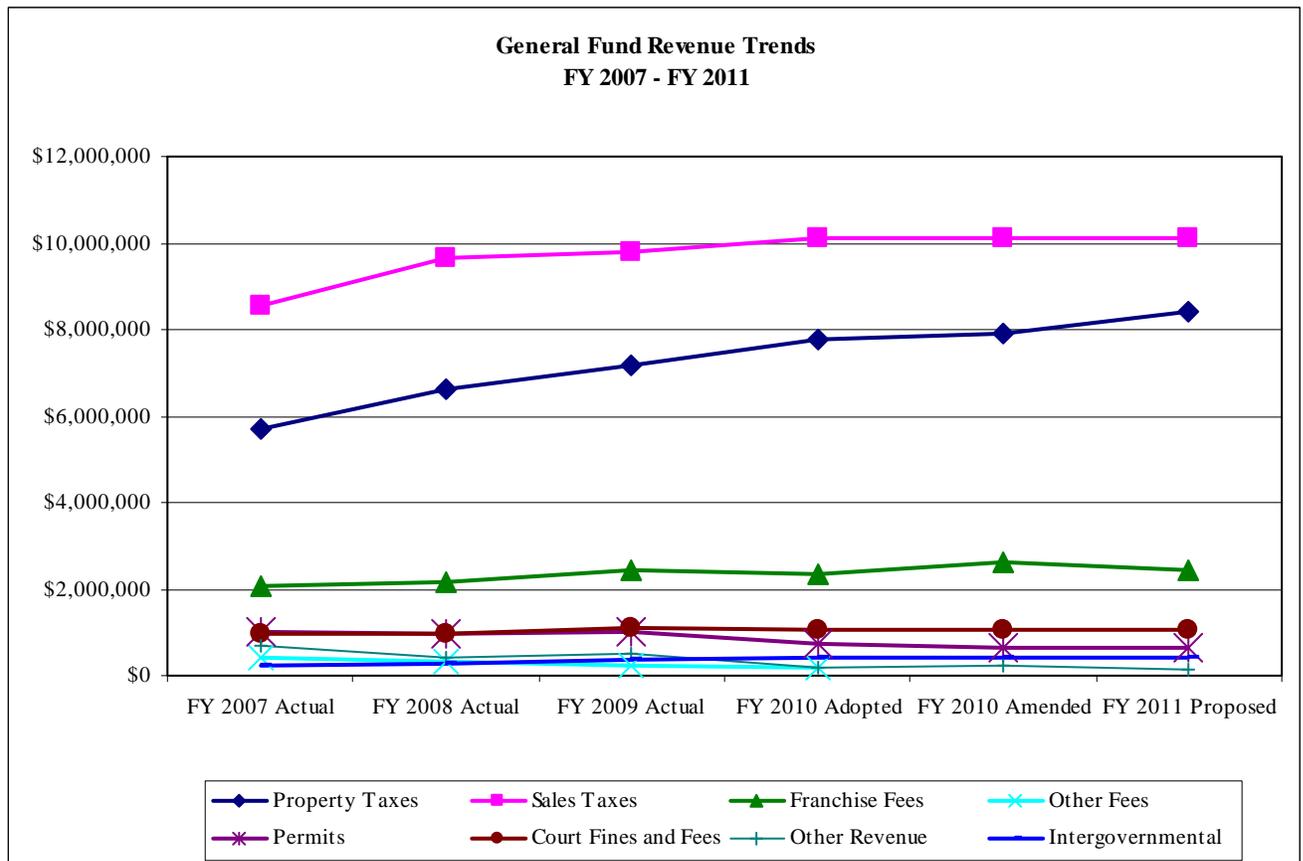
## The General Fund

As the primary operating fund of the City, the General Fund is used to account for resources associated with core government services. Property taxes, sales taxes and franchise fees are the primary revenue sources for the General Fund. In FY 2011 General Fund revenues and transfers are budgeted at \$24,004,600 and expenditures are budgeted at \$23,956,050.

## General Fund Revenues

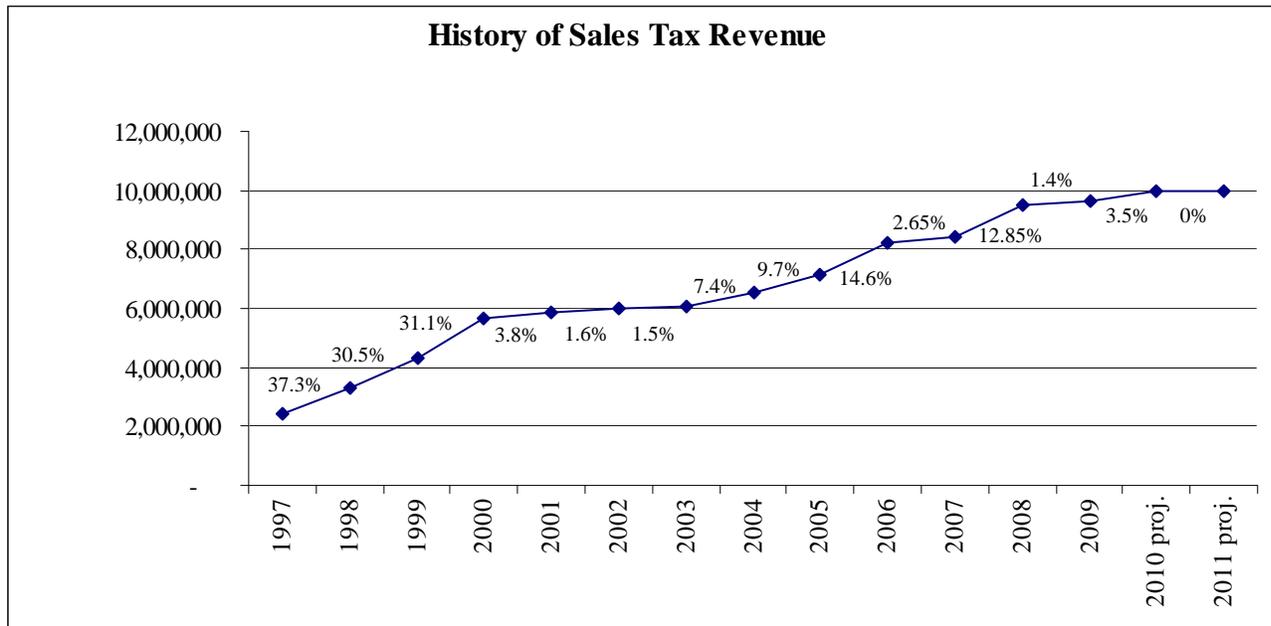
General Fund revenues can be classified into the categories shown in the table below. Recent trends in General Fund revenues are shown on the second chart below. Total revenue growth in FY 2011 is projected to be 2.2 percent above the original FY 2010 budget.

	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Amended	FY 2011 Approved
Property Taxes	\$5,720,256	\$6,604,295	\$7,174,252	\$7,785,200	\$7,908,200	\$8,412,000
Sales Taxes	8,534,183	9,640,955	9,791,542	10,117,000	10,137,000	10,137,000
Franchise Fees	2,046,674	2,179,847	2,444,295	2,355,000	2,624,000	2,425,000
Other Fees	417,049	343,455	235,948	173,500	184,100	109,100
Permits	1,009,884	983,300	1,005,541	745,750	656,250	647,250
Court Fines and Fees	957,064	988,191	1,084,920	1,040,000	1,070,000	1,060,000
Other Revenue	688,932	400,318	492,040	197,000	212,000	137,000
Intergovernmental	243,163	283,724	375,981	416,350	409,100	408,350
<b>Total Revenues</b>	<b>\$19,617,205</b>	<b>\$21,424,085</b>	<b>\$22,604,519</b>	<b>\$22,829,800</b>	<b>\$23,200,650</b>	<b>\$23,335,700</b>



## **Sales Taxes - \$10,137,000, 43.4 Percent of General Fund Revenues**

The City's portion of the total 8.25 cent sales tax rate is 2 cents. Six and one-quarter cents is retained by the state, the General Fund receives 1.5 cents, and .5 cent is allocated to economic development to foster diversification of the property tax base. General Fund sales tax revenue for FY 2011 is projected to be \$10,137,000. This represents a .2 percent increase over estimates for FY 2010. Essentially, the budget will remain flat this year. The small increase is related to growth in beverage taxes. With the economy slowly starting to recover, we are seeing some positive growth. Sales tax is the most volatile revenue in the General Fund thus funds should be budgeted conservatively each year. The new Tom Thumb is the only significant opening that may affect revenues for the first part of the year, however since it is plausible that some of the sales may be drawn from other local businesses we do not want to project an increase at this time.



## **Property Taxes - \$8,412,000, 36.04 Percent of General Fund Revenues**

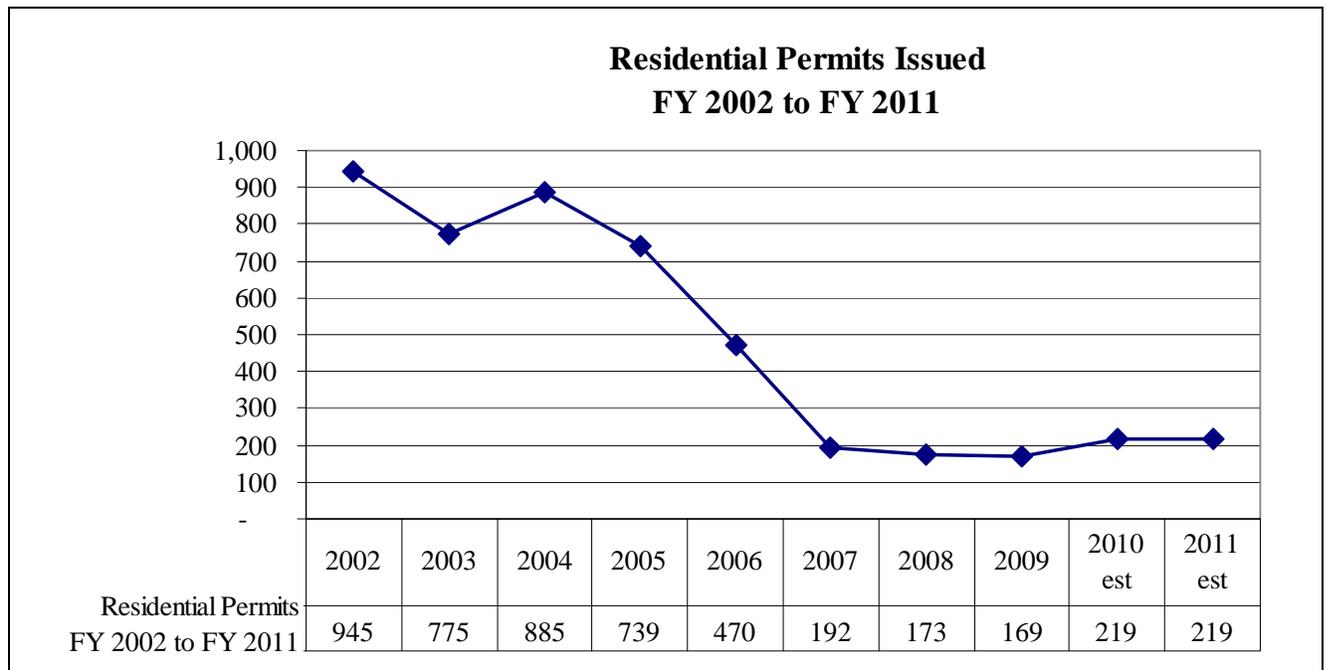
The second largest revenue source for the General Fund is the Property Tax, also known as the Ad Valorem Tax. In FY 2011, this revenue represents 36 percent of General Fund revenues, up from 34.1 percent in the FY 2010 adopted budget. The total assessed value of taxable property in the City is \$3,144,632,618; the General Fund's portion of the total property tax is calculated using a rate of 25.62 cents per \$100 of assessed value.

## **Franchise Fees - \$2,425,000, 10.39 Percent of General Fund Revenues**

Franchise Fees are paid by utilities for the use of City streets, alleys and property in providing utility service to citizens. These revenues represent 10.39 percent of General Fund revenues. The electric utility pays the most in franchise fees and is expected to pay \$1.4 million in FY 2011. Other Franchise Fees include the telephone, cable television, garbage collection, and natural gas utilities.

## Service Charges and Permits - \$756,350, 3.2 Percent of General Fund Revenues

Service charges are collected by the City for the use of facilities or services. These include pool and recreation fees, various inspections and reviews conducted by City personnel and various permit fees. In FY 2011, these revenues represent 3.2 percent of General Fund revenues, down from 4 percent in the FY 2010 budget. The continued reduction in these revenues is associated with slowing construction resulting in fewer residential building permits issued and construction fees collected.



## Court Fines & Fees - \$1,060,000, 4.5 Percent of General Fund Revenues

These revenues are obtained primarily from fines assessed by the City's Municipal Court. In FY 2011, these revenues represent 4.5 percent of General Fund revenues, down slightly from the FY 2010 budget.

## Other Revenues – \$545,350, 2.3 Percent of General Fund Revenues

The other revenue sources for the General Fund include interest, monies received from other government agencies for grants or services provided and other general miscellaneous revenues. In FY 2011, these revenues represent 2.3 percent of General Fund revenues, down from projections in the FY 2010 budget.

## Interfund Transfers – Net (\$1,129,450)

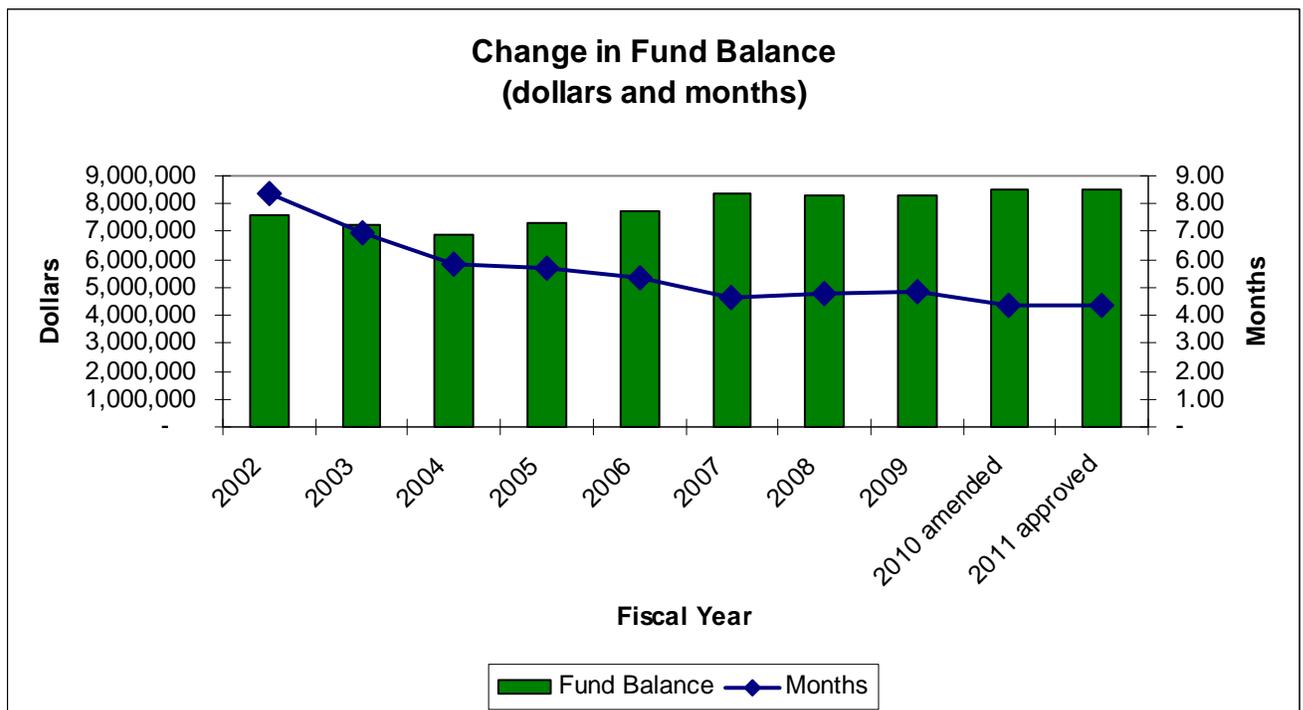
The General Fund receives transfers from, and transfers money to, other funds of the City. In FY 2011, the Water and Sewer Fund will pay the General Fund for indirect costs associated with work performed for that fund. The Recreational Development Fund will make its 7<sup>th</sup> payment to reimburse the General Fund for a \$500,000 loan taken in FY 2005. The General Fund will transfer funds to Radio, Employee Benefits and Technology Replacement Funds. These transfers are further explained within each fund. In total, FY 2011 transfers net \$1,129,450 transferred to other funds within the City, as reflected in the accompanying table.

### **FY 2011 INTERFUND TRANSFERS**

Water and Sewer Fund Indirect Costs	\$ 598,900
Recreational Development Fund Loan Repayment	50,000
Seizures Awarded	20,000
Radio Fund	(100,000)
Employee Benefits Fund	(1,600,000)
Technology Replacement Fund	(98,350)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (1,129,450)</b>

## Unallocated Reserve

The reserve constitutes the City's fund for emergencies and unanticipated expenses. The balance in this fund at the end of FY 2011 is estimated to be \$8,534,477 or 4 months and 15 days. This exceeds the desired fund balance reserve stated in the Budgetary Financial Policies.



## General Fund Expenditures by Classification

As an organization focused on providing services, the General Fund's largest expense is for the salaries and benefits of full-time staff totaling 218 positions. Salaries and benefits comprise over two-thirds of the City's expenditures. This percentage is representative of other area city's budgeted funds spent on personnel related items.

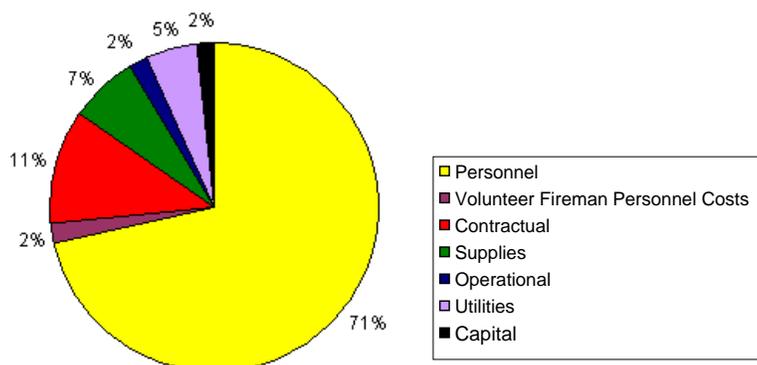
	Amount	Percent of Total
Salaries & Benefits	\$17,832,500	73.2%
Contractual, Supplies, Operational, Utilities	6,025,200	24.7%
Capital Outlay	516,850	2.1%
<b>Total FY 2011 Expenditures</b>	<b>\$24,374,550</b>	<b>100.00%</b>



### Consolidated General Fund Expenditures

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10	% Inc (Dec)*
<b>Personnel</b>					
Salaries	11,925,357	12,613,500	12,497,700	12,741,600	1.03%
Benefits	3,965,176	4,189,000	4,418,200	4,547,500	9.46%
Volunteer Fire	485,767	523,600	490,300	543,400	3.58%
<b>Total Personnel</b>	<b>16,376,300</b>	<b>17,326,100</b>	<b>17,406,200</b>	<b>17,832,500</b>	<b>3.03%</b>
<b>Contractual</b>	<b>2,656,081</b>	<b>2,650,900</b>	<b>2,753,950</b>	<b>2,640,900</b>	<b>-0.36%</b>
Supplies	1,469,757	1,584,550	1,644,350	1,642,750	3.52%
Operational	428,837	449,850	453,450	482,050	7.14%
Utilities	1,180,510	1,223,700	1,193,200	1,159,500	-6.09%
Operating Transfers	120,000	170,750	170,750	100,000	-56.60%
<b>Total Operating Exp (not including Personnel)</b>	<b>5,855,185</b>	<b>6,079,750</b>	<b>6,215,700</b>	<b>6,025,200</b>	<b>-0.90%</b>
<b>Capital</b>					
Operating	41,926	-	-	-	0.00%
Contractual	1,247,051	251,000	251,000	418,500	42.41%
Technology	166,150	110,000	110,000	98,350	-9.62%
Transfers	890,600	-	-	-	0.00%
<b>Total Capital (operating &amp; short term financing)</b>	<b>2,345,727</b>	<b>361,000</b>	<b>361,000</b>	<b>516,850</b>	<b>27.34%</b>
<b>Total Expenditures</b>	<b>24,577,212</b>	<b>23,766,850</b>	<b>23,982,900</b>	<b>24,374,550</b>	<b>2.60%</b>

\* % calculated based on adopted budget



#### Methodology

This calculation compares the employee salaries and benefits including (FICA, TMRS, health insurance transfer, longevity, etc.) This is then compared to the total operating and capital budget. Previously this calculation included Fire Volunteer incentives in the Salary and Benefits total but did not include the capital items for which we issue contractual obligations. While short-term debt is issued, this is still operating type capital items, which could be included in an O&M budget in any given year.

## General Fund Staffing

The City budgeted a total of 218 positions, which staff the divisions as shown in the following table.

<b>Division</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Actual</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Approved</b>	<b>Changes from FY 2010 to FY 2011</b>
Administration	6.0	6.0	6.0	6.0	5.0	-1.0
Administrative Services	5.0	5.0	5.0	5.0	5.0	
Internal Operations	11.0	11.0	11.0	11.0	11.0	
Finance	8.0	8.0	8.0	8.0	8.0	
Municipal Court	4.0	4.0	4.0	4.0	4.0	
Fire Operations	6.0	6.0	13.0	13.0	13.0	
Fire Marshal	4.0	4.0	4.0	4.0	4.0	
Police – Admin	6.0	6.0	6.0	6.0	6.0	
Dispatch	10.0	11.0	12.0	12.0	12.0	
Patrol	46.0	48.0	49.0	49.0	48.0	-1.0
Criminal Investigations	7.5	7.5	8.5	8.5	11	2.5
Community Services	6.0	6.0	6.0	7.0	7.0	
Warrants	3.0	3.0	3.0	3.0	2.5	-0.5
Records	5.0	5.0	5.0	5.0	5.0	
Planning	6.0	6.0	7.0	7.0	7.0	
Code Enforcement	6.5	6.5	6.5	6.5	6.5	
Building Inspections	10.0	9.0	8.0	8.0	8.0	
Animal Services	7.0	8.0	8.0	8.0	8.0	
Park Maintenance*	18.0	18.0	18.0	18.0	18.0	
Harbor O&M	1.0	1.0	2.0	2.0	2.0	
Recreation*	6.5	5.5	6.0	6.0	6.0	
Street Maintenance	11.0	11.0	11.0	11.0	11.0	
Engineering	12.0	12.0	10.0	10.0	10.0	
<b>TOTAL GENERAL FUND</b>	<b>205.5</b>	<b>207.5</b>	<b>217.0</b>	<b>218.0</b>	<b>218.0</b>	

\* The Parks and Recreation divisions have multiple seasonal positions, however budget a flat dollar amount each year rather than a number of employees.

Included in the FY 2011 budget are several reallocations of staff. One position remains frozen for the entire fiscal year. An additional \$57,980 would be required to fully fund the position as illustrated below.

	<b>Budgeted</b>	<b>Full Year</b>	<b>Difference</b>
<b>Frozen until 10/1/11</b>			
Administration Management Analyst	\$0	\$57,980	\$57,980

### Reallocations

#### **From Division - Position**

Patrol - (1)Patrol Officer  
Warrants - (1)Warrant Officer  
CID - (.5) PT Investigator  
Rockwall County Special Crimes - (1)Sergeant

#### **To Division - Position**

CID - Narcotics Officer  
CID - Investigator  
Warrants - PT Warrant Officer/Bailiff  
CID - Sergeant - Narcotics

## General Fund Expenditures

The following pages summarize departmental expenditures and tax impact of changes in funding. Additional details regarding new programs and service changes are included in each department's budget presented in the FY 2011 Annual Operating Budget.

The chart below indicates the tax bill for the average home value in the City of Rockwall as compared to the actual cost of service.

### Property Tax Estimator

2010 Average Home Value \$192,206

Estimated tax (before exemptions)\* \$966.99

	Citizen Contribution		What it Costs	Total Expenditure
Debt Service	24.69	\$474.56	\$474.56	\$8,193,000
Police	8.88	170.76	475.58	8,307,500
General Government	3.68	70.81	197.22	3,445,050
Parks/Recreation	3.13	60.23	167.74	2,930,150
Fire Operations/Marshal	2.53	48.71	135.66	2,369,750
Streets	1.91	36.75	102.34	1,787,700
Finance/Court	1.65	31.73	88.37	1,543,650
Code/Inspections	1.35	25.94	72.25	1,262,000
Engineering	1.13	21.70	60.42	1,055,450
Planning	0.75	14.46	40.27	703,400
Animal Services	0.59	11.33	31.57	551,400
	<b>50.31</b>	<b>\$966.99</b>	<b>\$1,845.98</b>	<b>\$32,149,050</b>

\* This tax amount is calculated from the full value of the home before exemptions (homestead, over 65, etc.). Actual tax may be less.

## Water and Wastewater Fund

The Water and Wastewater Fund is classified as an Enterprise Fund. Its purpose is to account for water and wastewater services provided to the City's retail and wholesale customers. All activities associated with providing such services are accounted for in this fund, including administration, operations, maintenance, debt service, capital improvements, billing and collection. The City's intent is that all costs of providing the services to the general public on a continuing basis are financed through user charges in a manner similar to a private business enterprise.

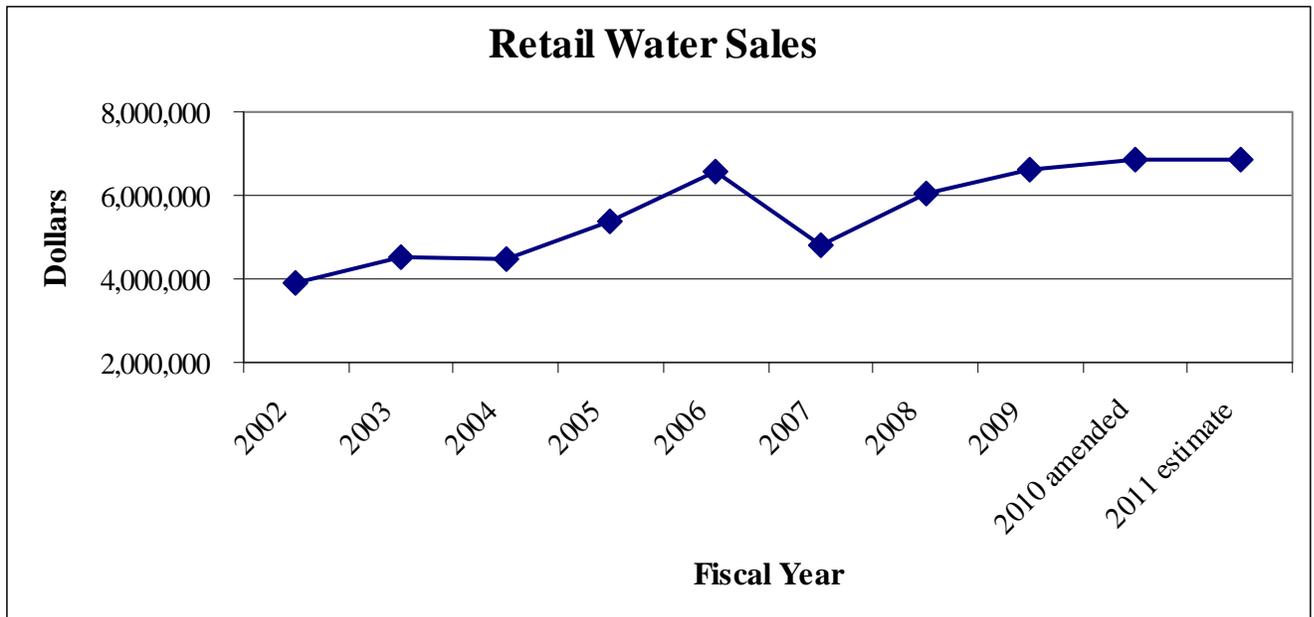
### Summary of Revenues

Water and Wastewater revenues can be classified into the categories shown in the table below. Total revenue growth in FY 2011 is projected to be 1.9 percent above the original FY 2010 budget.

	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2010 Amended	FY 2011 Approved
Utility Sales	\$7,401,510	\$8,693,101	\$9,636,261	\$9,942,400	\$10,042,400	\$10,023,900
Contract Sales	1,239,762	1,447,400	1,535,664	1,739,500	1,789,500	1,985,500
Other Receipts/Fees	85,825	97,101	112,374	87,000	91,500	84,500
Non-Operating Revenue	2,342,380	3,381,836	2,064,952	3,215,000	3,250,000	3,175,000
<b>Total Revenues</b>	<b>\$11,069,477</b>	<b>\$13,614,438</b>	<b>\$13,349,251</b>	<b>\$14,983,900</b>	<b>\$15,173,400</b>	<b>\$15,268,900</b>

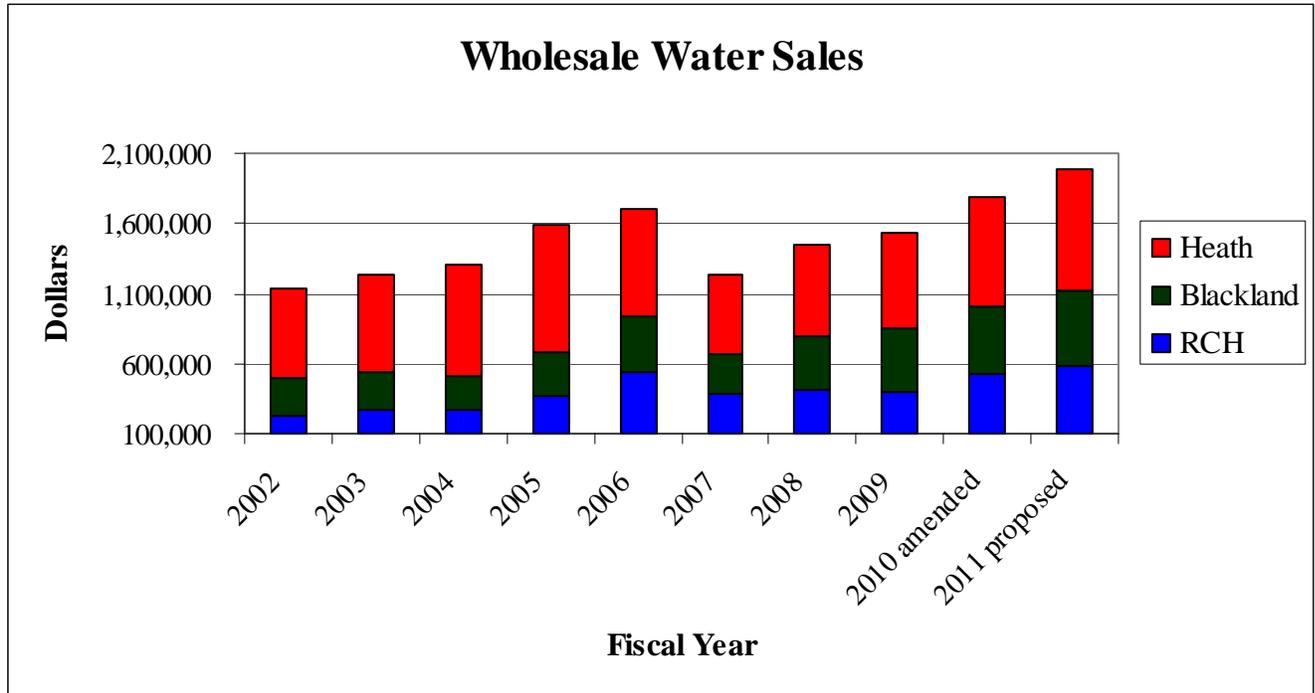
### Retail Utility Sales - \$10,023,900, 65.6 Percent of Revenues

Included in these revenues are retail water sales, wastewater and pretreatment charges, hazardous waste fees and penalties. The largest revenue source for this fund is retail water sales. The graph below illustrates the increasing trend in water sales followed by a significant decrease in a wet year. Sales are budgeted without assuming either a wet or dry year.



## **Wholesale Water Sales - \$1,985,500, 13 Percent of Revenues**

The City provides water at a wholesale price to RCH Water Supply, Blackland Water Supply, and City of Heath. These revenues represent 13 percent of Water/Wastewater Fund revenues, up from 11.6 percent in the FY 2010 budget.



## **Non-Operating Revenues – \$3,175,000, 20.8 Percent of Revenues**

Other revenue sources for the Water and Wastewater Fund include tap fees, meter rental fees, interest and other miscellaneous revenues. In FY 2011, these revenues represent 20.8 percent of total revenues, down from 22 percent in the FY 2010 budget.

## **Interfund Transfers – (\$1,479,700)**

The Water and Wastewater Fund transfers money to other funds of the City. In FY 2011 this fund will pay the General Fund for indirect costs associated with work performed for the Water and

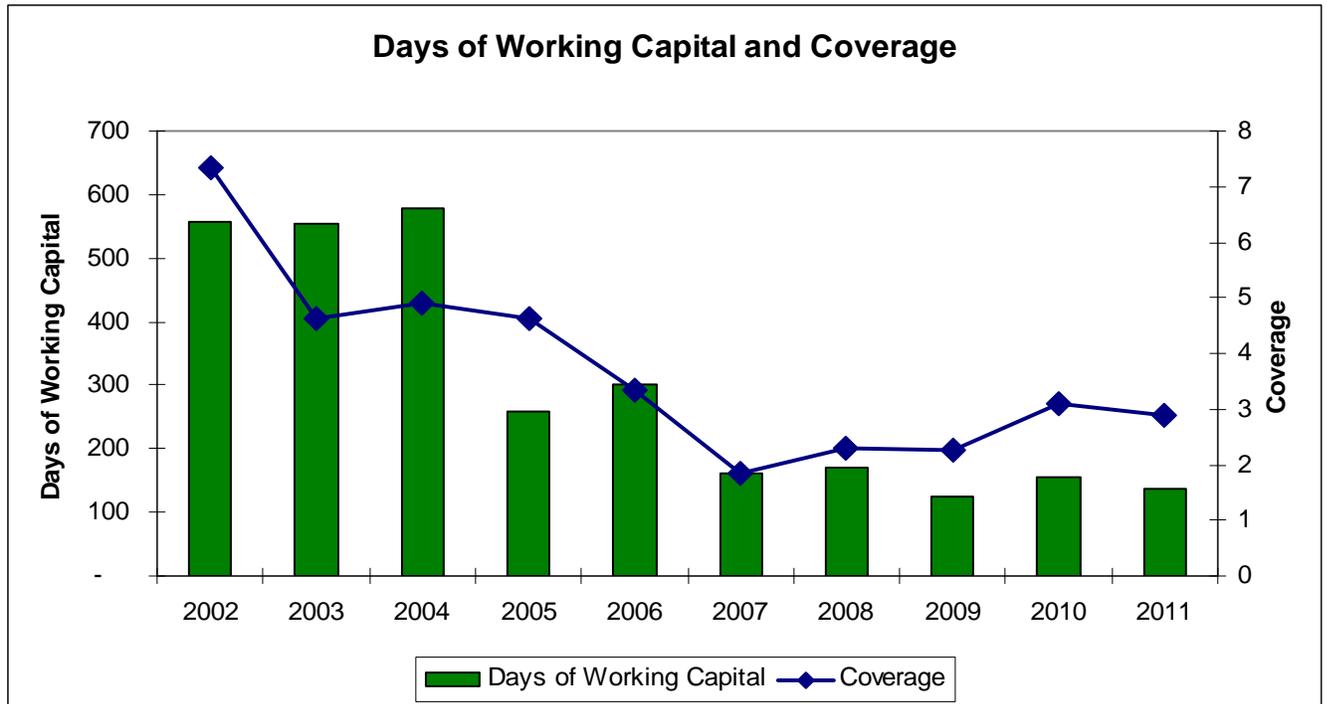
### **FY 2010 INTERFUND TRANSFERS**

General Fund	\$ (598,900)
Worker's Compensation Fund	(30,000)
Employee Benefits Fund	(842,000)
Technology Replacement Fund	(8,800)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (1,375,400)</b>

Wastewater Fund. Transfers to the Internal Service Funds and Technology Replacement Fund will pay for items expensed in those funds. FY 2011 transfers total \$1,479,700 transferred to other funds within the City, as reflected in the accompanying table. These transfers are further explained within each fund.

## Reserve Fund Balance

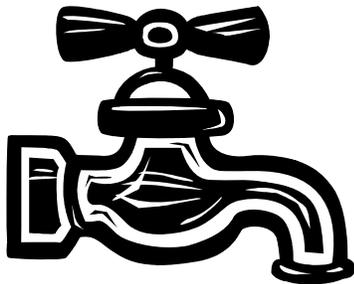
The City must issue debt to finance major projects of both the water and wastewater utilities. The City covenants to the bond buyers that we will maintain our rate structure in order to provide sufficient revenues to the utilities. The city must annually maintain “working capital” (current assets minus current liabilities) of at least 60 days. This is similar to the “days of fund balance” calculation in the General Fund. In addition, available revenues (revenues after operating expenditures are subtracted) must be at least 1.25 times the debt service requirements for the year. The City has an independent rate study conducted periodically to ensure that our rates are sufficient to meet these tests.



## Water and Wastewater Expenses by Classification

The largest expenses in this fund are for the purchase of water and for wastewater treatment. These two items account for 38.5 percent of this fund’s budget. Additionally, 9.8 percent of the FY 2011 budget is allocated to system acquisition. Water is purchased from North Texas Municipal Water District under our member city “take or pay” contract. Annually the City allocates funds to be able to purchase the “right to serve” areas annexed into the city and served by one of the water supply corporations.

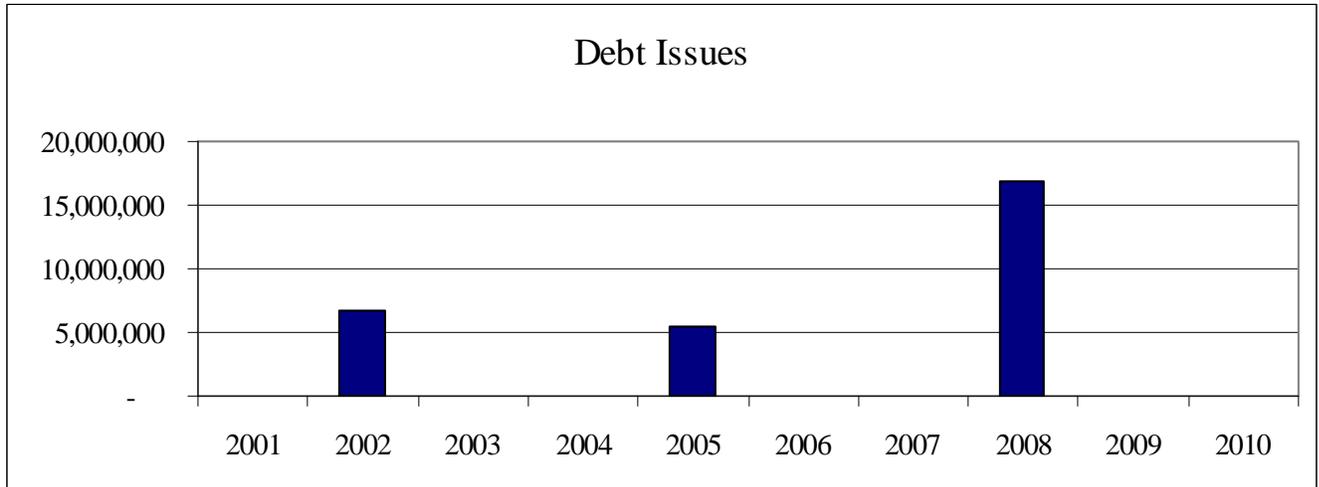
The district manages our Squabble Creek and Buffalo Creek Wastewater Treatment Plants by contract. They also financed the interceptor line which carries wastewater to the South Mesquite Treatment Plant and for which we pay both debt service and treatment costs.



	Amount	Percent of Total
Salaries & Benefits	\$3,398,100	18.22%
Contractual, Supplies, Operational, Utilities	9,387,700	50.33%
Capital Outlay	1,886,600	10.12%
Debt Service	3,978,600	21.33%
<b>Total FY 2011 Expenditures</b>	<b>\$18,651,000</b>	<b>100.00%</b>

## Debt Service

The City issues revenue bonds, backed by the revenues of the utilities for major capital projects such as a new water tower or sewer main project. Revenue bonds have been sold as project funding is anticipated.



## Utility Staffing

The City has budgeted a total of 38 positions in this fund, which staff the divisions as shown in the following table.

Division	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Approved	Changes from FY 2010 to FY 2011
Utility Billing	8.0	8.0	8.0	8.0	8.0	
Water Operations	12.0	13.0	17.0	17.0	17.0	
Wastewater Operations	11.0	12.0	13.0	13.0	13.0	
<b>TOTAL WATER &amp; WASTEWATER FUND</b>	<b>31.0</b>	<b>33.0</b>	<b>38.0</b>	<b>38.0</b>	<b>38.0</b>	

The vacant Superintendent position will be frozen for the first half of the fiscal year. If fully funded, this position would add an addition \$39,637 as illustrated below.

	Budgeted	Full Year	Difference
<b>Frozen until 4/1/11</b>			
Water            Water/Wastewater Superintendent	\$39,637	\$79,274	\$39,637

## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Public Safety Funds** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.

# **DEBT SERVICE**

General Debt Service Fund - to account for the accumulation and distribution of resources for the payment of general long-term principal and interest, including general obligation bonds, certificates of obligation, and contractual obligations.

<b>Fund</b> Debt Service	<b>SUMMARY OF OPERATIONS</b>			
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	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	8,826,157	8,200,200	8,533,000	8,235,350
Total Expenditures	8,489,614	8,688,550	8,435,650	8,193,000
Excess Revenues Over (Under) Expenditures	336,543	(488,350)	97,350	42,350
Net Other Financing Sources (Uses)	(50,000)	-	(125,000)	-
Net Gain (Loss)	286,543	(488,350)	(27,650)	42,350
Fund Balance - Beginning	790,752	847,352	1,077,294	1,049,644
Fund Balance - Ending	1,077,294	359,002	1,049,644	1,091,994

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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Debt Service
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Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	9,246	10,000	5,000	5,000
4100	Current Taxes	8,520,552	8,055,200	8,130,000	7,965,350
4105	Delinquent Taxes	95,494	60,000	90,000	60,000
4110	Penalty & Interest	82,617	40,000	68,000	40,000
4460	Building Lease	2,500	-	15,000	15,000
4674	Roadway Impact Fees	115,748	35,000	225,000	150,000
<b>Total Revenues</b>		<b>8,826,157</b>	<b>8,200,200</b>	<b>8,533,000</b>	<b>8,235,350</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

Debt Service

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Sources	-			
<b>Total Other Financing Sources</b>	-	-	-	-
Other Financing Uses				
To Harbor Debt Service	50,000	-	125,000	-
<b>Total Other Financing Uses</b>	50,000	-	125,000	-
<b>Net Other Financing Sources (Uses)</b>	<b>(50,000)</b>	-	<b>(125,000)</b>	-

## SUMMARY OF EXPENDITURES

**Fund**

Debt Service

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Debt Service	8,489,614	8,688,550	8,435,650	8,193,000
<b>Total Expenditures</b>	<b>8,489,614</b>	<b>8,688,550</b>	<b>8,435,650</b>	<b>8,193,000</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
208	E.S. Corp Contract	22,661	88,600	88,600	85,300
750	Admin. Fees	15,284	12,600	12,600	10,000
752	Bonds - Principal	2,730,540	2,988,000	2,909,000	3,323,000
754	Bonds - Interest	3,840,634	3,814,200	3,876,200	3,775,400
762	Contractual Oblig.-Prin.	35,000	40,000	-	-
764	Contractual Oblig.-Int.	11,460	9,900	-	-
768	Certificates - Principal	1,665,000	1,375,000	1,300,000	795,000
770	Certificates - Interest	169,034	360,250	249,250	204,300
<b>Total Debt Service</b>		<b>8,489,613</b>	<b>8,688,550</b>	<b>8,435,650</b>	<b>8,193,000</b>

# GENERAL FUND

General Fund - to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	22,604,520	22,829,800	23,200,650	23,335,700
Total Operating Expenditures	20,591,407	21,875,100	21,951,150	22,157,700
Capital Reserve Expenditures	252,000	-	-	-
Excess Revenues Over (Under) Expenditures	1,761,113	954,700	1,249,500	1,178,000
Net Other Financing Sources (Uses)	(1,731,950)	(919,550)	(1,310,550)	(1,129,450)
Net Gain (Loss)	29,163	35,150	(61,050)	48,550
Fund Balance - Beginning	8,266,814	7,708,765	8,295,977	8,234,927
Fund Balance - Ending	8,295,977	7,743,915	8,234,927	8,283,477

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4100	Current Taxes	7,016,137	7,653,200	7,763,200	8,267,000
4105	Delinquent Taxes	88,116	74,000	79,000	79,000
4110	Penalty & Interest	69,999	58,000	66,000	66,000
<b>Total Property Taxes</b>		<b>7,174,252</b>	<b>7,785,200</b>	<b>7,908,200</b>	<b>8,412,000</b>
4150	Sales Taxes	9,637,529	9,975,000	9,975,000	9,975,000
4155	Beverage Taxes	154,013	142,000	162,000	162,000
<b>Total Sales Taxes</b>		<b>9,791,542</b>	<b>10,117,000</b>	<b>10,137,000</b>	<b>10,137,000</b>
4201	Electrical Franchise	1,386,546	1,400,000	1,650,000	1,400,000
4203	Telephone Franchise	201,562	175,000	175,000	175,000
4205	Gas Franchise	501,888	425,000	349,000	400,000
4207	Cable TV Franchise	175,834	175,000	270,000	270,000
4209	Garbage Franchise	178,466	180,000	180,000	180,000
<b>Total Franchise</b>		<b>2,444,295</b>	<b>2,355,000</b>	<b>2,624,000</b>	<b>2,425,000</b>
4250	Park & Recreation Fees	29,664	24,000	29,000	27,000
4251	Municipal Pool Fees	16,644	11,000	14,000	11,000
4253	Center Rentals	27,545	21,000	32,000	29,000
4255	Harbor Rentals	4,917	5,000	16,000	5,000
4260	Tax Certificate Fees	235	500	100	100
4270	Code Enforcement Fees	9,957	2,000	11,000	2,000
4280	Planning & Zoning Fees	20,438	25,000	12,000	10,000
4283	Construction Fees	97,820	75,000	55,000	15,000
4295	Fire - Plans	28,730	10,000	15,000	10,000
<b>Total Fees</b>		<b>235,948</b>	<b>173,500</b>	<b>184,100</b>	<b>109,100</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Proposed 10-11
4300	Building Permits	787,999	525,000	450,000	450,000
4302	Fence Permits	17,480	20,000	20,000	20,000
4304	Electrical Permits	16,657	22,000	13,000	16,000
4306	Plumbing Permits	41,680	45,000	25,000	25,000
4308	Mechanical Permits	22,863	16,000	18,000	16,000
4310	Daycare Center Permits	2,670	2,000	2,000	2,000
4312	Health Permits	67,325	63,500	68,500	68,500
4314	Sign Permits	15,090	22,000	20,000	20,000
4288	Beverage Permits	2,290	2,250	1,750	1,750
4320	Miscellaneous Permits	31,487	28,000	38,000	28,000
Total Permits		1,005,541	745,750	656,250	647,250
4400	Court Fines	516,301	500,000	500,000	500,000
4402	Court Fees	159,663	145,000	145,000	145,000
4404	Warrant Fees	80,606	65,000	70,000	70,000
4406	Court Deferral Fees	222,692	235,000	255,000	255,000
4408	Animal Control Fees	73,141	50,000	60,000	50,000
4414	Alarm Fees and Fines	32,516	45,000	40,000	40,000
Total Municipal Court		1,084,920	1,040,000	1,070,000	1,060,000
4001	Interest Earnings	313,048	110,000	75,000	60,000
4007	Sale of Supplies	1,933	2,000	2,000	2,000
4019	Other	167,059	75,000	125,000	75,000
4050	Donation-Allied	10,000	10,000	10,000	-
Total Miscellaneous		492,040	197,000	212,000	137,000
4500	Grant Proceeds	10,788	-	750	-
4510	School Patrol	200,525	235,250	235,250	235,250
4520	County Contracts	20,712	18,000	10,000	10,000
4530	City Contracts	143,956	163,100	163,100	163,100
Total Intergovernmental		375,981	416,350	409,100	408,350
Total Revenues		22,604,520	22,829,800	23,200,650	23,335,700

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	589,600	598,900	598,900	598,900
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	47,000	31,000	31,000	-
From Police Seizures Awarded	68,200	41,300	41,300	20,000
<b>Total Other Financing Sources</b>	<b>754,800</b>	<b>721,200</b>	<b>721,200</b>	<b>668,900</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	10,000	-	-	-
To Radio Fund	120,000	115,000	115,000	100,000
To Special Crimes Unit	-	55,750	55,750	-
To Employee Benefit Fund (Ins.)	1,310,000	1,360,000	1,500,000	1,600,000
To Capital Projects Fund	130,000	-	-	-
To Bond Projects	750,600	-	-	-
To Equipment Purchases	-	-	251,000	-
To Tech. Replacement Fund	166,150	110,000	110,000	98,350
<b>Total Other Financing Uses</b>	<b>2,486,750</b>	<b>1,640,750</b>	<b>2,031,750</b>	<b>1,798,350</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(1,731,950)</b>	<b>(919,550)</b>	<b>(1,310,550)</b>	<b>(1,129,450)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
10	01	Mayor/Council	109,844	118,700	118,700	131,400
10	05	Administration	1,547,844	1,565,950	1,575,250	1,514,750
10	06	Administrative Services	473,940	476,300	480,300	482,200
10	09	Internal Operations	1,047,869	1,071,200	1,064,200	1,062,600
15	11	Finance	998,497	1,031,800	1,018,600	1,025,950
15	15	Municipal Court	318,467	329,050	341,450	331,250
20	25	Fire Operations	1,236,393	1,796,900	1,795,300	1,837,800
20	29	Fire Marshal	379,177	376,650	338,250	407,150
30	31	Police Administration	743,382	751,300	744,850	779,200
30	32	Communications	735,311	783,400	803,200	784,200
30	33	Patrol	3,947,709	4,032,550	4,075,250	4,069,900
30	34	CID	640,871	651,500	681,100	940,950
30	35	Community Services	519,977	585,600	593,900	600,500
30	36	Warrants	210,470	219,350	221,650	161,950
30	37	Records	287,636	296,700	298,000	299,200
40	41	Planning	762,446	650,350	651,450	652,000
40	42	Code Enforcement	495,584	510,700	520,500	514,600
40	43	Building Inspections	623,498	637,050	640,650	641,000
40	44	Animal Services	518,156	496,800	488,200	492,700
45	45	Parks	1,449,391	1,523,350	1,497,750	1,542,650
45	46	Harbor O&M	387,524	431,500	441,400	407,300
45	47	Recreation	815,548	827,950	816,250	789,400
45	49	Streets	1,688,625	1,729,850	1,754,350	1,707,000
50	53	Engineering	905,247	980,600	990,600	982,050
			20,843,407	21,875,100	21,951,150	22,157,700
Less Capital Reserve			252,000	-	-	-
<b>Total Operating Expenditures</b>			<b>20,591,407</b>	<b>21,875,100</b>	<b>21,951,150</b>	<b>22,157,700</b>

## DIVISION SUMMARY

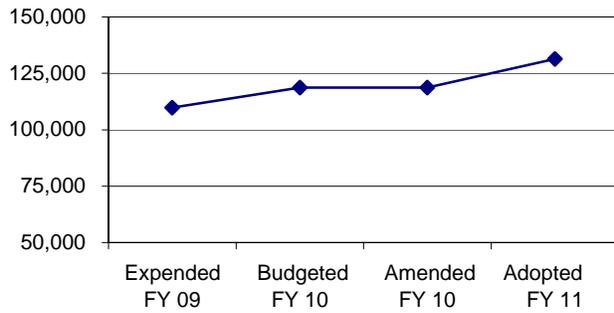
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

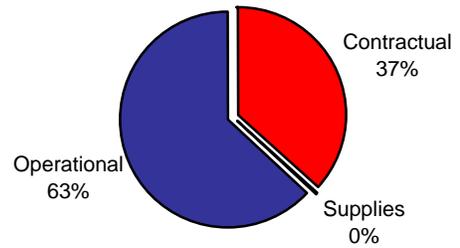
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	47,974	50,000	50,000	48,000
Supplies	136	400	400	400
Operational	61,735	68,300	68,300	83,000
<b>Total</b>	<b>109,845</b>	<b>118,700</b>	<b>118,700</b>	<b>131,400</b>

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**20 Contractual**

0221 INSURANCE-PUBLIC OFFICIAL	47,974	50,000	50,000	48,000
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<b>Contractual TOTAL . . . . . :</b>	<b>47,974</b>	<b>50,000</b>	<b>50,000</b>	<b>48,000</b>
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**30 Supplies**

0310 PRINTING & BINDING	136	300	300	300
0347 GENERAL MAINT. SUPPLY	-	100	100	100

<b>Supplies TOTAL . . . . . :</b>	<b>136</b>	<b>400</b>	<b>400</b>	<b>400</b>
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**40 Operational**

0401 COUNCIL COMPENSATION	22,500	22,500	22,500	22,500
0402 YOUTH ADVISORY COUNCIL	49	2,000	2,000	3,000
0404 ELECTION EXPENSES	75	9,300	9,300	20,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-01-0404** **Election Expenses**

Expenses are anticipated for the May 2011 Council election as well as the proposed 2011 bond election.

**CITY MANAGER'S COMMENTS: Approved**

0410 DUES & SUBSCRIPTIONS	9,812	10,000	10,000	9,000
0420 AWARDS	8,649	8,500	8,500	8,500
0428 OTHER	3,204	3,000	3,000	3,000
0430 TUITION & TRAINING	5,535	5,000	5,000	5,000
0436 TRAVEL	11,911	8,000	8,000	12,000

<b>Operational TOTAL . . . . . :</b>	<b>61,735</b>	<b>68,300</b>	<b>68,300</b>	<b>83,000</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>109,845</b>	<b>118,700</b>	<b>118,700</b>	<b>131,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

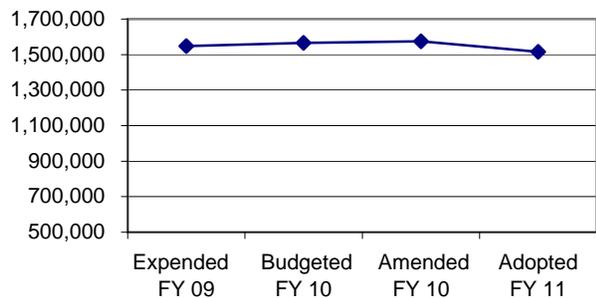
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	678,831	692,800	662,100	659,300
Contractual	796,251	795,850	835,850	764,750
Supplies	26,378	26,200	26,200	41,200
Operational	44,671	47,500	47,500	46,500
Utilities	1,714	3,600	3,600	3,000
<b>Total</b>	<b>1,547,845</b>	<b>1,565,950</b>	<b>1,575,250</b>	<b>1,514,750</b>

### Personnel Schedule

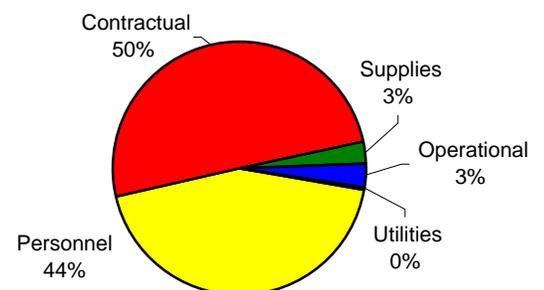
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
Assistant to the City Manager/ City Secretary	23	1	1
Management Analyst	19	1	0
Assistant to the City Secretary	15	1	1
Intern	-	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2009 Actual Expense	2010 Adopted Budget	2010 Amended Budget	2011 Approved Budget
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	311,629	317,400	317,000	313,400
0104 SALARIES & WAGES-CLERICAL	227,582	233,500	206,500	205,700
0109 SALARIES & WAGES-OVERTIME	173	0	500	0

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>539,384</b>	<b>550,900</b>	<b>524,000</b>	<b>519,100</b>
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**15 Benefits**

0114 LONGEVITY PAY	4,543	4,700	4,700	5,000
0116 AUTO ALLOWANCE	18,600	18,600	18,600	18,600
0120 FICA & MEDICARE EXPENSE	46,681	44,400	40,500	42,300
0122 T.M.R.S. RETIREMENT EXP.	69,623	74,200	74,300	74,300

<b>Benefits TOTAL . . . . .:</b>	<b>139,447</b>	<b>141,900</b>	<b>138,100</b>	<b>140,200</b>
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**20 Contractual**

0207 APPRAISAL & COLLECTION	199,923	211,900	211,900	211,900
0208 E.S. CORP CONTRACT	204,382	204,200	204,200	172,400

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0208** **ES breakdown**

- \$137,332 Ambulance
- 30,745 Emergency Mgmt
- 4,325 Range Operations

The ES Corporation is using available fund balance to offset FY2011 expenses for Emergency Management.

0211 LEGAL	216,415	200,000	240,000	200,000
0213 CONSULTING FEES	105,010	100,000	100,000	100,000
0231 SERVICE-MAINT. CONTRACTS	16,952	20,800	20,800	22,000
0233 ADVERTISING	5,570	4,000	4,000	6,000
0236 COMMUNITY SERVICES	41,148	47,500	47,500	45,000
0240 EQUIPMENT REPAIRS	0	500	500	500
0242 EQUIPMENT RENTAL & LEASE	6,851	6,950	6,950	6,950

<b>Contractual TOTAL . . . . .:</b>	<b>796,251</b>	<b>795,850</b>	<b>835,850</b>	<b>764,750</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,271	1,850	1,850	1,850
0310	PRINTING & BINDING	24,618	23,850	23,850	38,850

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0310**

**Printing**

Costs associated with monthly city newsletter and election public information efforts.

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	489	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>26,378</b>	<b>26,200</b>	<b>26,200</b>	<b>41,200</b>
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**40 Operational**

0254	RECORDING FEES	3,128	4,000	4,000	4,000
0410	DUES & SUBSCRIPTIONS	12,748	15,000	15,000	13,000
0428	OTHER	9,097	8,500	8,500	8,500
0430	TUITION & TRAINING	3,650	8,000	3,000	5,000
0436	TRAVEL	16,048	12,000	17,000	16,000

<b>Operational TOTAL . . . . . :</b>	<b>44,671</b>	<b>47,500</b>	<b>47,500</b>	<b>46,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,714	3,600	3,600	3,000
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<b>Utilities TOTAL . . . . . :</b>	<b>1,714</b>	<b>3,600</b>	<b>3,600</b>	<b>3,000</b>
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<b>Administration TOTAL . . . :</b>	<b>1,547,845</b>	<b>1,565,950</b>	<b>1,575,250</b>	<b>1,514,750</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

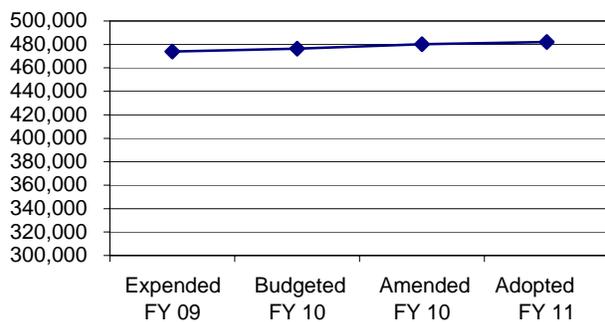
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	405,051	410,100	413,300	416,000
Contractual	12,414	10,000	10,000	10,000
Supplies	1,882	2,500	2,500	2,500
Operational	52,910	51,600	52,400	51,600
Utilities	1,681	2,100	2,100	2,100
<b>Total</b>	<b>473,938</b>	<b>476,300</b>	<b>480,300</b>	<b>482,200</b>

### Personnel Schedule

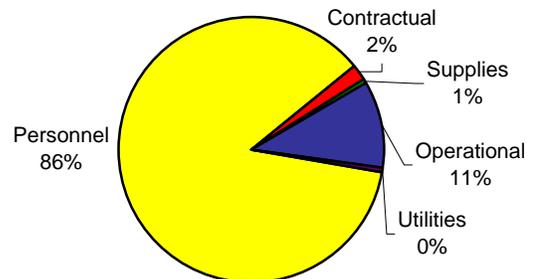
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Administrative Services Director	32	1	1
HR Supervisor	22	1	1
HR Specialist	14	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	10 Administration	06 Admin. Services		
<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	115,663	116,700	117,200	116,700
0104 SALARIES & WAGES-CLERICAL	193,173	197,800	197,800	197,800
0112 INCENTIVE PAY	20,409	20,000	14,000	20,000
<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>329,245</b>	<b>334,500</b>	<b>329,000</b>	<b>334,500</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
0114 LONGEVITY PAY	1,924	1,900	1,900	2,200
0116 AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120 FICA & MEDICARE EXPENSE	22,666	23,400	23,000	23,400
0122 T.M.R.S. RETIREMENT EXP.	39,599	43,500	46,200	46,100
0128 UNEMPLOYMENT INS.	6,817	2,000	8,400	5,000
<b>Benefits TOTAL . . . . .</b>	<b>75,806</b>	<b>75,600</b>	<b>84,300</b>	<b>81,500</b>
<b>20 Contractual</b>				
0211 LEGAL	10,376	10,000	10,000	10,000
0232 TEMPORARY LABOR SERVICES	2,038	0	0	0
<b>Contractual TOTAL . . . . .</b>	<b>12,414</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	962	1,000	1,000	1,000
0310 PRINTING & BINDING	556	1,000	1,000	1,000
0347 GENERAL MAINT. SUPPLY	364	500	500	500
<b>Supplies TOTAL . . . . .</b>	<b>1,882</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	2,480	2,600	2,600	2,600
0415 RECRUITING EXPENSES	781	1,000	1,000	1,000
0420 AWARDS	5,289	5,500	6,300	5,500
0422 EMPLOYEE ACTIVITIES	14,592	14,000	14,000	14,000
0430 TUITION & TRAINING	4,683	5,500	5,500	5,500
0435 EMPLOYEE DEVELOPMENT	18,709	18,000	18,000	18,000
0436 TRAVEL	6,376	5,000	5,000	5,000
<b>Operational TOTAL . . . . .</b>	<b>52,910</b>	<b>51,600</b>	<b>52,400</b>	<b>51,600</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,681	2,100	2,100	2,100
<b>Utilities TOTAL . . . . .</b>	<b>1,681</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
<b>Administrative Services TOTAL :</b>	<b>473,938</b>	<b>476,300</b>	<b>480,300</b>	<b>482,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

### Expenditure Summary

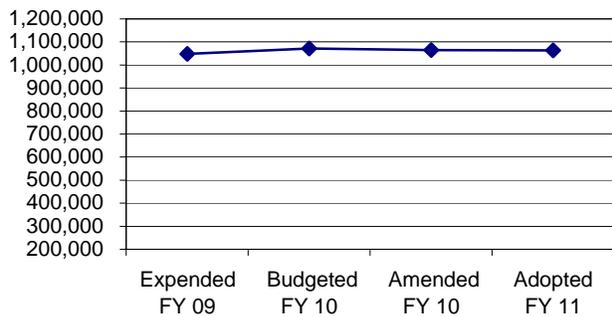
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	487,661	484,100	490,100	495,700
Contractual	177,795	170,100	178,600	175,950
Supplies	55,593	56,400	57,900	57,600
Operational	875	500	500	250
Utilities	325,946	360,100	337,100	333,100
Capital	-	-	-	-
<b>Total</b>	<b>1,047,870</b>	<b>1,071,200</b>	<b>1,064,200</b>	<b>1,062,600</b>

### Personnel Schedule

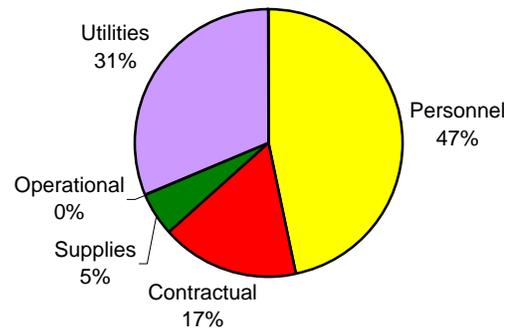
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Facilities Superintendent	22	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	2	1
Custodian	5	4	5

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	63,105	63,600	63,900	63,600
0104 SALARIES & WAGES-CLERICAL	46,068	46,600	46,700	46,600
0107 SALARIES & WAGES-LABOR	287,638	280,900	285,400	288,400
0109 SALARIES & WAGES-OVERTIME	2,782	4,000	2,600	2,500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>399,593</b>	<b>395,100</b>	<b>398,600</b>	<b>401,100</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	600	600	600	600
0114 LONGEVITY PAY	3,923	4,400	4,600	5,100
0120 FICA & MEDICARE EXPENSE	30,993	29,900	29,900	30,500
0122 T.M.R.S. RETIREMENT EXP.	52,552	54,100	56,400	58,400
<b>Benefits TOTAL . . . . .:</b>	<b>88,068</b>	<b>89,000</b>	<b>91,500</b>	<b>94,600</b>

<b>20 Contractual</b>				
0231 SERVICE-MAINT. CONTRACTS	95,581	91,700	91,700	101,250

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231** **Contract Increases**

**Building Fire Alarms and Extinguishers**  
 Increase in inspection fee of 8% per extinguisher = \$1,600

**Building Security/Access System**  
 We accepted Fire Stations 3 and 4 after initial system warranty expired. Additional cost for these 2 facilities is \$4,250

**Emergency Generators**  
 Marginal increase in cost due to switch from quarterly inspections to semi-annual inspections. Added Fire Stations 3 and 4 after initial generator warranty period expired. \$730

**Pest Control**  
 Increase of 8% (chemicals) = \$840

**Emergency Outdoor Warning Sirens**  
 Increase of 38% in cost of service. We have paid Gifford Electric \$5,500 for the past 5 years and this is the first rate increase they have imposed. \$2,130

**Total increase is \$9,550**

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
0237 UNIFORM SERVICE	2,680	2,500	2,500	1,750
0240 EQUIPMENT REPAIRS	7,613	8,000	11,000	8,000
0242 EQUIPMENT RENTAL & LEASE	562	500	500	500
0244 BUILDING REPAIRS	50,877	50,000	55,000	50,000
0246 VEHICLE REPAIRS	3,228	3,500	4,000	3,500
0272 JANITORIAL SERVICES	17,254	13,900	13,900	10,950
<b>Contractual TOTAL . . . . .:</b>	<b>177,795</b>	<b>170,100</b>	<b>178,600</b>	<b>175,950</b>

**30 Supplies**

0301 OFFICE SUPPLIES	914	900	900	600
0323 SMALL TOOLS	1,287	1,500	1,500	1,500
0331 FUEL & LUBRICANTS	8,773	9,000	10,500	10,500
0345 CLEANING SUPPLIES	15,262	15,000	15,000	15,000
0347 GENERAL MAINT. SUPPLY	29,357	30,000	30,000	30,000
<b>Supplies TOTAL . . . . .:</b>	<b>55,593</b>	<b>56,400</b>	<b>57,900</b>	<b>57,600</b>

**40 Operational**

0415 RECRUITING EXPENSES	253	0	0	0
0430 TUITION & TRAINING	132	500	500	250
0436 TRAVEL	490	0	0	0
<b>Operational TOTAL . . . . .:</b>	<b>875</b>	<b>500</b>	<b>500</b>	<b>250</b>

**50 Utilities**

0501 ELECTRICITY	207,785	223,000	200,000	200,000
0507 CELLULAR TELEPHONE	3,384	4,000	4,000	4,000
0508 TELEPHONE SERVICE	84,424	85,000	85,000	85,000
0510 NATURAL GAS SERVICE	10,094	17,100	17,100	17,100
0513 WATER	20,259	31,000	31,000	27,000
<b>Utilities TOTAL . . . . .:</b>	<b>325,946</b>	<b>360,100</b>	<b>337,100</b>	<b>333,100</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**60 Capital**

0623 VEHICLES 0 0 0 0

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0623** **New Utility Truck**

The Internal Operations vehicle # 181 is currently in Fair Condition as defined by the City's Replacement Policy. It is a 1999 Dodge Ram ½Ton Pickup. It currently has 97,495 miles on it. The City has spent \$3,600 in repairs over the life of the vehicle and it needs almost \$1,400 in additional repairs to the steering and suspension system. This vehicle is being used by a Maintenance Tech and serves its purpose, but a new utility vehicle would be better suited for the employee assigned to it. It's recommended that vehicle #181 be kept and used by a night time custodian since it does have a useful lift gate on the truck bed. Request is for a new Ford F-250 Super Cab.

Utility Truck Cost: \$32,000

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Internal Operations TOTAL :</b>	<b>1,047,870</b>	<b>1,071,200</b>	<b>1,064,200</b>	<b>1,062,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

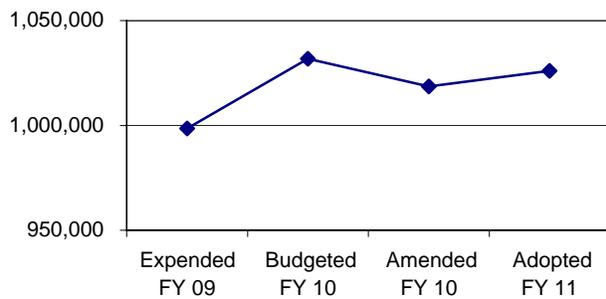
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	657,975	663,550	650,250	658,000
Contractual	248,852	267,950	267,950	265,900
Supplies	76,822	84,000	84,000	85,750
Operational	13,364	14,500	14,600	14,500
Utilities	1,484	1,800	1,800	1,800
<b>Total</b>	<b>998,497</b>	<b>1,031,800</b>	<b>1,018,600</b>	<b>1,025,950</b>

### Personnel Schedule

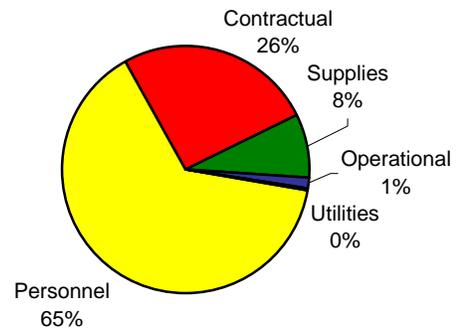
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Director of Finance	33	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	127,793	127,500	128,000	127,500
0104	SALARIES & WAGES-CLERICAL	410,130	411,300	399,100	402,800
0109	SALARIES & WAGES-OVERTIME	136	300	100	300

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>538,059</b>	<b>539,100</b>	<b>527,200</b>	<b>530,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,200	1,800	1,800
0114	LONGEVITY PAY	4,770	5,250	5,250	4,900
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	40,358	39,900	37,400	39,300
0122	T.M.R.S. RETIREMENT EXP.	70,288	74,500	75,000	77,800

<b>Benefits TOTAL . . . . . :</b>	<b>119,916</b>	<b>124,450</b>	<b>123,050</b>	<b>127,400</b>
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**20 Contractual**

0210	AUDITING	29,000	29,000	29,000	29,000
0217	IT SERVICE	55,864	59,300	59,300	59,300
0223	INSURANCE-SURETY BONDS	450	450	450	400
0225	INSURANCE-AUTOMOBILES	33,594	36,000	36,000	36,000
0227	INSURANCE-REAL PROPERTY	36,466	38,000	38,000	38,000
0228	INSURANCE-CLAIMS & DED.	18,845	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	32,698	38,000	38,000	36,000
0231	SERVICE-MAINT. CONTRACTS	38,088	43,000	43,000	43,000
0233	ADVERTISING	818	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	275	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,754	2,700	2,700	2,700

<b>Contractual TOTAL . . . . . :</b>	<b>248,852</b>	<b>267,950</b>	<b>267,950</b>	<b>265,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,995	2,250	2,250	2,000
0303	COMPUTER SUPPLIES	11,733	15,000	15,000	17,000
0305	COPY MACHINE SUPPLY	32,706	33,000	33,000	33,000
0307	POSTAGE	27,420	31,000	31,000	31,000
0310	PRINTING & BINDING	2,360	2,000	2,000	2,000
0347	GENERAL MAINT. SUPPLY	608	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>76,822</b>	<b>84,000</b>	<b>84,000</b>	<b>85,750</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,590	3,500	3,500	3,500
0415	RECRUITING EXPENSES	0	0	100	0
0430	TUITION & TRAINING	4,761	5,000	5,000	5,000
0436	TRAVEL	5,013	6,000	6,000	6,000

<b>Operational TOTAL . . . . . :</b>	<b>13,364</b>	<b>14,500</b>	<b>14,600</b>	<b>14,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,484	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,484</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>FINANCE TOTAL . . :</b>	<b>998,497</b>	<b>1,031,800</b>	<b>1,018,600</b>	<b>1,025,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

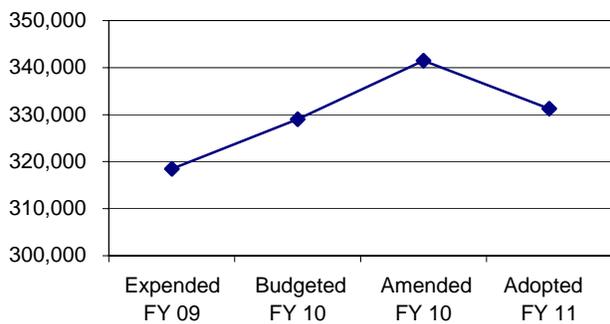
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	241,259	249,700	262,100	251,900
Contractual	67,937	69,100	69,100	69,100
Supplies	4,741	5,750	5,750	5,750
Operational	4,531	4,500	4,500	4,500
<b>Total</b>	<b>318,468</b>	<b>329,050</b>	<b>341,450</b>	<b>331,250</b>

### Personnel Schedule

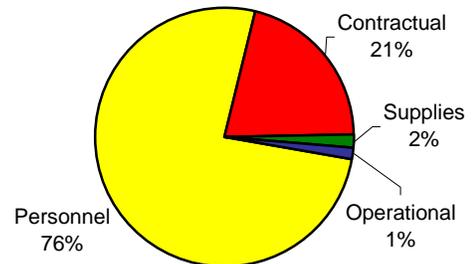
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	2
Deputy Municipal Court Clerk I	10	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>		<b>Department</b>		<b>Division</b>	
01 General Fund		15 Finance		15 Municipal Court	
<b>ACCOUNT</b>		<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>10 Salaries &amp; Wages</b>					
0101	SALARIES & WAGES-SUPERVISOR	75,576	75,400	75,700	75,400
0104	SALARIES & WAGES-CLERICAL	118,502	125,800	126,200	125,800
0109	SALARIES & WAGES-OVERTIME	3,213	2,000	10,700	2,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>197,291</b>	<b>203,200</b>	<b>212,600</b>	<b>203,200</b>
<b>15 Benefits</b>					
0113	EDUCATION/CERTIFICATE PAY	600	600	900	900
0114	LONGEVITY PAY	2,450	2,700	2,700	2,900
0120	FICA & MEDICARE EXPENSE	15,312	15,400	15,800	15,400
0122	T.M.R.S. RETIREMENT EXP.	25,606	27,800	30,100	29,500
<b>Benefits TOTAL . . . . .:</b>		<b>43,968</b>	<b>46,500</b>	<b>49,500</b>	<b>48,700</b>
<b>20 Contractual</b>					
0211	LEGAL	52,262	51,300	51,300	51,300
0231	SERVICE-MAINT. CONTRACTS	10,268	11,900	11,900	11,900
0240	EQUIPMENT REPAIRS	18	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,389	5,400	5,400	5,400
<b>Contractual TOTAL . . . . .:</b>		<b>67,937</b>	<b>69,100</b>	<b>69,100</b>	<b>69,100</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	1,251	1,500	1,500	1,500
0310	PRINTING & BINDING	2,790	3,500	3,500	3,500
0347	GENERAL MAINT. SUPPLY	700	750	750	750
<b>Supplies TOTAL . . . . .:</b>		<b>4,741</b>	<b>5,750</b>	<b>5,750</b>	<b>5,750</b>
<b>40 Operational</b>					
0407	JURY EXPENSE	1,000	1,000	1,000	1,000
0410	DUES & SUBSCRIPTIONS	238	500	500	500
0430	TUITION & TRAINING	975	1,000	1,000	1,000
0436	TRAVEL	2,318	2,000	2,000	2,000
<b>Operational TOTAL . . . . .:</b>		<b>4,531</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>Municipal Court TOTAL . . .:</b>		<b>318,468</b>	<b>329,050</b>	<b>341,450</b>	<b>331,250</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

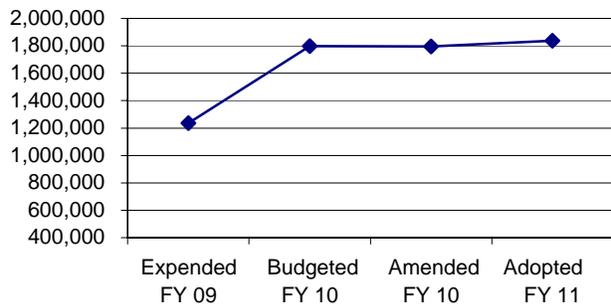
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	1,004,968	1,556,900	1,511,100	1,567,300
Contractual	140,048	134,400	167,600	151,900
Supplies	60,081	68,600	77,600	79,600
Operational	29,421	34,200	36,200	36,200
Utilities	1,877	2,800	2,800	2,800
<b>Total</b>	<b>1,236,395</b>	<b>1,796,900</b>	<b>1,795,300</b>	<b>1,837,800</b>

### Personnel Schedule

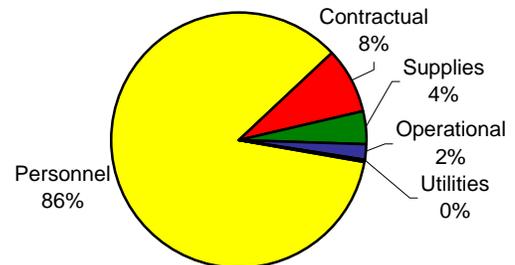
Position	Classification	FY 10 Approved	FY 11 Approved
Fire Chief	33	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	6	6
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	119,064	120,200	120,600	120,200
0104 SALARIES & WAGES-CLERICAL	95,576	96,800	97,200	96,800
0107 SALARIES & WAGES-LABOR	473,971	876,200	838,200	876,200

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 FT/PT Driver and Trainee Program**

There is 1 FT driver/captain on duty at Stations 1, 2 and 4 each day. The PT drivers cover Station 3. All stations have one driver on duty 24-hours per day.

PT drivers work 12-hour shifts Monday-Sunday at Station 3 in addition to any station in which the FT driver is off duty. PT drivers are compensated at \$20 per hour and \$30 per hour for holiday shifts.

The department implemented a Trainee Program in 2008. Since that time 5 trainees have become eligible to work driver shifts and 17 others are participating now. The trainee is paid \$8 per hour.

- \$ 721,600 Full time shift employees & Battalion Chief
- 189,500 Volunteer driver shifts
- 73,400 Volunteer driver cover FT time off
- 47,300 Trainee Program
- 4,200 Volunteer assistant chiefs and secretary
- \$1,036,000 Total (incl FICA/TMRS)

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 Holidays**

Approved Holidays (for FT/PT Drivers)

- Thanksgiving Day (Thur) MLK Day (Mon)
- Thanksgiving Fri (Fri) Memorial Day (Mon)
- Christmas Eve (Fri)\* July 4th (Mon)
- New Year's Eve (Fri)\* Labor Day (Mon) OR \*\*Sept. 11(Sun) \*\*FT Drivers only

\* City observed Holiday

**Approved Holidays (for PT Drivers Only) - City observes Friday for FT personnel**

- Christmas Day (Sat)
- New Year's Day (Sat)

0109 SALARIES & WAGES-OVERTIME	8,369	55,900	43,800	55,900
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>696,980</b>	<b>1,149,100</b>	<b>1,099,800</b>	<b>1,149,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	20,807	30,000	30,000	30,000
0114	LONGEVITY PAY	29,117	30,200	30,100	32,500
0115	FIREMEN-INCENTIVE PAY	77,095	88,000	81,300	88,000
0116	AUTO ALLOWANCE	6,900	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	52,841	79,100	82,100	78,800
0122	T.M.R.S. RETIREMENT EXP.	61,312	111,100	121,900	116,900
0125	FIREMEN WATER DISCOUNT	4,616	5,100	5,100	5,100
0126	RETIREMENT-FIREMEN'S PENSION	55,300	57,400	53,900	60,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0126**

**Volunteers Retirement**

The volunteers have a retirement system under a Senate Bill 411. The City pays \$100 per month per fire fighter.

The department has 2 retired firemen and 4 retired firemen widows, who still receive a pension under the old retirement system House Bill 258 plan.

**CITY MANAGER'S COMMENTS: Approved**

<b>Benefits TOTAL . . . . .:</b>	<b>307,988</b>	<b>407,800</b>	<b>411,300</b>	<b>418,200</b>
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**20 Contractual**

0213	CONSULTING FEES	345	2,000	2,000	2,000
0222	DISABILITY INSURANCE	24,906	25,000	31,200	34,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0222**

**Disability Insurance**

The city has an insurance policy through VFIS, which provides a death benefit, total disability benefit and partial disability benefit on the volunteer firemen. The price increased during fiscal year 2010.

**CITY MANAGER'S COMMENTS: Approved**

0231	SERVICE-MAINT. CONTRACTS	28,659	35,100	35,100	35,100
0237	UNIFORM SERVICE	846	4,600	4,600	4,600
0238	TRAINING REIMBURSEMENT	7,150	11,000	11,000	11,000
0240	EQUIPMENT REPAIRS	12,813	12,500	12,500	14,500

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0240**

**Loose Equipment/Radio Repair**

\$ 12,000 for repairs to all the loose equipment on the engines, small engines, pagers and station equipment. The fire equipment must be maintained and tested under NFPA requirements, ISO requirements and under Texas Commission on Fire Protection for regulatory purposes.

\$ 2,500 is also requested for general repair to portable radios which are not covered under warranty.

**CITY MANAGER'S COMMENTS: Approved**

0242	EQUIPMENT RENTAL & LEASE	5,660	5,700	5,700	5,700
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
0246 VEHICLE REPAIRS	59,669	38,500	65,500	45,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0246**

**General Repairs & Tires**

\$ 37,000 is requested for general repair of fire department vehicles. Preventative maintenance is required twice per year by the Texas Commission on Fire Protection and if not completed apparatus and equipment are required to be taken out of service. In addition to preventative maintenance, an increase is requested for general repairs as many of the apparatus are aging and more expensive components are requiring service or replacement.

\$ 8,000 is requested to replace worn or damaged tires on any of the department's vehicles or trailers throughout the year. We have had to have significant work done during fiscal year 2010 which has caused us to need to amend this budget by \$27,000.

**CITY MANANGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . . :</b>	<b>140,048</b>	<b>134,400</b>	<b>167,600</b>	<b>151,900</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,777	2,150	2,150	2,150
0310 PRINTING & BINDING	518	500	500	500
0321 UNIFORMS	10,420	11,450	11,450	11,450
0323 SMALL TOOLS	144	500	500	500
0331 FUEL & LUBRICANTS	15,701	16,000	25,000	25,000
0347 GENERAL MAINT. SUPPLY	2,261	2,000	2,000	4,000
0378 FIRE PREVENTION SUPPLIES	439	1,000	1,000	1,000
0379 FIRE FIGHTING SUPPLIES	28,821	35,000	35,000	35,000

<b>Supplies TOTAL . . . . . :</b>	<b>60,081</b>	<b>68,600</b>	<b>77,600</b>	<b>79,600</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	2,711	3,100	3,100	3,100
0415 RECRUITING EXPENSES	3,591	4,100	4,100	4,100
0430 TUITION & TRAINING	6,584	13,000	15,000	15,000
0436 TRAVEL	16,535	14,000	14,000	14,000

<b>Operational TOTAL . . . . . :</b>	<b>29,421</b>	<b>34,200</b>	<b>36,200</b>	<b>36,200</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,877	2,800	2,800	2,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,877</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
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<b>Fire Operations TOTAL :</b>	<b>1,236,395</b>	<b>1,796,900</b>	<b>1,795,300</b>	<b>1,837,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

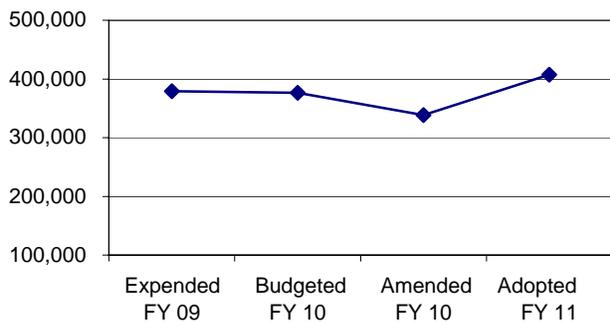
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	326,003	303,700	265,300	337,100
Contractual	10,750	18,750	18,750	14,900
Supplies	25,416	32,450	32,450	33,400
Operational	13,765	17,950	17,950	17,950
Utilities	3,242	3,800	3,800	3,800
<b>Total</b>	<b>379,176</b>	<b>376,650</b>	<b>338,250</b>	<b>407,150</b>

### Personnel Schedule

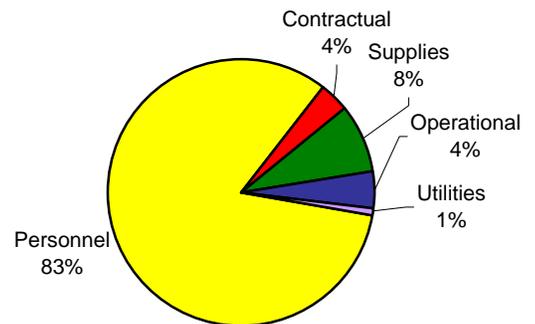
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2009 Actual Expense	2010 Adopted Budget	2010 Amended Budget	2011 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	82,835	83,600	83,900	83,600
0107	SALARIES & WAGES-LABOR	181,208	155,800	125,600	182,700

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0107**

**Fire Inspector/Public Educator**

The fire inspector/firefighter/public educator position was frozen in August 2009 due to lack of funding. The full year funding cost for the position is \$71,000 with benefits. We have managed and prioritized the workload; however the vacancy continues to affect our level of service in several areas:

1) Public education efforts have been reduced.

2) Pre-Fire Planning Program has stopped.

- Pre-fire planning is a vital component of an efficient and safe fire ground operation. Pre-plans show where vital fire protection systems are located, location of isolation valves and where hazardous materials are stored.

3) Annual fire inspections have been limited to businesses requiring specific licensing, assemblies, etc.

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	4,551	7,000	3,300	7,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>268,594</b>	<b>246,400</b>	<b>212,800</b>	<b>273,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	508	3,900	4,200	3,600
0114	LONGEVITY PAY	1,735	2,000	1,700	1,900
0120	FICA & MEDICARE EXPENSE	20,533	18,300	16,100	20,000
0122	T.M.R.S. RETIREMENT EXP.	34,633	33,100	30,500	38,300

<b>Benefits TOTAL . . . . .:</b>	<b>57,409</b>	<b>57,300</b>	<b>52,500</b>	<b>63,800</b>
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**20 Contractual**

0213	CONSULTING FEES	915	5,000	5,000	5,000
0231	SERVICE-MAINT. CONTRACTS	2,614	2,400	2,400	2,400
0237	UNIFORM SERVICE	931	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	35	500	500	500
0242	EQUIPMENT RENTAL & LEASE	1,890	3,850	3,850	0
0246	VEHICLE REPAIRS	4,365	4,500	4,500	4,500
0261	CRIME SCENE SERVICES	0	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>10,750</b>	<b>18,750</b>	<b>18,750</b>	<b>14,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,298	1,150	1,150	1,500
0310	PRINTING & BINDING	1,167	2,000	2,000	2,000
0321	UNIFORMS	1,797	3,300	3,300	3,300
0331	FUEL & LUBRICANTS	7,198	8,000	8,000	8,000
0347	GENERAL MAINT. SUPPLY	152	500	500	500
0373	INVESTIGATION SUPPLIES	223	1,000	1,000	1,600

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0373**

**Investigation Supplies**

[\\$1,000 This is for investigation supplies needed to conduct crime scene evidence collection.](#)

[\\$600 For ammunition for qualifying and training for all TECLOSE licensed personnel.](#)

0378	FIRE PREVENTION SUPPLIES	12,626	14,000	14,000	14,000
0379	FIRE FIGHTING SUPPLIES	955	2,500	2,500	2,500

<b>Supplies TOTAL . . . . . :</b>	<b>25,416</b>	<b>32,450</b>	<b>32,450</b>	<b>33,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,995	1,950	1,950	1,950
0415	RECRUITING EXPENSES	0	2,000	2,000	2,000
0430	TUITION & TRAINING	6,333	7,000	7,000	7,000
0436	TRAVEL	5,437	7,000	7,000	7,000

<b>Operational TOTAL . . . . . :</b>	<b>13,765</b>	<b>17,950</b>	<b>17,950</b>	<b>17,950</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,242	3,800	3,800	3,800
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<b>Utilities TOTAL . . . . . :</b>	<b>3,242</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>
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<b>Fire Marshal TOTAL :</b>	<b>379,176</b>	<b>376,650</b>	<b>338,250</b>	<b>407,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

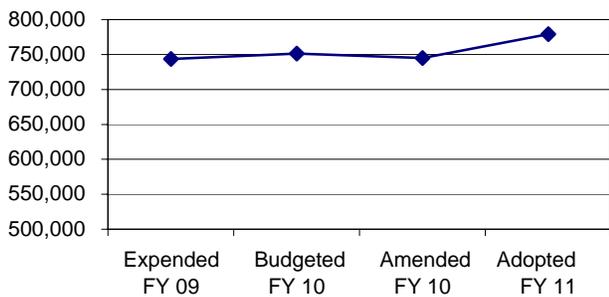
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	654,767	667,150	659,350	676,300
Contractual	61,936	54,250	55,600	73,100
Supplies	7,398	9,500	9,500	9,500
Operational	13,427	15,550	15,550	15,450
Utilities	5,855	4,850	4,850	4,850
<b>Total</b>	<b>743,383</b>	<b>751,300</b>	<b>744,850</b>	<b>779,200</b>

### Personnel Schedule

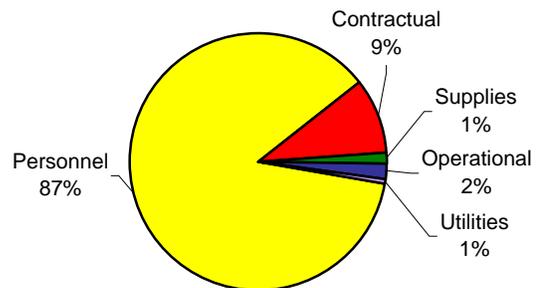
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Police Chief	33	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	3
Administrative Assistant	14	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	130,511	130,100	130,500	130,100
0104	SALARIES & WAGES-CLERICAL	37,935	39,900	41,700	51,500
0107	SALARIES & WAGES-LABOR	362,732	367,800	359,100	359,500
0109	SALARIES & WAGES-OVERTIME	0	500	200	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>531,178</b>	<b>538,300</b>	<b>531,500</b>	<b>541,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,900	3,900	4,100	4,200
0114	LONGEVITY PAY	4,046	4,150	3,950	4,700
0116	AUTO ALLOWANCE	6,900	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	39,184	39,400	36,900	39,600
0122	T.M.R.S. RETIREMENT EXP.	69,559	74,500	76,000	79,300

<b>Benefits TOTAL . . . . .:</b>	<b>123,589</b>	<b>128,850</b>	<b>127,850</b>	<b>134,700</b>
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**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	28,224	28,500	29,850	29,850
0237	UNIFORM SERVICE	1,200	1,250	1,250	1,250
0240	EQUIPMENT REPAIRS	426	500	500	500
0246	VEHICLE REPAIRS	1286	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	30,800	22,500	22,500	40,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0263**

**County Jail Contract**

Every year since 2006 we have budgeted \$30,000 in this line item. This includes costs for Class C prisoners and our share of the annual maintenance for the AFIS system at the jail (\$1,100).

We have needed the full amount each year and last year exceeded that amount by \$8,300. As our city has grown so has the need for enforcement, especially at The Harbor. The budget for FY2010 was reduced but should not have been.

**CITY MANAGER'S COMMENTS: Approved**

0265	MEDICAL SERVICE-PRISONER	0	500	500	500
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<b>Contractual TOTAL . . . . .:</b>	<b>61,936</b>	<b>54,250</b>	<b>55,600</b>	<b>73,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	542	1,000	1,000	1,000
0310	PRINTING & BINDING	1,307	1,500	1500	1,500
0321	UNIFORMS	1,056	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	3,492	4,500	4,500	4,500
0347	GENERAL MAINT. SUPPLY	1,001	1,500	1,500	1,500

<b>Supplies TOTAL . . . . . :</b>	<b>7,398</b>	<b>9,500</b>	<b>9,500</b>	<b>9,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,767	2,800	2,800	3,200
0420	AWARDS	80	750	750	750
0430	TUITION & TRAINING	4,088	4,500	4,500	4,000
0436	TRAVEL	7,492	7,500	7,500	7,500

<b>Operational TOTAL . . . . . :</b>	<b>13,427</b>	<b>15,550</b>	<b>15,550</b>	<b>15,450</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	5,855	4,850	4,850	4,850
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<b>Utilities TOTAL . . . . . :</b>	<b>5,855</b>	<b>4,850</b>	<b>4,850</b>	<b>4,850</b>
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<b>Police Administration TOTAL :</b>	<b>743,383</b>	<b>751,300</b>	<b>744,850</b>	<b>779,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

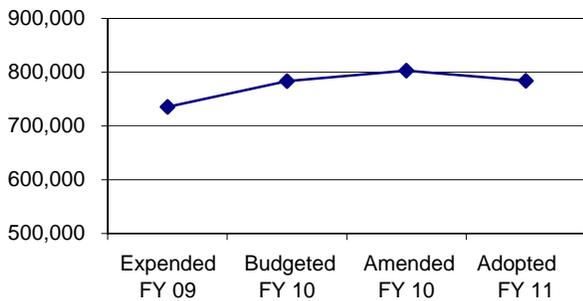
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	612,025	632,200	652,000	641,900
Contractual	111,811	137,100	137,100	128,200
Supplies	3,021	3,300	3,300	3,300
Operational	8,100	9,800	9,800	9,800
Utilities	354	1,000	1,000	1,000
<b>Total</b>	<b>735,311</b>	<b>783,400</b>	<b>803,200</b>	<b>784,200</b>

### Personnel Schedule

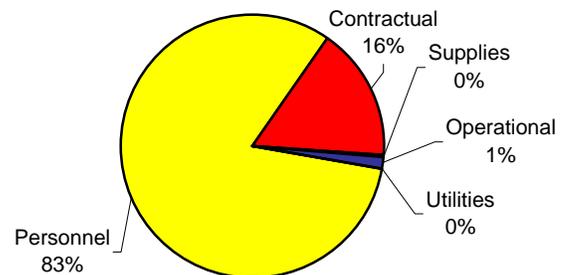
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Communications Supervisor	19	1	1
Communications Specialist	13	11	11

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	47,709	50,700	50,000	50,700
0104	SALARIES & WAGES-CLERICAL	423,651	438,100	454,800	442,100
0109	SALARIES & WAGES-OVERTIME	35,102	35,000	30,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>506,462</b>	<b>523,800</b>	<b>534,800</b>	<b>527,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATION PAY	484	600	600	600
0114	LONGEVITY PAY	2,118	2,800	2,800	3,600
0120	FICA & MEDICARE EXPENSE	37,919	37,400	39,500	37,700
0122	T.M.R.S. RETIREMENT EXP.	65,042	67,600	74,300	72,200

<b>Benefits TOTAL . . . . .:</b>	<b>105,563</b>	<b>108,400</b>	<b>117,200</b>	<b>114,100</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	111,811	137,100	137,100	128,200
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<b>Contractual TOTAL . . . . .:</b>	<b>111,811</b>	<b>137,100</b>	<b>137,100</b>	<b>128,200</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	858	900	900	900
0310	PRINTING & BINDING	68	100	100	100
0321	UNIFORMS	1,656	1,800	1,800	1,800
0347	GENERAL MAINT. SUPPLY	439	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>3,021</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,055	2,000	2,000	2,000
0415	RECRUITING EXPENSES	3,450	3,300	3,300	3,300
0430	TUITION & TRAINING	1,973	2,500	2,500	2,500
0436	TRAVEL	1,622	2,000	2,000	2,000

<b>Operational TOTAL . . . . .:</b>	<b>8,100</b>	<b>9,800</b>	<b>9,800</b>	<b>9,800</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	354	1,000	1,000	1,000
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<b>Utilities TOTAL . . . . .:</b>	<b>354</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
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<b>Communications TOTAL . . .:</b>	<b>735,311</b>	<b>783,400</b>	<b>803,200</b>	<b>784,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

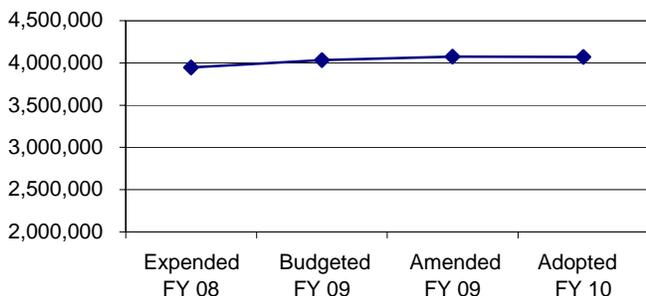
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	3,651,733	3,711,900	3,741,100	3,743,400
Contractual	72,807	89,350	89,350	85,200
Supplies	198,194	208,850	221,850	221,850
Operational	22,210	19,450	19,950	16,450
Utilities	2,764	3,000	3,000	3,000
Capital	-	-	-	-
<b>Total</b>	<b>3,947,708</b>	<b>4,032,550</b>	<b>4,075,250</b>	<b>4,069,900</b>

### Personnel Schedule

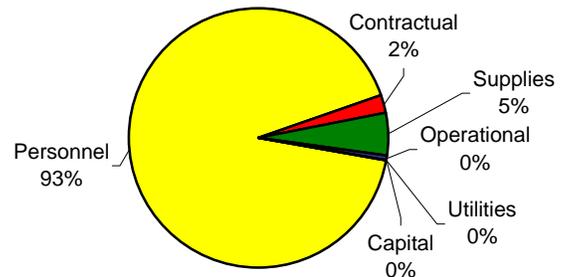
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	43	42

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2009 Actual Expense	2010 Adopted Budget	2010 Amended Budget	2011 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	403,520	419,700	420,100	412,800
0107	SALARIES & WAGES-LABOR	2,314,213	2,434,100	2,336,300	2,379,800

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107** **Transfer of position**

One police officer position will be laterally transferred to CID.

**CITY MANAGER'S COMMENTS: Approved**

0108	OVERTIME-STEP	73,023	80,000	80,000	80,000
0109	SALARIES & WAGES-OVERTIME	202,209	122,000	205,000	205,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109** **Overtime**

Over the past five years our city population has increased over 23%, however our calls for police service have increased over 75% in that same time frame. Although our ratio of officers has kept pace with the population growth, this increased demand for service has had a tremendous impact on the department's workload; especially in Patrol. Currently our calls for service are at the same level as this time last year, but our total number of arrests is up over 34%. We've seen a significant increase in arrests associated with events at The Harbor. As attendance at those events continues to increase we have needed to add more personnel to these assignments.

Last year we expended over \$202,000 in Patrol overtime but budgeted significantly less for FY 2010. We are well over our budget trying to meet these demands for service.

**CITY MANAGER'S COMMENTS: Approved**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>2,992,965</b>	<b>3,055,800</b>	<b>3,041,400</b>	<b>3,077,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	25,908	25,200	25,400	25,200
0114	LONGEVITY PAY	15,677	17,900	17,400	17,500
0120	FICA & MEDICARE EXPENSE	230,510	218,300	229,000	213,600
0122	T.M.R.S. RETIREMENT EXP.	386,673	394,700	427,900	409,500

<b>Benefits TOTAL . . . . .:</b>	<b>658,768</b>	<b>656,100</b>	<b>699,700</b>	<b>665,800</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	18,000	23,650	23,650	19,500
0240	EQUIPMENT REPAIRS	5,890	6,000	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	9,244	9,700	9,700	9,700
0246	VEHICLE REPAIRS	39,673	50,000	50,000	50,000

<b>Contractual TOTAL . . . . .:</b>	<b>72,807</b>	<b>89,350</b>	<b>89,350</b>	<b>85,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	726	1,000	1,000	1,000
0310	PRINTING & BINDING	1,462	1,500	1,500	1,500
0315	TRAINING SUPPLIES	11,997	13,000	13,000	13,000
0321	UNIFORMS	54,451	60,450	60,450	56,950
0331	FUEL & LUBRICANTS	119,820	117,000	130,000	130,000
0347	GENERAL MAINT. SUPPLY	8,086	13,400	13,400	13,400
0376	POLICE CANINE EXPENSE	1,652	2,500	2,500	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0376**

**Canine Expense**

Royse City Police Department has dissolved their K-9 unit and sold their dog to the PD for one dollar. The additional K-9 unit will allow our department more coverage during a 24 hour period where a K-9 unit can be utilized. To cover the additional canine food, medical and other expense we will transfer \$3,500 dollars from the uniform account to Police Canine Expense.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>198,194</b>	<b>208,850</b>	<b>221,850</b>	<b>221,850</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	156	200	200	200
0415	RECRUITING EXPENSES	5,518	4,000	4,500	1,000
0430	TUITION & TRAINING	12,860	11,250	11,250	11,250
0436	TRAVEL	3,676	4,000	4,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>22,210</b>	<b>19,450</b>	<b>19,950</b>	<b>16,450</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,764	3,000	3,000	3,000
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<b>Utilities TOTAL . . . . . :</b>	<b>2,764</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**60 Capital**

0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623** **New Pursuit Vehicles**

\$123,000 Ford Crown Vic 4-door sedan - 5 each

51,000 Chevrolet Tahoe SUV - 2 each

174,000 Total Vehicles

Equipment: wig wag, flasher-strobes, console, camera, light bar, cage, radar, graphics and labor

Total Equipment \$ 55,000

Total Request \$229,000

We will be testing Tahoe's this year as Ford will stop production of Crown Vics in 2011.

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Patrol TOTAL . . .:</b>	<b>3,947,708</b>	<b>4,032,550</b>	<b>4,075,250</b>	<b>4,069,900</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

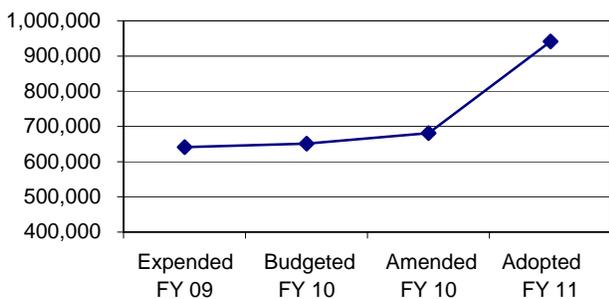
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	605,435	613,400	643,000	855,500
Contractual	11,289	11,600	11,600	14,050
Supplies	16,391	18,600	18,600	34,000
Operational	5,142	4,700	4,700	29,200
Utilities	2,615	3,200	3,200	8,200
Capital	-	-	-	-
<b>Total</b>	<b>640,872</b>	<b>651,500</b>	<b>681,100</b>	<b>940,950</b>

### Personnel Schedule

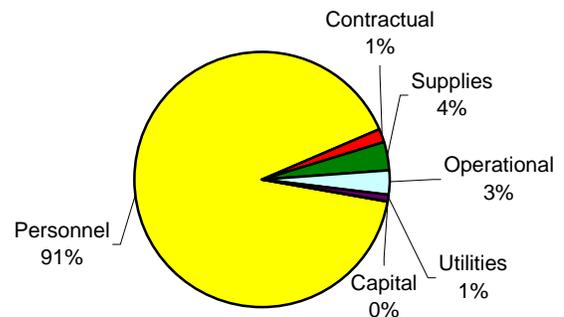
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Sergeant	-	1	2
Investigator	-	4	5
Investigator - SCU	-	1	2
Investigator (PT)	-	0.5	0
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**





<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	78,329	77,200	83,600	153,800
0104	SALARIES & WAGES-CLERICAL	42,286	42,300	42,900	42,700
0107	SALARIES & WAGES-LABOR	367,771	373,100	385,000	481,200

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107**

**Transfer of position**

With the dissolution of the Rockwall County Special Crimes Unit a police officer position needs to be transferred from Patrol to CID to adequately staff the Narcotics Unit. This would be a lateral transfer.

There has not been an increase in detectives since 2000 when the population was a little over 18,000; today's population is over 35,000. Along with population growth comes a tremendous growth in workload for these detectives. To increase this staff we will laterally transfer one Warrant officer to a detective position in CID. To assist Warrants the part-time investigator position in CID will be laterally transferred to Warrants.

Several line items in the CID budget will need to be increased to accommodate the transfer of Staff and needed supplies. The budget is not actually increased; it is a combination of the amounts of the same line item from two budgets into a single budget.

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	6,233	6,000	9,000	11,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>494,619</b>	<b>498,600</b>	<b>520,500</b>	<b>688,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	6,034	6,000	6,400	8,700
0114	LONGEVITY PAY	4,535	4,900	5,100	6,900
0120	FICA & MEDICARE EXPENSE	37,436	38,000	39,000	51,800
0122	T.M.R.S. RETIREMENT EXP.	62,811	65,900	72,000	99,400

<b>Benefits TOTAL . . . . .:</b>	<b>110,816</b>	<b>114,800</b>	<b>122,500</b>	<b>166,800</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,200	1,350	1,350	800
0240	EQUIPMENT REPAIRS	45	500	500	500
0242	EQUIPMENT RENTAL & LEASE	139	750	750	750
0246	VEHICLE REPAIRS	3,140	3,000	3,000	6,000
0261	CRIME SCENE SERVICES	6,765	6,000	6,000	6,000

<b>Contractual TOTAL . . . . .:</b>	<b>11,289</b>	<b>11,600</b>	<b>11,600</b>	<b>14,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	789	1,000	1,000	2,000
0310	PRINTING & BINDING	342	600	600	800
0321	UNIFORMS	4,301	4,000	4,000	4,500
0331	FUEL & LUBRICANTS	6,969	7,000	7,000	17,000
0347	GENERAL MAINT. SUPPLY	457	500	500	500
0373	INVESTIGATION SUPPLIES	3,533	5,500	5,500	9,200

<b>Supplies TOTAL . . . . . :</b>	<b>16,391</b>	<b>18,600</b>	<b>18,600</b>	<b>34,000</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	200	200	200	200
0415	RECRUITING EXPENSES	43	0	0	0
0430	TUITION & TRAINING	2469	2,000	2,000	3,500
0436	TRAVEL	2,430	2,500	2,500	5,000
0447	DRUG TESTING	0	0	0	500
0451	CONFIDENTIAL FUNDS	0	0	0	20,000

<b>Operational TOTAL . . . . . :</b>	<b>5,142</b>	<b>4,700</b>	<b>4,700</b>	<b>29,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,615	3,200	3,200	8,200
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<b>Utilities TOTAL . . . . . :</b>	<b>2,615</b>	<b>3,200</b>	<b>3,200</b>	<b>8,200</b>
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**60 Capital**

0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0623**

**New Vehicle for Narcotics officer**

The narcotics officer is now driving a pickup truck purchased with Special Crimes Unit funds. It is not a good vehicle for his purposes and we need to get a more appropriate midsize car.

Total: \$21,000

**CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>CID TOTAL . . . . :</b>	<b>640,872</b>	<b>651,500</b>	<b>681,100</b>	<b>940,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

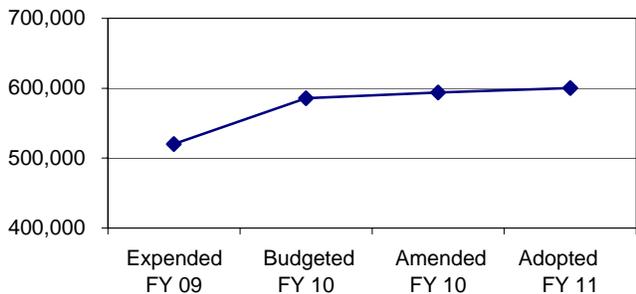
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	476,415	535,600	539,200	547,800
Contractual	25,991	29,000	29,000	27,000
Supplies	10,790	13,400	18,100	18,100
Operational	5,768	6,500	6,500	6,500
Utilities	1,013	1,100	1,100	1,100
<b>Total</b>	<b>519,977</b>	<b>585,600</b>	<b>593,900</b>	<b>600,500</b>

### Personnel Schedule

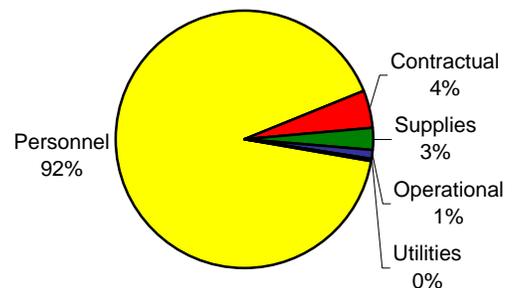
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Patrol Officer - School Liaison	-	5	5
Police Officer - D.A.R.E.	-	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,167	77,200	77,200	73,300
0107	SALARIES & WAGES-LABOR	305,002	351,900	351,100	361,200
0109	SALARIES & WAGES-OVERTIME	5,308	6,000	7,200	6,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>387,477</b>	<b>435,100</b>	<b>435,500</b>	<b>440,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	4,879	4,800	5,200	5,400
0114	LONGEVITY PAY	3,260	3,600	3,400	5,000
0120	FICA & MEDICARE EXPENSE	30,327	32,800	33,100	33,200
0122	T.M.R.S. RETIREMENT EXP.	50,472	59,300	62,000	63,700

<b>Benefits TOTAL . . . . .:</b>	<b>88,938</b>	<b>100,500</b>	<b>103,700</b>	<b>107,300</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	800	2,000	2,000	0
0240	EQUIPMENT REPAIRS	307	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,671	4,900	4,900	4,900
0243	BUILDING LEASE	16,987	18,600	18,600	18,600
0246	VEHICLE REPAIRS	3,226	3,000	3,000	3,000

<b>Contractual TOTAL . . . . .:</b>	<b>25,991</b>	<b>29,000</b>	<b>29,000</b>	<b>27,000</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	725	1,000	1,000	1,000
0310	PRINTING & BINDING	489	600	600	600
0321	UNIFORMS	2,575	4,500	4,500	4,500
0331	FUEL & LUBRICANTS	3,269	4,000	8,700	8,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0331**

**Move Vehicles**

The fuel usage for 5 vehicles belonging to the SRO's were charged to the Patrol fuel budget. The fuel for these vehicles is now being charged to the Community Services budget.

0347	GENERAL MAINT. SUPPLY	459	500	500	500
0370	COP PROGRAM SUPPLIES	910	1,000	1,000	1,000
0371	CRIME PREV. SUPPLIES	2,363	1,800	1,800	1,800

<b>Supplies TOTAL . . . . .:</b>	<b>10,790</b>	<b>13,400</b>	<b>18,100</b>	<b>18,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0372	CPA PROGRAM SUPPLIES	209	500	500	500
0410	DUES & SUBSCRIPTIONS	324	500	500	500
0430	TUITION & TRAINING	1,848	2,000	2,000	2,000
0436	TRAVEL	3,387	3,500	3,500	3,500

<b>Operational TOTAL . . . . . :</b>	<b>5,768</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,013	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>1,013</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Community Services TOTAL :</b>	<b>519,977</b>	<b>585,600</b>	<b>593,900</b>	<b>600,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

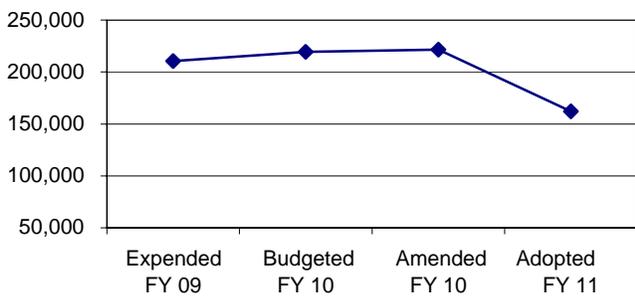
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	204,703	210,300	213,600	154,800
Contractual	1,803	2,600	2,600	2,600
Supplies	2,235	3,950	2,950	2,950
Operational	115	700	700	700
Utilities	1,614	1,800	1,800	900
<b>Total</b>	<b>210,470</b>	<b>219,350</b>	<b>221,650</b>	<b>161,950</b>

### Personnel Schedule

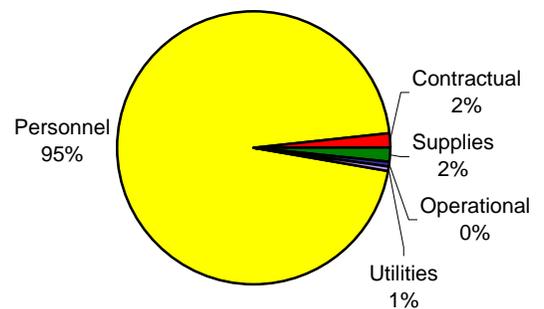
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Warrant Officer	-	2	1.5
Warrant Clerk	10	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2009 Actual Expense	2010 Adopted Budget	2010 Amended Budget	2011 Approved Budget
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	42,490	42,500	42,500	42,500
0107	SALARIES & WAGES-LABOR	120,255	125,400	127,500	83,200

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0107**

**Transfer of position**

One Warrant Officer position will be transferred to CID and the part-time CID position will be transferred to Warrants.

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	2,276	1,500	1,900	1,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>165,021</b>	<b>169,400</b>	<b>171,900</b>	<b>127,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	2,134	2,400	1,800	900
0114	LONGEVITY PAY	2,815	2,500	2,100	1,700
0120	FICA & MEDICARE EXPENSE	13,059	12,800	13,200	9,600
0122	T.M.R.S. RETIREMENT EXP.	21,674	23,200	24,600	15,400

<b>Benefits TOTAL . . . . .:</b>	<b>39,682</b>	<b>40,900</b>	<b>41,700</b>	<b>27,600</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	900	900	900	900
0240	EQUIPMENT REPAIRS	143	200	200	200
0246	VEHICLE REPAIRS	760	1,500	1,500	1,500

<b>Contractual TOTAL . . . . .:</b>	<b>1,803</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	16	150	150	150
0310	PRINTING & BINDING	136	300	300	300
0321	UNIFORMS	180	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	1,903	2,500	1,500	1,500

<b>Supplies TOTAL . . . . .:</b>	<b>2,235</b>	<b>3,950</b>	<b>2,950</b>	<b>2,950</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0430 TUITION & TRAINING	115	350	350	350
0436 TRAVEL	0	350	350	350

<b>Operational TOTAL . . . . .:</b>	<b>115</b>	<b>700</b>	<b>700</b>	<b>700</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,614	1,800	1,800	900
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<b>Utilities TOTAL . . . . .:</b>	<b>1,614</b>	<b>1,800</b>	<b>1,800</b>	<b>900</b>
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<b>Warrants TOTAL . . .:</b>	<b>210,470</b>	<b>219,350</b>	<b>221,650</b>	<b>161,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

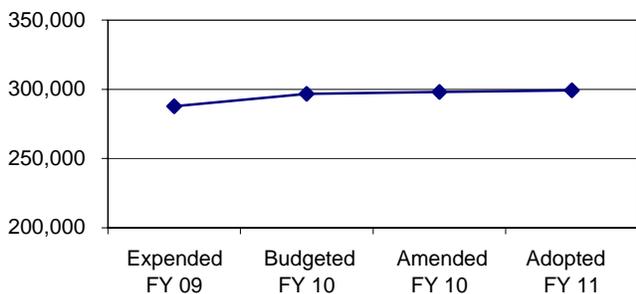
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	282,036	290,000	291,300	292,500
Contractual	1,611	2,050	2,050	2,050
Supplies	802	1,450	1,450	1,450
Operational	2,022	2,100	2,100	2,100
Utilities	1,166	1,100	1,100	1,100
<b>Total</b>	<b>287,637</b>	<b>296,700</b>	<b>298,000</b>	<b>299,200</b>

### Personnel Schedule

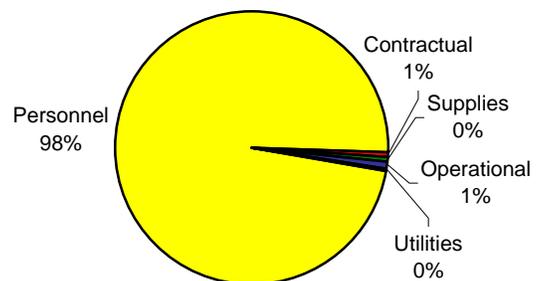
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Public Safety Computer Manager	22	1	1
Crime Analyst	16	1	1
Records Clerk II	11	2	2
Records Clerk II/Receptionist	11	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	76,318	76,300	76,300	76,300
0104	SALARIES & WAGES-CLERICAL	154,697	159,400	159,900	159,400
0109	SALARIES & WAGES-OVERTIME	117	500	300	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>231,132</b>	<b>236,200</b>	<b>236,500</b>	<b>236,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	900	900
0114	LONGEVITY PAY	2,400	2,600	2,600	2,900
0120	FICA & MEDICARE EXPENSE	17,944	18,000	17,800	18,000
0122	T.M.R.S. RETIREMENT EXP.	29,960	32,600	33,500	34,500

<b>Benefits TOTAL . . . . .:</b>	<b>50,904</b>	<b>53,800</b>	<b>54,800</b>	<b>56,300</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,070	1,300	1,300	1,300
0240	EQUIPMENT REPAIRS	469	500	500	500
0246	VEHICLE REPAIRS	72	250	250	250

<b>Contractual TOTAL . . . . .:</b>	<b>1,611</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	258	750	750	750
0310	PRINTING & BINDING	183	200	200	200
0331	FUEL & LUBRICANTS	361	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>802</b>	<b>1,450</b>	<b>1,450</b>	<b>1,450</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	96	100	100	100
0415	RECRUITING EXPENSES	70	0	0	0
0430	TUITION & TRAINING	1,094	1,000	1,000	1,000
0436	TRAVEL	762	1,000	1,000	1,000

<b>Operational TOTAL . . . . .:</b>	<b>2,022</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,166	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . .:</b>	<b>1,166</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Records TOTAL . .:</b>	<b>287,637</b>	<b>296,700</b>	<b>298,000</b>	<b>299,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

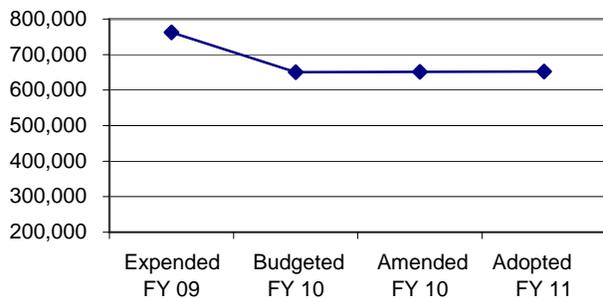
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	552,113	585,100	586,200	589,500
Contractual	178,307	40,600	40,600	40,600
Supplies	2,556	3,150	2,950	2,950
Operational	28,557	20,400	20,400	17,650
Utilities	913	1,300	1,300	1,300
<b>Total</b>	<b>762,446</b>	<b>650,550</b>	<b>651,450</b>	<b>652,000</b>

### Personnel Schedule

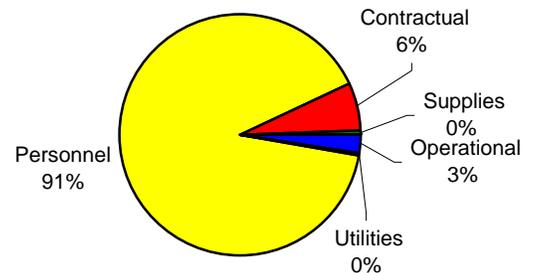
<u>Position</u>	<u>Classification</u>	FY 10 <u>Approved</u>	FY 11 <u>Proposed</u>
Planning and Zoning Director	32	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	1	1
Sr. Planner	22	1	1
Main Street Manager	22	1	1
Planning Technician	15	1	1
Planning Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	115,663	115,700	117,200	115,700
0104	SALARIES & WAGES-CLERICAL	335,322	358,200	358,200	358,200
0109	SALARIES & WAGES-OVERTIME	2,549	3,500	2,200	3,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>453,534</b>	<b>477,400</b>	<b>477,600</b>	<b>477,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	1,715	2,100	2,100	2,600
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	34,066	35,700	34,800	35,700
0122	T.M.R.S. RETIREMENT EXP.	58,598	65,700	67,500	69,600

<b>Benefits TOTAL . . . . .:</b>	<b>98,579</b>	<b>107,700</b>	<b>108,600</b>	<b>112,100</b>
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**20 Contractual**

0213	CONSULTING FEES	160,628	16,500	16,500	16,500
0231	SERVICE-MAINT. CONTRACTS	11,222	16,600	16,600	16,600
0233	ADVERTISING	2,811	2,500	2,500	2,500
0242	EQUIPMENT RENTAL & LEASE	3,646	0	0	0
0293-01	GRANT PROGRAM - MAIN STREET	0	5,000	5,000	5,000

<b>Contractual TOTAL . . . . .:</b>	<b>178,307</b>	<b>40,600</b>	<b>40,600</b>	<b>40,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	958	550	550	600
0301-01	OFFICE SUPPLIES - MAIN ST	103	1,250	1,250	1,200
0310	PRINTING & BINDING	774	650	650	650
0347	GENERAL MAINT. SUPPLY	721	700	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>2,556</b>	<b>3,150</b>	<b>2,950</b>	<b>2,950</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,122	1,700	1,700	1,700
0415	RECRUITING EXPENSES	253	0	0	0
0428-01	OTHER - MAIN ST	974	1,000	1,000	1,000
0430	TUITION & TRAINING	11,335	7,650	7,650	5,400
0430-01	TUITION & TRAINING - MAIN ST	2,280	1,500	1,500	1,500
0436	TRAVEL	4,043	4,550	4,550	4,550
0436-01	TRAVEL - MAIN ST	6,629	2,000	2,000	1,500
0469-01	PROMOTION - MAIN ST	1,921	2,000	2,000	2,000

<b>Operational TOTAL . . . . .:</b>	<b>28,557</b>	<b>20,400</b>	<b>20,400</b>	<b>17,650</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	740	800	800	800
0507-01	CELLULAR TELEPHONE - MAIN ST	173	500	500	500

<b>Utilities TOTAL . . . . .:</b>	<b>913</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>
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<b>Planning TOTAL . . . . .:</b>	<b>762,446</b>	<b>650,550</b>	<b>651,450</b>	<b>652,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

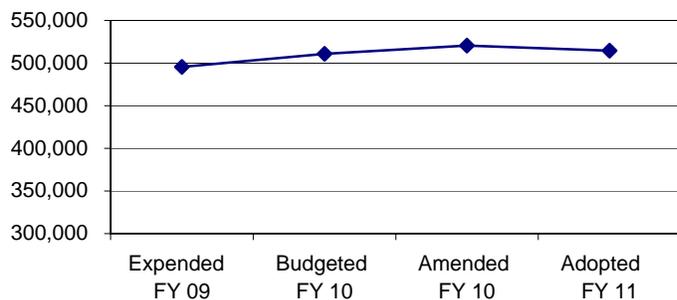
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	364,348	378,900	381,900	382,100
Contractual	101,054	102,800	108,400	102,800
Supplies	16,310	15,550	16,750	16,750
Operational	11,041	10,150	10,150	10,150
Utilities	2,833	3,300	3,300	2,800
<b>Total</b>	<b>495,586</b>	<b>510,700</b>	<b>520,500</b>	<b>514,600</b>

### Personnel Schedule

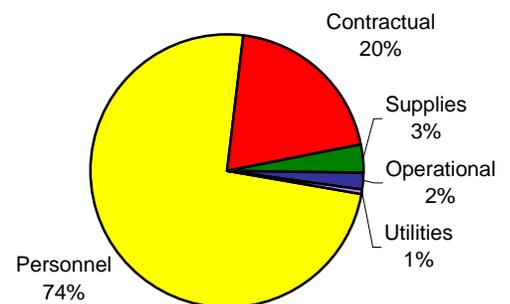
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Proposed</u>
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer - LRE	16	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

### Activity Trends

**Financial History**



**FY 2011 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	64,398	64,400	66,500	65,000
0104	SALARIES & WAGES-CLERICAL	43,765	43,600	44,400	43,600
0107	SALARIES & WAGES-LABOR	190,620	199,700	200,200	199,700
0109	SALARIES & WAGES-OVERTIME	1,994	3,000	1,700	3,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>300,777</b>	<b>310,700</b>	<b>312,800</b>	<b>311,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,800	2,100	1,800	1,800
0114	LONGEVITY PAY	1,678	2,000	2,100	2,400
0120	FICA & MEDICARE EXPENSE	23,275	23,800	23,400	23,800
0122	T.M.R.S. RETIREMENT EXP.	36,818	40,300	41,800	42,800

<b>Benefits TOTAL . . . . .:</b>	<b>63,571</b>	<b>68,200</b>	<b>69,100</b>	<b>70,800</b>
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**20 Contractual**

0213	CONSULTING FEES	2,550	1,650	1,650	1,650
0231	SERVICE-MAINT. CONTRACTS	5,115	4,300	4,300	4,300
0240	EQUIPMENT REPAIRS	125	250	250	250
0242	EQUIPMENT RENTAL & LEASE	3,596	5,600	5,600	5,600
0246	VEHICLE REPAIRS	4,765	3,500	4,100	3,500
0255	CODE ENFORCEMENT CONTRACT	27,751	19,500	19,500	19,500
0256	HEALTH INSPECTION SERVICE	47,135	48,000	48,000	48,000
0257	DEMOLITION SERVICES	10,017	20,000	25,000	20,000

<b>Contractual TOTAL . . . . .:</b>	<b>101,054</b>	<b>102,800</b>	<b>108,400</b>	<b>102,800</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,194	2,550	2,550	2,550
0310	PRINTING & BINDING	4,807	4,000	4,000	4,000
0321	UNIFORMS	1,713	1,750	1,750	1,750
0323	SMALL TOOLS	813	750	750	750
0325	SAFETY SUPPLIES	1,093	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	5,070	4,500	5,700	5,700
0347	GENERAL MAINT. SUPPLY	620	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>16,310</b>	<b>15,550</b>	<b>16,750</b>	<b>16,750</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,341	3,750	3,750	3,750
0430	TUITION & TRAINING	4,570	3,200	3,200	3,200
0436	TRAVEL	3,130	3,200	3,200	3,200

<b>Operational TOTAL . . . . . :</b>	<b>11,041</b>	<b>10,150</b>	<b>10,150</b>	<b>10,150</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,833	3,300	3,300	2,800
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<b>Utilities TOTAL . . . . . :</b>	<b>2,833</b>	<b>3,300</b>	<b>3,300</b>	<b>2,800</b>
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<b>Code Enforcement TOTAL :</b>	<b>495,586</b>	<b>510,700</b>	<b>520,500</b>	<b>514,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

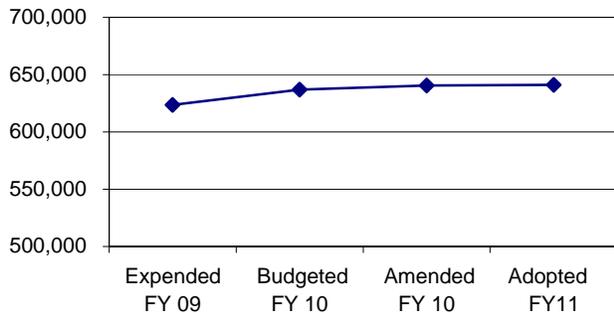
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	570,093	581,000	582,600	583,500
Contractual	28,607	29,250	29,250	30,750
Supplies	10,987	11,000	13,000	12,000
Operational	8,995	10,800	10,800	9,750
Utilities	4,815	5,000	5,000	5,000
<b>Total</b>	<b>623,497</b>	<b>637,050</b>	<b>640,650</b>	<b>641,000</b>

### Personnel Schedule

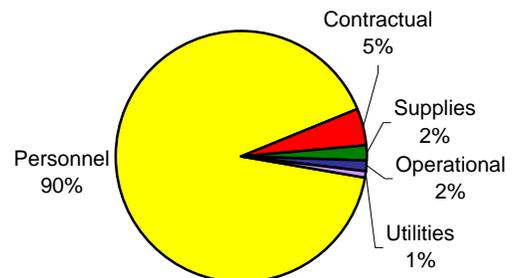
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Proposed</u>
Director of Building Inspections & Code Enforcement / Building Official	32	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	2	2
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	115,144	115,700	117,200	115,700
0104	SALARIES & WAGES-CLERICAL	90,459	90,500	91,300	90,500
0107	SALARIES & WAGES-LABOR	261,281	263,000	263,800	263,000
0109	SALARIES & WAGES-OVERTIME	86	1,000	500	1,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>466,970</b>	<b>470,200</b>	<b>472,800</b>	<b>470,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	300	3,300	1,500	1,500
0114	LONGEVITY PAY	3,055	3,400	3,400	3,900
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	35,666	35,400	34,200	35,400
0122	T.M.R.S. RETIREMENT EXP.	60,502	65,100	67,100	68,900

<b>Benefits TOTAL . . . . .:</b>	<b>103,123</b>	<b>110,800</b>	<b>109,800</b>	<b>113,300</b>
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**20 Contractual**

0213	CONSULTING FEES	2,500	0	0	0
0231	SERVICE-MAINT. CONTRACTS	21,240	22,600	22,600	24,600

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231**

**Contracts**

Increase due to addition of maintenance contract for Mobile and eTRAKiT.

0240	EQUIPMENT REPAIRS	265	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,530	2,650	2,650	2,650
0246	VEHICLE REPAIRS	2,072	3,500	3,500	3,000

<b>Contractual TOTAL . . . . .:</b>	<b>28,607</b>	<b>29,250</b>	<b>29,250</b>	<b>30,750</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,000	1,500	1,500	1,000
0310	PRINTING & BINDING	2,184	2,500	2,500	2,000
0321	UNIFORMS	677	1,000	1,000	1,000
0323	SMALL TOOLS	130	500	500	500
0331	FUEL & LUBRICANTS	5,937	5,000	7,000	7,000
0347	GENERAL MAINT. SUPPLY	59	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>10,987</b>	<b>11,000</b>	<b>13,000</b>	<b>12,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,812	3,050	3,050	2,500
0430	TUITION & TRAINING	3,976	4,500	4,500	4,000
0436	TRAVEL	3,207	3,250	3,250	3,250

<b>Operational TOTAL . . . . . :</b>	<b>8,995</b>	<b>10,800</b>	<b>10,800</b>	<b>9,750</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	4,815	5,000	5,000	5,000
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<b>Utilities TOTAL . . . . . :</b>	<b>4,815</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
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<b>Building Inspections TOTAL :</b>	<b>623,497</b>	<b>637,050</b>	<b>640,650</b>	<b>641,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

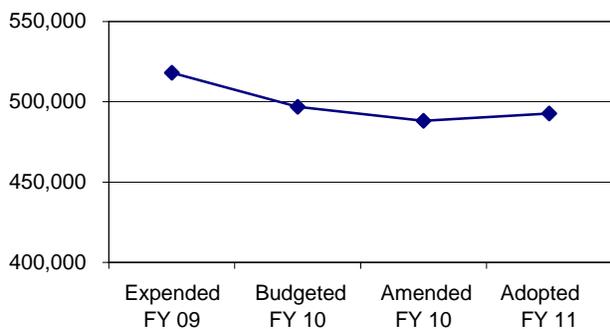
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	410,289	416,300	407,700	412,400
Contractual	56,466	45,250	45,250	47,050
Supplies	24,531	28,050	28,050	26,050
Operational	3,285	4,000	4,000	4,000
Utilities	3,159	3,200	3,200	3,200
Capital	20,425	-	-	-
<b>Total</b>	<b>518,155</b>	<b>496,800</b>	<b>488,200</b>	<b>492,700</b>

### Personnel Schedule

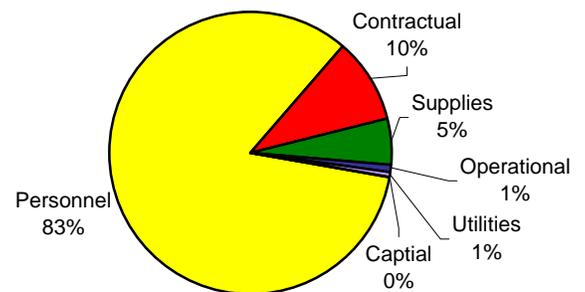
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Proposed</u>
Animal Control Supervisor	20	1	1
Animal Control Officer	12	5	5
Shelter Attendant	7	2	2

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	60,683	60,700	61,500	61,300
0107	SALARIES & WAGES-LABOR	267,097	269,600	260,200	263,300
0109	SALARIES & WAGES-OVERTIME	8,257	9,000	8,500	9,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>336,037</b>	<b>339,300</b>	<b>330,200</b>	<b>333,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,500	1,500
0114	LONGEVITY PAY	3,991	4,400	4,300	4,700
0120	FICA & MEDICARE EXPENSE	25,772	25,300	24,900	25,100
0122	T.M.R.S. RETIREMENT EXP.	43,589	45,800	46,800	47,500

<b>Benefits TOTAL . . . . .:</b>	<b>74,252</b>	<b>77,000</b>	<b>77,500</b>	<b>78,800</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	545	700	700	500
0240	EQUIPMENT REPAIRS	70	750	750	750
0242	EQUIPMENT RENTAL & LEASE	3,872	4,300	4,300	4,300
0246	VEHICLE REPAIRS	3,301	3,500	3,500	3,500
0266	VETERINARY CONTRACTS	47,550	35,000	35,000	37,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0266**

**Veterinarian Contracts**

Animal Services has traditionally held two shot clinic events each year, one in the spring and one in the fall. Due to the excellent turn out at these events and the great demand for this service, I am proposing to increase the number of events we hold each year to a total of four. We will plan to schedule an event once a quarter. The additional funding is to purchase the micro chips, which are sold at the events. I have reduced the Animal Shelter Supply and Uniform line items to provide this funding increase.

**CITY MANAGER'S COMMENTS: Approved**

0270	WASTE DISPOSAL SERVICE	1,128	1,000	1,000	1,000
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<b>Contractual TOTAL . . . . .:</b>	<b>56,466</b>	<b>45,250</b>	<b>45,250</b>	<b>47,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,026	1,000	1,000	1,000
0310	PRINTING & BINDING	521	1,000	1,000	1,000
0321	UNIFORMS	3,249	3,500	3,500	3,000
0325	SAFETY SUPPLIES	737	750	750	750
0331	FUEL & LUBRICANTS	12,236	13,300	13,300	13,300
0347	GENERAL MAINT. SUPPLY	916	1,000	1,000	1,000
0375	ANIMAL SHELTER SUPPLY	5,846	7,500	7,500	6,000

<b>Supplies TOTAL . . . . . :</b>	<b>24,531</b>	<b>28,050</b>	<b>28,050</b>	<b>26,050</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	302	500	500	500
0415	RECRUITING EXPENSES	253	0	0	0
0430	TUITION & TRAINING	1,413	1,750	1,750	1,750
0436	TRAVEL	1,317	1,750	1,750	1,750

<b>Operational TOTAL . . . . . :</b>	<b>3,285</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,159	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . . :</b>	<b>3,159</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	20,425	0	0	0
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<b>Capital TOTAL . . . . . :</b>	<b>20,425</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Animal Services TOTAL :</b>	<b>518,155</b>	<b>496,800</b>	<b>488,200</b>	<b>492,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

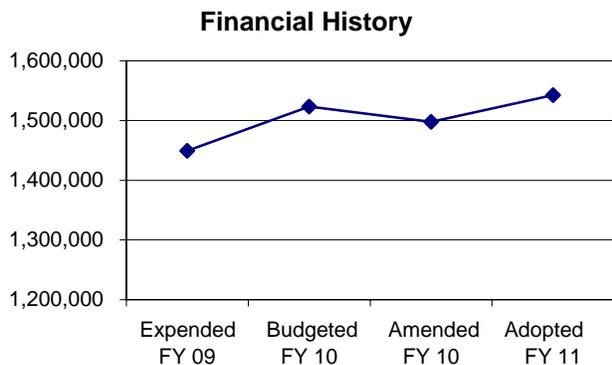
### Expenditure Summary

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	831,187	850,400	824,800	843,200
Contractual	254,922	298,500	298,500	326,500
Supplies	192,811	205,250	205,250	205,250
Operational	13,099	16,200	16,200	16,200
Utilities	157,372	153,000	153,000	151,500
<b>Total</b>	<b>1,449,391</b>	<b>1,523,350</b>	<b>1,497,750</b>	<b>1,542,650</b>

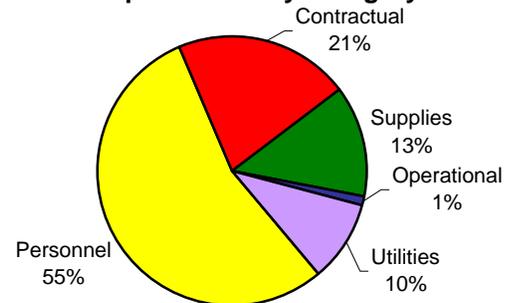
### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Parks Superintendent	23	1	1
Crew Leader	13	4	4
Irrigation/Pesticide Technician	13	1	1
Equipment Operator I	9	3	3
Maintenance Worker II	8	8	8
Maintenance Worker I	8	1	1
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends



#### FY 2011 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	80,117	80,100	80,100	80,100
0107	SALARIES & WAGES-LABOR	587,475	601,000	575,400	591,000
0109	SALARIES & WAGES-OVERTIME	17,119	16,000	16,000	16,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>684,711</b>	<b>697,100</b>	<b>671,500</b>	<b>687,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,200	1,500
0114	LONGEVITY PAY	7,495	7,800	7,800	8,200
0120	FICA & MEDICARE EXPENSE	51,808	52,000	51,300	51,200
0122	T.M.R.S. RETIREMENT EXP.	86,273	92,000	93,000	95,200

<b>Benefits TOTAL . . . . .:</b>	<b>146,476</b>	<b>153,300</b>	<b>153,300</b>	<b>156,100</b>
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**20 Contractual**

0237	UNIFORM SERVICE	10,906	11,000	11,000	11,000
0240	EQUIPMENT REPAIRS	16,583	16,500	16,500	16,500
0242	EQUIPMENT RENTAL & LEASE	12,642	17,000	17,000	17,000
0244	BUILDING REPAIRS	927	3,000	3,000	3,000
0246	VEHICLE REPAIRS	9,999	9,500	9,500	9,500
0247	GROUNDS MAINTENANCE	202,302	240,000	240,000	268,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247**

**Add SH ROW Mowing**

During the previous budget cycle, we deleted state highway right of way mowing. In addition to us eliminating ROW mowing, the State reduced the number of cycles to 3 instead of four times annually. The combination led to a very high number of complaints.

In addition, the neighborhood street maintenance C-3 team discovered the majority of participants in their focus groups judged the quality of the road on the maintenance of the right of way, not on the actual paving condition. The cost to reinstate state highway right of way mowing on SH 205, FM 740, SH 66 and FM 3097 is \$28,000. If funded, we will have the rights of way mowed by a private contractor twice a month throughout the growing season (March - September).

Request is for \$28,000.

**CITY MANAGER'S COMMENTS: Approved**

0270	WASTE DISPOSAL SERVICE	1,563	1,500	1,500	1,500
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<b>Contractual TOTAL . . . . .:</b>	<b>254,922</b>	<b>298,500</b>	<b>298,500</b>	<b>326,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	263	350	350	350
0310	PRINTING & BINDING	0	200	200	200
0323	SMALL TOOLS	12,073	12,500	12,500	12,500
0325	SAFETY SUPPLIES	1,842	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	28,373	32,000	32,000	32,000
0333	CHEMICAL	30,268	31,500	31,500	31,500
0341	CONSTRUCTION & REPAIR SUPPLY	47,103	48,800	48,800	48,800
0347	GENERAL MAINT. SUPPLY	33,321	33,000	33,000	33,000
0349	AGRICULTURAL SUPPLIES	29,918	36,900	36,900	36,900
0350	IRRIGATION SYS SUPPLIES	9,650	8,000	8,000	8,000

<b>Supplies TOTAL . . . . . :</b>	<b>192,811</b>	<b>205,250</b>	<b>205,250</b>	<b>205,250</b>
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**40 Operational**

0415	RECRUITING EXPENSES	1,764	1,500	1,500	1,500
0430	TUITION & TRAINING	3,031	3,500	3,500	3,500
0436	TRAVEL	3,118	3,200	3,200	3,200
0480	VOLUNTEER PROGRAM	5,186	8,000	8,000	8,000

<b>Operational TOTAL . . . . . :</b>	<b>13,099</b>	<b>16,200</b>	<b>16,200</b>	<b>16,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,747	3,000	3,000	1,500
0513	WATER	155,625	150,000	150,000	150,000

<b>Utilities TOTAL . . . . . :</b>	<b>157,372</b>	<b>153,000</b>	<b>153,000</b>	<b>151,500</b>
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<b>Parks TOTAL . . . :</b>	<b>1,449,391</b>	<b>1,523,350</b>	<b>1,497,750</b>	<b>1,542,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

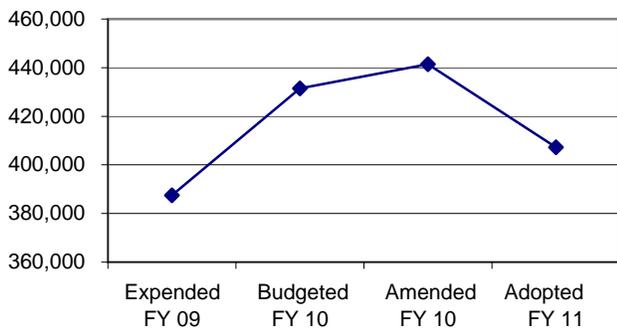
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	83,474	96,400	98,800	97,100
Contractual	76,497	107,200	107,200	105,700
Supplies	47,996	52,400	52,400	52,300
Operational	1,930	5,500	5,500	5,700
Utilities	175,735	170,000	177,500	146,500
Capital	1,893	-	-	-
<b>Total</b>	<b>387,525</b>	<b>431,500</b>	<b>441,400</b>	<b>407,300</b>

### Personnel Schedule

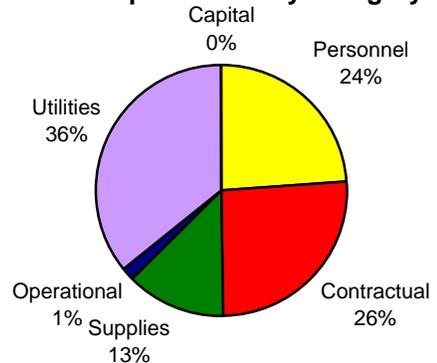
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Harbor Technician	13	1	1
Maintenance Worker II	8	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	67,328	75,300	75,800	75,300
0109	SALARIES & WAGES-OVERTIME	1,856	4,000	4,800	4,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>69,184</b>	<b>79,300</b>	<b>80,600</b>	<b>79,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	300	0	300
0114	LONGEVITY PAY	215	600	600	700
0120	FICA & MEDICARE EXPENSE	5,187	5,800	6,100	5,800
0122	T.M.R.S. RETIREMENT EXP.	8,888	10,400	11,500	11,000

<b>Benefits TOTAL . . . . .:</b>	<b>14,290</b>	<b>17,100</b>	<b>18,200</b>	<b>17,800</b>
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**20 Contractual**

0237	UNIFORM SERVICE	1,097	1,200	1,200	1,200
0240	EQUIPMENT REPAIRS	6,352	7,500	7,500	7,500
0242	EQUIPMENT RENTAL & LEASE	4,542	3,500	3,500	3,500
0244	BUILDING REPAIRS	2,913	3,000	3,000	3,000
0245	POOL REPAIR & MAINT	1,213	2,000	2,000	3,500
0246	VEHICLE REPAIRS	1,424	2,500	2,500	1,500
0247	GROUNDS MAINTENANCE	36,343	60,000	60,000	60,000
0258	SECURITY SERVICES	22,613	26,500	26,500	25,000
0270	WASTE DISPOSAL SERVICE	0	1,000	1,000	500

<b>Contractual TOTAL . . . . .:</b>	<b>76,497</b>	<b>107,200</b>	<b>107,200</b>	<b>105,700</b>
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**30 Supplies**

0323	SMALL TOOLS	2,137	2,000	2,000	2,000
0325	SAFETY SUPPLIES	236	500	500	500
0331	FUEL & LUBRICANTS	3,141	3,000	3,000	3,000
0333	CHEMICAL	29,290	30,600	30,600	30,500
0347	GENERAL MAINT. SUPPLY	5,328	7,000	7,000	7,000
0349	AGRICULTURAL SUPPLIES	7,197	8,500	8,500	8,500
0350	IRRIGATION SYS SUPPLIES	667	800	800	800

<b>Supplies TOTAL . . . . .:</b>	<b>47,996</b>	<b>52,400</b>	<b>52,400</b>	<b>52,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0430	TUITION & TRAINING	0	0	0	200
0469	PROMOTION EXPENSE	1,930	2,000	2,000	2,000
0489	HARBOR RENTAL SUPPLIES	0	3,500	3,500	3,500

<b>Operational TOTAL . . . . . :</b>	<b>1,930</b>	<b>5,500</b>	<b>5,500</b>	<b>5,700</b>
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**50 Utilities**

0501	ELECTRICITY	122,690	130,000	105,000	105,000
0507	CELLULAR TELEPHONE	709	0	1,500	1,500
0513	WATER	52,336	40,000	71,000	40,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0513**

**Water Increase**

The water budget for fiscal year 2010 will need to be increased by about \$31,000 to finish the year. We have repaired several leaks and are irrigating from the lake. With these changes, our June 2010 water bill was 50% lower than the prior year.

<b>Utilities TOTAL . . . . . :</b>	<b>175,735</b>	<b>170,000</b>	<b>177,500</b>	<b>146,500</b>
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**60 Capital**

0617	RADIO EQUIPMENT	1,893	0	0	0
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<b>Capital TOTAL . . . . . :</b>	<b>1,893</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>387,525</b>	<b>431,500</b>	<b>441,400</b>	<b>407,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

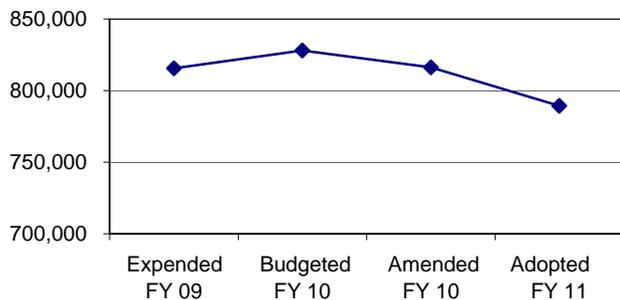
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	564,813	594,200	581,900	582,000
Contractual	69,118	53,000	53,600	27,600
Supplies	48,278	48,050	48,050	48,550
Operational	60,756	57,300	57,300	56,050
Utilities	72,581	75,400	75,400	75,200
<b>Total</b>	<b>815,546</b>	<b>827,950</b>	<b>816,250</b>	<b>789,400</b>

### Personnel Schedule

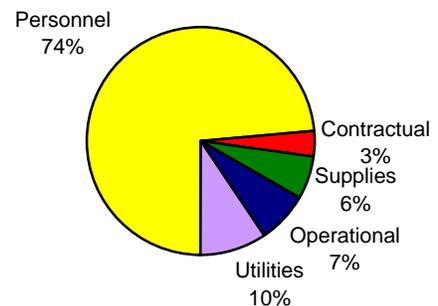
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Director of Parks & Recreation/Streets	33	1	1
Parks & Recreation Manager	25	1	1
Recreation Superintendent	23	1	1
Recreation Coordinator	16	1	1
Administrative Assistant	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	266,462	266,700	265,500	256,700
0104	SALARIES & WAGES-CLERICAL	117,500	121,100	111,500	118,100
0107	SALARIES & WAGES-LABOR	86,309	107,000	107,000	107,000
0109	SALARIES & WAGES-OVERTIME	1,461	1,000	1,100	1,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>471,732</b>	<b>495,800</b>	<b>485,100</b>	<b>482,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	600	600
0114	LONGEVITY PAY	2,228	2,300	2,100	1,700
0116	AUTO ALLOWANCE	5,100	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	35,690	37,200	35,200	36,400
0122	T.M.R.S. RETIREMENT EXP.	50,063	53,800	53,800	55,400

<b>Benefits TOTAL . . . . .:</b>	<b>93,081</b>	<b>98,400</b>	<b>96,800</b>	<b>99,200</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	5,003	5,400	5,400	5,000
0239	RECREATION CONTRACT	0	2,000	2,000	2,000
0242	EQUIPMENT RENTAL & LEASE	6,242	10,100	10,100	9,800
0243	BUILDING LEASE	28,713	29,000	29,100	3,800
0245	POOL REPAIR & MAINT	28,848	6,000	6,500	6,500
0246	VEHICLE REPAIRS	312	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>69,118</b>	<b>53,000</b>	<b>53,600</b>	<b>27,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,968	1,950	1,950	1,950
0307	POSTAGE	4,101	2,000	2,000	2,000
0310	PRINTING & BINDING	16,488	16,500	16,500	16,500
0321	UNIFORMS	1,741	2,100	2,100	2,100
0331	FUEL & LUBRICANTS	1,157	1,500	1,500	1,500
0333	CHEMICAL	8,809	9,250	9,250	10,000
0347	GENERAL MAINT. SUPPLY	813	1,250	1,250	1,000
0390	SWIMMING POOL SUPPLIES	2,578	2,500	2,500	2,500
0391	RECREATION PROG. SUPPLY	10,623	11,000	11,000	11,000
<b>Supplies TOTAL . . . . . :</b>		<b>48,278</b>	<b>48,050</b>	<b>48,050</b>	<b>48,550</b>

**40 Operational**

0406	SPECIAL EVENTS	38,084	38,500	38,500	38,500
0410	DUES & SUBSCRIPTIONS	2,015	1,750	1,750	2,500
0415	RECRUITING EXPENSES	5,742	3,500	3,500	2,000
0428	OTHER	1,537	1,500	1,500	1,000
0430	TUITION & TRAINING	4,825	4,900	4,900	4,900
0436	TRAVEL	8,553	7,150	7,150	7,150
<b>Operational TOTAL . . . . . :</b>		<b>60,756</b>	<b>57,300</b>	<b>57,300</b>	<b>56,050</b>

**50 Utilities**

0501	ELECTRICITY	69,705	72,000	72,000	72,000
0507	CELLULAR TELEPHONE	2,876	3,400	3,400	3,200
<b>Utilities TOTAL . . . . . :</b>		<b>72,581</b>	<b>75,400</b>	<b>75,400</b>	<b>75,200</b>

<b>Recreation TOTAL :</b>	<b>815,546</b>	<b>827,950</b>	<b>816,250</b>	<b>789,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	49 Streets

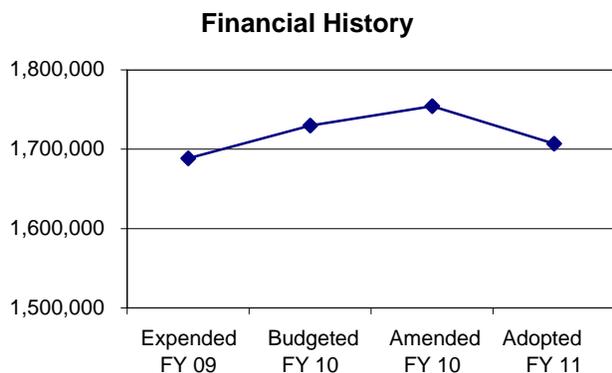
### Expenditure Summary

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	573,182	575,300	565,200	560,800
Contractual	65,994	65,100	85,100	75,100
Supplies	622,555	669,450	698,850	665,900
Operational	882	2,500	2,700	2,700
Utilities	407,140	417,500	402,500	402,500
Capital	18,873	-	-	-
<b>Total</b>	<b>1,688,626</b>	<b>1,729,850</b>	<b>1,754,350</b>	<b>1,707,000</b>

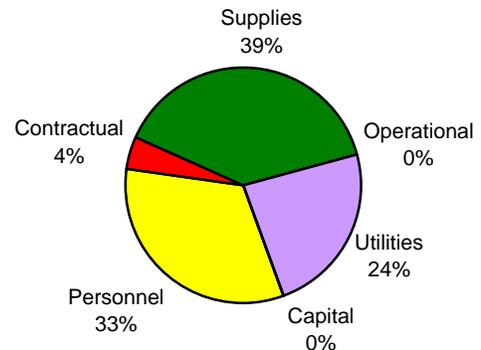
### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Superintendent	24	1	1
Crew Leader	13	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Maintenance Worker II	8	5	5

### Activity Trends



#### FY 2011 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	82,382	82,400	82,500	82,400
0107	SALARIES & WAGES-LABOR	379,672	375,900	364,400	361,600
0109	SALARIES & WAGES-OVERTIME	6,843	10,000	10,000	10,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>468,897</b>	<b>468,300</b>	<b>456,900</b>	<b>454,000</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	900	900
0114	LONGEVITY PAY	8,097	8,100	8,400	7,000
0120	FICA & MEDICARE EXPENSE	35,354	35,200	34,200	33,900
0122	T.M.R.S. RETIREMENT EXP.	60,834	63,700	64,800	65,000

<b>Benefits TOTAL . . . . . :</b>	<b>104,285</b>	<b>107,000</b>	<b>108,300</b>	<b>106,800</b>
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**20 Contractual**

0213	CONSULTING FEES	2,500	0	0	0
0231	SERVICE-MAINT. CONTRACTS	700	2,400	2,400	2,400
0237	UNIFORM SERVICE	6,438	7,500	7,500	7,500
0240	EQUIPMENT REPAIRS	14,238	14,000	34,000	19,000
0242	EQUIPMENT RENTAL & LEASE	2,386	2,000	2,000	2,000
0246	VEHICLE REPAIRS	12,574	11,000	11,000	16,000
0270	WASTE DISPOSAL SERVICE	26,966	28,000	28,000	28,000
0271	LANDFILL MAINTENANCE	192	200	200	200

<b>Contractual TOTAL . . . . . :</b>	<b>65,994</b>	<b>65,100</b>	<b>85,100</b>	<b>75,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	496	500	500	500
0310	PRINTING & BINDING	88	100	100	100
0323	SMALL TOOLS	6,125	6,100	6,100	6,100
0325	SAFETY SUPPLIES	12,589	12,550	12,550	6,000
0331	FUEL & LUBRICANTS	18,830	25,000	28,000	28,000
0333	CHEMICAL	240	200	200	200
0341	CONSTRUCTION & REPAIR SUPPLY	541,430	583,000	609,400	583,000
0347	GENERAL MAINT. SUPPLY	5,375	5,000	5,000	5,000
0384	DRAIN. SYS. REPAIR SUPP	20,327	20,000	20,000	20,000
0392	SIGNS AND SIGNALS	17,055	17,000	17,000	17,000

<b>Supplies TOTAL . . . . . :</b>	<b>622,555</b>	<b>669,450</b>	<b>698,850</b>	<b>665,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0415	RECRUITING EXPENSE	183	0	200	0
0430	TUITION & TRAINING	199	1,500	1,500	1,500
0436	TRAVEL	500	1,000	1,000	1,200

<b>Operational TOTAL . . . . .:</b>	<b>882</b>	<b>2,500</b>	<b>2,700</b>	<b>2,700</b>
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**50 Utilities**

0504	STREET LIGHTING	404,482	415,000	400,000	400,000
0507	CELLULAR TELEPHONE	2,658	2,500	2,500	2,500

<b>Utilities TOTAL . . . . .:</b>	<b>407,140</b>	<b>417,500</b>	<b>402,500</b>	<b>402,500</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	9,848	0	0	0
0621	FIELD MACHINERY & EQUIPMENT	9,025	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621**

**New Loader**

The current equipment, Volvo Loader Model L50C, was purchased in 1997. This Loader is used by the Streets and Utility departments for loading, transferring and unloading materials and debris. The City's Equipment Replacement policy shows this type of equipment with a useful life of 10 years. It has 7,151 hours. At this time, the loader needs a complete transmission overhaul at an estimated \$25,000 cost.

A new L60F model which replaced the L50C cost is \$117,000. There are 2 possibilities to recoup some of the cost of this new machine; first is to auction the old loader and the second is a trade in. The current resale value of the old loader is approximately \$25,000 (high end).

**CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations**

<b>Capital TOTAL . . . . .:</b>	<b>18,873</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Streets TOTAL . . :</b>	<b>1,688,626</b>	<b>1,729,850</b>	<b>1,754,350</b>	<b>1,707,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

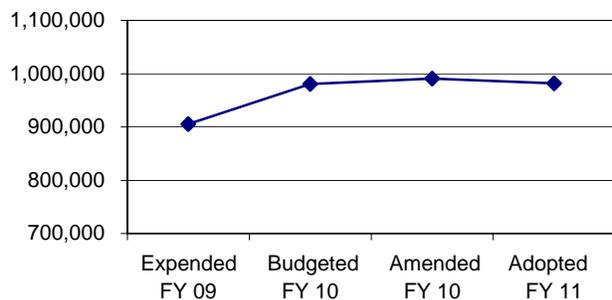
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	803,033	842,100	852,100	850,400
Contractual	60,753	92,100	92,100	86,100
Supplies	13,853	16,500	16,500	15,650
Operational	22,236	25,150	25,150	25,150
Utilities	4,637	4,750	4,750	4,750
Capital	735	-	-	-
<b>Total</b>	<b>905,247</b>	<b>980,600</b>	<b>990,600</b>	<b>982,050</b>

### Personnel Schedule

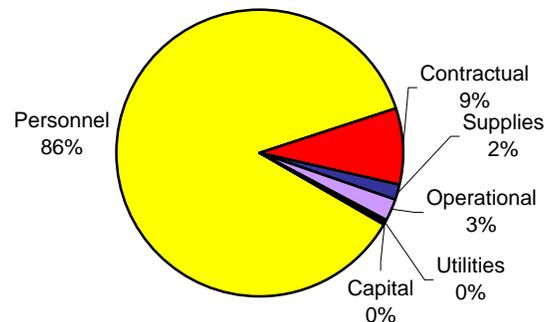
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
City Engineer/Public Works Director	33	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Senior Construction Inspector	19	1	0
Construction Inspector I	16	4	5
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	130,511	130,100	130,500	130,100
0104	SALARIES & WAGES-CLERICAL	265,812	276,300	287,300	276,300
0107	SALARIES & WAGES-LABOR	243,556	263,000	265,600	264,800
0109	SALARIES & WAGES-OVERTIME	20,036	20,000	10,200	20,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>659,915</b>	<b>689,400</b>	<b>693,600</b>	<b>691,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114	LONGEVITY PAY	3,430	4,000	4,000	4,600
0116	AUTO ALLOWANCE	5,100	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	49,228	49,800	50,300	49,900
0122	T.M.R.S. RETIREMENT EXP.	85,360	92,600	97,900	98,400

<b>Benefits TOTAL . . . . .:</b>	<b>143,118</b>	<b>152,700</b>	<b>158,500</b>	<b>159,200</b>
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**20 Contractual**

0213	CONSULTING FEES	47,964	67,000	67,000	61,000
0231	SERVICE-MAINT. CONTRACTS	4,833	20,100	20,100	20,100
0240	EQUIPMENT REPAIRS	41	500	500	500
0242	EQUIPMENT RENTAL & LEASE	3,841	500	500	500
0246	VEHICLE REPAIRS	4,074	4,000	4,000	4,000

<b>Contractual TOTAL . . . . .:</b>	<b>60,753</b>	<b>92,100</b>	<b>92,100</b>	<b>86,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,115	1,350	1,350	1,350
0310	PRINTING & BINDING	1,097	1,200	1,200	1,200
0321	UNIFORMS	966	800	800	800
0323	SMALL TOOLS	122	750	750	500
0325	SAFETY SUPPLIES	0	500	500	500
0331	FUEL & LUBRICANTS	9,632	9,500	9,500	9,500
0341	CONSTRUCTION & REPAIR SUPPLY	400	1,200	1,200	600
0347	GENERAL MAINT. SUPPLY	521	1,200	1,200	1,200

<b>Supplies TOTAL . . . . .:</b>	<b>13,853</b>	<b>16,500</b>	<b>16,500</b>	<b>15,650</b>
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# **ENTERPRISE FUND**

Water and Sewer Fund - to account for the provision of water and sewer services to the residents of the City and some special water districts. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service and billing and collection.

## SUMMARY OF OPERATIONS

Fund	Actual	Budgeted	Amended	Approved
02 Water & Sewer	08-09	09-10	09-10	10-11
Operating Revenues	11,284,299	11,768,900	11,969,400	12,253,800
Operating Expenses	9,516,940	10,905,550	10,547,950	11,344,900
Depreciation & Amortization Expense	1,740,428	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>26,930</b>	<b>(136,650)</b>	<b>421,450</b>	<b>(91,100)</b>
Non-Operating Revenues	2,064,952	3,215,000	3,240,000	3,165,000
Non-Operating Expenses	2,015,516	1,999,650	1,909,650	1,916,650
<b>Non-Operating Income (Loss)</b>	<b>49,436</b>	<b>1,215,350</b>	<b>1,330,350</b>	<b>1,248,350</b>
<b>Net Income (Loss) Before Transfers</b>	<b>76,367</b>	<b>1,078,700</b>	<b>1,751,800</b>	<b>1,157,250</b>
Net Transfers In (Out)	(1,310,050)	(1,375,400)	(1,447,400)	(1,479,700)
<b>Net Income (Loss)</b>	<b>(1,233,683)</b>	<b>(296,700)</b>	<b>304,400</b>	<b>(322,450)</b>
Retained Earnings - Beginning	9,952,317	8,011,617	8,718,634	9,023,034
<b>Retained Earnings - Ending</b>	<b>8,718,634</b>	<b>7,714,917</b>	<b>9,023,034</b>	<b>8,700,584</b>
Working Capital	3,944,920	4,509,837	5,249,320	4,926,870

Staff has adjusted Actual 08-09, Amended 09-10 and Proposed 10-11 Retained Earnings to reflect those resources which are unrestricted in nature. In addition, we have added the figures for Working Capital which is defined as Current Assets minus Current Liabilities and best approximates the term "**Fund Balance**".

## SUMMARY OF REVENUES

<b>Fund</b>					
02 Water & Sewer					
Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Available Operating Revenues:					
4601	Retail Water Sales	6,602,158	6,838,100	6,838,100	6,940,000
4603	Sewer Charges	2,761,511	2,898,000	2,948,000	3,003,000
4605	Pretreatment Charges	4,026	21,300	21,300	24,800
4607	Garbage Revenue	35,933	-	-	-
4609	HHW Fees	83,499	85,000	85,000	86,000
4610	Penalties	149,133	100,000	150,000	125,000
4612	Water Fines	-	-	-	-
	<b>Total Utility Sales</b>	<b>9,636,261</b>	<b>9,942,400</b>	<b>10,042,400</b>	<b>10,178,800</b>
4622	RCH Water Sales	394,102	480,000	530,000	583,000
4632	Blackland Water Sales	457,955	472,000	520,000	545,000
4650	City of Heath Water Sales	683,607	787,500	787,500	857,500
	<b>Total Contract Sales</b>	<b>1,535,664</b>	<b>1,739,500</b>	<b>1,837,500</b>	<b>1,985,500</b>
4660	Water Taps	90,824	70,000	70,000	70,000
4662	Sewer Taps	11,300	9,000	13,500	13,500
	<b>Total Other Receipts</b>	<b>102,124</b>	<b>79,000</b>	<b>83,500</b>	<b>83,500</b>
4665	Meter Rental Fees	10,250	8,000	6,000	6,000
	<b>Total Other Fees</b>	<b>10,250</b>	<b>8,000</b>	<b>6,000</b>	<b>6,000</b>
	<b>Total Operating Revenues</b>	<b>11,284,299</b>	<b>11,768,900</b>	<b>11,969,400</b>	<b>12,253,800</b>
Available Non-Operating Revenues					
4001	Interest Earnings	514,043	125,000	110,000	75,000
4019	Other	99,909	90,000	130,000	90,000
4035	Impact Fees	1,451,000	3,000,000	3,000,000	3,000,000
4500	Grant Proceeds	-	-	-	-
	<b>Total Non-Operating Revenue</b>	<b>2,064,952</b>	<b>3,215,000</b>	<b>3,240,000</b>	<b>3,165,000</b>
	<b>Total Available Revenues</b>	<b>13,349,251</b>	<b>14,983,900</b>	<b>15,209,400</b>	<b>15,418,800</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Transfers In				
From Recycling Fund	34,000	-	-	-
Operating Transfers Out				
To General Fund	589,600	598,900	598,900	598,900
To Street Improvements	31,750	-	-	-
To Insurance Fund	685,500	735,000	807,000	842,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Bond Projects	-	-	-	-
To Tech Replacement Fund	7,200	11,500	11,500	8,800
<b>Total Transfers Out</b>	<b>1,344,050</b>	<b>1,375,400</b>	<b>1,447,400</b>	<b>1,479,700</b>
<b>Net Operating Transfers In (Out)</b>	<b>(1,310,050)</b>	<b>(1,375,400)</b>	<b>(1,447,400)</b>	<b>(1,479,700)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	809,696	823,200	825,800	821,400
63 Water Operations	5,470,099	8,076,950	6,079,450	8,374,150
67 Sewer Operations	3,597,461	3,687,250	3,786,050	4,027,150
Total Dept. Expenses	9,877,256	12,587,400	10,691,300	13,222,700
Conversion to GAAP:				
Less Capital	360,316	1,681,850	143,350	1,877,800
Total Operating Expenses	9,516,940	10,905,550	10,547,950	11,344,900
Non Operating Expenses				
62 Long Term Debt	4,103,400	4,058,300	3,958,300	3,978,600
Conversion to GAAP:				
Less Debt Retirement	2,087,884	2,058,650	2,048,650	2,061,950
Total Non-Operating Expenses	2,015,516	1,999,650	1,909,650	1,916,650
<b>Total Expenses</b>	<b>11,532,456</b>	<b>12,905,200</b>	<b>12,457,600</b>	<b>13,261,550</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

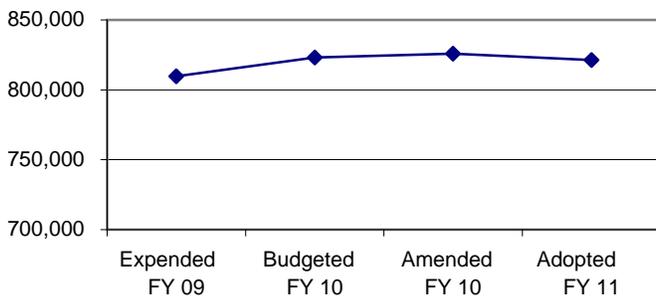
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	381,280	390,500	392,900	392,600
Contractual	193,191	225,600	225,600	217,200
Supplies	77,153	78,300	78,500	82,800
Operational	158,073	128,800	128,800	128,800
<b>Total</b>	<b>809,697</b>	<b>823,200</b>	<b>825,800</b>	<b>821,400</b>

### Personnel Schedule

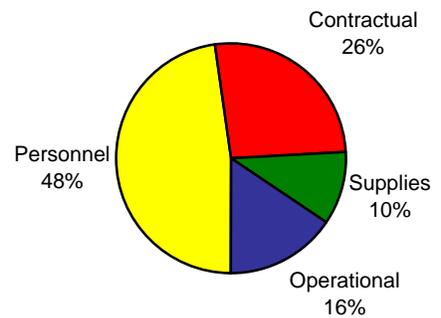
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	69,643	69,200	69,200	69,200
0104	SALARIES & WAGES-CLERICAL	97,367	102,100	102,400	102,100
0107	SALARIES & WAGES-LABOR	148,202	147,100	148,600	147,100
0109	SALARIES & WAGES-OVERTIME	762	500	500	500

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>315,974</b>	<b>318,900</b>	<b>320,700</b>	<b>318,900</b>
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**15 Benefits**

0114	LONGEVITY PAY	2,835	3,100	3,100	3,600
0120	FICA & MEDICARE EXPENSE	21,906	24,400	23,900	24,400
0122	T.M.R.S. RETIREMENT EXP.	40,565	44,100	45,200	45,700

<b>Benefits TOTAL . . . . . :</b>	<b>65,306</b>	<b>71,600</b>	<b>72,200</b>	<b>73,700</b>
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**20 Contractual**

0210	AUDITING	17,500	17,500	17,500	17,500
0217	IT SERVICE	28,849	32,000	32,000	32,000
0223	INSURANCE-SURETY BONDS	254	400	400	400
0225	INSURANCE-AUTOMOBILES	26,301	23,000	23,000	23,000
0227	INSURANCE-REAL PROPERTY	15,184	19,500	19,500	19,500
0228	INSURANCE-CLAIMS & DED.	16,207	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	19,587	20,000	20,000	20,000
0231	SERVICE-MAINT. CONTRACTS	59,721	77,500	77,500	69,100
0240	EQUIPMENT REPAIRS	310	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	9,278	9,700	9,700	9,700

<b>Contractual TOTAL . . . . . :</b>	<b>193,191</b>	<b>225,600</b>	<b>225,600</b>	<b>217,200</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,519	1,800	1,800	1,800
0307	POSTAGE	67,156	68,000	68,000	72,000
0310	PRINTING & BINDING	7,501	7,500	7,700	8,000
0347	GENERAL MAINT. SUPPLY	977	1,000	1,000	1,000

<b>Supplies TOTAL . . . . . :</b>	<b>77,153</b>	<b>78,300</b>	<b>78,500</b>	<b>82,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	242	300	300	300
0415	RECRUITING EXPENSES	123	0	0	0
0430	TUITION & TRAINING	597	2,500	2,500	2,500
0436	TRAVEL	0	1,000	1,000	1,000
0450	BAD DEBT EXPENSE	61,619	30,000	30,000	30,000
0490	HOUSEHOLD HAZ WASTE DAY	95,492	95,000	95,000	95,000

<b>Operational TOTAL . . . . . :</b>	<b>158,073</b>	<b>128,800</b>	<b>128,800</b>	<b>128,800</b>
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<b>Utility Billing TOTAL :</b>	<b>809,697</b>	<b>823,200</b>	<b>825,800</b>	<b>821,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 08-09	Budgeted 09-10	Amended 09-10	Proposed 10-11
Debt Service	4,103,400	4,058,300	3,958,300	3,978,600
<b>Total</b>	<b>4,103,400</b>	<b>4,058,300</b>	<b>3,958,300</b>	<b>3,978,600</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	6,494	7,200	7,200	7,200
0752 BOND - PRINCIPAL	1,819,460	1,801,950	1,801,950	1,691,950
0754 BOND - INTEREST	1,739,050	1,632,950	1,632,950	1,565,650
0772 NTMWD - PRINCIPAL	268,424	256,700	246,700	370,000
0774 NTMWD - INTEREST	269,972	359,500	269,500	343,800
<b>Debt Service TOTAL . . . . .:</b>	<b>4,103,400</b>	<b>4,058,300</b>	<b>3,958,300</b>	<b>3,978,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

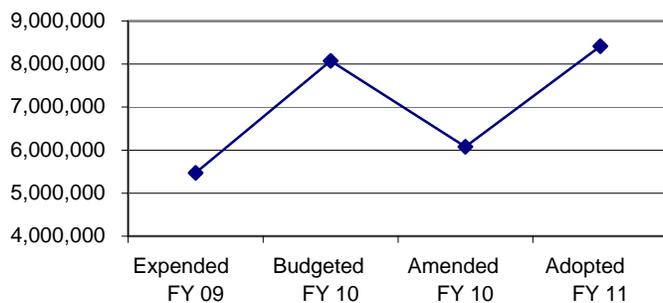
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	949,335	980,100	954,200	951,500
Contractual	3,623,328	4,817,000	4,526,190	5,032,750
Supplies	301,069	309,850	242,550	286,050
Operational	13,618	18,100	18,100	18,100
Utilities	303,488	327,600	252,600	281,100
Capital	279,261	1,624,300	85,800	1,844,250
<b>Total</b>	<b>5,470,099</b>	<b>8,076,950</b>	<b>6,079,440</b>	<b>8,413,750</b>

### Personnel Schedule

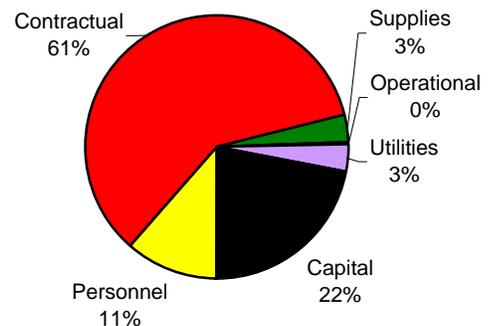
<u>Position</u>	<u>Classification</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Interim Water/Wastewater Manager	-	1	1
Water/Wastewater Superintendent	24	1	1
Water Operations Manager	21	1	1
Conservation Coordinator	16	1	1
Pump Tech II	14	1	1
Crew Leader	13	1	1
Water Quality Technician	12	1	1
Public Works Coordinator	12	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	217,362	220,700	200,900	206,500
0104	SALARIES & WAGES-CLERICAL	40,789	40,000	43,000	40,800
0107	SALARIES & WAGES-LABOR	490,819	506,300	497,600	493,600
0109	SALARIES & WAGES-OVERTIME	35,645	40,000	37,000	40,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>784,615</b>	<b>807,000</b>	<b>778,500</b>	<b>780,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
0114	LONGEVITY PAY	5,095	6,400	6,700	6,500
0120	FICA & MEDICARE EXPENSE	58,346	58,700	58,300	56,700
0122	T.M.R.S. RETIREMENT EXP.	99,779	106,200	108,900	105,600

<b>Benefits TOTAL . . . . .:</b>	<b>164,720</b>	<b>173,100</b>	<b>175,700</b>	<b>170,600</b>
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**20 Contractual**

0211	LEGAL	3,071	10,000	10,000	10,000
0213	CONSULTING FEES	23,325	40,000	40,000	40,000
0231	SERVICE-MAINT. CONTRACTS	9,988	25,600	27,600	31,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231**

**Service Contracts**

Increases are expected for the generator maintenance and security system.

0237	UNIFORM SERVICE	13,572	15,400	15,400	15,400
0240	EQUIPMENT REPAIR	6,940	8,000	8,000	8,000
0242	EQUIPMENT RENTAL	12,156	22,850	15,000	15,000
0244	BUILDING REPAIR	18,686	20,000	20,000	20,000
0246	VEHICLE REPAIRS	22,872	22,000	34,000	22,000
0270	WASTE DISPOSAL SERVICE	17,293	15,900	15,900	15,900
0280	STATE PERMITS	10,681	42,600	38,640	39,000
0281	METER REPAIR & REPLACEMENT	13,975	15,000	12,000	12,000
0287	WATER PURCHASES	3,320,557	4,269,900	4,119,900	4,499,850
0288	WATERLINE REPAIR & REPLACEMENT	62,256	60,000	60,000	30,000
0289	RESERVOIR MAINT. & REPAIR	87,956	99,750	99,750	84,600
0293	GRANT PROGRAM	0	150,000	10,000	190,000

<b>Contractual TOTAL . . . . .:</b>	<b>3,623,328</b>	<b>4,817,000</b>	<b>4,526,190</b>	<b>5,032,750</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,128	2,550	2,550	2,550
0310	PRINTING & BINDING	6,427	7,000	7,000	7,000
0323	SMALL TOOLS	13,213	11,700	11,700	9,750
0325	SAFETY SUPPLIES	4,689	4,700	4,700	8,850

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0325**

**Safety Supplies**

In addition to routine safety supplies like gloves and vests, the department needs Hydraulic shoring equipment at a cost of \$3,625.

**CITY MANAGER'S COMMENTS: Approved**

0331	FUEL & LUBRICANTS	38,787	42,000	45,000	45,000
0333	CHEMICAL	1,183	2,900	2,900	2,900
0335	PROPANE	9,863	10,000	14,700	10,000
0341	CONSTRUCTION & REPAIR SUPPLY	12,541	15,000	15,000	61,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0341**

**Construction Repairs**

In addition to the \$15,000 we typically budget for repair projects we will be budgeting \$46,000 in this line for repairs to utility street cuts. This work has been paid in the General Fund for years. This will allow the street materials budget to cover more projects during the year.

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	18,863	18,000	18,000	18,000
0380	FIRE HYDRANT MAINT SUPPLY	11,150	11,000	11,000	11,000
0381	WATER PIPE FITTINGS	36,370	35,000	35,000	35,000
0382	METER SUPPLIES	145,855	150,000	75,000	75,000

<b>Supplies TOTAL . . . . . :</b>	<b>301,069</b>	<b>309,850</b>	<b>242,550</b>	<b>286,050</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,058	1,200	1,200	1,200
0415	RECRUITING EXPENSES	70	200	200	200
0430	TUITION & TRAINING	11,196	11,700	11,700	11,700
0436	TRAVEL	1,294	5,000	5,000	5,000

<b>Operational TOTAL . . . . . :</b>	<b>13,618</b>	<b>18,100</b>	<b>18,100</b>	<b>18,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**50 Utilities**

0501	ELECTRICITY	291,312	315,000	240,000	270,000
0507	CELLULAR TELEPHONE	5,022	5,100	5,100	5,100
0508	TELEPHONE SERVICE	7,154	7,500	7,500	6,000

<b>Utilities TOTAL . . . . . :</b>	<b>303,488</b>	<b>327,600</b>	<b>252,600</b>	<b>281,100</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	8,848	0	0	0
0612	COMPUTER EQUIPMENT	18,554	0	0	0
0617	RADIO EQUIPMENT	3,538	0	0	0
0621	FIELD MACHINERY & EQUIPMENT	42,556	24,300	24,300	15,250

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621**

**Field Equipment**

\$ 5,200 Grundomat Hammer/thumper

800 EMS marker pad locator

800 Shop drill press

750 Backflow device test gauge

700 Fire hydrant flow test kits

3,400 Fire hydrant back flow preventer

1,950 Fire hydrant meter stands

160 Grass blower

1,480 UPS for scada room and 2 pump stations

**CITY MANAGER'S COMMENTS: Approved**

0623	VEHICLES	0	0	0	0
0631	LINE EXTENSION/RELOCATION	0	0	0	0
0638	SYSTEM ACQUISITION	205,765	1,600,000	61,500	1,829,000

<b>Capital TOTAL . . . . . :</b>	<b>279,261</b>	<b>1,624,300</b>	<b>85,800</b>	<b>1,844,250</b>
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<b>Water Operations TOTAL :</b>	<b>5,470,099</b>	<b>8,076,950</b>	<b>6,079,440</b>	<b>8,413,750</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

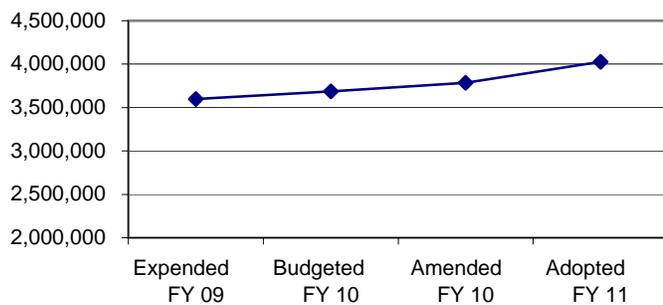
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	636,060	649,700	654,400	652,700
Contractual	2,642,887	2,735,050	2,825,350	3,070,100
Supplies	82,054	88,600	92,400	114,850
Operational	12,588	12,900	12,900	12,500
Utilities	136,171	143,450	143,450	143,450
Capital	87,701	57,550	57,550	33,550
<b>Total</b>	<b>3,597,461</b>	<b>3,687,250</b>	<b>3,786,050</b>	<b>4,027,150</b>

### Personnel Schedule

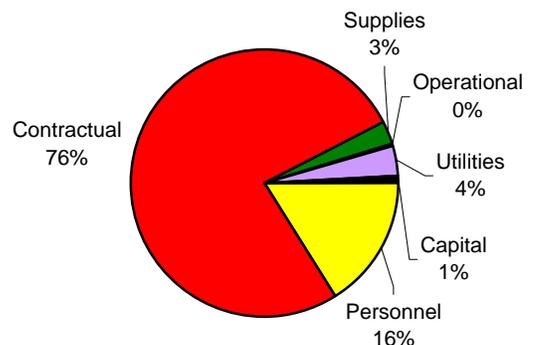
Position	Classification	FY 10 Approved	FY 11 Approved
Sewer Operations Manager	21	1	1
Pump Tech Field Supervisor	21	1	1
Pump Tech III	17	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	6	6

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	120,754	117,400	117,200	117,400
0107	SALARIES & WAGES-LABOR	368,197	384,500	381,900	384,500
0109	SALARIES & WAGES-OVERTIME	37,664	35,000	35,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>526,615</b>	<b>536,900</b>	<b>534,100</b>	<b>536,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	1,200	900	900
0114	LONGEVITY PAY	2,975	3,800	3,900	4,500
0120	FICA & MEDICARE EXPENSE	39,099	38,400	40,100	38,700
0122	T.M.R.S. RETIREMENT EXP.	66,771	69,400	75,400	71,700

<b>Benefits TOTAL . . . . .:</b>	<b>109,445</b>	<b>112,800</b>	<b>120,300</b>	<b>115,800</b>
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**20 Contractual**

0213	CONSULTING FEES	19,749	35,000	20,000	35,000
0214	BUFFALO BASIN SSO	40993	75,000	75,000	75,000
0216	SQUABBLE CREEK BASIN SSO	5704	75,000	75,000	75,000
0231	SERVICE-MAINT. CONTRACTS	14,707	20,000	20,000	20,000
0237	UNIFORM SERVICE	11,029	14,700	14,700	14,700
0240	EQUIPMENT REPAIR	15,466	16,000	16,000	16,000
0242	EQUIPMENT RENTAL	2,585	2,600	2,600	2,600
0246	VEHICLE REPAIRS	10,240	11,000	11,000	11,000
0279	INDUSTRIAL PRE-TREATMENT	16,332	21,300	23,600	24,800
0282	LIFT STATION REPAIR & MAINT	52,292	77,000	77,000	77,000
0284	SEWER LINE REPAIR & REPLACEMF	5,735	35,000	35,000	35,000
0285	NO.TREATMENT PLANT-SQUABBLE	307,806	324,600	327,600	329,200
0286	SO.TREATMENT PLANT-BUFFALO	460,520	520,800	580,800	672,450
0292	WASTEWATER TREATMENT	1,679,729	1,507,050	1,547,050	1,682,350

<b>Contractual TOTAL . . . . .:</b>	<b>2,642,887</b>	<b>2,735,050</b>	<b>2,825,350</b>	<b>3,070,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	994	1,500	1,500	1,500
0323	SMALL TOOLS	6,104	8,000	8,000	8,650
0325	SAFETY SUPPLIES	4,823	6,300	6,300	14,050

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0325**

**Safety Supplies**

In addition to routine safety supplies like gloves, vests and cones, we need to purchase the following equipment:

Test Gases for Gas Detectors \$400

Vertical Shore 3.5" Rail, 52-88" Cylinders 2 @ \$990ea = \$1,980

Vertical Shore 3.5" Rail,34-55" Cylinders 2 @ \$837 ea = \$ 1,674

Vertical Shore 7" Rail,40-64" Cylinders 2 @1013 ea = \$2,026

Hand Pump \$707

Finn Form 4X8 6 @ \$ 125 = \$ 750

Total \$ 7,250

**CITY MANAGER'S COMMENTS: Approved**

0331	FUEL & LUBRICANTS	28,582	30,200	34,000	34,000
0333	CHEMICAL	3,824	4,400	4,400	6,400
0341	CONSTRUCTION & REPAIR SU	10,485	11,000	11,000	33,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0341**

**Construction and Repair Supplies**

In addition to the \$11,000 we typically budget for repair projects we will be budgeting \$22,000 in this line for repairs to utility street cuts. This work has been paid in the General Fund for years. This will allow the street materials budget to cover more projects during the year.

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	12,288	7,000	7,000	7,000
0385	LIFT STATION SUPPLIES	14,954	20,200	20,200	10,250

<b>Supplies TOTAL . . . . . :</b>	<b>82,054</b>	<b>88,600</b>	<b>92,400</b>	<b>114,850</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,582	1,900	1,900	1,500
0415	RECRUITING EXPENSES	525	0	0	0
0430	TUITION & TRAINING	9,648	9,800	9,800	9,800
0436	TRAVEL	833	1,200	1,200	1,200

<b>Operational TOTAL . . . . . :</b>	<b>12,588</b>	<b>12,900</b>	<b>12,900</b>	<b>12,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2009 Actual Expense	2010 Adopted Budget	2010 Amended Budget	2011 Approved Budget
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**50 Utilities**

0501	ELECTRICITY	133,613	140,000	140,000	140,000
0507	CELLULAR TELEPHONE	2,558	3,450	3,450	3,450

<b>Utilities TOTAL . . . . .:</b>	<b>136,171</b>	<b>143,450</b>	<b>143,450</b>	<b>143,450</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	14,180	0	0	0
0617	RADIO EQUIPMENT	-	0	0	0
0621	FIELD MACHINERY & EQUIPMENT	18,178	14,450	14,450	12,550

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621** **Field Machinery**

**Wet Well Digester**

We tested a smaller version of this unit on one of our lift stations and found good results. This unit would be installed in Timber Creek Lift Station to help control the odor issues we have had on Daybreak. This unit can easily be rotated to other lift stations as needed. \$8,695.

½ -inch jet machine hose (600') - \$1,850.00

¾ -inch jet machine hose (600') - \$2,000.00

**CITY MANAGER'S COMMENTS: Approved**

0623	VEHICLES	23,310	0	0	21,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623** Vehicles

Pickup truck ½ ton for sewer department crew leader to travel between both crew trucks and run minor service calls. We asked for an additional crew leader last year, but were denied due to budget constraints. We are currently using this system in the water department and it is working very well.

**CITY MANAGER'S COMMENTS: Approved**

0631	LINE EXTENSION/RELOCATION	-	0	0	0
0637	SCADA EQUIPMENT	32,034	43,100	43,100	0

<b>Capital TOTAL . . . . .:</b>	<b>87,701</b>	<b>57,550</b>	<b>57,550</b>	<b>33,550</b>
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<b>Sewer Operations TOTAL . . :</b>	<b>3,597,461</b>	<b>3,687,250</b>	<b>3,786,050</b>	<b>4,027,150</b>
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## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Public Safety Funds** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	262	1,400	2,200	3,000
Total Expenditures	-	6,000	6,000	21,000
Excess Revenues Over (Under) Expenditures	262	(4,600)	(3,800)	(18,000)
Fund Balance - Beginning	138,833	143,433	139,095	135,295
Fund Balance - Ending	139,095	138,833	135,295	117,295

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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10 Cemetery
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Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	687	900	900	500
4720	Cemetery Receipts	(800)	-	800	2,000
4722	Registration & Permit Fees	375	500	500	500
<b>Total Revenues</b>		<b>262</b>	<b>1,400</b>	<b>2,200</b>	<b>3,000</b>

### SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	-	6,000	6,000	21,000
Total	-	6,000	6,000	21,000

<b>Fund</b>
10 Cemetery

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**20 Contractual**

0213 CONSULTING FEES	0	0	0	15,000
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**DOCUMENTS FOR ACCOUNT . . . : 10-45-49-0213**

**SH205 Cemetery GPR Project**

Staff proposes to hire a contractor to use Ground Penetrating Radar (GPR) to map the recently acquired SH205 Cemetery. The company will conduct a survey of the property locating all graves - marked and unmarked. Included in this price, the company will mark the 4 corners of plots with metal pins in order to facilitate locating graves for sale and burials. The company has recently completed this work on one of the local family cemeteries to their Board's satisfaction.

**CITY MANAGER'S COMMENTS: Approved**

0247 GROUNDS MAINTENANCE	0	6,000	6,000	6,000
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<b>Contractual TOTAL . . . . .:</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>21,000</b>
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<b>Cemetery Fund TOTAL. :</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>21,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	144,492	74,700	103,150	81,250
Total Expenditures	101,919	42,750	76,350	27,050
Excess Revenues Over (Under) Expenditures	42,573	31,950	26,800	54,200
Net Other Financing Sources (Uses)	(115,200)	(72,300)	(72,300)	(20,000)
Net Gain (Loss)	(72,627)	(40,350)	(45,500)	34,200
Fund Balance - Beginning	287,015	203,265	214,388	168,888
Fund Balance - Ending	214,388	162,915	168,888	203,088

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	1,368	1,500	500	500
4054	Donations - Police Activities	3,444	1,000	11,500	1,000
4056	Donations - Animal Control	8,812	1,000	7,650	1,000
4415	Court Security Fee	23,748	24,000	24,000	24,000
4420	Technology Fee	31,600	30,000	30,000	30,000
4425	Child Safety Fines	4,501	4,000	8,500	8,000
4500	Grant Proceeds	24,545	-	-	-
4520	Gun Range M&O	15,021	13,200	15,200	16,750
4550	Police Seizures	31,454	-	5,800	-
Total Revenues		144,492	74,700	103,150	81,250

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Transfers Out To General Fund	115,200	72,300	72,300	20,000
<b>Total Other Financing Uses</b>	<b>115,200</b>	<b>72,300</b>	<b>72,300</b>	<b>20,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(115,200)</b>	<b>(72,300)</b>	<b>(72,300)</b>	<b>(20,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	10,767	13,250	13,250	16,750
Supplies	-	-	20,000	-
Operational	27,251	-	3,600	300
Capital Outlay	63,901	29,500	39,500	10,000
<b>Total Expenditures</b>	<b>101,919</b>	<b>42,750</b>	<b>76,350</b>	<b>27,050</b>

<b>Fund</b> 11 Public Safety Funds
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ACCOUNT	2009 Actual Expense	2010 Adopted Budget	2010 Amended Budget	2011 Approved Budget
<b>20 Contractual</b>				
0208 E.S. CORP CONTRACT	10,767	13,250	13,250	16,750
<b>Contractual TOTAL . . . . . :</b>	<b>10,767</b>	<b>13,250</b>	<b>13,250</b>	<b>16,750</b>

<b>30 Supplies</b>				
0375 ANIMAL SHELTER SUPPLY	0	0	20,000	0
<b>DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0375</b>			<b>Amended Budget</b>	
Council authorized the expenditure of up to \$20,000 from donated funds to set up the in-house spay/neuter clinic.				
<b>Supplies TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>

<b>40 Operational</b>				
0430 TUITION & TRAINING	1,572	0	300	300
0453 GRANT EQUIPMENT	25,057	0	0	0
0460 SEIZURES EXPENDED	322	0	0	0
0465 TOYS FOR KIDS EXPENSES	300	0	3,300	0
<b>Operational TOTAL . . . . . :</b>	<b>27,251</b>	<b>0</b>	<b>3,600</b>	<b>300</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	26,979	10,000	20,000	10,000
<b>DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0612</b>			<b>Ticket Writers</b>	
Each year we budget an amount from the Court Technology fees which are generated by a fee on each ticket. These funds can only be used for certain expenditures.				
We had to upgrade several of the ticket writers during fiscal year 2010 and anticipate replacing a minimum of 4 in fiscal year 2011.				

**CITY MANAGER'S COMMENTS: Approved**

0624 POLICE EQUIPMENT	36,922	19,500	19,500	0
<b>Capital TOTAL . . . . . :</b>	<b>63,901</b>	<b>29,500</b>	<b>39,500</b>	<b>10,000</b>
<b>Public Safety Fund TOTAL :</b>	<b>101,919</b>	<b>42,750</b>	<b>76,350</b>	<b>27,050</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	291,330	376,300	421,500	262,800
Total Expenditures	285,893	262,000	294,200	108,000
Excess Revenues Over (Under) Expenditures	5,438	114,300	127,300	154,800
Net Other Financing Sources (Uses)	(50,000)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	(44,562)	64,300	77,300	104,800
Fund Balance - Beginning	201,149	129,049	156,587	233,887
Fund Balance - Ending	156,587	193,349	233,887	338,687

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	1,215	1,600	1,600	1,000
4019	Misc. Revenue	1,192	-	-	-
4050	Donations	-	-	22,000	-
4250	Recreation Program Fees	132,225	140,000	140,000	140,000
4253	The Center 7% Fee	1,816	700	1,900	1,800
4680	Developer Contributions	1,333	90,000	90,000	-
4700	Marina / Golf Leases	127,549	124,000	146,000	100,000
4750	Land Lease Revenues	26,000	20,000	20,000	20,000
<b>Total Revenues</b>		<b>291,330</b>	<b>376,300</b>	<b>421,500</b>	<b>262,800</b>

Developer Contributions are collected when a development begins. Funds are held in escrow until needed for a project.

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Transfers Out To General Fund	50,000	50,000	50,000	50,000
<b>Total Other Financing Uses</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	88,237	90,000	100,000	100,000
Supplies	57,775	32,000	32,200	8,000
Operations	26,390	-	22,000	-
Capital Outlay	113,491	140,000	140,000	-
<b>Total Expenditures</b>	<b>285,893</b>	<b>262,000</b>	<b>294,200</b>	<b>108,000</b>

<b>Fund</b>				
12 Recreational Development				
<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>20 Contractual</b>				
0213 CONSULTING FEES	12,230	10,000	20,000	20,000
<b>DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0213</b>			<b>Amended Budget</b>	
Expenses were incurred in excess of the budgeted amount to complete the update to the Parks Master Plan which was presented to Council this year.				
0239 RECREATION CONTRACT	76,007	80,000	80,000	80,000
<b>Contractual TOTAL . . . . .:</b>	<b>88,237</b>	<b>90,000</b>	<b>100,000</b>	<b>100,000</b>
<b>30 Supplies</b>				
0341 CONSTRUCTION & REPAIR SUPPLY	11,220	12,000	12,200	8,000
0392 SIGNS AND SIGNALS	46,555	20,000	20,000	0
<b>Supplies TOTAL . . . . .:</b>	<b>57,775</b>	<b>32,000</b>	<b>32,200</b>	<b>8,000</b>
<b>40 Operational</b>				
0406 SPECIAL EVENTS	26,390	0	22,000	0
<b>DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0406</b>			<b>Amended Budget</b>	
The department received \$22,000 in donations from businesses for Concert on the Lake sponsorships allowing the concert series to be extended beyond the 9 concerts which were budgeted from Hotel/Motel funds in fiscal year 2010.				
<b>Operational TOTAL . . . . .:</b>	<b>26,390</b>	<b>0</b>	<b>22,000</b>	<b>0</b>
<b>60 Capital</b>				
0633 INFRASTRUCTURE IMPROVEMENT	113,491	140,000	140,000	0
<b>Capital TOTAL . . . . .:</b>	<b>113,491</b>	<b>140,000</b>	<b>140,000</b>	<b>0</b>
<b>Recreation Development TOTAL . . .:</b>	<b>285,893</b>	<b>262,000</b>	<b>294,200</b>	<b>108,000</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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13 Radio System
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	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	33,134	33,600	32,800	31,600
Total Expenditures	157,556	161,500	158,400	138,800
Excess Revenues Over (Under) Expenditures	(124,422)	(127,900)	(125,600)	(107,200)
Net Other Financing Sources (Uses)	120,000	115,000	115,000	100,000
Net Gain (Loss)	(4,422)	(12,900)	(10,600)	(7,200)
Fund Balance - Beginning	24,746	14,696	20,324	9,724
Fund Balance - Ending	20,324	1,796	9,724	2,524

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4530	City Contracts	33,134	33,600	32,800	31,600
Total Revenues		33,134	33,600	32,800	31,600

	2009-10		2010-11	
Heath Population	17.59%	6,850	16.75%	7,050
Rockwall Population	82.41%	<u>32,100</u>	83.25%	<u>35,050</u>
		38,950		42,100

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Sources				
Operating Transfers In				
From General Fund	120,000	115,000	115,000	100,000
*Expended in General Fund	60,304	61,800	61,800	62,300
Operating Transfers Out				
*Expended in General Fund	60,304	61,800	61,800	62,300
Net Other Financing Sources (Uses)	120,000	115,000	115,000	100,000

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	139,836	143,750	140,650	133,450
Supplies	17,720	17,750	17,750	5,350
<b>Total Expenditures</b>	<b>157,556</b>	<b>161,500</b>	<b>158,400</b>	<b>138,800</b>

<b>Fund</b>				
13 Radio System				
<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>20 Contractual</b>				
0213 CONSULTING FEES	10,133	10,000	6,000	7,000
0231 SERVICE-MAINT. CONTRACTS	129,703	133,750	134,650	126,450
<b>Contractual TOTAL . . . . . :</b>	<b>139,836</b>	<b>143,750</b>	<b>140,650</b>	<b>133,450</b>
<b>30 Supplies</b>				
0347 GENERAL MAINT. SUPPLY	17,720	17,750	17,750	5,350
<b>Supplies TOTAL . . . . . :</b>	<b>17,720</b>	<b>17,750</b>	<b>17,750</b>	<b>5,350</b>
<b>Radio Fund TOTAL :</b>	<b>157,556</b>	<b>161,500</b>	<b>158,400</b>	<b>138,800</b>

## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	32,414	10,500	11,200	4,800
Total Expenditures	170,597	97,500	108,200	20,000
Excess Revenues Over (Under) Expenditures	(138,184)	(87,000)	(97,000)	(15,200)
Net Other Financing Sources (Uses)	(274,750)	-	(640,200)	-
Net Gain (Loss)	(412,934)	(87,000)	(737,200)	(15,200)
Fund Balance - Beginning	1,759,614	1,427,364	1,346,680	609,480
Fund Balance - Ending	1,346,680	1,340,364	609,480	594,280

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	8,730	8,000	8,000	2,000
4800	Assessments	1,561	1,500	2,200	1,800
4810	Assessments - Bourn St.	614	500	500	500
4812	Assessments-Emma Jane/Davy	456	500	500	500
4816	Pro-Rata - RH Pkwy.	21,053	-	-	-
<b>Total Revenues</b>		<b>32,414</b>	<b>10,500</b>	<b>11,200</b>	<b>4,800</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

14 Street Improvements

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Sources				
Operating Transfers In				
From Water/Sewer	31,750	-	-	-
<b>Total Other Financing Sources</b>	<b>31,750</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To Water/Sewer	-	-	10,800	-
To Capital Projects	-	-	31,400	-
To Bond Project	306,500	-	598,000	-
<b>Total Other Financing Uses</b>	<b>306,500</b>	<b>-</b>	<b>640,200</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(274,750)</b>	<b>-</b>	<b>(640,200)</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	27,881	-	8,150	20,000
Capital Outlay	142,716	97,500	100,050	-
<b>Total Expenditures</b>	<b>170,597</b>	<b>97,500</b>	<b>108,200</b>	<b>20,000</b>

<b>Fund</b>
14 Street Improvement Fund

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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<b>20 Contractual</b>				
0213 CONSULTING FEES	27,881	0	8,150	20,000

<b>Contractual TOTAL . . . . .:</b>	<b>27,881</b>	<b>0</b>	<b>8,150</b>	<b>20,000</b>
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<b>60 Capital</b>				
0635 STREET CONSTRUCTION	142,716	97,500	100,050	0

<b>Capital TOTAL . . . . .:</b>	<b>142,716</b>	<b>97,500</b>	<b>100,050</b>	<b>0</b>
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<b>Street Improvement Fund TOTAL :</b>	<b>170,597</b>	<b>97,500</b>	<b>108,200</b>	<b>20,000</b>
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## SUMMARY OF OPERATIONS

**Fund**  
16 Fire Equipment

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	98,075	95,100	173,750	94,100
Total Expenditures	117,789	110,375	224,225	114,900
Excess Revenues Over (Under) Expenditures	(19,714)	(15,275)	(50,475)	(20,800)
Net Other Financing Sources (Uses)	(10,000)	-	-	-
Net Gain (Loss)	(29,714)	(15,275)	(50,475)	(20,800)
Fund Balance - Beginning	205,305	139,505	175,591	125,116
Fund Balance - Ending	175,591	124,230	125,116	104,316

## SUMMARY OF REVENUES

**Fund**

16 Fire Operations

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	1,141	1,500	1,000	500
4019	Misc. Revenue	3,334	-	-	-
4500	Grant Proceeds	-	-	78,000	-
4530	Contract City Fire Calls	-	-	1,150	-
4535	County Fire Calls	93,600	93,600	93,600	93,600
<b>Total Revenues</b>		<b>98,075</b>	<b>95,100</b>	<b>173,750</b>	<b>94,100</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

16 Fire Operations

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Uses				
Operating Transfers Out				
To Equipment Fund	10,000	-	-	-
<b>Total Other Financing Uses</b>	10,000	-	-	-
Net Other Financing Sources (Uses)	(10,000)	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Supplies	2,989	11,000	11,000	11,000
Operational	-	-	109,000	-
Capital Outlay	114,800	99,375	104,225	103,900
<b>Total Expenditures</b>	<b>117,789</b>	<b>110,375</b>	<b>224,225</b>	<b>114,900</b>

<b>Fund</b>				
16 Fire Equipment Fund				
<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>30 Supplies</b>				
0377 VOLUNTEER EXPENSES	2,989	11,000	11,000	11,000
<b>Supplies TOTAL . . . . . :</b>	<b>2,989</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
<b>40 Operational</b>				
0459 GRANT-EQUIPMENT	0	0	109,000	0
<b>Operational TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>109,000</b>	<b>0</b>
<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	27,503	0	0	0
0617 RADIO EQUIPMENT	32,428	32,000	32,000	32,000
<b>DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0612</b>				<b>Replacement Pagers</b>
Communication Equipment				
\$ 6,800 Replace ten old Motorola voice pagers				
6,800 Voice pagers for ten new volunteers				
18,400 Portable radios for ten new volunteers				
0621 FIELD MACHINERY & EQUIPMENT	54,869	67,375	67,375	71,900
<b>DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621</b>				<b>Personal Equipment</b>
\$29,000 Bunker gear and helmets for up to ten new volunteers				
375 Gate openers for new volunteers				
7,500 PASS devices for new volunteers				
<b>DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621</b>				<b>Opticom Equipment</b>
\$26,000 Opticom Equipment for new signals at John King and IH30 (2) & FM552/Bypass.				
9,000 Repair or replacement of existing opticom equipment as needed.				
0623 VEHICLES	0	0	4,850	0
<b>Capital TOTAL . . . . . :</b>	<b>114,800</b>	<b>99,375</b>	<b>104,225</b>	<b>103,900</b>
<b>Fire Equipment TOTAL :</b>	<b>117,789</b>	<b>110,375</b>	<b>224,225</b>	<b>114,900</b>

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	10,621	91,200	39,550	82,750
Total Expenditures	10,184	118,800	46,200	104,800
Excess Revenues Over (Under) Expenditures	437	(27,600)	(6,650)	(22,050)
Net Other Financing Sources (Uses)	10,000	-	-	-
Net Gain (Loss)	10,437	(27,600)	(6,650)	(22,050)
Fund Balance - Beginning	43,338	52,088	53,775	47,125
Fund Balance - Ending	53,775	24,488	47,125	25,075

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	184	250	250	100
4500	Grant Proceeds	-	79,750	24,800	69,250
4750	Land Lease	4,363	4,000	5,700	5,700
4752	F.B.O. Lease	6,074	7,200	8,800	7,700
Total Revenues		10,621	91,200	39,550	82,750

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Sources				
Operating Transfers In				
From General Fund	10,000	-	-	-
<b>Total Other Financing Sources</b>	10,000	-	-	-
Net Other Financing Sources (Uses)	10,000	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	7,301	8,300	8,300	8,300
Supplies	-	750	750	750
Operational	2,883	107,000	34,400	93,000
Utilities	-	2,750	2,750	2,750
<b>Total Expenditures</b>	<b>10,184</b>	<b>118,800</b>	<b>46,200</b>	<b>104,800</b>

<b>Fund</b>				
17 Airport Special Revenue				
<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
<b>20 Contractual</b>				
0224 INSURANCE-WORKERS COMP	2,222	2,500	2,500	2,500
0227 INSURANCE-REAL PROPERTY	3,000	3,000	3,000	3,000
0229 INSURANCE-LIABILITY	2,079	2,000	2,000	2,000
0242 EQUIPMENT RENTAL & LEASE	0	250	250	250
0244 BUILDING REPAIRS	0	250	250	250
0280 STATE PERMITS	0	300	300	300
<b>Contractual TOTAL . . . . .:</b>	<b>7,301</b>	<b>8,300</b>	<b>8,300</b>	<b>8,300</b>
<b>30 Supplies</b>				
0339 FUEL TANK REPAIRS	0	250	250	250
0341 CONSTRUCTION & REPAIR SUPPLY	0	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>0</b>	<b>750</b>	<b>750</b>	<b>750</b>
<b>40 Operational</b>				
0409 GRANT MATCHING	0	107,000	34,400	93,000
<b>DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409</b>				<b>Grant Matching</b>
The Automated Weather Observation System will be completed in FY11. Funds are amended from FY10 to FY11 to complete the project.				
No changes or additional projects are proposed for next budget year. It is recommended that \$2,000 be included in grant matching if there is a small project needed throughout the year. The City will be able to use the Routine Airport Maintenance Program, which is a 50/50 match.				
<b>Operational TOTAL . . . . .:</b>	<b>0</b>	<b>107,000</b>	<b>34,400</b>	<b>93,000</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	2,883	2,750	2,750	2,750
<b>Utilities TOTAL . . . . .:</b>	<b>2,883</b>	<b>2,750</b>	<b>2,750</b>	<b>2,750</b>
<b>Airport Fund TOTAL :</b>	<b>10,184</b>	<b>118,800</b>	<b>46,200</b>	<b>104,800</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	26,725	25,350	33,350	30,100
Total Expenditures	15,055	48,250	45,750	12,000
Excess Revenues Over (Under) Expenditures	11,669	(22,900)	(12,400)	18,100
Net Other Financing Sources (Uses)	(34,000)	-	-	-
Net Gain (Loss)	(22,331)	(22,900)	(12,400)	18,100
Fund Balance - Beginning	62,547	38,797	40,216	27,816
Fund Balance - Ending	40,216	15,897	27,816	45,916

## SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earnings	265	350	350	100
4780	Recycling Revenue	26,460	25,000	33,000	30,000
Total Revenues		26,725	25,350	33,350	30,100

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Uses				
Operating Transfers Out				
To Water/Sewer Fund	34,000	-	-	-
Total Other Financing Sources	(34,000)	-	-	-
Net Other Financing Sources (Uses)	(34,000)	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	-	36,250	33,750	-
Operational	15,055	12,000	12,000	12,000
<b>Total Expenditures</b>	15,055	48,250	45,750	12,000

<b>Fund</b>
18 Recycling

<b>ACCOUNT</b>	<b>2009 Actual Expense</b>	<b>2010 Adopted Budget</b>	<b>2010 Amended Budget</b>	<b>2011 Approved Budget</b>
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**20 Contractual**

0270 WASTE DISPOSAL SERVICE	0	36,250	33,750	0
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<b>Contractual TOTAL . . . . .:</b>	<b>0</b>	<b>36,250</b>	<b>33,750</b>	<b>0</b>
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**40 Operational**

0428 OTHER	12,830	10,000	10,000	10,000
0469 PROMOTION EXPENSE	2,225	2,000	2,000	2,000

<b>Operationa TOTAL . . . . .:</b>	<b>15,055</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
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<b>Recycling TOTAL . . . . .:</b>	<b>15,055</b>	<b>48,250</b>	<b>45,750</b>	<b>12,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	3,396,180	3,413,400	3,370,900	3,370,900
Total Expenditures	5,274,898	3,921,466	3,562,066	3,894,397
Excess Revenues Over (Under) Expenditures	(1,878,718)	(508,066)	(191,166)	(523,497)
Net Other Financing Sources (Uses)	4,330,000	-	-	-
Reserved for Capital Projects	(2,503,305)	-	-	-
Net Gain (Loss)	(52,023)	(508,066)	(191,166)	(523,497)
Fund Balance - Beginning	4,809,642	4,348,716	4,757,619	4,566,453
Fund Balance - Ending	4,757,619	3,840,650	4,566,453	4,042,956

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4150	Sales Tax	3,300,453	3,358,400	3,358,400	3,358,400
4001	Interest Earnings	38,109	30,000	10,000	10,000
4019	Misc. Revenue	-	-	-	-
4020	Interest/Reserve Fund	56,665	25,000	2,500	2,500
4450	Technology Park Sales	954	-	-	-
<b>Total Revenues</b>		<b>3,396,180</b>	<b>3,413,400</b>	<b>3,370,900</b>	<b>3,370,900</b>

<b>SUMMARY OF OTHER FINANCING SOURCES (USES)</b>
<b>Fund</b>
21 Economic Development

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Other Financing Sources (Uses)				
Bond Proceeds-Phase II and Land	6,130,000	-	-	-
<b>Total Other Financing Sources</b>	<b>6,130,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
Transfer to Discovery Road Project	1,800,000	-	-	-
<b>Total Other Financing Uses</b>	<b>1,800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>4,330,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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21 Economic Development
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	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
REDC Administration	1,224,515	1,798,500	1,430,500	1,775,500
Capital Projects	1,908,676	-	8,600	-
Debt Service	2,141,707	2,122,966	2,122,966	2,118,897
<b>Total Expenditures</b>	<b>5,274,898</b>	<b>3,921,466</b>	<b>3,562,066</b>	<b>3,894,397</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	Economic Develop.

### Expenditure Summary

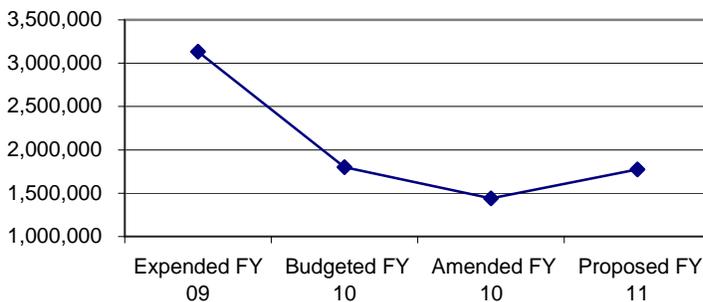
	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Personnel	416,364	472,800	472,800	472,800
Contractual	223,952	304,400	289,400	308,600
Supplies	15,868	17,800	17,800	17,800
Operational	146,280	189,000	156,000	161,800
Utilities	6,920	8,000	8,000	8,000
Operational Capital	420	4,500	4,500	4,500
Incentive Grants	347,541	802,000	482,000	802,000
Tech Park Operations	67,171	-	-	-
Bond Projects	1,908,676	-	8,600	-
<b>Total</b>	<b>3,133,191</b>	<b>1,798,500</b>	<b>1,439,100</b>	<b>1,775,500</b>

### Personnel Schedule

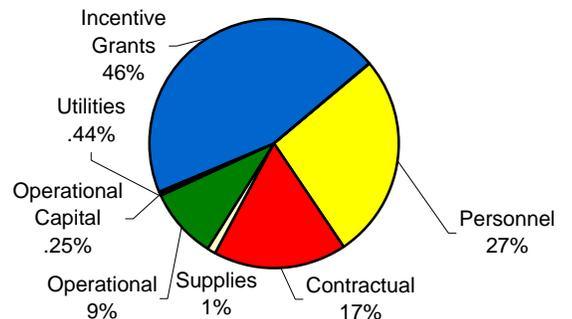
<u>Position</u>	<u>FY 10 Approved</u>	<u>FY 11 Approved</u>
Economic Dev. Corp. President	1	1
Project Manager	1	1
Marketing Coordinator	1	1
Administrative Assistant	1	1

### Activity Trends

**Financial History**



**FY 2011 Expenditures by Category**



## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
<b>Personnel</b>					
	Salaries - Wages & Incentives	335,094	378,750	378,750	378,750
<b>Total Salaries - Wages Incentives</b>		<b>335,094</b>	<b>378,750</b>	<b>378,750</b>	<b>378,750</b>
116	Auto Allowance	9,600	9,600	9,600	9,600
120	FICA & Medicare	24,696	28,950	28,950	28,950
123	Retirement	43,864	52,400	52,400	52,400
128	Ins. Unemployment	3,109	3,100	3,100	3,100
<b>Total Benefits</b>		<b>81,269</b>	<b>94,050</b>	<b>94,050</b>	<b>94,050</b>
<b>Total Personnel Costs</b>		<b>416,364</b>	<b>472,800</b>	<b>472,800</b>	<b>472,800</b>
<b>Contractual</b>					
210	Auditing	1,500	1,500	1,500	1,500
211	Legal	13,481	20,000	5,000	20,000
213	Consulting Fees	47,260	40,000	40,000	40,000
217	IT Services	2,099	3,000	3,000	3,000
223	Insurance - Blanket Surety Bond	100	100	100	100
224	Workers Comp.	500	500	500	500
227	Insurance - Property	2,000	2,000	2,000	1,800
229	Insurance - Liability	500	500	500	500
230	Insurance - Health	19,000	19,000	19,000	21,000
232	Temporary Labor	6,621	6,000	6,000	6,000
234	Marketing Expenses	89,074	160,000	160,000	160,000
242	Equipment Rental & Lease	8,709	8,000	8,000	8,000
243	Building Lease	30,714	28,800	28,800	31,200
244	Building Repairs	395	3,000	3,000	3,000
299	Administrative Services	2,000	12,000	12,000	12,000
<b>Total Contractual</b>		<b>223,952</b>	<b>304,400</b>	<b>289,400</b>	<b>308,600</b>

## Annual Budget, Economic Development Cont'd

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
<b>Supplies</b>					
301	Office Supplies	7,561	6,500	6,500	6,500
307	Postage	6,385	7,000	7,000	7,000
310	Printing & Binding	1,766	4,000	4,000	4,000
347	Gen. Maint. Supplies	156	300	300	300
<b>Total Supplies</b>		<b>15,868</b>	<b>17,800</b>	<b>17,800</b>	<b>17,800</b>
<b>Operational</b>					
410	Dues & Subscriptions	3,630	3,000	3,000	3,000
428	Other	4,268	3,500	3,500	3,500
430	Tuition & Training	4,343	3,500	3,500	3,500
436	Travel	10,153	10,000	10,000	12,000
437	Marketing Conferences	9,630	12,500	12,500	12,500
438	Prospect Visits	9,256	8,500	8,500	6,500
439	Common Area Maintenance-Park	105,000	148,000	115,000	120,800
<b>Total Operational</b>		<b>146,280</b>	<b>189,000</b>	<b>156,000</b>	<b>161,800</b>
<b>Utilities</b>					
507	Telephone	6,920	8,000	8,000	8,000
<b>Total Utilities</b>		<b>6,920</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>Capital</b>					
601	Land Acquisition	-	-	-	-
610	Furniture & Fixtures	420	2,000	2,000	2,000
612	Computer Equipment		2,500	2,500	2,500
<b>Total Capital</b>		<b>420</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>Incentives</b>					
660	Due Diligence	907	2,000	2,000	2,000
661	Contracted Incentives	346,634	800,000	480,000	800,000
<b>Total Incentives</b>		<b>347,541</b>	<b>802,000</b>	<b>482,000</b>	<b>802,000</b>

Annual Budget, Economic Development Cont'd

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Tech Park Operations					
423	Marketing	61,144	-	-	-
424	Legal	6,026	-	-	-
Total Tech Park Operations		67,171	-	-	-
Division Total		1,224,515	1,798,500	1,430,500	1,775,500

<b>ECONOMIC DEVELOPMENT</b>		
<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Capital				
678 Phase III Construction	1,908,676	-	8,600	-
<b>Total Capital Projects</b>	<b>1,908,676</b>	<b>-</b>	<b>8,600</b>	<b>-</b>

## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
<b>Debt Service</b>					
710	Issuance Cost	100,159	-	-	-
750	Administration Fees	3,322	3,500	3,500	4,500
752	Principal - Bonds	1,095,000	1,085,000	1,085,000	1,135,000
754	Interest - Bonds	943,226	1,034,466	1,034,466	979,397
<b>Total Debt Service</b>		<b>2,141,707</b>	<b>2,122,966</b>	<b>2,122,966</b>	<b>2,118,897</b>

<u>Detail</u>	<u>Principal</u>	<u>Interest</u>
1999 Bonds	265,000	141,130
2005-Phase II	120,000	29,525
2005-Harbor Project	205,000	50,311
2006-Hospital	125,000	124,738
2006-Justin Road	85,000	83,306
2008-Land Purchase	130,000	299,600
2008-Infrastructure	<u>205,000</u>	<u>250,788</u>
	1,135,000	979,397

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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22 Tech Park Association
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	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	147,026	173,100	173,100	187,200
Total Expenditures	142,193	172,600	172,600	187,100
Excess Revenues Over (Under) Expenditures	4,833	500	500	100
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	4,833	500	500	100
Fund Balance - Beginning	50,331	50,251	55,164	55,664
Fund Balance - Ending	55,164	50,751	55,664	55,764

<b>SUMMARY OF REVENUES</b>	
<b>Fund</b>	
22 Tech Park Association	RTPA

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
4001	Interest Earning	401	500	500	100
4470	RTP Dues Ph I	105,000	105,900	105,900	115,050
	PH II - IV	41,625	66,700	66,700	72,050
<b>Total Revenues</b>		<b>147,026</b>	<b>173,100</b>	<b>173,100</b>	<b>187,200</b>

Note - The REDC owns 44.6% of the acreage (59.68 acres) of Phase I Rockwall Technology Park

The FY 2011 revenue for Phase I includes \$50,141 from the REDC at this ownership level.

## DIVISION SUMMARY

Fund	Department	Division
22 Tech Park Association	70 Economic Development	RTPA

### Expenditure Summary

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Contractual	117,032	137,300	137,300	151,800
Supplies	5,168	10,300	10,300	10,300
Utilities	19,993	25,000	25,000	25,000
<b>Total</b>	142,193	172,600	172,600	187,100

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 75</b>
22 Tech Park Association	70 Economic Develop.	RTPA Phase I

Account	Description	Actual 08-09	Adopted 09-10	Amended 09-10	Approved 10-11
<b>Contractual</b>					
210	Auditing	500	500	500	500
211	Legal	-	3,000	3,000	3,000
213	Management & Maint Svcs	24,000	21,000	21,000	24,150
227	Insurance - Property	900	900	900	900
231	Maintenance Services	10,080	-	-	-
247	Landscape/Irrig Maintenance	28,410	60,000	60,000	66,000
250	Irrigation & Electric Repairs	1,875	-	-	-
299	Administrative Services	2,000	2,000	2,000	2,000
<b>Total Contractual</b>		<b>67,765</b>	<b>87,400</b>	<b>87,400</b>	<b>96,550</b>
<b>Supplies</b>					
329	Flag Replacements	5,168	6,000	6,000	6,000
347	Gen. Maint. Supplies	-	1,000	1,000	1,000
<b>Total Supplies</b>		<b>5,168</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>Utilities</b>					
501	Electric	1,141	1,500	1,500	1,500
513	Water	14,399	10,000	10,000	10,000
<b>Total Utilities</b>		<b>15,540</b>	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>
<b>Division Total</b>		<b>88,473</b>	<b>105,900</b>	<b>105,900</b>	<b>115,050</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 77</b>
22 Tech Park Association	70 Economic Develop.	RTPA Phase II-V

Account	Description	Actual 08-09	Adopted 09-10	Amended 09-10	Approved 10-11
<b>Contractual</b>					
213	Management & Maint Svcs	6,000	9,000	9,000	10,350
227	Insurance - Property	900	900	900	900
231	Maintenance Services	2,700	-	-	-
247	Landscape/Irrig Maintenance incl. mowing EDC owned lots Ph I	39,667	40,000	40,000	44,000
<b>Total Contractual</b>		49,267	49,900	49,900	55,250
<b>Supplies</b>					
329	Flag Replacements	-	3,000	3,000	3,000
347	Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>		-	3,300	3,300	3,300
<b>Utilities</b>					
501	Electric	353	1,500	1,500	1,500
513	Water	4,100	12,000	12,000	12,000
<b>Total Utilities</b>		4,453	13,500	13,500	13,500
<b>Division Total</b>		53,720	66,700	66,700	72,050

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Total Revenues	708,737	505,000	566,000	570,000
Total Expenditures	2,863,517	2,447,000	2,959,000	2,696,000
Operating Income (Loss)	(2,154,780)	(1,942,000)	(2,393,000)	(2,126,000)
Non-Operating Revenues	7,473	5,000	1,000	1,000
Non-Operating Income (Loss)	7,473	5,000	1,000	1,000
Net Income (Loss) Before Transfers	(2,147,306)	(1,937,000)	(2,392,000)	(2,125,000)
Net Transfers In (Out)	1,995,500	2,095,000	2,307,000	2,442,000
Net Income (Loss)	(151,806)	158,000	(85,000)	317,000
Retained Earnings - Beginning	(275,810)	(197,860)	(427,617)	(512,617)
Retained Earnings - Ending	(427,617)	(39,860)	(512,617)	(195,617)

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Revenues					
4019	Miscellaneous	245,543	50,000	70,000	50,000
4850	Employee Contributions	446,212	445,000	486,000	510,000
4855	Pharmacy Rebates	16,983	10,000	10,000	10,000
<b>Total Operating Revenues</b>		<b>708,737</b>	<b>505,000</b>	<b>566,000</b>	<b>570,000</b>
Non-Operating Revenues					
4001	Interest Earnings	7,473	5,000	1,000	1,000
<b>Total Non-Operating Revenues</b>		<b>7,473</b>	<b>5,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>716,211</b>	<b>510,000</b>	<b>567,000</b>	<b>571,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Transfers In				
From General Fund	1,310,000	1,360,000	1,500,000	1,600,000
From Water & Sewer Fund	685,500	735,000	807,000	842,000
Total Transfers In	1,995,500	2,095,000	2,307,000	2,442,000
Net Operating Transfers In (Out)	1,995,500	2,095,000	2,307,000	2,442,000

### SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Expenses				
Operations	2,863,517	2,447,000	2,959,000	2,696,000
Total Expenditures	2,863,517	2,447,000	2,959,000	2,696,000

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Revenues	-	-	-	-
Operating Expenses	199,056	180,250	149,750	172,250
<b>Operating Income (Loss)</b>	<b>(199,056)</b>	<b>(180,250)</b>	<b>(149,750)</b>	<b>(172,250)</b>
Non-Operating Revenues	14,682	7,500	8,700	3,500
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>14,682</b>	<b>7,500</b>	<b>8,700</b>	<b>3,500</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(184,374)</b>	<b>(172,750)</b>	<b>(141,050)</b>	<b>(168,750)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(154,374)</b>	<b>(142,750)</b>	<b>(111,050)</b>	<b>(138,750)</b>
Retained Earnings - Beginning	1,224,762	1,085,162	1,070,388	959,338
<b>Retained Earnings - Ending</b>	<b>1,070,388</b>	<b>942,412</b>	<b>959,338</b>	<b>820,588</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Non-Operating Revenues					
4001	Interest Earnings	5,854	6,500	2,500	2,500
4019	Misc. Revenues	8,828	1,000	6,200	1,000
<b>Total Non-Operating Revenues</b>		<b>14,682</b>	<b>7,500</b>	<b>8,700</b>	<b>3,500</b>
<b>Total Revenues</b>		<b>14,682</b>	<b>7,500</b>	<b>8,700</b>	<b>3,500</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 08-09	Budgeted 09-10	Amended 09-10	Approved 10-11
Operational	199,056	180,250	149,750	172,250
<b>Total Operating Expenses</b>	<b>199,056</b>	<b>180,250</b>	<b>149,750</b>	<b>172,250</b>
<b>Total Expenditures</b>	<b>199,056</b>	<b>180,250</b>	<b>149,750</b>	<b>172,250</b>



**City of Rockwall**

**FY 2009 – 2010**

**Annual  
Operating  
Budget**

# Executive Summary

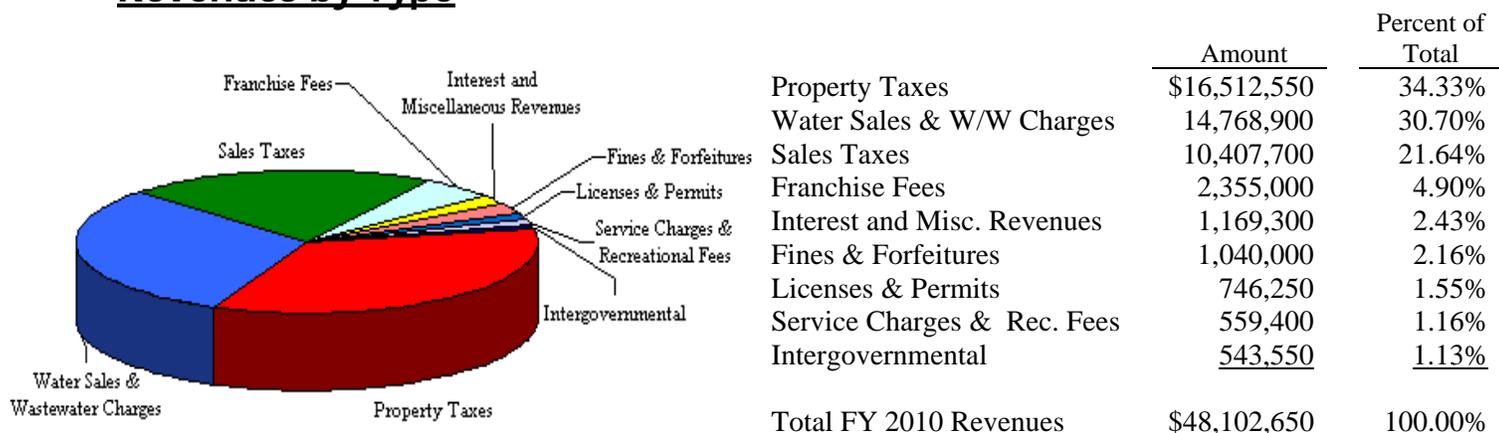
This executive summary provides an overview of the major elements included in the fiscal year (FY) 2010 Adopted Budget. The first section presents revenues and expenditures, by type and fund, for the City as a whole. The second section focuses on revenues and expenditures in the General Fund which, as the City's largest operating fund, includes most of the activities typically associated with municipal government. The third section will provide tax impact of new requests by department.

Immediately following the General Fund expenditures, the Utility fund is described in detail. The last section describes the special funds that are included in the budget.

## The Budget in Perspective

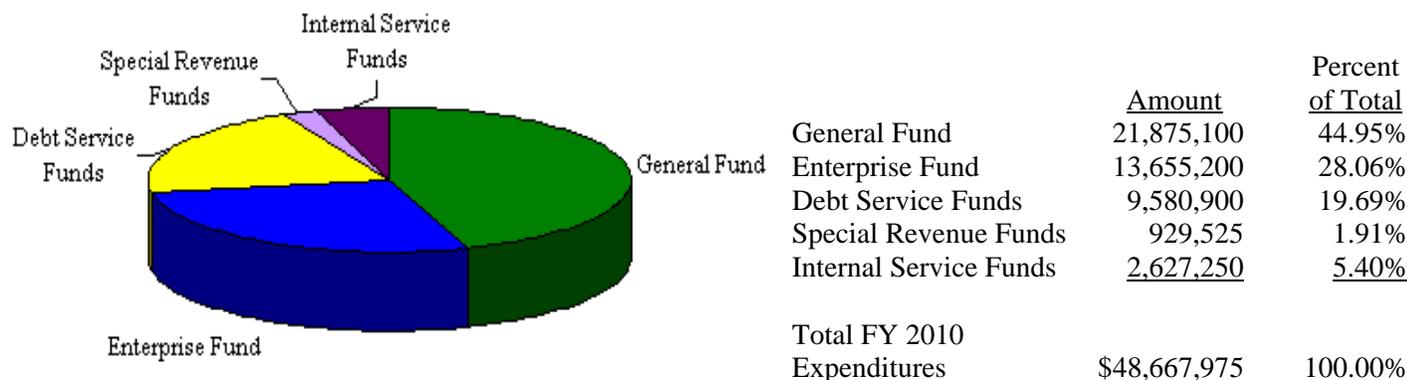
The City's revenues are budgeted at \$48,102,650 for FY 2010. These revenues are obtained from a variety of sources, as outlined in the following chart and table.

### Revenues by Type



### Expenditures by Fund Type

The City's operating expenditures are grouped into five types of funds: General Fund, Enterprise Fund, Debt Service Funds, Special Revenue Funds, and Internal Service Funds. Expenditures are budgeted at \$48,668,175 for FY 2010, as shown in the following chart and table.



## Combined Budget Summary FY 2009 – 2010 All Funds

FUND	Fund Title	FY 2009-2010					Estimated Fund Balance 9/30/10
		Estimated Fund Balance 9/30/09	Total Revenues	Total Expenditures	Net Inc/(Dec)	Internal Transfers (Net)	
01	General Fund	\$7,708,765	22,829,800	21,875,100	954,500	(919,550)	7,743,715
02	Water and Wastewater	8,011,617	14,983,900	13,655,200	1,328,700	(1,375,400)	7,964,917
04	Debt Service	847,352	8,200,200	8,688,550	(488,350)	-	359,002
05	Harbor Debt Service	53,702	862,850	892,350	(29,500)	-	24,202
10	Cemetery	143,433	1,400	6,000	(4,600)	-	138,833
11	Police Investigations	203,265	74,700	42,750	31,950	(72,300)	162,915
12	Recreational Development	129,049	376,300	262,000	114,300	(50,000)	193,349
13	Radio	14,696	33,600	161,500	(127,900)	115,000	1,796
14	Street Improvement	1,427,364	10,500	-	10,500	-	1,437,864
16	Fire Equipment	136,055	95,100	110,375	(15,275)	-	120,780
17	Aviation	52,087	91,200	118,800	(27,600)	-	24,487
18	Recycling	38,797	25,350	48,250	(22,900)	-	15,897
26	Special Crimes Unit	163,332	250	179,850	(179,600)	55,750	39,482
31	Employee Benefits	(197,860)	510,000	2,447,000	(1,937,000)	2,095,000	(39,860)
32	Worker's Compensation	1,085,162	7,500	180,250	(172,750)	30,000	942,412
<b>Total Primary Government</b>		<b>\$19,816,816</b>	<b>\$48,102,650</b>	<b>\$48,667,975</b>	<b>(\$565,525)</b>	<b>(\$121,500)</b>	<b>\$19,129,791</b>

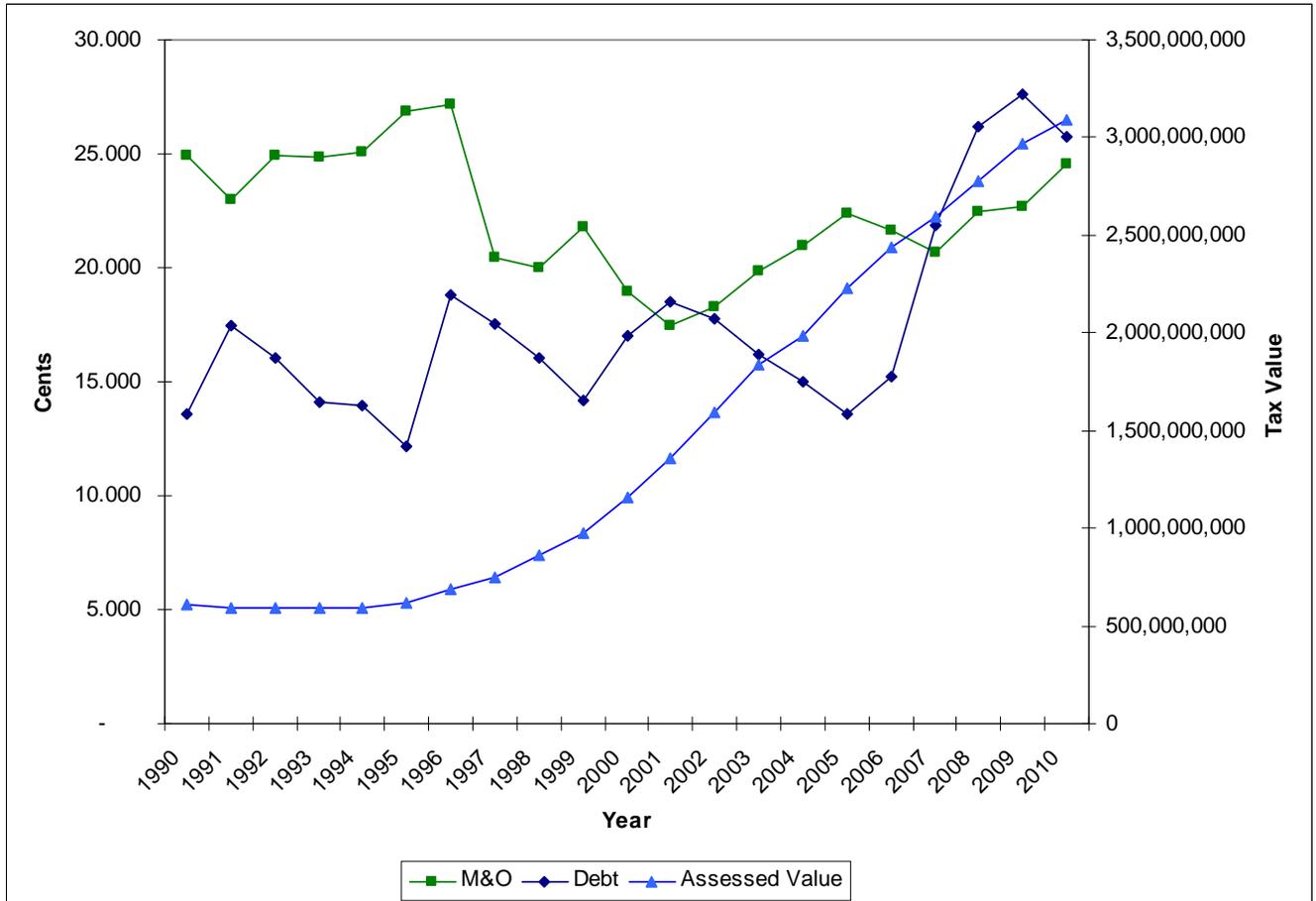
### Property Taxes

Property taxes are the largest single source of City revenues. The property tax rate is comprised of two elements: the portion that pays for the operation and maintenance of General Fund programs and services, and the portion that funds the repayment of debt. In FY 2010, the General Fund's portion of the tax rate represents 48.75 percent of the total, and the debt service portion represents 51.25 percent of the total rate. The total tax rate for the City in FY 2010, and the amount by which each portion of the rate will change compared to FY 2009, is shown in the following table. The amounts below are expressed as "cents per \$100 of assessed value."

	FY 2009	FY 2010	Net Increase (Decrease)
General Fund Tax Rate	22.70	24.53	8.06%
Debt Service Tax Rate	27.61	25.78	-6.63%
Total Property Tax Rate	50.31	50.31	0.00%



The property tax rate is one side of the equation that ultimately produces the revenue generated by property taxes; the other side is the assessed value of property in the City. The total taxable assessed value for the City for FY 2010 is \$3,090,336,508. This is a 3.96 percent increase over last year's value of \$2,972,551,814. While the City's total property values increased, the rate of growth has slowed compared to the double digit increases experienced between 1998 and 2003 as shown in the following graph.



The following table shows the various property tax rates for FY 2010.

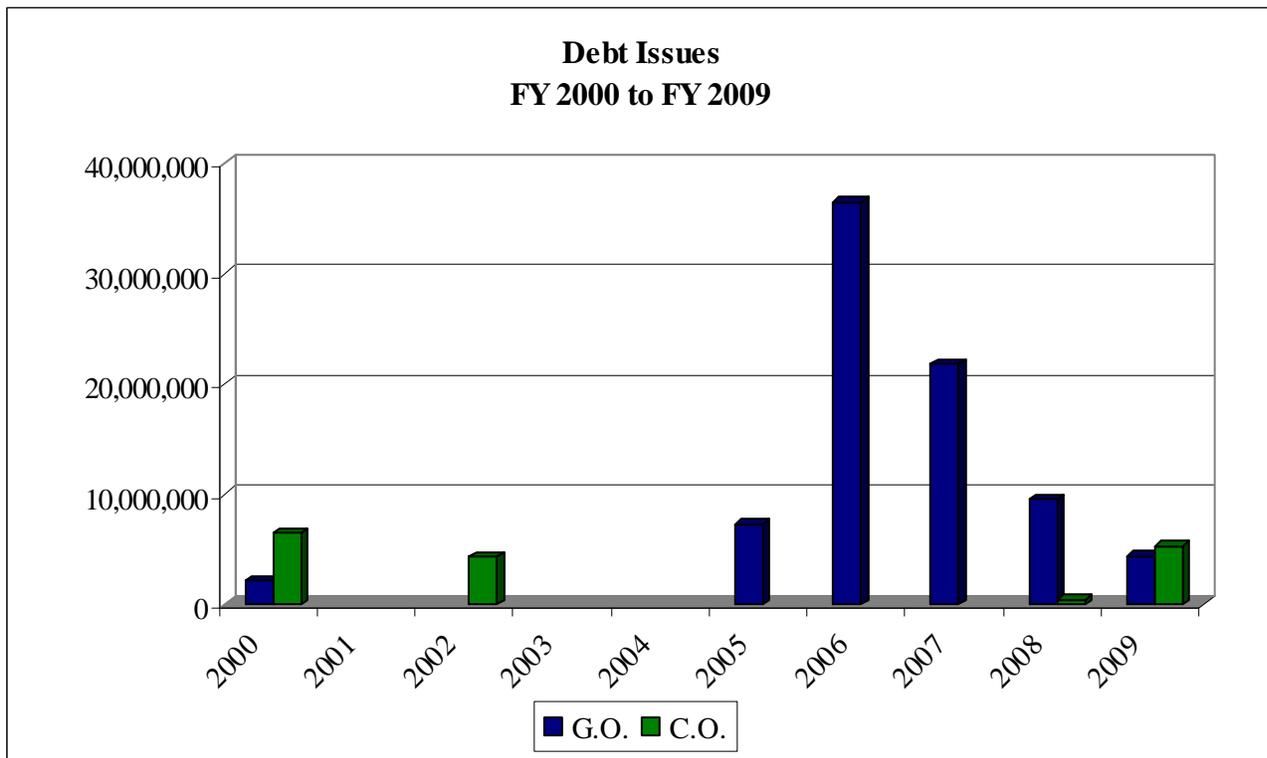
- Adopted Tax Rate 50.31
- Effective Tax Rate 51.36
- Rollback Rate 51.22

The effective tax rate for FY 2010 is 51.36 cents. This is the rate that would produce the same amount of revenue from the properties that were on the tax rolls in both FY 2009 and FY 2010. The rollback rate is 51.22 cents.

The City held bond elections in 1994, 1998, 1999, 2002 and 2005 which impact current year property taxes. In each of those years, materials were prepared for the voters which projected the tax impact of each election proposition if successful. General Obligation bonds are then sold as project funding is anticipated.

The City may issue Certificates of Obligation, another form of tax obligation. Certificates were issued in 2000 for the voter approved City Hall project and in 2002 to allow the City to proceed with replacement of its antiquated public safety radio system. An issue in 2009 provided funds to enhance the radio system and equipment for the City's new fire stations.

Debt issues since the most recent election have been significantly higher than in prior years as shown in the next table.



## The General Fund

As the primary operating fund of the City, the General Fund is used to account for resources associated with core government services. Property taxes, sales taxes and franchise fees are the primary revenue sources for the General Fund. In FY 2010, General Fund revenues and transfers are budgeted at \$23,551,000 and expenditures are budgeted at \$23,516,050.

## General Fund Revenues

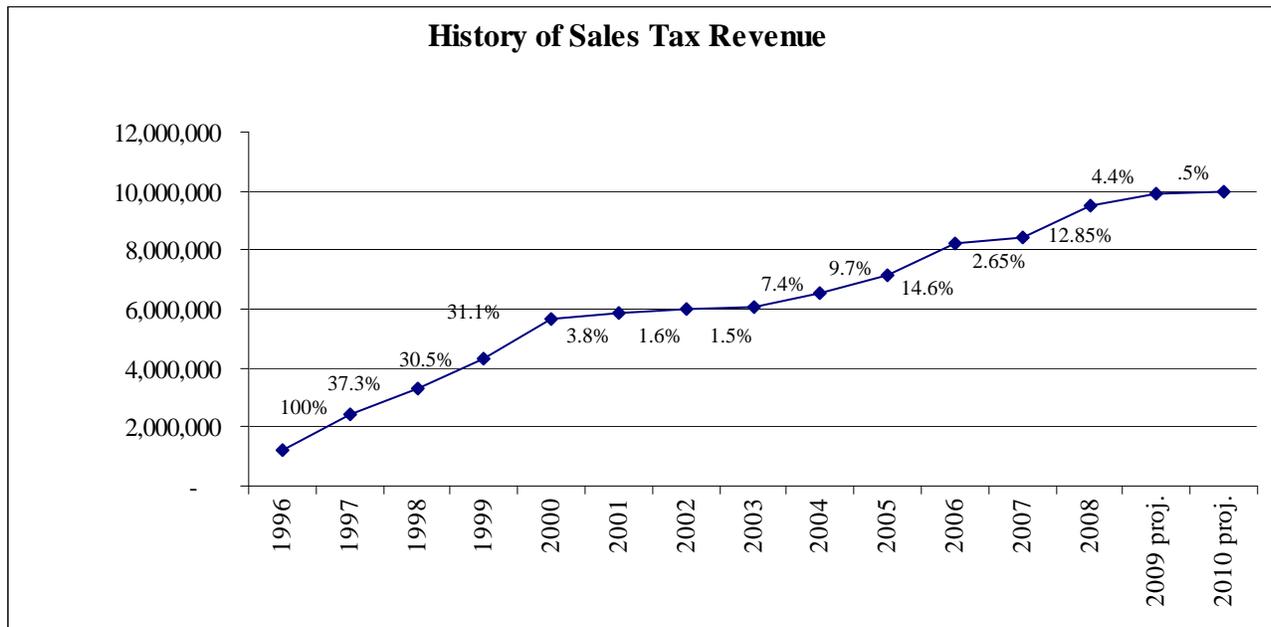
General Fund revenues can be classified into the categories shown in the table below. Recent trends in General Fund revenues are shown on the second chart below. Total revenue growth in FY 2010 is projected to be 4.2 percent above the original FY 2009 budget.

	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2009 Amended	FY 2010 Approved
Property Taxes	\$5,277,568	\$5,720,256	\$6,604,295	\$7,120,350	\$7,146,000	\$7,785,200
Sales Taxes	8,286,316	8,534,183	9,640,955	9,850,900	10,074,000	10,117,000
Franchise Fees	1,981,016	2,046,674	2,179,847	2,215,000	2,411,000	2,355,000
Other Fees	426,995	417,049	343,455	307,500	226,500	173,500
Permits	1,200,939	1,009,884	983,300	756,750	944,750	745,750
Court Fines and Fees	921,416	957,064	988,191	1,003,000	1,040,000	1,040,000
Other Revenue	357,229	688,932	400,318	298,000	340,500	197,000
Intergovernmental	221,360	243,163	283,724	353,500	358,150	416,350
<b>Total Revenues</b>	<b>\$18,672,839</b>	<b>\$19,617,205</b>	<b>\$21,424,085</b>	<b>\$21,905,000</b>	<b>\$22,540,900</b>	<b>\$22,829,800</b>



## **Sales Taxes - \$10,117,000, 44.3 Percent of General Fund Revenues**

The City's portion of the total 8.25 cent sales tax rate is 2 cents. Six and one-quarter cents is retained by the state, the General Fund receives 1.5 cents, and .5 cent is allocated to economic development to foster diversification of the property tax base. General Fund sales tax revenue for FY 2010 is projected at \$9,975,000. This represents a ½ percent increase over estimates for FY 2009. Sales tax is the most volatile revenue in the General Fund thus funds should be budgeted conservatively each year. Costco Wholesale opened in April 2009 and is having a positive effect on sales tax projections for the first several months of the coming year. During FY 2010, the only significant new business opening expected is Tom Thumb. We have experienced the closings of two large retail chains in FY 2009 and will feel that effect into FY 2010.



\*The 1997 100% increase reflects the collection of the sales tax for property tax reduction and growth in the commercial sector.

## **Property Taxes - \$7,785,200, 34.1 Percent of General Fund Revenues**

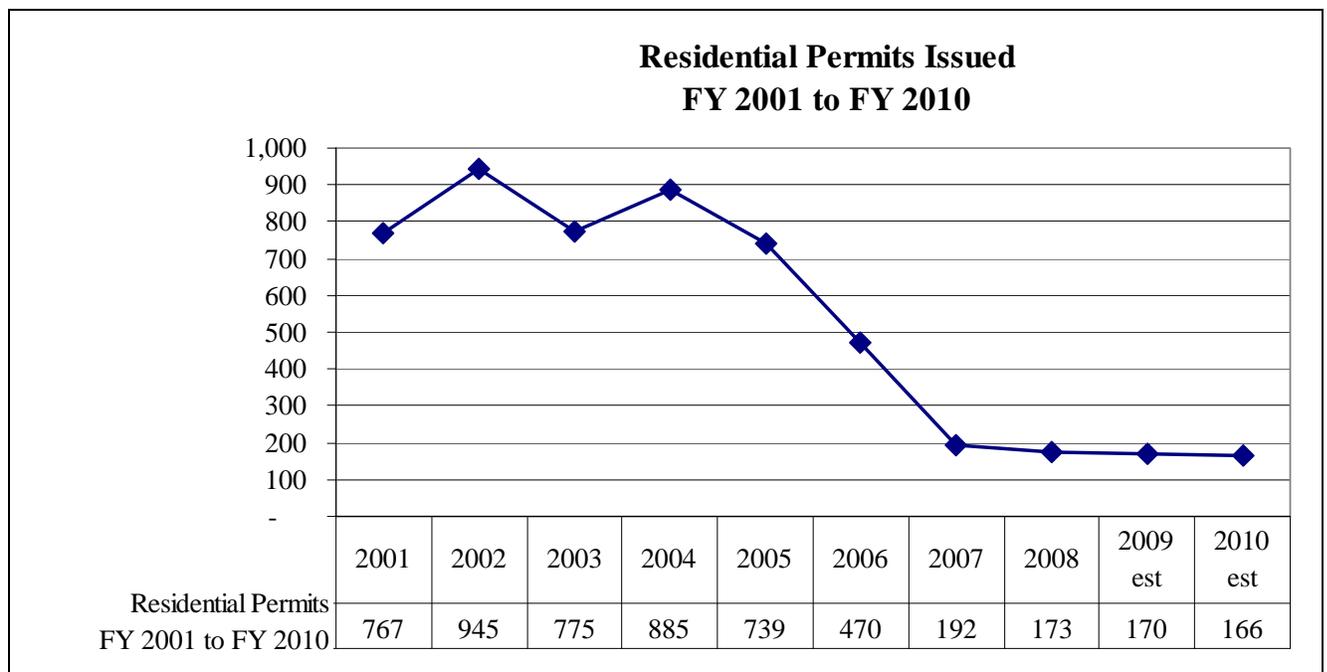
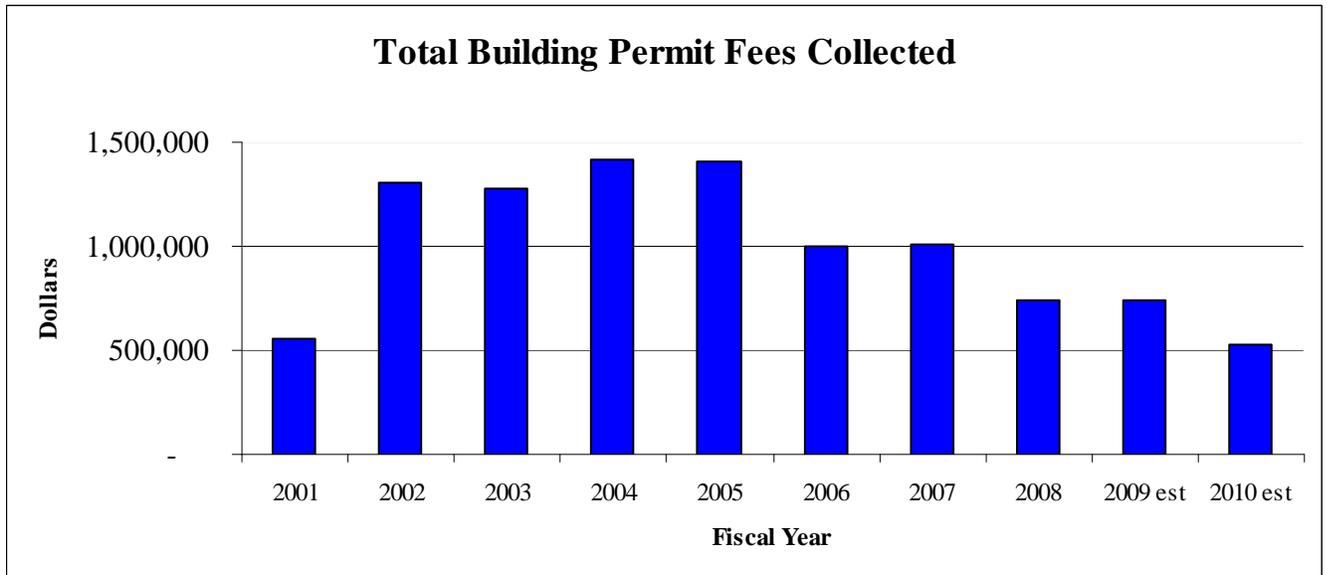
The second largest revenue source for the General Fund is the Property Tax, also known as the Ad Valorem Tax. In FY 2010, this revenue represents 34.1 percent of General Fund revenues, up from 32.5 percent in the FY 2009 adopted budget. The total assessed value of taxable property in the City is \$3,090,336,508; the General Fund's portion of the total property tax is calculated using a rate of 24.53 cents per \$100 of assessed value.

## **Franchise Fees - \$2,355,000, 10.32 Percent of General Fund Revenues**

Franchise Fees are paid by utilities for the use of City streets, alleys and property in providing utility service to citizens. These revenues represent 10.32 percent of General Fund revenues. The electric utility pays the most in franchise fees and is expected to pay \$1.4 million in FY 2010. Other Franchise Fees include the telephone, cable television, garbage collection, and natural gas utilities.

## **Service Charges and Permits - \$919,250, 4 Percent of General Fund Revenues**

Service charges are collected by the City for the use of facilities or services. These include pool and recreation fees, various inspections and reviews conducted by City personnel and various permit fees. In FY 2010, these revenues represent 4 percent of General Fund revenues, down from 4.9 percent in the FY 2009 budget. The reduction in these revenues is associated with slowing construction resulting in fewer residential building permits issued and construction fees collected.



## **Court Fines & Fees - \$1,040,000, 4.6 Percent of General Fund Revenues**

These revenues are obtained primarily from fines assessed by the City's Municipal Court. In FY 2010, these revenues represent 4.6 percent of General Fund revenues, up slightly from the FY 2009 budget.

## Other Revenues – \$613,350, 2.7 Percent of General Fund Revenues

The other revenue sources for the General Fund include interest, monies received from other government agencies for grants or services provided and other general miscellaneous revenues. In FY 2010, these revenues represent 2.7 percent of General Fund revenues, down from projections in FY 2009 budget.

## Interfund Transfers – Net (\$919,550)

The General Fund receives transfers from, and transfers money to, other funds of the City. In FY 2010, the Water and Sewer Fund will pay the General Fund for indirect costs associated with work performed for that fund. Court Security fees will complete paying the General Fund for items purchased in FY 2007. The Recreational

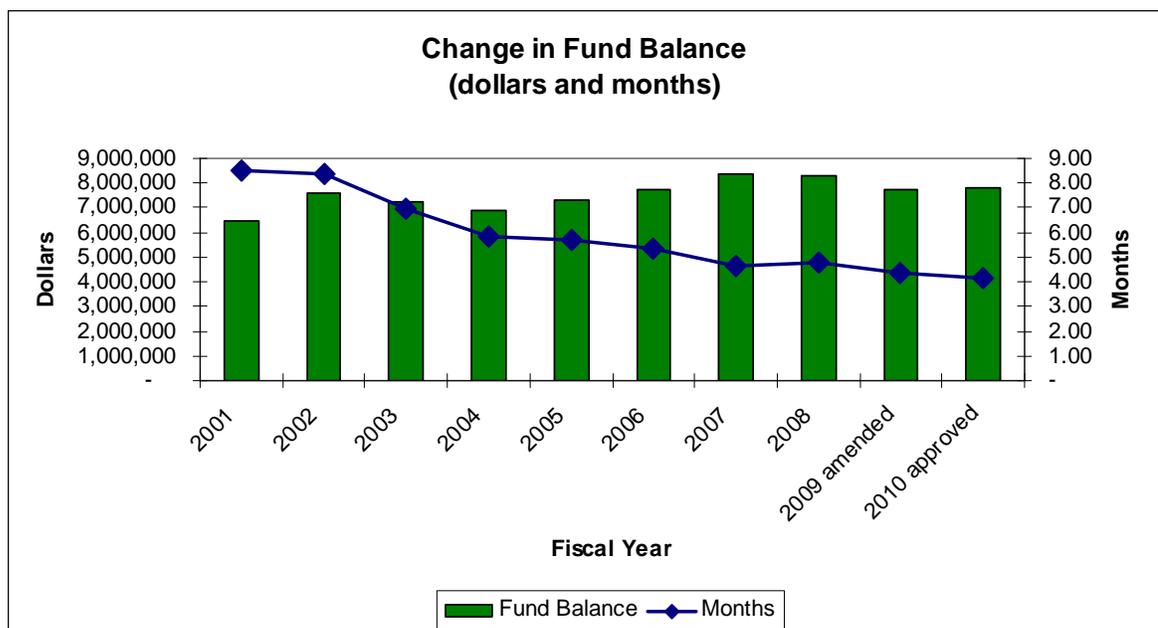
### **FY 2010 INTERFUND TRANSFERS**

Water and Sewer Fund Indirect Costs	\$ 598,900
Court Security and Technology Fees	31,000
Recreational Development Fund Loan Repayment	50,000
Seizures Awarded	41,300
Radio Fund	(115,000)
Special Crimes Unit	(55,750)
Employee Benefits Fund	(1,360,000)
Technology Replacement Fund	(110,000)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (919,550)</b>

Development Fund will make its 6<sup>th</sup> payment to reimburse the General Fund for a \$500,000 loan taken in FY 2005. The General Fund will transfer funds to Radio, Special Crimes, Employee Benefits and Technology Replacement Funds. These transfers are further explained within each fund. In total, FY 2010 transfers net \$919,550 transferred to other funds within the City, as reflected in the accompanying table.

## Unallocated Reserve

The reserve constitutes the City's fund for emergencies and unanticipated expenses. The balance in this fund at the end of FY 2010 is estimated to be \$7,743,915 or 4 months and 5 days. This exceeds the desired fund balance reserve stated in the Budgetary Financial Policies. In FY 2009, a planned reduction of \$831,500 from reserves will complete construction of two fire stations.



## General Fund Expenditures by Classification

As an organization focused on providing services, the General Fund's largest expense is for the salaries and benefits of full-time staff totaling 218 positions. Salaries and benefits comprise two-thirds of the City's expenditures. This percentage is representative of other area city's budgeted funds spent on personnel related items.

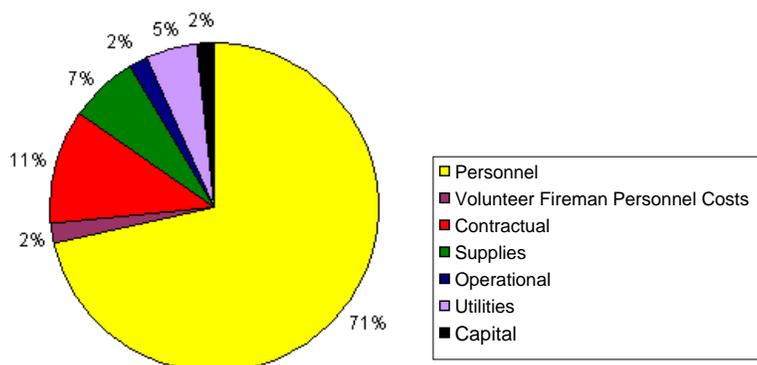
	Amount	Percent of Total
Salaries & Benefits	\$17,326,100	72.9%
Contractual, Supplies, Operational, Utilities	6,079,950	25.6%
Capital Outlay	361,000	1.5%
<b>Total FY 2010 Expenditures</b>	<b>\$23,767,050</b>	<b>100.00%</b>



### Consolidated General Fund Expenditures

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10	% Inc (Dec)*
<b>Personnel</b>					
Salaries	11,430,435	12,483,950	12,129,950	12,626,600	1.15%
Benefits	3,791,232	3,787,775	4,015,600	4,207,400	11.07%
Volunteer Fire	407,472	560,075	482,500	492,100	-12.28%
<b>Total Personnel</b>	<b>15,629,139</b>	<b>15,299,650</b>	<b>16,628,050</b>	<b>17,326,100</b>	<b>2.95%</b>
<b>Contractual</b>	<b>2,587,417</b>	<b>2,747,250</b>	<b>2,867,300</b>	<b>2,650,900</b>	<b>-3.51%</b>
Supplies	1,497,408	1,654,450	1,544,200	1,584,750	-4.21%
Operational	478,054	451,200	456,450	449,850	-0.30%
Utilities	1,154,499	1,053,850	1,177,250	1,223,700	16.12%
Operating Transfers	162,100	125,000	120,000	170,750	36.60%
<b>Total Operating Exp (not including Personnel)</b>	<b>5,879,478</b>	<b>6,031,750</b>	<b>6,165,200</b>	<b>6,079,950</b>	<b>0.80%</b>
<b>Capital</b>					
Operating	21,847	43,850	43,850	0	-100.00%
Contractual	391,786	395,000	393,000	251,000	-36.46%
Technology	118,100	121,150	121,150	110,000	-9.20%
Transfers	0	10,000	10,000	0	-100.00%
<b>Total Capital (operating &amp; short term financing)</b>	<b>531,733</b>	<b>570,000</b>	<b>568,000</b>	<b>361,000</b>	<b>-36.67%</b>
<b>Total Expenditures</b>	<b>22,040,350</b>	<b>23,433,550</b>	<b>23,361,250</b>	<b>23,767,050</b>	<b>1.43%</b>

\* % calculated based on adopted budget



#### Methodology

This calculation compares the employee salaries and benefits including (FICA, TMRS, health insurance transfer, longevity, etc.) This is then compared to the total operating and capital budget. Previously this calculation included Fire Volunteer incentives in the Salary and Benefits total but did not include the capital items for which we issue contractual obligations. While short-term debt is issued, this is still operating type capital items, which could be included in an O&M budget in any given year.

## General Fund Staffing

The City budgeted a total of 218 positions, which staff the divisions as shown in the following table.

<b>Division</b>	<b>FY 2006 Actual</b>	<b>FY 2007 Actual</b>	<b>FY 2008 Actual</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Approved</b>	<b>Changes from FY 2009 to FY 2010</b>
Administration	5.0	6.0	6.0	6.0	6.0	
Administrative Services	5.0	5.0	5.0	5.0	5.0	
Internal Operations	11.0	11.0	11.0	11.0	11.0	
Finance	8.0	8.0	8.0	8.0	8.0	
Municipal Court	4.0	4.0	4.0	4.0	4.0	
Fire Operations	5.0	6.0	6.0	13.0	13.0	
Fire Marshal	4.0	4.0	4.0	4.0	4.0	
Police – Admin	8.0	6.0	6.0	6.0	6.0	
Dispatch	10.0	10.0	11.0	12.0	12.0	
Patrol	43.0	46.0	48.0	49.0	49.0	
Criminal Investigations	10.0	7.5	7.5	8.5	8.5	
Community Services	6.0	6.0	6.0	6.0	7.0	1.0
Warrants	3.0	3.0	3.0	3.0	3.0	
Records	0.0	5.0	5.0	5.0	5.0	
Planning	5.0	6.0	6.0	7.0	7.0	
Code Enforcement	5.5	6.5	6.5	6.5	6.5	
Building Inspections	11.0	10.0	9.0	8.0	8.0	
Animal Services	7.0	7.0	8.0	8.0	8.0	
Park Maintenance*	16.0	18.0	18.0	18.0	18.0	
Harbor O&M	0.0	1.0	1.0	2.0	2.0	
Recreation*	5.0	6.5	5.5	6.0	6.0	
Street Maintenance	11.0	11.0	11.0	11.0	11.0	
Engineering	12.0	12.0	12.0	10.0	10.0	
<b>TOTAL GENERAL FUND</b>	<b>194.5</b>	<b>205.5</b>	<b>207.5</b>	<b>217.0</b>	<b>218.0</b>	<b>1.0</b>

\* The Parks and Recreation divisions have multiple seasonal positions, however budget a flat dollar amount each year rather than a number of employees.

Included in the FY 2010 budget is one new Police Officer. Two vacant positions will be frozen for a portion of the fiscal year. Frozen positions, if fully funded, would add an additional \$54,830 to fund full year as illustrated below.

		<b>Budgeted</b>	<b>Full Year</b>	<b>Difference</b>
<b>Frozen until 3/1/10</b>				
Administration	Management Analyst	\$33,667	\$57,587	\$23,920
Fire Marshal	Fire Inspector/Educator	43,505	74,415	30,910
		<b>\$77,172</b>	<b>\$132,002</b>	<b>\$54,830</b>

## General Fund Expenditures

The following pages summarize departmental expenditures and tax impact of changes in funding. Additional details regarding new programs and service changes are included in each department's budget presented in the FY 2010 Annual Operating Budget.

The chart below indicates the tax bill for the average home value in the City of Rockwall as compared to the actual cost of service.

### Property Tax Estimator

2009 Average Home Value \$197,022

Estimated tax (before exemptions)\* \$991.22

	Citizen Contribution		What it Costs	Total Expenditure
Debt Service	25.78	\$507.92	\$507.92	\$8,055,200
Police	8.28	163.19	504.26	7,940,650
General Government	3.63	71.61	221.27	3,484,350
Parks/Recreation	3.07	60.53	187.02	2,945,000
Fire Operations/Marshal	2.38	46.85	144.77	2,279,650
Streets	1.88	36.96	114.21	1,798,450
Finance/Court	1.61	31.77	98.16	1,545,750
Code/Inspections	1.29	25.45	78.63	1,238,250
Engineering	1.09	21.44	66.23	1,043,000
Planning	0.72	14.27	44.09	694,250
Animal Services	0.57	11.24	34.72	546,700
	<b>50.31</b>	<b>\$991.22</b>	<b>\$2,001.29</b>	<b>\$31,571,250</b>

\* This tax amount is calculated from the full value of the home before exemptions (homestead, over 65, etc.). Actual tax may be less.

## Water and Wastewater Fund

The Water and Wastewater Fund is classified as an Enterprise Fund. Its purpose is to account for water and wastewater services provided to the City's retail and wholesale customers. All activities associated with providing such services are accounted for in this fund, including administration, operations, maintenance, debt service, capital improvements, billing and collection. The City's intent is that all costs of providing the services to the general public on a continuing basis are financed through user charges in a manner similar to a private business enterprise.

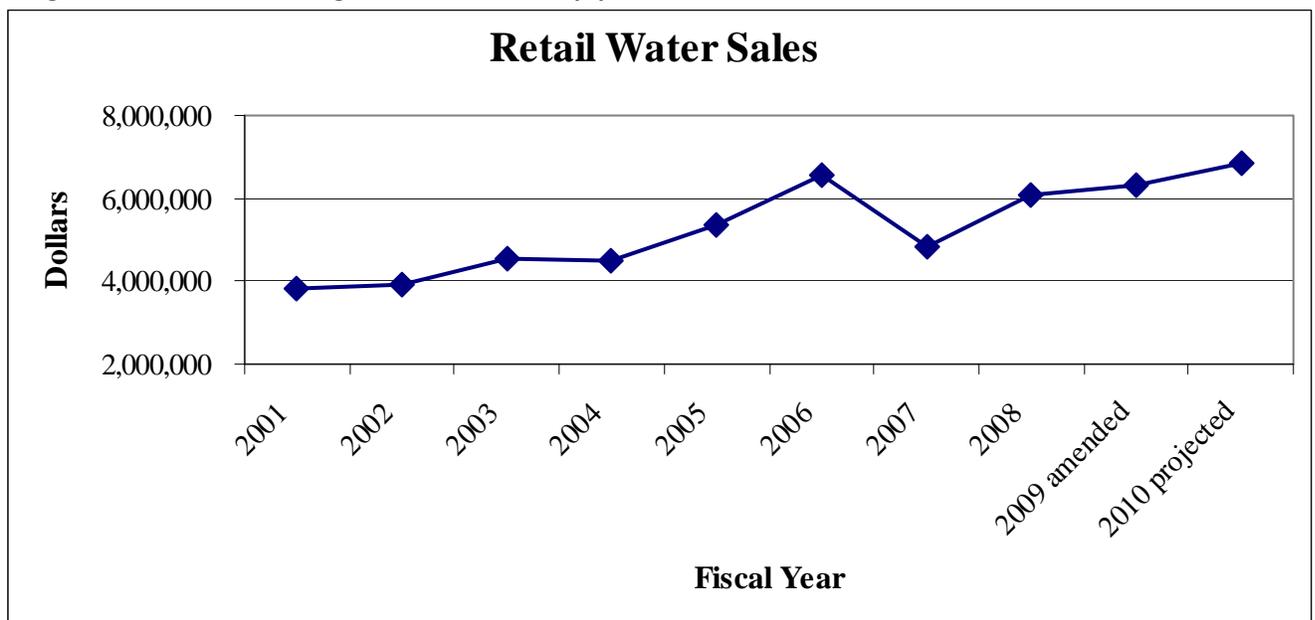
### Summary of Revenues

Water and Wastewater revenues can be classified into the categories shown in the table below. Total revenue growth in FY 2010 is projected to be 22.6 percent above the original FY 2009 budget.

	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	FY 2009 Amended	FY 2010 Approved
Utility Sales	\$9,173,250	\$7,401,510	\$8,693,101	\$8,710,600	\$9,247,600	\$9,942,400
Contract Sales	1,699,058	1,239,762	1,447,400	1,560,000	1,667,000	1,739,500
Other Receipts/Fees	173,107	85,825	97,101	87,000	103,000	87,000
Non-Operating Revenue	1,875,643	2,342,380	3,381,836	1,861,100	1,736,000	3,215,000
<b>Total Revenues</b>	<b>\$12,921,058</b>	<b>\$11,069,477</b>	<b>\$13,614,438</b>	<b>\$12,218,700</b>	<b>\$12,753,600</b>	<b>\$14,983,900</b>

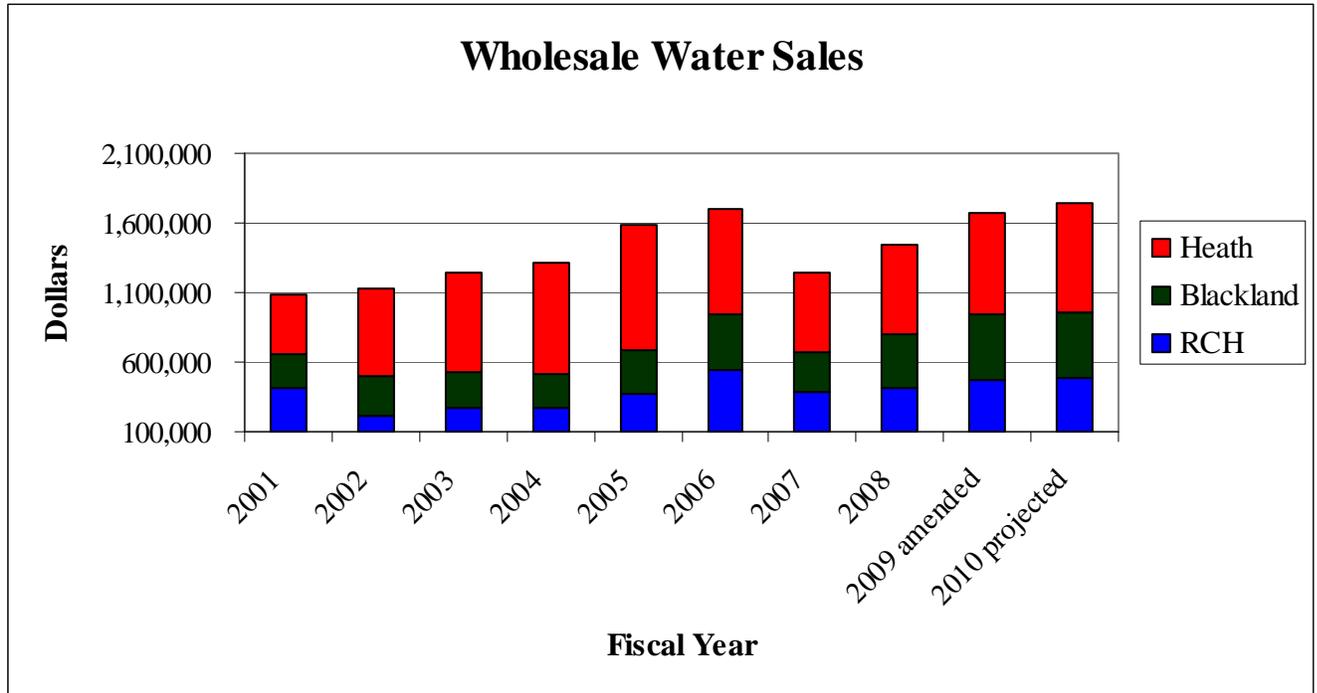
### Retail Utility Sales - \$9,942,400, 66.4 Percent of Revenues

Included in these revenues are retail water sales, wastewater and pretreatment charges, hazardous waste fees and penalties. The largest revenue source for this fund is retail water sales. The graph below illustrates the increasing trend in water sales followed by a significant decrease in a wet year. The City increased utility rates in FY 2009 and will be proposing an additional increase in FY 2010. Sales are budgeted without assuming either a wet or dry year.



## **Wholesale Water Sales - \$1,739,500, 11.6 Percent of Revenues**

The City provides water at a wholesale price to RCH Water Supply, Blackland Water Supply, and City of Heath. These revenues represent 11.6 percent of Water/Wastewater Fund revenues, down from 12.8 percent in the FY 2009 budget.



## **Non-Operating Revenues – \$3,302,000, 22 Percent of Revenues**

Other revenue sources for the Water and Wastewater Fund include tap fees, meter rental fees, interest and other miscellaneous revenues. In FY 2010, these revenues represent 22 percent of total revenues, up from 15.9 percent in the FY 2009 budget. Primarily, the large increase is due to recognizing impact fees utilized for debt service.

## **Interfund Transfers – (\$1,375,400)**

The Water and Wastewater Fund transfers money to other funds of the City. In FY 2010 this fund will pay the General Fund for indirect costs associated with work performed for the Water and

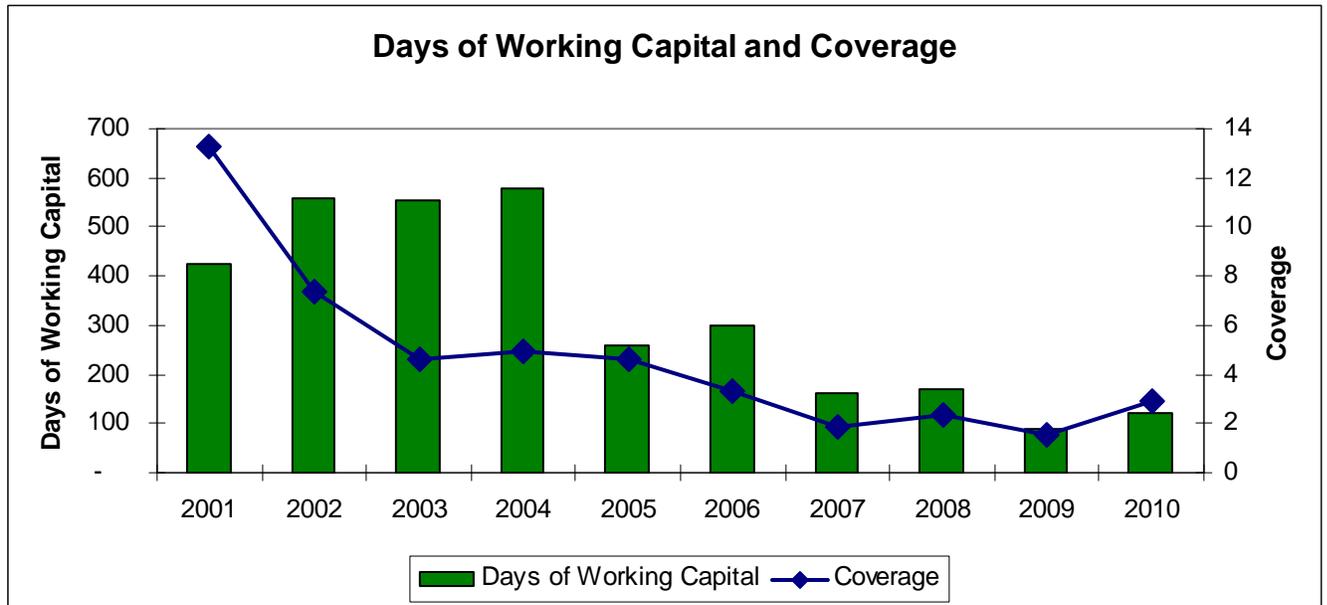
Wastewater Fund. Transfers to the Internal Service Funds and Technology Replacement Fund will pay for items expensed in those funds. FY 2010 transfers total \$1,375,400 transferred to other funds within the City, as reflected in the accompanying table. These transfers are further explained within each fund.

### **FY 2010 INTERFUND TRANSFERS**

General Fund	\$ (598,900)
Worker's Compensation Fund	(30,000)
Employee Benefits Fund	(735,000)
Technology Replacement Fund	(11,500)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (1,375,400)</b>

## Reserve Fund Balance

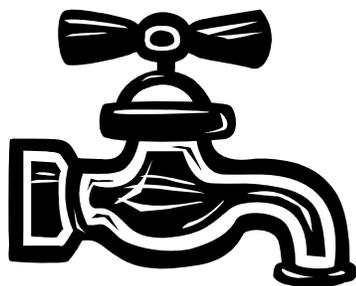
The City must issue debt to finance major projects of both the water and wastewater utilities. The City covenants to the bond buyers that we will maintain our rate structure in order to provide sufficient revenues to the utilities. The city must annually maintain “working capital” (current assets minus current liabilities) of at least 60 days. This is similar to the “days of fund balance” calculation in the General Fund. In addition, available revenues (revenues after operating expenditures are subtracted) must be at least 1.25 times the debt service requirements for the year. The City has an independent rate study conducted periodically to ensure that our rates are sufficient to meet these tests.



## Water and Wastewater Expenses by Classification

The largest expenses in this fund are for the purchase of water and for wastewater treatment. These two items account for 32.1 percent of this fund’s budget. Additionally, 8.9 percent of the FY 2010 budget is allocated to system acquisition. Water is purchased from North Texas Municipal Water District under our member city “take or pay” contract. Annually the City allocates funds to be able to purchase the “right to serve” areas annexed into the city and served by one of the water supply corporations.

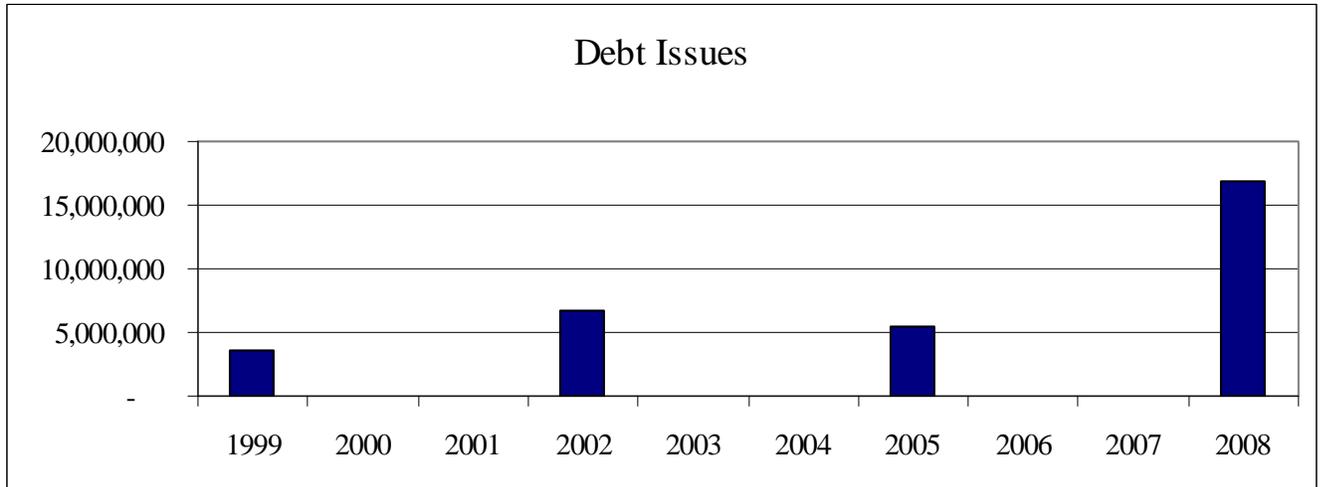
The district manages our Squabble Creek and Buffalo Creek Wastewater Treatment Plants by contract. They also financed the interceptor line which carries wastewater to the South Mesquite Treatment Plant and for which we pay both debt service and treatment costs.



	Amount	Percent of Total
Salaries & Benefits	\$3,384,200	18.78%
Contractual, Supplies, Operational, Utilities	8,885,250	49.30%
Capital Outlay	1,693,350	9.40%
Debt Service	4,058,300	22.52%
<b>Total FY 2010 Expenditures</b>	<b>\$18,021,100</b>	<b>100.00%</b>

## Debt Service

The City issues revenue bonds, backed by the revenues of the utilities for major capital projects such as a new water tower or sewer main project. Revenue bonds have been sold as project funding is anticipated.



## Utility Staffing

The City has budgeted a total of 38 positions in this fund, which staff the divisions as shown in the following table.

Division	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Approved	Changes from FY 2009 to FY 2010
Utility Billing	8.0	8.0	8.0	8.0	8.0	
Water Operations	11.0	12.0	14.0	17.0	17.0	
Wastewater Operations	10.0	11.0	12.0	13.0	13.0	
<b>TOTAL WATER &amp; WASTEWATER FUND</b>	<b>29.0</b>	<b>31.0</b>	<b>34.0</b>	<b>38.0</b>	<b>38.0</b>	

## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Police Investigation Fund** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

**Special Crimes Fund** – established to account for revenues and expenditures related to a county-wide task force.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.

# **DEBT SERVICE**

General Debt Service Fund - to account for the accumulation and distribution of resources for the payment of general long-term principal and interest, including general obligation bonds, certificates of obligation, and contractual obligations.

## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	7,770,515	8,639,200	8,724,200	8,200,200
Total Expenditures	7,896,167	8,677,000	8,617,600	8,688,550
Excess Revenues Over (Under) Expenditures	(125,652)	(37,800)	106,600	(488,350)
Net Other Financing Sources (Uses)	(139,479)	-	(50,000)	-
Net Gain (Loss)	(265,131)	(37,800)	56,600	(488,350)
Fund Balance - Beginning	1,055,882	391,432	790,752	847,352
Fund Balance - Ending	790,752	353,632	847,352	359,002

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	84,075	65,000	10,000	10,000
4100	Current Taxes	7,550,154	8,499,200	8,499,200	8,055,200
4105	Delinquent Taxes	63,212	40,000	85,000	60,000
4110	Penalty & Interest	73,074	35,000	70,000	40,000
4674	Roadway Impact Fees	-	-	60,000	35,000
<b>Total Revenues</b>		<b>7,770,515</b>	<b>8,639,200</b>	<b>8,724,200</b>	<b>8,200,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources	110,721			
<b>Total Other Financing Sources</b>	<b>110,721</b>	-	-	-
Other Financing Uses				
To Harbor Debt Service	250,200	-	50,000	-
<b>Total Other Financing Uses</b>	<b>250,200</b>	-	<b>50,000</b>	-
<b>Net Other Financing Sources (Uses)</b>	<b>(139,479)</b>	-	<b>(50,000)</b>	-

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Debt Service	7,896,167	8,677,000	8,617,600	8,688,550
<b>Total Expenditures</b>	<b>7,896,167</b>	<b>8,677,000</b>	<b>8,617,600</b>	<b>8,688,550</b>

# **DEBT SERVICE**

Harbor Debt Service Fund - to account for the accumulation and distribution of resources for the payment of principal and interest, including Certificates of Obligation issued for completion of Harbor Project Public Improvements.

Revenues are property tax increases generated in the TIF Zone by City and County as well as other available revenues in the Zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	667,558	894,000	853,250	862,850
Total Expenditures	900,744	894,000	894,000	892,350
Excess Revenues Over (Under) Expenditures	(233,186)	-	(40,750)	(29,500)
Net Other Financing Sources (Uses)	250,200	-	50,000	-
Net Gain (Loss)	17,014	-	9,250	(29,500)
Fund Balance - Beginning	27,438	27,388	44,452	53,702
Fund Balance - Ending	44,452	27,388	53,702	24,202

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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05 Harbor Debt Service
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Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	-	-		
4100	Current Taxes	415,867	560,400	569,650	572,150
4105	Delinquent Taxes	1,540	-	-	-
4150	Sales Taxes	250,151	333,600	283,600	290,700
<b>Total Revenues</b>		<b>667,558</b>	<b>894,000</b>	<b>853,250</b>	<b>862,850</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In:				
From EDC - Debt	-	-	-	-
From Debt Service Fund	250,200	-	50,000	-
<b>Total Other Financing Sources</b>	<b>250,200</b>	<b>-</b>	<b>50,000</b>	<b>-</b>
Other Financing Uses				
To EDC - Sales Tax	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>250,200</b>	<b>-</b>	<b>50,000</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Debt Service	900,744	894,000	894,000	892,350
<b>Total Expenditures</b>	<b>900,744</b>	<b>894,000</b>	<b>894,000</b>	<b>892,350</b>

# GENERAL FUND

General Fund - to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	21,425,344	21,905,000	22,540,900	22,829,800
Total Operating Expenditures	19,926,294	21,246,900	20,900,650	21,875,100
Capital Reserve Expenditures	125,800	375,500	500,450	-
Excess Revenues Over (Under) Expenditures	1,373,250	282,600	1,139,800	954,700
Net Other Financing Sources (Uses)	(1,443,131)	(661,350)	(1,697,850)	(919,550)
Net Gain (Loss)	(69,881)	(378,750)	(558,050)	35,150
Fund Balance - Beginning	8,336,696	7,829,856	8,266,815	7,708,765
Fund Balance - Ending	8,266,815	7,451,106	7,708,765	7,743,915

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4100	Current Taxes	6,474,099	6,988,350	7,000,000	7,653,200
4105	Delinquent Taxes	64,503	74,000	80,000	74,000
4110	Penalty & Interest	65,693	58,000	66,000	58,000
<b>Total Property Taxes</b>		<b>6,604,295</b>	<b>7,120,350</b>	<b>7,146,000</b>	<b>7,785,200</b>
4150	Sales Taxes	9,502,054	9,715,900	9,920,000	9,975,000
4155	Beverage Taxes	138,901	135,000	154,000	142,000
<b>Total Sales Taxes</b>		<b>9,640,955</b>	<b>9,850,900</b>	<b>10,074,000</b>	<b>10,117,000</b>
4201	Electrical Franchise	1,318,175	1,350,000	1,380,000	1,400,000
4203	Telephone Franchise	173,778	175,000	175,000	175,000
4205	Gas Franchise	387,331	375,000	501,000	425,000
4207	Cable TV Franchise	148,100	135,000	175,000	175,000
4209	Garbage Franchise	152,463	180,000	180,000	180,000
<b>Total Franchise</b>		<b>2,179,847</b>	<b>2,215,000</b>	<b>2,411,000</b>	<b>2,355,000</b>
4250	Park & Recreation Fees	26,428	24,000	30,000	24,000
4251	Municipal Pool Fees	12,793	11,000	13,000	11,000
4253	Center Rentals	25,527	21,000	27,000	21,000
4255	Harbor Rentals	12,055	10,000	2,500	5,000
4260	Tax Certificate Fees	340	500	500	500
4270	Code Enforcement Fees	1,338	1,000	6,000	2,000
4280	Planning & Zoning Fees	32,984	50,000	25,000	25,000
4283	Construction Fees	207,660	175,000	100,000	75,000
4295	Fire - Plans	36,385	15,000	25,000	10,000
<b>Total Fees</b>		<b>355,510</b>	<b>307,500</b>	<b>229,000</b>	<b>173,500</b>

## Summary of Revenues, Cont'd.

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4300	Building Permits	741,522	525,000	740,000	525,000
4302	Fence Permits	17,155	20,000	16,000	20,000
4304	Electrical Permits	19,604	22,000	16,000	22,000
4306	Plumbing Permits	41,409	45,000	39,000	45,000
4308	Mechanical Permits	26,124	16,000	23,000	16,000
4310	Daycare Center Permits	2,830	2,000	2,000	2,000
4312	Health Permits	61,181	75,500	63,500	63,500
4314	Sign Permits	30,825	22,000	15,000	22,000
4288	Beverage Permits	6,599	1,250	2,250	2,250
4320	Miscellaneous Permits	36,052	28,000	28,000	28,000
Total Permits		983,300	756,750	944,750	745,750
4400	Court Fines	501,874	470,000	520,000	500,000
4402	Court Fees	139,932	145,000	145,000	145,000
4404	Warrant Fees	62,893	58,000	70,000	65,000
4406	Court Deferral Fees	228,669	235,000	235,000	235,000
4408	Animal Control Fees	54,823	50,000	70,000	50,000
4414	Alarm Fees and Fines	-	45,000	35,000	45,000
Total Municipal Court		988,190	1,003,000	1,075,000	1,040,000
4001	Interest Earnings	168,490	210,000	150,000	110,000
4007	Sale of Supplies	2,912	3,000	3,000	2,000
4019	Other	218,123	75,000	140,000	75,000
4050	Donation-Allied	-	10,000	10,000	10,000
Total Miscellaneous		389,525	298,000	303,000	197,000
4500	Grant Proceeds	26,073	-	9,650	-
4510	School Patrol	121,280	177,000	177,000	235,250
4520	County Contracts	45,219	24,000	19,000	18,000
4530	City Contracts	91,152	152,500	152,500	163,100
Total Intergovernmental		283,724	353,500	358,150	416,350
Total Revenues		21,425,344	21,905,000	22,540,900	22,829,800

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	538,100	589,600	589,600	598,900
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	45,000	47,000	47,000	31,000
From Police Seizures Awarded	-	68,200	68,200	41,300
From Siren Fund	-	-	-	-
<b>Total Other Financing Sources</b>	<b>633,100</b>	<b>754,800</b>	<b>754,800</b>	<b>721,200</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	-	10,000	10,000	-
To Radio Fund	92,100	125,000	120,000	115,000
To Special Crimes Unit	70,000	-	-	55,750
To Employee Benefit Fund (Ins.)	1,316,250	1,160,000	1,310,000	1,360,000
To Capital Projects Fund	479,781	-	60,000	-
To Bond Projects	-	-	831,500	-
To Tech. Replacement Fund	118,100	121,150	121,150	110,000
<b>Total Other Financing Uses</b>	<b>2,076,231</b>	<b>1,416,150</b>	<b>2,452,650</b>	<b>1,640,750</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(1,443,131)</b>	<b>(661,350)</b>	<b>(1,697,850)</b>	<b>(919,550)</b>

\*Amended transfer to Bond Projects is from reserves for Fire Stations 3 and 4

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10	
10	01	Mayor/Council	117,366	122,700	111,500	118,700
10	05	Administration	1,501,058	1,524,550	1,543,650	1,565,950
10	06	Administrative Services	476,305	490,700	484,800	476,300
10	09	Internal Operations	1,080,374	1,059,200	1,049,900	1,071,200
15	11	Finance	953,282	1,027,400	1,024,700	1,031,800
15	15	Municipal Court	311,706	325,200	321,100	329,050
20	25	Fire Operations	1,101,407	1,495,650	1,277,500	1,796,900
20	29	Fire Marshal	347,619	404,550	402,300	376,650
30	31	Police Administration	719,021	758,850	748,300	751,300
30	32	Communications	700,965	801,600	771,050	783,400
30	33	Patrol	3,653,882	4,057,700	4,021,900	4,032,550
30	34	CID	559,579	657,850	654,350	651,500
30	35	Community Services	487,935	515,050	523,200	585,600
30	36	Warrants	208,574	217,600	218,600	219,350
30	37	Records	286,582	296,000	289,350	296,700
40	41	Planning	601,263	759,050	846,050	650,350
40	42	Code Enforcement	522,754	554,000	516,150	510,700
40	43	Building Inspections	656,423	634,850	640,150	637,050
40	44	Animal Services	438,726	505,500	521,600	496,800
45	45	Parks	1,497,467	1,476,250	1,505,300	1,523,350
45	46	Harbor O&M	368,052	398,250	432,900	431,500
45	47	Recreation	815,240	816,400	840,850	827,950
45	49	Streets	1,574,332	1,726,550	1,697,550	1,729,850
50	53	Engineering	1,072,182	996,950	958,350	980,600
			20,052,094	21,622,400	21,401,100	21,875,100
Less Capital Reserve			125,800	375,500	500,450	-
<b>Total Operating Expenditures</b>			<b>19,926,294</b>	<b>21,246,900</b>	<b>20,900,650</b>	<b>21,875,100</b>

Amended Reserve Expenditures - Fiscal Year 2009

15,800	Destination Boot Camp
30,000	Legislative activities
50,000	Ordinance Review
220,000	PD-32 Consulting
56,650	Main Street Program
9,500	First Lady Visit
25,000	LRE Demolitions
20,500	Animal Shelter security cameras
73,000	Summer Lee Guardrail
<b>500,450</b>	

## DIVISION SUMMARY

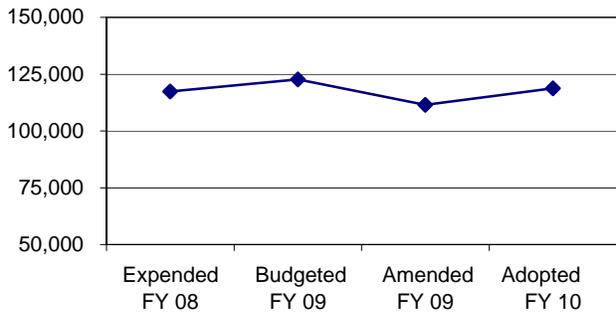
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

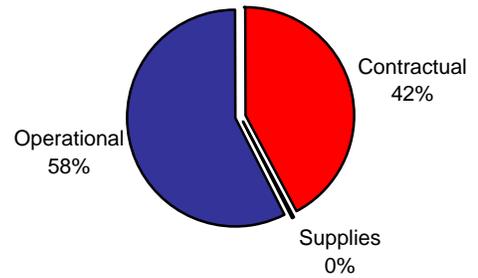
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	48,827	50,000	48,000	50,000
Supplies	502	400	400	400
Operational	68,038	72,300	63,100	68,300
<b>Total</b>	<b>117,366</b>	<b>122,700</b>	<b>111,500</b>	<b>118,700</b>

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**20 Contractual**

0221 INSURANCE-PUBLIC OFFICIAL	48,827	50,000	48,000	50,000
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<b>Contractual TOTAL . . . . . :</b>	<b>48,827</b>	<b>50,000</b>	<b>48,000</b>	<b>50,000</b>
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**30 Supplies**

0310 PRINTING & BINDING	179.99	300	300	300
0347 GENERAL MAINT. SUPPLY	321.59	100	100	100

<b>Supplies TOTAL . . . . . :</b>	<b>501.58</b>	<b>400</b>	<b>400</b>	<b>400</b>
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**40 Operational**

0401 COUNCIL COMPENSATION	22,500	22,500	22,500	22,500
0402 YOUTH ADVISORY COUNCIL	1,554	2,000	2,000	2,000
0404 ELECTION EXPENSES	9,252	9,300	100	9,300
0410 DUES & SUBSCRIPTIONS	9,569	10,000	10,000	10,000
0420 AWARDS	8,809	8,500	8,500	8,500
0428 OTHER	3,508	3,000	3,000	3,000
0430 TUITION & TRAINING	5,195	5,000	5,000	5,000
0436 TRAVEL	7,651	12,000	12,000	8,000

<b>Operational TOTAL . . . . . :</b>	<b>68,038</b>	<b>72,300</b>	<b>63,100</b>	<b>68,300</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>117,366</b>	<b>122,700</b>	<b>111,500</b>	<b>118,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

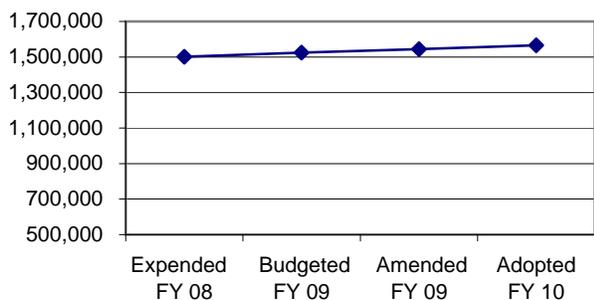
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	660,286	712,350	690,950	692,800
Contractual	751,430	734,900	775,400	795,850
Supplies	31,326	26,200	26,200	26,200
Operational	53,448	47,500	47,500	47,500
Utilities	3,715	3,600	3,600	3,600
Capital	852	-	-	-
<b>Total</b>	<b>1,501,058</b>	<b>1,524,550</b>	<b>1,543,650</b>	<b>1,565,950</b>

### Personnel Schedule

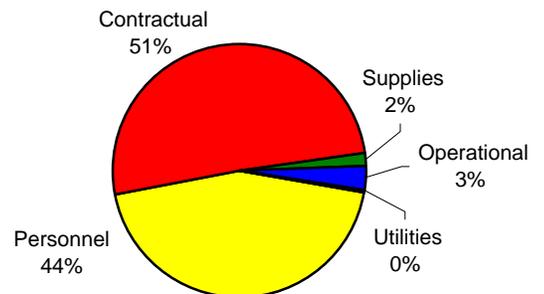
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
Assistant to the City Manager/ City Secretary	23	1	1
Management Analyst	19	1	1
Assistant to the City Secretary	15	1	1
Intern	-	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	297,577	316,300	317,400	317,400
0104	SALARIES & WAGES-CLERICAL	229,177	255,600	231,600	233,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>526,754</b>	<b>571,900</b>	<b>549,000</b>	<b>550,900</b>
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**15 Benefits**

0114	LONGEVITY PAY	4,387	4,350	4,550	4,700
0116	AUTO ALLOWANCE	18,600	18,600	18,600	18,600
0120	FICA & MEDICARE EXPENSE	44,505	46,800	48,900	44,400
0122	T.M.R.S. RETIREMENT EXP.	66,041	70,700	69,900	74,200

<b>Benefits TOTAL . . . . .:</b>	<b>133,532</b>	<b>140,450</b>	<b>141,950</b>	<b>141,900</b>
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**20 Contractual**

0207	APPRAISAL & COLLECTION	161,107	151,000	200,000	211,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0207**

**RCAD Budget**

The budget estimate for fiscal year 2009 provided by RCAD was incorrect and will have to be increased for both years 2009 and 2010.

0208	E.S. CORP CONTRACT	201,120	203,450	203,450	204,200
0211	LEGAL	180,094	200,000	200,000	200,000
0213	CONSULTING FEES	129,642	94,700	94,700	100,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213**

**Consulting**

- \$ 10,000 Appraisals
- 2,500 Environmental Studies
- 25,200 Public Relations Writing
- 2,000 Citizen Survey/Focus Groups
- 30,000 Process Audits/C3 projects
- 8,000 Annual Report Design
- 22,300 Miscellaneous, including golf course

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
0231 SERVICE-MAINT. CONTRACTS	25,141	26,800	17,300	20,800
0233 ADVERTISING	6,520	4,000	5,000	4,000
0236 COMMUNITY SERVICES	41,148	47,500	47,500	47,500
0240 EQUIPMENT REPAIRS	370	500	500	500
0242 EQUIPMENT RENTAL & LEASE	6,288	6,950	6,950	6,950
<b>Contractual TOTAL . . . . .:</b>	<b>751,430</b>	<b>734,900</b>	<b>775,400</b>	<b>795,850</b>

**30 Supplies**

0301 OFFICE SUPPLIES	3,738	1,850	1,850	1,850
0310 PRINTING & BINDING	27,173	23,850	23,850	23,850
0347 GENERAL MAINT. SUPPLY	414.7	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>31,326</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>

**40 Operational**

0254 RECORDING FEES	3,616	4,000	4,000	4,000
0410 DUES & SUBSCRIPTIONS	19,201	15,000	15,000	15,000
0428 OTHER	9,262	8,500	8,500	8,500
0430 TUITION & TRAINING	8,660	8,000	3,000	8,000
0436 TRAVEL	12,709	12,000	17,000	12,000
<b>Operational TOTAL . . . . .:</b>	<b>53,448</b>	<b>47,500</b>	<b>47,500</b>	<b>47,500</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	3,715	3,600	3,600	3,600
<b>Utilities TOTAL . . . . .:</b>	<b>3,715</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>

**60 Capital**

0610 FURNITURE & FIXTURES	852	0	0	0
<b>Capital TOTAL . . . . .:</b>	<b>852</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Administration TOTAL . . .:</b>	<b>1,501,058</b>	<b>1,524,550</b>	<b>1,543,650</b>	<b>1,565,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

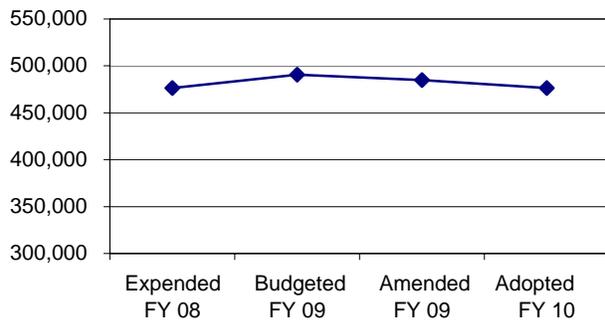
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	409,745	429,400	416,050	410,100
Contractual	10,473	5,000	12,050	10,000
Supplies	3,527	2,500	2,500	2,500
Operational	50,951	51,700	52,100	51,600
Utilities	1,609	2,100	2,100	2,100
<b>Total</b>	476,305	490,700	484,800	476,300

### Personnel Schedule

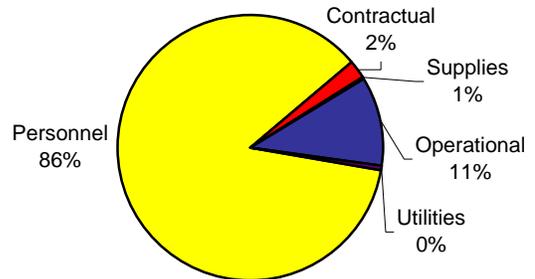
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Administrative Services Director	32	1	1
HR Supervisor	22	1	1
HR Specialist	14	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	109,716	116,700	115,200	116,700
0104	SALARIES & WAGES-CLERICAL	194,540	200,700	201,200	197,800
0109	SALARIES & WAGES-OVERTIME	19	0	0	0
0112	INCENTIVE PAY	33,741	40,000	25,000	20,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>338,016</b>	<b>357,400</b>	<b>341,400</b>	<b>334,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114	LONGEVITY PAY	1,884	2,000	1,950	1,900
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	22,178	23,400	23,500	23,400
0122	T.M.R.S. RETIREMENT EXP.	36,547	39,800	40,400	43,500
0128	UNEMPLOYMENT INS.	7,519	2,000	4,000	2,000

<b>Benefits TOTAL . . . . . :</b>	<b>71,729</b>	<b>72,000</b>	<b>74,650</b>	<b>75,600</b>
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**20 Contractual**

0211	LEGAL	8325	5,000	10,000	10,000
0232	TEMPORARY LABOR SERVICES	2,148	0	2,050	0

<b>Contractual TOTAL . . . . . :</b>	<b>10,473</b>	<b>5,000</b>	<b>12,050</b>	<b>10,000</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,496	1,000	1,000	1,000
0310	PRINTING & BINDING	303	1,000	1,000	1,000
0347	GENERAL MAINT. SUPPLY	728.46	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>3,527</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	2,045	2,600	2,600	2,600
0415	RECRUITING EXPENSES	266	300	700	1,000
0420	AWARDS	5,500	5,500	5,500	5,500
0422	EMPLOYEE ACTIVITIES	10,989	14,000	14,000	14,000
0430	TUITION & TRAINING	2,833	5,500	5,500	5,500
0435	EMPLOYEE DEVELOPMENT	25,505	18,800	18,800	18,000
0436	TRAVEL	3,813	5,000	5,000	5,000

<b>Operational TOTAL . . . . . :</b>	<b>50,951</b>	<b>51,700</b>	<b>52,100</b>	<b>51,600</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,609	2,100	2,100	2,100
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<b>Utilities TOTAL . . . . . :</b>	<b>1,609</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
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<b>Administrative Services TOTAL :</b>	<b>476,305</b>	<b>490,700</b>	<b>484,800</b>	<b>476,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

### Expenditure Summary

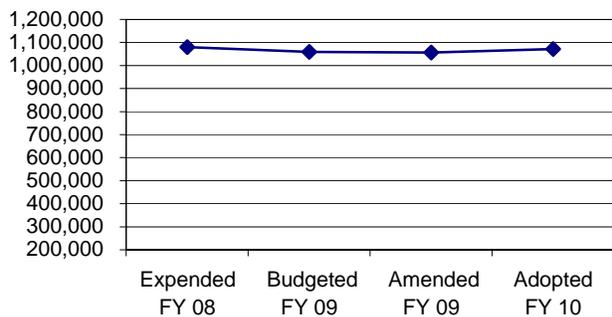
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	450,770	493,850	490,550	484,100
Contractual	175,888	171,100	171,100	170,100
Supplies	87,351	59,150	56,900	56,400
Operational	1,920	1,500	1,250	500
Utilities	364,446	333,600	336,100	360,100
<b>Total</b>	<b>1,080,374</b>	<b>1,059,200</b>	<b>1,055,900</b>	<b>1,071,200</b>

### Personnel Schedule

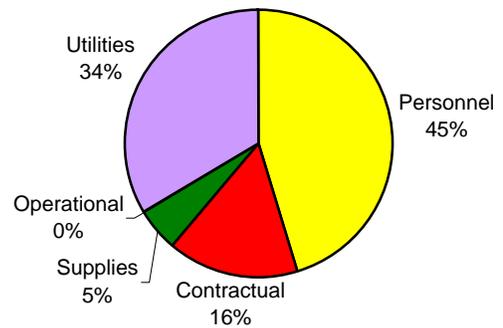
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Facilities Superintendent	22	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	2	2
Custodian	5	4	4

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	63,600	63,600	63,600
0104	SALARIES & WAGES-CLERICAL	44,077	46,600	46,200	46,600
0107	SALARIES & WAGES-LABOR	320,335	292,400	287,700	280,900
0109	SALARIES & WAGES-OVERTIME	7,911	6,000	4,000	4,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>372,323</b>	<b>408,600</b>	<b>401,500</b>	<b>395,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	1,200	600
0114	LONGEVITY PAY	3,340	3,950	3,950	4,400
0120	FICA & MEDICARE EXPENSE	29,074	30,800	31,400	29,900
0122	T.M.R.S. RETIREMENT EXP.	46,034	50,500	52,500	54,100

<b>Benefits TOTAL . . . . .:</b>	<b>78,447</b>	<b>85,250</b>	<b>89,050</b>	<b>89,000</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	90,950	91,700	91,700	91,700
0237	UNIFORM SERVICE	3,176	3,000	3,000	2,500
0240	EQUIPMENT REPAIRS	21,424	8,000	8,000	8,000
0242	EQUIPMENT RENTAL & LEASE	561.23	1,000	1,000	500
0244	BUILDING REPAIRS	38,421	50,000	50,000	50,000
0246	VEHICLE REPAIRS	2,905	3,500	3,500	3,500
0272	JANITORIAL SERVICES	18,451	13,900	13,900	13,900

<b>Contractual TOTAL . . . . .:</b>	<b>175,888</b>	<b>171,100</b>	<b>171,100</b>	<b>170,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	767.77	900	900	900
0323	SMALL TOOLS	2,075	2,000	2,000	1,500
0331	FUEL & LUBRICANTS	13,309	11,250	9,000	9,000
0335	PROPANE	28,434	0	0	0
0345	CLEANING SUPPLIES	15,003	15,000	15,000	15,000
0347	GENERAL MAINT. SUPPLY	27,762	30,000	30,000	30,000

<b>Supplies TOTAL . . . . .:</b>	<b>87,351</b>	<b>59,150</b>	<b>56,900</b>	<b>56,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0415	RECRUITING EXPENSES	1031.4	0	250	0
0430	TUITION & TRAINING	604.26	1,000	500	500
0436	TRAVEL	283.96	500	500	0

<b>Operational TOTAL . . . . . :</b>	<b>1,920</b>	<b>1,500</b>	<b>1,250</b>	<b>500</b>
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**50 Utilities**

0501	ELECTRICITY	194,445	207,400	213,400	223,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0501** **Adding FS #3 and #4**

We're adding Fire Stations #3 and #4 while reflecting a reduction in electric usage for all City facilities as established in the Internal Operations Department Green Action Plan.

0507	CELLULAR TELEPHONE	3,925	4,200	4,200	4,000
0508	TELEPHONE SERVICE	132,063	85,000	85,000	85,000
0510	NATURAL GAS SERVICE	4,888	7,000	9,500	17,100

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0510** **Adding FS #3 and #4**

Increase in line item for Fire Stations #3 and #4.

0513	WATER	29,125	30,000	24,000	31,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0510** **Adding FS #3 and #4**

Adding Fire Stations #3 and #4. This amount includes a reduction in water consumption at all City facilities as established in the Internal Operations Department Green Action Plan.

<b>Utilities TOTAL . . . . . :</b>	<b>364,446</b>	<b>333,600</b>	<b>336,100</b>	<b>360,100</b>
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<b>Internal Operations TOTAL :</b>	<b>1,080,374</b>	<b>1,059,200</b>	<b>1,055,900</b>	<b>1,071,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

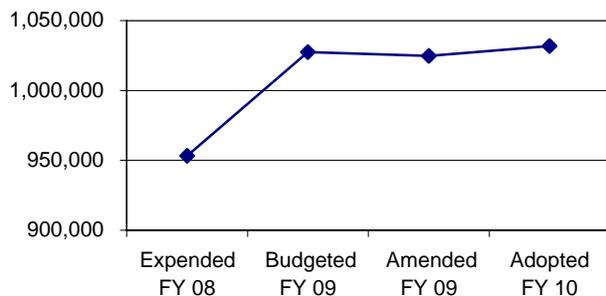
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	622,771	655,900	658,900	663,550
Contractual	256,103	268,000	267,500	267,950
Supplies	60,193	86,200	82,000	84,000
Operational	12,427	15,500	14,500	14,500
Utilities	1,788	1,800	1,800	1,800
<b>Total</b>	<b>953,282</b>	<b>1,027,400</b>	<b>1,024,700</b>	<b>1,031,800</b>

### Personnel Schedule

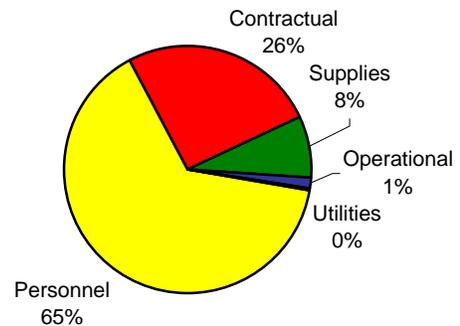
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Director of Finance	33	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	119,597	127,500	127,800	127,500
0104	SALARIES & WAGES-CLERICAL	391,708	411,300	410,300	411,300
0109	SALARIES & WAGES-OVERTIME	208	300	200	300

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>511,513</b>	<b>539,100</b>	<b>538,300</b>	<b>539,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,235	1,200	1,200	1,200
0114	LONGEVITY PAY	4,193	4,800	4,800	5,250
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	38,265	39,600	40,800	39,900
0122	T.M.R.S. RETIREMENT EXP.	63,966	67,600	70,200	74,500

<b>Benefits TOTAL . . . . . :</b>	<b>111,258</b>	<b>116,800</b>	<b>120,600</b>	<b>124,450</b>
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**20 Contractual**

0210	AUDITING	29,000	29,000	29,000	29,000
0217	IT SERVICE	58,942	59,300	59,300	59,300
0223	INSURANCE-SURETY BONDS	400	500	500	450
0225	INSURANCE-AUTOMOBILES	34,000	36,000	36,000	36,000
0227	INSURANCE-REAL PROPERTY	36,000	38,000	38,000	38,000
0228	INSURANCE-CLAIMS & DED.	18,204	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	35,695	38,000	38,000	38,000
0231	SERVICE-MAINT. CONTRACTS	40,350	43,000	43,000	43,000
0233	ADVERTISING	579	1,000	500	1,000
0240	EQUIPMENT REPAIRS	405	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,528	2,700	2,700	2,700

<b>Contractual TOTAL . . . . . :</b>	<b>256,103</b>	<b>268,000</b>	<b>267,500</b>	<b>267,950</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,622	2,250	2,250	2,250
0303	COMPUTER SUPPLIES	14,994	15,000	15,000	15,000
0305	COPY MACHINE SUPPLY	11,012	38,200	33,000	33,000
0307	POSTAGE	27,631	28,000	28,000	31,000
0310	PRINTING & BINDING	2,974	2,000	3,000	2,000
0347	GENERAL MAINT. SUPPLY	961	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>60,193</b>	<b>86,200</b>	<b>82,000</b>	<b>84,000</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,450	3,500	3,500	3,500
0430	TUITION & TRAINING	4,240	6,000	5,000	5,000
0436	TRAVEL	4,738	6,000	6,000	6,000

<b>Operational TOTAL . . . . . :</b>	<b>12,427</b>	<b>15,500</b>	<b>14,500</b>	<b>14,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,788	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,788</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>FINANCE TOTAL . . :</b>	<b>953,282</b>	<b>1,027,400</b>	<b>1,024,700</b>	<b>1,031,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

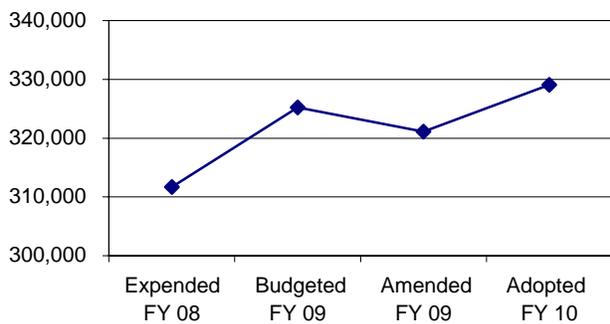
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	235,044	246,850	242,550	249,700
Contractual	68,404	68,100	68,100	69,100
Supplies	5,003	5,750	5,750	5,750
Operational	3,255	4,500	4,700	4,500
<b>Total</b>	<b>311,706</b>	<b>325,200</b>	<b>321,100</b>	<b>329,050</b>

### Personnel Schedule

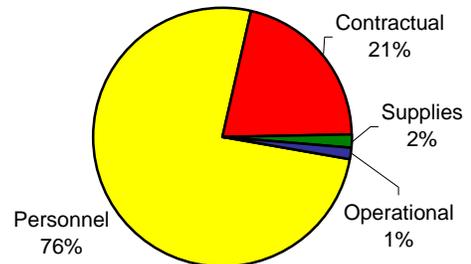
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	2
Deputy Municipal Court Clerk I	10	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>		<b>Department</b>		<b>Division</b>	
01 General Fund		15 Finance		15 Municipal Court	
<b>ACCOUNT</b>		<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
<b>10 Salaries &amp; Wages</b>					
0101	SALARIES & WAGES-SUPERVISOR	71,560	75,400	75,600	75,400
0104	SALARIES & WAGES-CLERICAL	121,174	125,800	120,000	125,800
0109	SALARIES & WAGES-OVERTIME	1,347	2,000	2,600	2,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>194,080</b>	<b>203,200</b>	<b>198,200</b>	<b>203,200</b>
<b>15 Benefits</b>					
0113	EDUCATION/CERTIFICATE PAY	300	600	600	600
0114	LONGEVITY PAY	2,210	2,450	2,450	2,700
0120	FICA & MEDICARE EXPENSE	14,460	15,400	15,600	15,400
0122	T.M.R.S. RETIREMENT EXP.	23,994	25,200	25,700	27,800
<b>Benefits TOTAL . . . . .:</b>		<b>40,964</b>	<b>43,650</b>	<b>44,350</b>	<b>46,500</b>
<b>20 Contractual</b>					
0211	LEGAL	52,658	51,300	51,300	51,300
0231	SERVICE-MAINT. CONTRACTS	10,306	10,900	10,900	11,900
0240	EQUIPMENT REPAIRS	0	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,440	5,400	5,400	5,400
<b>Contractual TOTAL . . . . .:</b>		<b>68,404</b>	<b>68,100</b>	<b>68,100</b>	<b>69,100</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	1,756	1,500	1,500	1,500
0310	PRINTING & BINDING	2,504	3,500	3,500	3,500
0347	GENERAL MAINT. SUPPLY	743	750	750	750
<b>Supplies TOTAL . . . . .:</b>		<b>5,003</b>	<b>5,750</b>	<b>5,750</b>	<b>5,750</b>
<b>40 Operational</b>					
0407	JURY EXPENSE	990	1,000	1,000	1,000
0410	DUES & SUBSCRIPTIONS	411	500	500	500
0430	TUITION & TRAINING	415	1,200	1,200	1,000
0436	TRAVEL	1,439	1,800	2,000	2,000
<b>Operational TOTAL . . . . .:</b>		<b>3,255</b>	<b>4,500</b>	<b>4,700</b>	<b>4,500</b>
<b>Municipal Court TOTAL . . .:</b>		<b>311,706</b>	<b>325,200</b>	<b>321,100</b>	<b>329,050</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

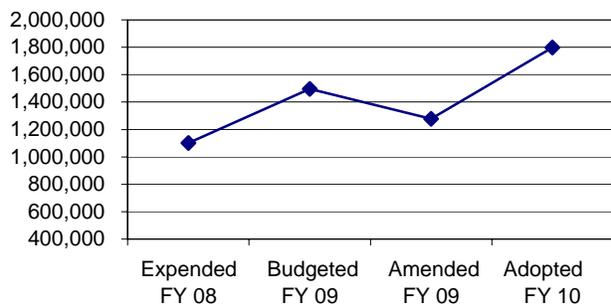
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	882,159	1,255,000	1,048,400	1,556,900
Contractual	112,783	134,050	126,500	134,400
Supplies	74,611	72,600	68,600	68,600
Operational	28,165	31,200	31,200	34,200
Utilities	1,895	2,800	2,800	2,800
Capital	1,795	-	-	-
<b>Total</b>	<b>1,101,407</b>	<b>1,495,650</b>	<b>1,277,500</b>	<b>1,796,900</b>

### Personnel Schedule

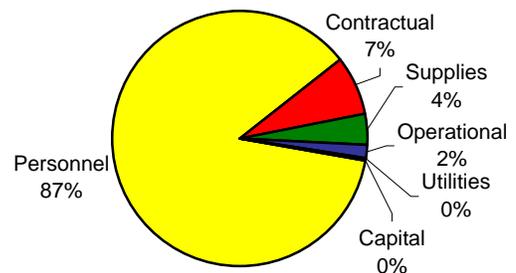
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Fire Chief	33	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	6	6
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	113,129	120,200	119,000	120,200
0104	SALARIES & WAGES-CLERICAL	94,285	96,800	96,600	96,800
0107	SALARIES & WAGES-LABOR	385,911	666,700	491,700	876,200

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Volunteer Trainee Program - Add Station**

This request is to add trainee shifts to one additional station. Currently, trainees work 4 hour shifts Monday - Friday and 8 hour shifts Saturday and Sunday at both Station 1 and 2 for \$8 per hour.

The Trainee Program was implemented in 2008. Since implementation, 4 trainees have become eligible to work driver shifts and 11 new or existing volunteers are participating in the program. We believe this has been a successful program that benefits both

As with the PT Drivers, trainees are limited to no more than 1,000 hours per year. Recruits must bid on shifts and only one will be on duty with one driver.

Utilizing 2 stations for this program currently costs \$31,400. The cost to add one additional station for this program is \$15,700.

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Current Driver Program**

This will be the first full year for the FT Driver Program. The FT drivers will be on duty at 3 stations and PT drivers will cover one station. All 4 stations will have a driver on duty 24-hours per day.

FT drivers will work 24-hour shifts. The cost for 1 Battalion Chief, 3 Captains and 6 Drivers is \$712,700.

PT drivers will work 12-hour shifts Monday - Sunday. They will be responsible for 694 regular shifts and 36 holiday shifts. The cost of this program is \$189,500.

In addition to the PT shifts mentioned above, PT drivers will be needed to fill shifts at stations that would otherwise be left vacant when the FT driver is off for vacation, banked holiday time, or FLSA required Kelly Days. This equates to a minimum of

PT Drivers are compensated at \$20 per hour and \$30 per hour for holiday shifts. Currently we have 27 members who are eligible to drive. Of these, 20 are TCFP certified.

- \$712,700 Full time shift employees
- 189,500 Volunteer driver shifts
- 66,700 Volunteer driver cover FT time off
- 4,500 Volunteer assistant chiefs and secretary
- \$ 973,400 Total (incl FICA/TMRS)

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Holidays**

**Approved Holidays (for FT/PT Drivers)**

Thanksgiving Day (Thur)	MLK Day (Mon)
Thanksgiving Fri (Fri)	Memorial Day (Mon)
Christmas Day (Fri)	July 5th (Mon) - City observed holiday
New Year's Day (Fri)	Labor Day (Mon)

**Approved Holidays (for PT Drivers Only)**

Christmas Eve (Thur)
New Year's Eve (Thur)
July 4th (Sun) - City observes Mon for FT personnel

0109 SALARIES & WAGES-OVERTIME	3,333	4,000	5,500	55,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0109**

**Overtime**

We anticipate the following overtime associated with the FT Driver Program:

\$15,500 Required FLSA Overtime

\$10,100 Holiday (8 holidays with 3 on duty per shift - this is 1/2 time with remaining in labor line)

\$ 7,000 Continuing Education (Required for Captains and Drivers – 1 shift each)

\$30,400 After hours/off-duty calls (Structure Fire, Haz Mat, Motor Vehicle Accidents). Each year we average 30 structure fires (3 hours each), 6 Haz Mat incidents (2 hours each) and 17 MVAs with entrapment (1 hour each). We need the FT off duty personne

\$ 500 Admin Technician

Comp time can only accrue up to 240 hours. The Battalion Chief is currently at the maximum accrual. His after hours responsibilities are primarily related to training meetings for the volunteer staff and after hours fire calls. It is not practical to r

**CITY MANAGER'S COMMENTS:** Approved, after hours calls will be funded at 75% since this is primarily an unknown expense.

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>596,659</b>	<b>887,700</b>	<b>712,800</b>	<b>1,149,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	22,021	35,000	30,000	30,000
0114	LONGEVITY PAY	29,665	33,800	29,100	30,200
0115	FIREMEN-INCENTIVE PAY	75,255	88,000	88,000	88,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115** **Fire Incentive**

\$75,000 per call incentive divided between volunteers

5,000 one time incentive of \$1,000 to any volunteer who completes basic firefighter and EMT program.

8,000 Everyone Get One Program - provides an incentive to current volunteers to recruit new volunteers.

0116	AUTO ALLOWANCE	6,900	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	45,805	66,500	57,500	79,100
0122	T.M.R.S. RETIREMENT EXP.	48,904	74,600	63,600	111,100
0125	FIREMEN WATER DISCOUNT	4,151	5,100	5,100	5,100
0126	RETIREMENT-FIREMEN'S PENSION	52,800	57,400	55,400	57,400

<b>Benefits TOTAL . . . . :</b>	<b>285,501</b>	<b>367,300</b>	<b>335,600</b>	<b>407,800</b>
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**20 Contractual**

0213	CONSULTING FEES	2,041	2,000	1,000	2,000
0222	DISABILITY INSURANCE	24,906	31,750	25,000	25,000
0231	SERVICE-MAINT. CONTRACTS	23,233	35,100	35,100	35,100

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231** **Service Contracts**

\$ 700 Copier Maintenance

500 Direct TV(Mobile Command)

3,300 HazMat Decontamination

10,500 Air Compressors/Cascade Station Quarterly Maint and yearly SCBA testing

3,000 MDT Aircards

2,600 Ladder testing

9,450 Hose testing

1,200 Mask Fit testing

2,700 Pump Testing

1,150 Air Compressor Maint

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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0237 UNIFORM SERVICE	316	1,200	1,400	4,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0237** **Uniform Service**

\$4,600 We will provide cleaning of uniforms for the Chief, Battalion Chief and nine full time firefighters. These funds will allow each full time shift firefighter to have their uniforms cleaned after each shift and allow the Chief and Battalion Chief to have their uniforms cleaned on a weekly basis. The increase in this line item is due to the addition of seven new personnel.

0238 TRAINING REIMBURSEMENT	9,900	8,000	8,000	11,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0238** **Training Reimbursement**

The City pays the firemen \$550 for attending week long training outside the department. These include special training classes which cannot be taught at our location without a training facility. This total will cover 20 volunteers attending week long training.

**CITY MANAGER'S COMMENTS:** Approved

0240 EQUIPMENT REPAIRS	13,815	12,500	12,500	12,500
0242 EQUIPMENT RENTAL & LEASE	5,456	5,700	5,700	5,700
0246 VEHICLE REPAIRS	33,116	37,800	37,800	38,500

<b>Contractual TOTAL . . . . . :</b>	<b>112,783</b>	<b>134,050</b>	<b>126,500</b>	<b>134,400</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,874	2,150	2,150	2,150
0310 PRINTING & BINDING	225	500	500	500
0321 UNIFORMS	9,517	11,450	11,450	11,450
0323 SMALL TOOLS	0	500	500	500
0325 SAFETY SUPPLIES	3,807	0	0	0
0331 FUEL & LUBRICANTS	23,076	20,000	16,000	16,000
0347 GENERAL MAINT. SUPPLY	1,099	2,000	2,000	2,000
0378 FIRE PREVENTION SUPPLIES	29	1,000	1,000	1,000
0379 FIRE FIGHTING SUPPLIES	34,986	35,000	35,000	35,000

<b>Supplies TOTAL . . . . . :</b>	<b>74,611</b>	<b>72,600</b>	<b>68,600</b>	<b>68,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	2,636	3,100	3,100	3,100
0415	RECRUITING EXPENSES	4,393	4,100	4,100	4,100
0430	TUITION & TRAINING	12,157	13,000	13,000	13,000
0436	TRAVEL	8,979	11,000	11,000	14,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0436** **Travel**

This amount is for the motel, meals, and mileage for the firemen going to fire schools during the year. Also, included in this account are expenses for staff development events for paid staff.

In addition, the Battalion Chief will attend the Executive Conference for our software company and the Fire Department Instructors Conference in Indianapolis. He will also attend the TX Fire Educators Conference in Austin.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Operational TOTAL . . . . . :</b>	<b>28,165</b>	<b>31,200</b>	<b>31,200</b>	<b>34,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,895	2,800	2,800	2,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,895</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	1,795	0	0	0
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<b>Capital TOTAL . . . . . :</b>	<b>1,795</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Fire Operations TOTAL :</b>	<b>1,101,407</b>	<b>1,495,650</b>	<b>1,277,500</b>	<b>1,796,900</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

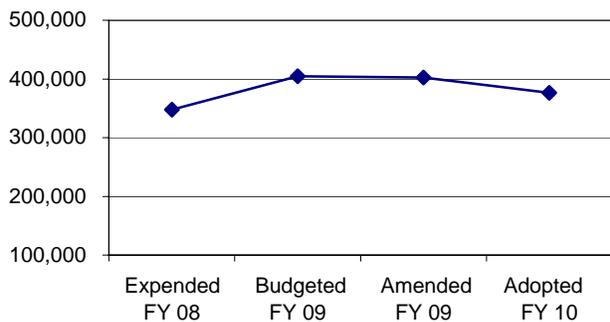
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	273,779	334,100	336,850	303,700
Contractual	12,835	18,750	15,750	18,750
Supplies	28,399	31,950	29,950	32,450
Operational	30,792	15,950	15,950	17,950
Utilities	1,814	3,800	3,800	3,800
<b>Total</b>	<b>347,619</b>	<b>404,550</b>	<b>402,300</b>	<b>376,650</b>

### Personnel Schedule

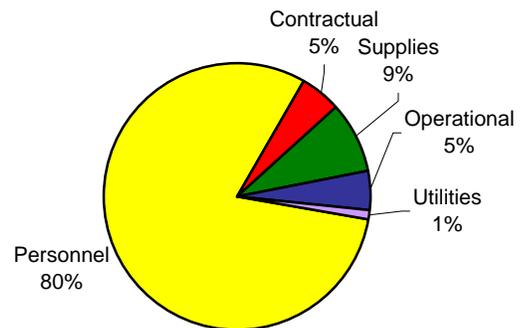
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	78,871	83,600	82,800	83,600
0107	SALARIES & WAGES-LABOR	141,925	186,300	184,500	155,800
0109	SALARIES & WAGES-OVERTIME	2,960	4,000	7,000	7,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0109** **Overtime**

This is overtime for three fire inspectors needed to conduct after hour fire acceptance testing and assist with large fire investigations. We conduct a significant number of after hours classes as well.

**CITY MANAGER'S COMMENTS:** Approved

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>223,756</b>	<b>273,900</b>	<b>274,300</b>	<b>246,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,075	3,900	3,900	3,900
0114	LONGEVITY PAY	1,555	1800	1,750	2,000
0120	FICA & MEDICARE EXPENSE	17,406	20,600	21,400	18,300
0122	T.M.R.S. RETIREMENT EXP.	27,988	33,900	35,500	33,100

<b>Benefits TOTAL . . . . :</b>	<b>50,024</b>	<b>60,200</b>	<b>62,550</b>	<b>57,300</b>
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**20 Contractual**

0213	CONSULTING FEES	4,890	5,000	2,000	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0213** **Total Consulting**

**\$5,000 Operational**

This fee is for fire protection systems plan review if done by third party and background check for new position.

0231	SERVICE-MAINT. CONTRACTS	2,170	2,400	2,400	2,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0231** **Service Maintenance Contracts**

**\$1,900 Wireless air card for 4 MDT**

**500 Recharging fire extinguishers used in training**

0237	UNIFORM SERVICE	536	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	280	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,400	3,850	3,850	3,850
0246	VEHICLE REPAIRS	2,559	4,500	4,500	4,500
0261	CRIME SCENE SERVICES	0	500	500	500

<b>Contractual TOTAL . . . . :</b>	<b>12,835</b>	<b>18,750</b>	<b>15,750</b>	<b>18,750</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,002	1,150	1,150	1,150
0310	PRINTING & BINDING	1,344	2,000	2,000	2,000
0321	UNIFORMS	3,120	2,300	2,300	3,300

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0321**

**Uniforms**

\$1,000 Uniforms for new fire inspector

1,000 Replacement uniforms as needed

300 Citizens Fire Academy shirts

1,000 Shirts/vest for CERT Team members

**CITY MANAGER'S COMMENTS:** Approved

0331	FUEL & LUBRICANTS	9,950	10,000	8,000	8,000
0347	GENERAL MAINT. SUPPLY	116	500	500	500
0373	INVESTIGATION SUPPLIES	503	1,000	1,000	1,000
0378	FIRE PREVENTION SUPPLIES	11,938	14,000	14,000	14,000
0379	FIRE FIGHTING SUPPLIES	426	1,000	1,000	2,500

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0379**

**Firefighting Supplies**

\$2,500 Operational, Regulatory and Strategic

To provide personal protective gear or any needed equipment for fire inspectors and for the new inspector, when the position is filled.

**CITY MANAGER'S COMMENTS:** Approved

<b>Supplies TOTAL . . . . .:</b>	<b>28,399</b>	<b>31,950</b>	<b>29,950</b>	<b>32,450</b>
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**40 Operational**

0409	GRANT MATCHING	24,292	0	0	0
0410	DUES & SUBSCRIPTIONS	1,285	1,950	1,950	1,950
0415	RECRUITING EXPENSES	128	0	0	2000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0415**

**Recruiting**

This cost is associated with advertising for filling an inspector/investigator/firefighter position as one of the current inspectors is moving to driver position.

**CITY MANAGER'S COMMENTS:** Approved, position will remain open for an extended period before recruiting begins.

<b>Fund</b>	<b>Department</b>	<b>Division</b>			
01 General Fund	20 Fire	29 Fire Marshal			
<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>	
0430 TUITION & TRAINING	2,681	8,000	8,000	7,000	
0436 TRAVEL	2,407	6,000	6,000	7,000	
<b>Operational TOTAL . . . . . :</b>	<b>30,792</b>	<b>15,950</b>	<b>15,950</b>	<b>17,950</b>	
<b>50 Utilities</b>					
0507 CELLULAR TELEPHONE	1,814	3,800	3,800	3,800	
<b>Utilities TOTAL . . . . . :</b>	<b>1,814</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>	
<b>Fire Marshal TOTAL :</b>	<b>347,619</b>	<b>404,550</b>	<b>402,300</b>	<b>376,650</b>	

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

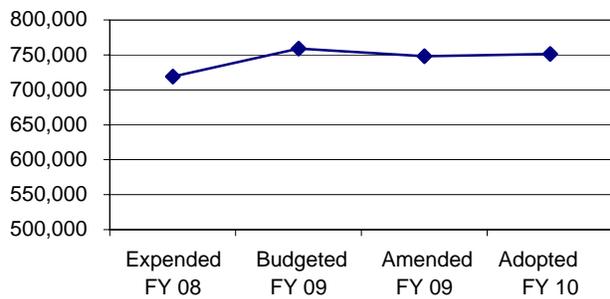
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	630,852	672,500	665,450	667,150
Contractual	57,094	54,250	54,250	54,250
Supplies	10,913	12,500	9,000	9,500
Operational	15,057	14,750	14,750	15,550
Utilities	5,105	4,850	4,850	4,850
Capital	-	-	-	-
<b>Total</b>	<b>719,021</b>	<b>758,850</b>	<b>748,300</b>	<b>751,300</b>

### Personnel Schedule

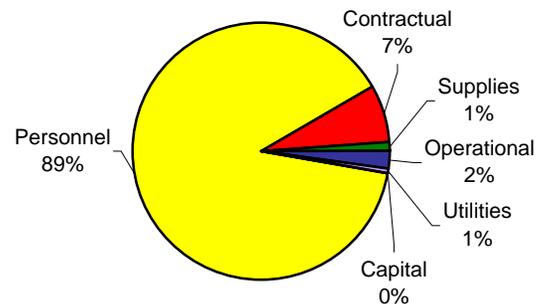
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Police Chief	33	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	3
Executive Assistant	14	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	127,236	130,100	130,500	130,100
0104	SALARIES & WAGES-CLERICAL	46,561	46,700	46,850	39,900
0107	SALARIES & WAGES-LABOR	340,213	372,100	362,800	367,800
0109	SALARIES & WAGES-OVERTIME	0	500	200	500
<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>514,011</b>	<b>549,400</b>	<b>540,350</b>	<b>538,300</b>

**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,900	3,900	3,900	3,900
0114	LONGEVITY PAY	3,435	3,800	3,800	4,150
0116	AUTO ALLOWANCE	6,900	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	38,500	39,600	40,100	39,400
0122	T.M.R.S. RETIREMENT EXP.	64,106	68,900	70,400	74,500
<b>Benefits TOTAL . . . . .:</b>		<b>116,842</b>	<b>123,100</b>	<b>125,100</b>	<b>128,850</b>

**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	27,075	28,500	28,500	28,500
0231	SERVICE-MAINT. CONTRACTS	69	0	0	0
0237	UNIFORM SERVICE	1,350	1,250	1,250	1,250
0240	EQUIPMENT REPAIRS	426	500	500	500
0246	VEHICLE REPAIRS	974	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	27,200	22,500	22,500	22,500
0265	MEDICAL SERVICE-PRISONER	0	500	500	500
<b>Contractual TOTAL . . . . .:</b>		<b>57,094</b>	<b>54,250</b>	<b>54,250</b>	<b>54,250</b>

**30 Supplies**

0301	OFFICE SUPPLIES	877	500	500	1000
0310	PRINTING & BINDING	240	1,500	1500	1,500
0321	UNIFORMS	942	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	7,378	8,000	4,500	4,500
0347	GENERAL MAINT. SUPPLY	1476	1,500	1,500	1,500
<b>Supplies TOTAL . . . . .:</b>		<b>10,913</b>	<b>12,500</b>	<b>9,000</b>	<b>9,500</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,760	2,000	2,000	2,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0410**

**Dues**

Our department has been accepted to begin the review process for the Texas Law Enforcement Recognition Program. This program was developed by the Texas Police Chiefs Association to assist agencies in meeting their obligations to their communities by outlining Best Practices covering all aspects of Texas law enforcement operations. Being "Recognized" means the agency has met or exceeded all the identified 162 practices that address critical issues and have systems in place to identify and correct problems. The cost for administering this program for an agency our size is \$800 annually.

**CITY MANAGER'S COMMENTS:** *Approved*

0420 AWARDS	160.45	750	750	750
0428 OTHER	0	0	0	0
0430 TUITION & TRAINING	5,097	4,500	4,500	4,500
0436 TRAVEL	8,039	7,500	7,500	7,500

<b>Operational TOTAL . . . . . :</b>	<b>15,057</b>	<b>14,750</b>	<b>14,750</b>	<b>15,550</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	5,105	4,850	4,850	4,850
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<b>Utilities TOTAL . . . . . :</b>	<b>5,105</b>	<b>4,850</b>	<b>4,850</b>	<b>4,850</b>
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<b>Police Administration TOTAL :</b>	<b>719,021</b>	<b>758,850</b>	<b>748,300</b>	<b>751,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

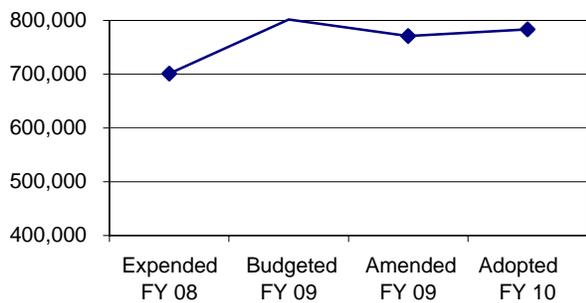
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	574,490	646,400	615,850	632,200
Contractual	118,374	141,100	141,100	137,100
Supplies	3,056	3,300	3,300	3,300
Operational	4,395	10,300	10,300	9,800
Utilities	649	500	500	1,000
<b>Total</b>	700,965	801,600	771,050	783,400

### Personnel Schedule

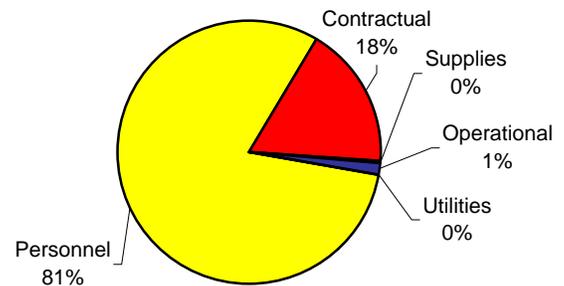
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Communications Supervisor	19	1	1
Communications Specialist	13	11	11

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	58,815	65,700	50,700	50,700
0104	SALARIES & WAGES-CLERICAL	371,321	440,900	426,900	438,100
0109	SALARIES & WAGES-OVERTIME	48,028	35,000	32,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>478,164</b>	<b>541,600</b>	<b>509,600</b>	<b>523,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATION PAY	0	0	600	600
0114	LONGEVITY PAY	2,837	2,400	2,150	2,800
0120	FICA & MEDICARE EXPENSE	35,316	38,800	38,500	37,400
0122	T.M.R.S. RETIREMENT EXP.	58,173	63,600	65,000	67,600

<b>Benefits TOTAL . . . . .:</b>	<b>96,326</b>	<b>104,800</b>	<b>106,250</b>	<b>108,400</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	118,374	141,100	141,100	137,100
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<b>Contractual TOTAL . . . . .:</b>	<b>118,374</b>	<b>141,100</b>	<b>141,100</b>	<b>137,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,617	900	900	900
0310	PRINTING & BINDING	68	100	100	100
0321	UNIFORMS	742	1,800	1,800	1,800
0347	GENERAL MAINT. SUPPLY	630	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>3,056</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,143	2,000	2,000	2,000
0415	RECRUITING EXPENSES	684	3,300	3,300	3,300
0428	OTHER	398	0	0	0
0430	TUITION & TRAINING	1,267	2,500	2,500	2,500
0436	TRAVEL	904	2,500	2,500	2,000

<b>Operational TOTAL . . . . .:</b>	<b>4,395</b>	<b>10,300</b>	<b>10,300</b>	<b>9,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	649	500	500	1,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0507**

**Cell Phone**

We request an increase of \$500 to allow the Communications Supervisor a cell phone with a data plan. This unit works 24/7 and the supervisor needs to be able to receive emails and other updates, so that she may respond to the dispatchers in a timely manne

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Utilities TOTAL . . . . .:</b>	<b>649</b>	<b>500</b>	<b>500</b>	<b>1,000</b>
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<b>Communications TOTAL . . .:</b>	<b>700,965</b>	<b>801,600</b>	<b>771,050</b>	<b>783,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

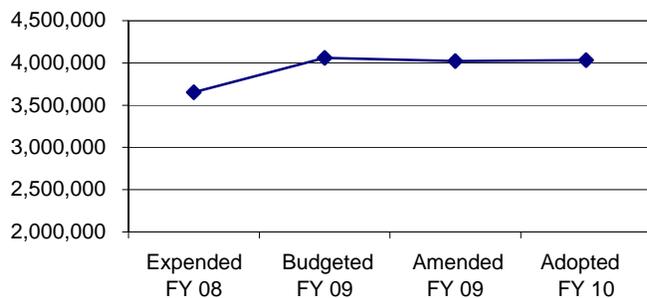
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	3,304,273	3,731,700	3,719,900	3,711,900
Contractual	75,750	79,350	79,350	89,350
Supplies	246,864	223,450	197,450	208,850
Operational	20,008	20,200	22,200	19,450
Utilities	3,128	3,000	3,000	3,000
Capital	3,860	-	-	-
<b>Total</b>	<b>3,653,882</b>	<b>4,057,700</b>	<b>4,021,900</b>	<b>4,032,550</b>

### Personnel Schedule

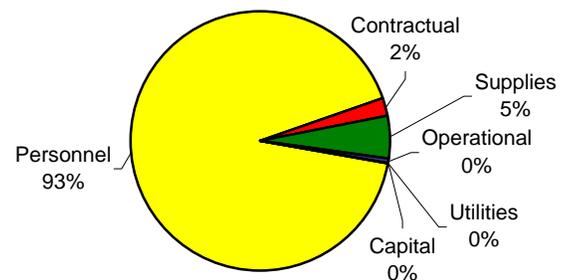
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	43	43

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	388,660	429,700	419,700	419,700
0107	SALARIES & WAGES-LABOR	2,098,507	2,475,700	2,345,000	2,434,100

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107**

**Additional Police Officers**

As we have seen for the past several years, the demands for police services have grown faster than the population. In 2007 our call load increased a record 25%, in 2008 by over 6%, and YTD 2009 by over 7%. This year with the annexation of Lake Rockwall Estates we have seen more demands from that particular neighborhood than most other neighborhoods in the city. Our current population is approximately 35,200.

An additional police officer assigned to the Patrol Division will keep us at our goal of 2 officers for every 1,000 residents, will help provide services for these demands, will help in keeping our response times at our goal of 7 minutes, and could reduce overtime in both late relief and special events.

**CITY MANAGER'S COMMENTS: Disapproved**

0108	OVERTIME-STEP	65,842	80,000	80,000	80,000
0109	SALARIES & WAGES-OVERTIME	171,735	122,000	204,000	122,000

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>2,724,744</b>	<b>3,107,400</b>	<b>3,048,700</b>	<b>3,055,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	22,470	21,900	26,300	25,200
0114	LONGEVITY PAY	14,442	15,700	15,700	17,900
0120	FICA & MEDICARE EXPENSE	208,357	222,200	236,700	218,300
0122	T.M.R.S. RETIREMENT EXP.	334,260	364,500	392,500	394,700

<b>Benefits TOTAL . . . . :</b>	<b>579,529</b>	<b>624,300</b>	<b>671,200</b>	<b>656,100</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	18,309	23,650	23,650	23,650
0240	EQUIPMENT REPAIRS	4,553	6,000	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	9,280	9,700	9,700	9,700
0246	VEHICLE REPAIRS	43,608	40,000	40,000	50,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0246**

**Vehicle repairs**

Additional funds are needed to cover the increasing costs associated with vehicle repairs for the patrol fleet.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . :</b>	<b>75,750</b>	<b>79,350</b>	<b>79,350</b>	<b>89,350</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,695	750	750	1,000
0310	PRINTING & BINDING	1,852	1,500	1,500	1,500
0315	TRAINING SUPPLIES	8,247	13,000	13,000	13,000
0321	UNIFORMS	61,456	55,450	55,450	60,450

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0321**

**Ballistic Vests**

An increase is needed to cover the increased prices of uniforms and ballistic vests. We continue to receive some reimbursement from the Ballistic Vest Grant each year.

**CITY MANAGER'S COMMENTS:** *Approved*

0331	FUEL & LUBRICANTS	164,171	143,000	117,000	117,000
0347	GENERAL MAINT. SUPPLY	6,984	7,250	7,250	13,400

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0347**

**In Car Videotapes**

A \$1,000 increase is being sought to cover the increased costs of videotapes used for in-car videos. The costs of the tapes has increased by 2.5 times in the last year.

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0347**

**Safety Vests/Traffic cones**

Federal guidelines, effective in 2010 requires the department to replace our current traffic safety vests and cones at a cost of \$5,100

**CITY MANAGER'S COMMENTS:** *Approved*

0376	POLICE CANINE EXPENSE	2,460	2,500	2,500	2,500
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<b>Supplies TOTAL . . . . .:</b>	<b>246,864</b>	<b>223,450</b>	<b>197,450</b>	<b>208,850</b>
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	214.95	200	200	200
0415 RECRUITING EXPENSES	4,079	3,000	5,000	4,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0415**

**Recruiting expenses**

A \$1,000 increase is being sought to cover the increased costs of applicant testing and advertising for open sworn positions.

**CITY MANAGER'S COMMENTS:** *Approved*

0430 TUITION & TRAINING	12,102	13,000	13,000	11,250
0436 TRAVEL	3,612	4,000	4,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>20,008</b>	<b>20,200</b>	<b>22,200</b>	<b>19,450</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	3,128	3,000	3,000	3,000
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<b>Utilities TOTAL . . . . . :</b>	<b>3,128</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
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**60 Capital**

0623 VEHICLES	3,860	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623**

**Patrol Pursuit Vehicles**

Per the City Vehicle Replacement Policy, the Department is requesting seven (7) vehicles for Patrol. This will maintain the fleet at its current size since 7 other vehicles will be passed down to other divisions and those vehicles then removed from the fleet and sent to auction. The vehicle equipment will also be transferred to the new vehicles, except all will require new light bars.

Total vehicle cost: \$170,000

Total equipment cost including change out: \$45,000

**CITY MANAGER'S COMMENTS:** *Approved, financed with Contractual Obligations.*

<b>Capital TOTAL . . . . . :</b>	<b>3860</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Patrol TOTAL . . . :</b>	<b>3,653,882</b>	<b>4,057,700</b>	<b>4,021,900</b>	<b>4,032,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

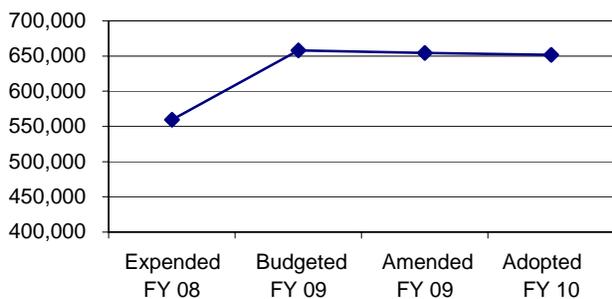
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	515,551	616,200	615,900	613,400
Contractual	14,059	11,600	11,600	11,600
Supplies	21,840	21,650	18,350	18,600
Operational	4,512	5,200	5,300	4,700
Utilities	2,632	3,200	3,200	3,200
Capital	985	-	-	-
<b>Total</b>	<b>559,579</b>	<b>657,850</b>	<b>654,350</b>	<b>651,500</b>

### Personnel Schedule

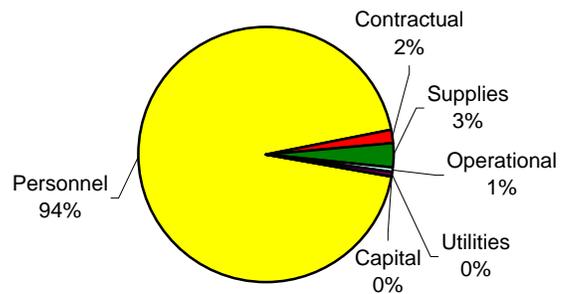
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Sergeant	-	1	1
Investigator	-	4	4
Investigator - SCU	-	1	1
Investigator (PT)	-	0.5	0.5
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	65,444	76,900	77,200	77,200
0104	SALARIES & WAGES-CLERICAL	0	42,700	42,300	42,300
0107	SALARIES & WAGES-LABOR	352,044	382,600	378,100	373,100
0109	SALARIES & WAGES-OVERTIME	6,963	5,000	6,000	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0109**

**Overtime**

We are currently over budget in this account due to call out on major crimes and events.

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>424,451</b>	<b>507,200</b>	<b>503,600</b>	<b>498,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	5,411	5,700	6,000	6,000
0114	LONGEVITY PAY	2,865	4,500	4,500	4,900
0120	FICA & MEDICARE EXPENSE	32,590	38,400	38,800	38,000
0122	T.M.R.S. RETIREMENT EXP.	50,234	60,400	63,000	65,900

<b>Benefits TOTAL . . . . :</b>	<b>91,100</b>	<b>109,000</b>	<b>112,300</b>	<b>114,800</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,319	1,350	1,350	1,350
0240	EQUIPMENT REPAIRS	30	500	500	500
0242	EQUIPMENT RENTAL & LEASE	515	750	750	750
0246	VEHICLE REPAIRS	4,392	3,000	3,000	3,000
0261	CRIME SCENE SERVICES	7,803	6,000	6,000	6,000

<b>Contractual TOTAL . . . . :</b>	<b>14,059</b>	<b>11,600</b>	<b>11,600</b>	<b>11,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	922	750	750	1,000
0310	PRINTING & BINDING	620	600	600	600
0321	UNIFORMS	3,983	4,000	4,000	4,000
0331	FUEL & LUBRICANTS	12,065	10,300	7,000	7,000
0347	GENERAL MAINT. SUPPLY	163	500	500	500
0373	INVESTIGATION SUPPLIES	4,086	5,500	5,500	5,500

<b>Supplies TOTAL . . . . :</b>	<b>21,840</b>	<b>21,650</b>	<b>18,350</b>	<b>18,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	30 Police	34 CID		
<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	180	200	200	200
0415 RECRUITING EXPENSES	80	0	100	0
0430 TUITION & TRAINING	2480	2,500	2,500	2,000
0436 TRAVEL	1,772	2,500	2,500	2,500
<b>Operational TOTAL . . . . .:</b>	<b>4,512</b>	<b>5,200</b>	<b>5,300</b>	<b>4,700</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	2,632	3,200	3,200	3,200
<b>Utilities TOTAL . . . . .:</b>	<b>2,632</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
<b>60 Capital</b>				
0624 POLICE EQUIPMENT	985	0	0	0
<b>Capital TOTAL . . . . .:</b>	<b>985</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CID TOTAL . . . .:</b>	<b>559,579</b>	<b>657,850</b>	<b>654,350</b>	<b>651,500</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

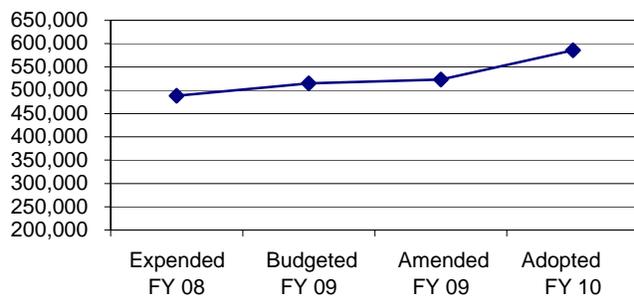
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	440,429	464,400	477,050	535,600
Contractual	26,377	27,400	27,400	29,000
Supplies	15,187	15,650	11,150	13,400
Operational	5,093	6,500	6,500	6,500
Utilities	849	1,100	1,100	1,100
<b>Total</b>	<b>487,935</b>	<b>515,050</b>	<b>523,200</b>	<b>585,600</b>

### Personnel Schedule

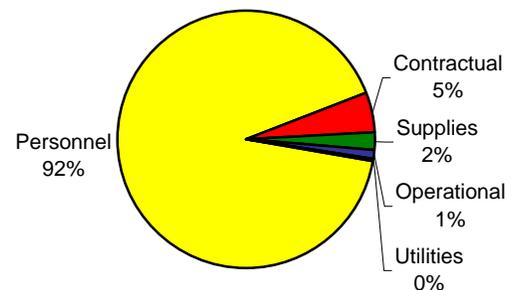
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Patrol Officer - School Liaison	-	4	5
Police Officer - D.A.R.E.	-	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	72,382	76,900	77,200	77,200
0107	SALARIES & WAGES-LABOR	282,829	298,600	305,400	351,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0107**

**Additional SRO**

The school district has added a third Middle School and has requested an SRO for Uteley Middle School for the 2009 - 2010 school year. By contract they pay for 75% of the salary and benefits for officers assigned to their campuses.

**CITY MANAGER'S COMMENTS:** *Approved*

0109	SALARIES & WAGES-OVERTIME	5,844	6,000	5,000	6,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>361,055</b>	<b>381,500</b>	<b>387,600</b>	<b>435,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,887	3,600	5,100	4,800
0114	LONGEVITY PAY	2,835	3,400	3,250	3,600
0120	FICA & MEDICARE EXPENSE	27,765	28,800	30,600	32,800
0122	T.M.R.S. RETIREMENT EXP.	44,887	47,100	50,500	59,300

<b>Benefits TOTAL . . . . :</b>	<b>79,374</b>	<b>82,900</b>	<b>89,450</b>	<b>100,500</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,500	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	437	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,743	4,900	4,900	4,900
0243	BUILDING LEASE	16,752	17,000	17,000	18,600
0246	VEHICLE REPAIRS	2,945	3,000	3,000	3,000

<b>Contractual TOTAL . . . . :</b>	<b>26,377</b>	<b>27,400</b>	<b>27,400</b>	<b>29,000</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	976	750	750	1,000
0310	PRINTING & BINDING	494	600	600	600
0321	UNIFORMS	2,503	2,500	2,500	4,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0321**

**Uniforms**

With the increased cost of ballistic vests and uniforms along with the addition of an SRO for Uteley, we are requesting an increase.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
0331 FUEL & LUBRICANTS	8,187	8,500	4,000	4,000
0347 GENERAL MAINT. SUPPLY	531	500	500	500
0370 COP PROGRAM SUPPLIES	1,006	1,000	1,000	1,000
0371 CRIME PREV. SUPPLIES	1,491	1,800	1,800	1,800
<b>Supplies TOTAL . . . . . :</b>	<b>15,187</b>	<b>15,650</b>	<b>11,150</b>	<b>13,400</b>

**40 Operational**

0372 CPA PROGRAM SUPPLIES	403	500	500	500
0410 DUES & SUBSCRIPTIONS	515	500	500	500
0430 TUITION & TRAINING	1,215	2,000	2,000	2,000
0436 TRAVEL	2,960	3,500	3,500	3,500
<b>Operational TOTAL . . . . . :</b>	<b>5,093</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	849	1,100	1,100	1,100
<b>Utilities TOTAL . . . . . :</b>	<b>849</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>

<b>Community Services TOTAL :</b>	<b>487,935</b>	<b>515,050</b>	<b>523,200</b>	<b>585,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

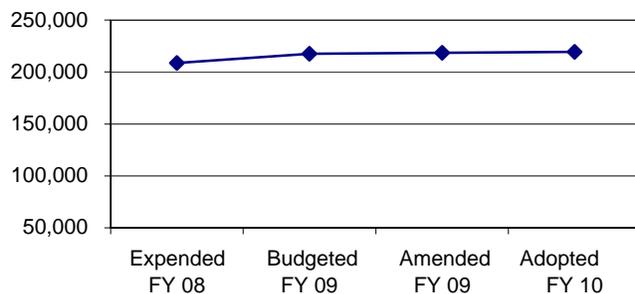
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	200,042	207,800	210,300	210,300
Contractual	1,815	1,850	1,850	2,600
Supplies	5,064	5,450	3,950	3,950
Operational	395	700	700	700
Utilities	1,257	1,800	1,800	1,800
<b>Total</b>	<b>208,574</b>	<b>217,600</b>	<b>218,600</b>	<b>219,350</b>

### Personnel Schedule

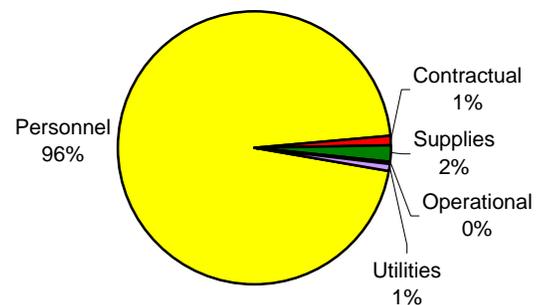
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Warrant Officer	-	2	2
Warrant Clerk	10	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	42,229	42,400	42,500	42,500
0107	SALARIES & WAGES-LABOR	119,234	125,400	125,400	125,400
0109	SALARIES & WAGES-OVERTIME	1,000	1,500	1,500	1,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>162,463</b>	<b>169,300</b>	<b>169,400</b>	<b>169,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	2,238	2,400	2,400	2,400
0114	LONGEVITY PAY	2,290	2,300	2,800	2,500
0120	FICA & MEDICARE EXPENSE	12,753	12,800	13,500	12,800
0122	T.M.R.S. RETIREMENT EXP.	20,299	21,000	22,200	23,200

<b>Benefits TOTAL . . . . .:</b>	<b>37,580</b>	<b>38,500</b>	<b>40,900</b>	<b>40,900</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,219	900	900	900
0240	EQUIPMENT REPAIRS	187	200	200	200
0246	VEHICLE REPAIRS	410	750	750	1,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0246**

**Vehicle Repairs**

The warrants officers drive older fleet vehicles which tend to require more repairs and maintenance.

**CITY MANAGER'S COMMENTS:** Approved

<b>Contractual TOTAL . . . . .:</b>	<b>1,815</b>	<b>1,850</b>	<b>1,850</b>	<b>2,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	190	150	150	150
0310	PRINTING & BINDING	279	300	300	300
0321	UNIFORMS	668	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	3,927	4,000	2,500	2,500

<b>Supplies TOTAL . . . . .:</b>	<b>5,064</b>	<b>5,450</b>	<b>3,950</b>	<b>3,950</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>			
01 General Fund	30 Police	36 Warrants			
<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>	
<b>40 Operational</b>					
0430 TUITION & TRAINING	260	350	350	350	
0436 TRAVEL	135	350	350	350	
<b>Operational TOTAL . . . . . :</b>	<b>395</b>	<b>700</b>	<b>700</b>	<b>700</b>	
<b>50 Utilities</b>					
0507 CELLULAR TELEPHONE	1,257	1,800	1,800	1,800	
<b>Utilities TOTAL . . . . . :</b>	<b>1,257</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	
<b>Warrants TOTAL . . :</b>	<b>208,574</b>	<b>217,600</b>	<b>218,600</b>	<b>219,350</b>	

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

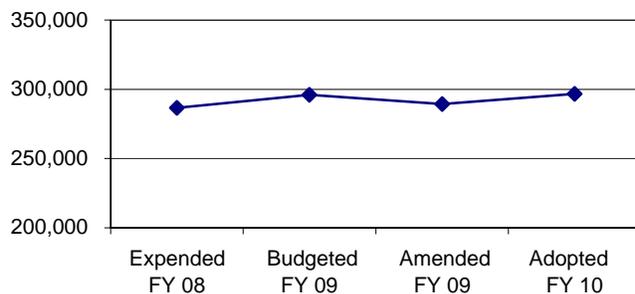
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	279,200	289,000	282,500	290,000
Contractual	2,193	2,050	2,050	2,050
Supplies	1,767	1,250	1,000	1,450
Operational	2,515	2,600	2,700	2,100
Utilities	907	1,100	1,100	1,100
<b>Total</b>	<b>286,582</b>	<b>296,000</b>	<b>289,350</b>	<b>296,700</b>

### Personnel Schedule

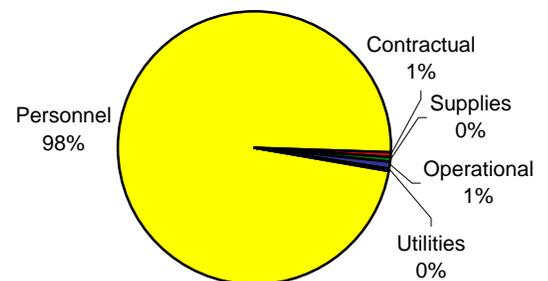
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Public Safety Computer Manager	22	1	1
Crime Analyst	16	1	1
Records Clerk II	11	2	2
Records Clerk II/Receptionist	11	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	75,832	76,100	76,300	76,300
0104	SALARIES & WAGES-CLERICAL	154,113	161,300	154,700	159,400
0109	SALARIES & WAGES-OVERTIME	227	500	300	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>230,172</b>	<b>237,900</b>	<b>231,300</b>	<b>236,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	2,235	2,500	2,400	2,600
0120	FICA & MEDICARE EXPENSE	17,757	18,200	18,200	18,000
0122	T.M.R.S. RETIREMENT EXP.	28,436	29,800	30,000	32,600

<b>Benefits TOTAL . . . . .:</b>	<b>49,028</b>	<b>51,100</b>	<b>51,200</b>	<b>53,800</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,300	1,300	1,300	1,300
0240	EQUIPMENT REPAIRS	435	500	500	500
0246	VEHICLE REPAIRS	459	250	250	250

<b>Contractual TOTAL . . . . .:</b>	<b>2,193</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	792	300	300	750
0310	PRINTING & BINDING	239	200	200	200
0331	FUEL & LUBRICANTS	735	750	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>1,767</b>	<b>1,250</b>	<b>1,000</b>	<b>1,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	61	100	100	100
0415 RECRUITING EXPENSES	0	0	100	0
0430 TUITION & TRAINING	2,098	1,500	1,500	1,000
0436 TRAVEL	356	1,000	1,000	1,000

<b>Operational TOTAL . . . . . :</b>	<b>2,515</b>	<b>2,600</b>	<b>2,700</b>	<b>2,100</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	907	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>907</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Records TOTAL . . :</b>	<b>286,582</b>	<b>296,000</b>	<b>289,350</b>	<b>296,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

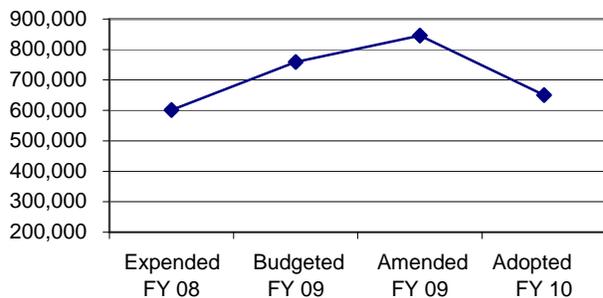
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	485,306	514,600	556,400	585,100
Contractual	99,501	223,400	256,300	40,600
Supplies	3,314	1,900	3,150	2,950
Operational	12,559	18,350	28,500	20,400
Utilities	582	800	1,700	1,300
<b>Total</b>	<b>601,263</b>	<b>759,050</b>	<b>846,050</b>	<b>650,350</b>

### Personnel Schedule

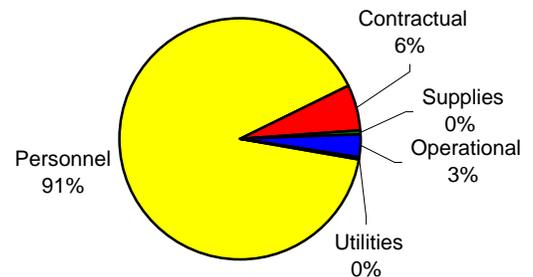
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Planning and Zoning Director	32	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	1	1
Sr. Planner	22	1	1
Main Street Manager	22	1	1
Planning Technician	15	1	1
Planning Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	111,457	116,700	115,700	115,700
0104	SALARIES & WAGES-CLERICAL	286,066	305,300	338,400	358,200
0109	SALARIES & WAGES-OVERTIME	2,932	2,500	3,500	3,500

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0109**

**Overtime**

The Planning Department has taken more responsibilities with the creation of the Main Street Program. This has lead to increased overtime hours for the certain support staff with new board and committee meetings that occur after regular working hours. This has also included events for Main Street i.e. the First Lady visit.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>400,455</b>	<b>424,500</b>	<b>457,600</b>	<b>477,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	600	600	600
0114	LONGEVITY PAY	1,293	1,600	1,700	2,100
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	31,001	31,400	34,300	35,700
0122	T.M.R.S. RETIREMENT EXP.	48,958	52,900	58,600	65,700

<b>Benefits TOTAL . . . . :</b>	<b>84,851</b>	<b>90,100</b>	<b>98,800</b>	<b>107,700</b>
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**20 Contractual**

0213	CONSULTING FEES	72,178	112,500	232,500	16,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213**

**Consulting**

The amended budget includes funds for phases I and II of the Coy Talley study.

The proposed consulting budget consists of the following items:

\$5,000 - Downtown Planning (continued planning and design efforts for the downtown)

\$1,500 - Historic consulting (outside consulting for certain historic preservation including designating landmarked buildings)

\$10,000 - General Planning (general planning during the year)

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
0215 MAIN STREET PROGRAM	0	92,100	0	0
0231 SERVICE-MAINT. CONTRACTS	20,244	12,200	12,200	16,600

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231**

**Service Maintenance Contracts**

In the upcoming budget year, the Planning Department is requesting the purchase of ARC-GIS Server Software at a price of \$8,180. This price includes the annual maintenance fee of \$2,500 for the first year. The new software will allow the GIS Division to create the City's interactive mapping webpage and eliminate the NCTCOG hosting and maintenance of our GIS webpage.

This provides browser-based GIS access which reduces the purchase of future desktop licenses; will allow the development of custom applications using .NET or Java framework; provides centrally managed database management, and multiuser editing capabilities; integrates GIS into the broader IT landscape; GIS services can be connected with work order management systems, financial systems, and database management solutions; scalable for future expansion including mobile applications.

The initial purchase price and first year maintenance will be offset in part with the cost savings from eliminating COG's services.

Net budget increase for this tool is \$3,380

**CITY MANAGER'S COMMENTS:** *Approved*

0233 ADVERTISING	3,358	2,500	2,500	2,500
0242 EQUIPMENT RENTAL & LEASE	3,722	4,100	4,100	0
0293-01 GRANT PROGRAM - MAIN STREET	0	0	5,000	5,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0293-01**

**Main Street Grants**

The Main Street program is promoting grants for facade improvements in the downtown area. We anticipate receiving matching funds from Community Bank and other existing organizations. We began the program late in fiscal year 2009 and we are asking to conti

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Contractual TOTAL . . . . .:</b>	<b>99,501</b>	<b>223,400</b>	<b>256,300</b>	<b>40,600</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,496	550	550	550
0301-01 OFFICE SUPPLIES - MAIN ST	0	0	1,250	1,250
0310 PRINTING & BINDING	1,427	650	650	650
0347 GENERAL MAINT. SUPPLY	392	700	700	500
<b>Supplies TOTAL . . . . .:</b>	<b>3,314</b>	<b>1,900</b>	<b>3,150</b>	<b>2,950</b>

Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,846	1,850	1,850	1,700
0415 RECRUITING EXPENSES	88	0	250	0
0428 OTHER	0	0	0	0
0428-01 OTHER - MAIN ST	0	0	1,000	1,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0428-01**

**Other - Main Street**

This amount will cover extraneous costs associated with promotional events and occasional costs for board and committee meetings.

**CITY MANAGER'S COMMENTS:** Approved

0430 TUITION & TRAINING	6,638	11,950	11,950	7,650
0430-01 TUITION & TRAINING - MAIN ST	0	0	2,900	1,500
0436 TRAVEL	3,987	4,550	4,550	4,550
0436-01 TRAVEL - MAIN ST	0	0	4,000	2,000
0469-01 PROMOTION - MAIN ST	0	0	2,000	2,000

<b>Operational TOTAL . . . . . :</b>	<b>12,559</b>	<b>18,350</b>	<b>28,500</b>	<b>20,400</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	582	800	800	800
0507-01 CELLULAR TELEPHONE - MAIN ST			900	500

<b>Utilities TOTAL . . . . . :</b>	<b>582</b>	<b>800</b>	<b>1,700</b>	<b>1,300</b>
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<b>Planning TOTAL . . :</b>	<b>601,263</b>	<b>759,050</b>	<b>846,050</b>	<b>650,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

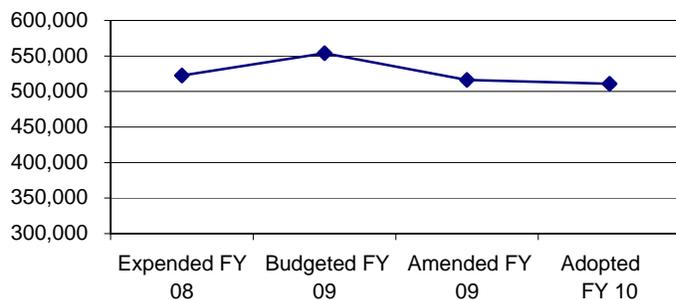
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	380,795	399,250	368,400	378,900
Contractual	107,355	120,100	116,500	102,800
Supplies	20,699	19,450	16,050	15,550
Operational	11,676	11,900	11,900	10,150
Utilities	2,230	3,300	3,300	3,300
<b>Total</b>	<b>522,754</b>	<b>554,000</b>	<b>516,150</b>	<b>510,700</b>

### Personnel Schedule

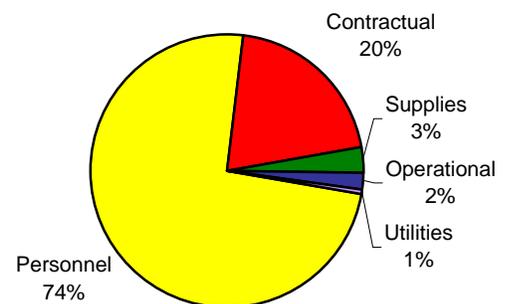
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer - LRE	16	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

### Activity Trends

**Financial History**



**FY 2010 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	65,000	64,400	64,400
0104	SALARIES & WAGES-CLERICAL	41,576	44,000	43,600	43,600
0107	SALARIES & WAGES-LABOR	258,749	215,700	192,700	199,700
0109	SALARIES & WAGES-OVERTIME	16,052	5,300	3,300	3,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>316,376</b>	<b>330,000</b>	<b>304,000</b>	<b>310,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	2,100
0114	LONGEVITY PAY	1,593	1,950	1,700	2,000
0120	FICA & MEDICARE EXPENSE	24,505	24,800	23,800	23,800
0122	T.M.R.S. RETIREMENT EXP.	37,121	40,700	37,100	40,300

<b>Benefits TOTAL . . . . .:</b>	<b>64,419</b>	<b>69,250</b>	<b>64,400</b>	<b>68,200</b>
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**20 Contractual**

0213	CONSULTING FEES	4,017	4,250	4,250	1,650
0231	SERVICE-MAINT. CONTRACTS	3,125	4,300	4,300	4,300
0240	EQUIPMENT REPAIRS	364	250	250	250
0242	EQUIPMENT RENTAL & LEASE	4,914	5,200	5,200	5,600

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0242**

**Equipment Rentals and Lease**

Copier \$2,800

8 boat rentals for takeline inspections @ \$350.00 each = \$2,800

CITY MANAGER'S COMMENTS: Approved

0246	VEHICLE REPAIRS	3,399	3,500	5,000	3,500
0255	CODE ENFORCEMENT CONTRACT	15,144	19,500	19,500	19,500
0256	HEALTH INSPECTION SERVICE	44,140	53,100	48,000	48,000
0257	DEMOLITION SERVICES	32,251	30,000	30,000	20,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0257**

**Demolition Services**

We typically budget \$5,000 in order to fund any potential dangerous building demos. I propose that we add an additional \$15,000 to be used for demos within Lake Rockwall Estates.

CITY MANAGER'S COMMENTS: Approved

<b>Contractual TOTAL . . . . .:</b>	<b>107,355</b>	<b>120,100</b>	<b>116,500</b>	<b>102,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,567	2,550	2,550	2,550
0310	PRINTING & BINDING	5,111	5,000	5,000	4,000
0321	UNIFORMS	1,749	1,750	1,750	1,750
0323	SMALL TOOLS	915	750	750	750

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0323**

**Small Tools**

Misc. items (tape measures, wire cutters, locks and chains for closing of swimming pools) \$750

Following the revisions we've made to our Noise Ordinance, we need to purchase a new type of sound meter in order to measure potential violation sources.

The SoundPatrol DP 2200R Class 2Integrating/Printing Noise Ordinance Enforcement Meter Kit - SPDP-2200R SLM with accessories, QC-10 Calibrator, SPDP Printer and accessories, 59-533 storage case and a five Roll Pack for use with the SPDP-PRINTER. This item is to be used to enforce the noise ordinance. It has the capability to not only record and measure sound, but can also print much needed documentation for court appearances when necessary. \$2,262.

**CITY MANAGER'S COMMENTS:** Sound meter is disapproved.

0325	SAFETY SUPPLIES	523	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	8,546	7,400	4,000	4,500
0347	GENERAL MAINT. SUPPLY	287	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>20,699</b>	<b>19,450</b>	<b>16,050</b>	<b>15,550</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	4,128	3,900	3,900	3,750
0415	RECRUITING EXPENSES	0	0	0	0
0430	TUITION & TRAINING	3,952	4,800	4,800	3,200
0436	TRAVEL	3,596	3,200	3,200	3,200

<b>Operational TOTAL . . . . . :</b>	<b>11,676</b>	<b>11,900</b>	<b>11,900</b>	<b>10,150</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,230	3,300	3,300	3,300
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<b>Utilities TOTAL . . . . . :</b>	<b>2,230</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
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<b>Code Enforcement TOTAL :</b>	<b>522,754</b>	<b>554,000</b>	<b>516,150</b>	<b>510,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

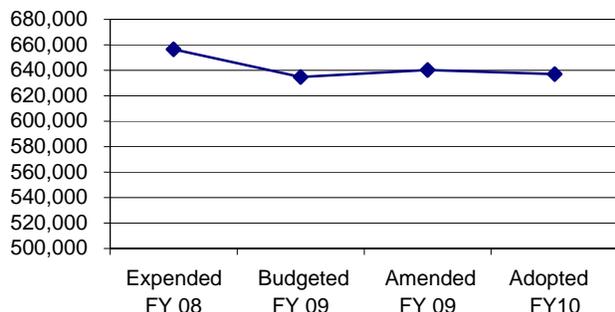
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	604,576	569,800	578,700	581,000
Contractual	23,931	31,750	31,750	29,250
Supplies	14,330	16,650	13,050	11,000
Operational	8,850	11,650	11,650	10,800
Utilities	4,736	5,000	5,000	5,000
<b>Total</b>	<b>656,423</b>	<b>634,850</b>	<b>640,150</b>	<b>637,050</b>

### Personnel Schedule

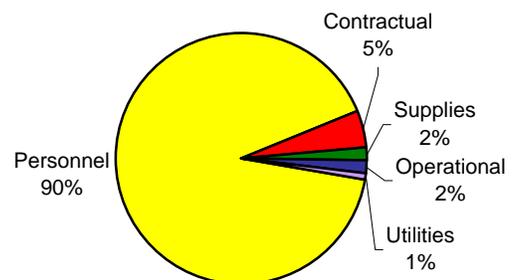
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Director of Building Inspections & Code Enforcement / Building Official	32	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	2	2
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	110,462	116,800	115,700	115,700
0104	SALARIES & WAGES-CLERICAL	87,174	90,700	90,500	90,500
0107	SALARIES & WAGES-LABOR	298,173	254,700	261,300	263,000
0109	SALARIES & WAGES-OVERTIME	1,219	2,500	1,000	1,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>497,028</b>	<b>464,700</b>	<b>468,500</b>	<b>470,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	6,000	6,000	3,300
0114	LONGEVITY PAY	2,995	3,100	3,100	3,400
0116	AUTO ALLOWANCE	3,600	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	38,265	34,400	36,400	35,400
0122	T.M.R.S. RETIREMENT EXP.	61,488	58,000	61,100	65,100

<b>Benefits TOTAL . . . . .:</b>	<b>107,548</b>	<b>105,100</b>	<b>110,200</b>	<b>110,800</b>
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**20 Contractual**

0213	CONSULTING FEES	0	2,500	2,500	0
0231	SERVICE-MAINT. CONTRACTS	17,688	22,600	22,600	22,600
0240	EQUIPMENT REPAIRS	77	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,806	2,650	2,650	2,650
0246	VEHICLE REPAIRS	3,360	3,500	3,500	3,500

<b>Contractual TOTAL . . . . .:</b>	<b>23,931</b>	<b>31,750</b>	<b>31,750</b>	<b>29,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,807	2,500	2,500	1,500
0310	PRINTING & BINDING	1,964	3,550	3,550	2,500
0321	UNIFORMS	372	1,000	1,000	1,000
0323	SMALL TOOLS	602	500	500	500
0331	FUEL & LUBRICANTS	9,586	8,600	5,000	5,000
0347	GENERAL MAINT. SUPPLY	0	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>14,330</b>	<b>16,650</b>	<b>13,050</b>	<b>11,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	2,953	3,050	3,050	3,050
0430	TUITION & TRAINING	5,132	4,600	4,600	4,500
0436	TRAVEL	765	4,000	4,000	3,250

<b>Operational TOTAL . . . . . :</b>	<b>8,850</b>	<b>11,650</b>	<b>11,650</b>	<b>10,800</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	4,736	5,000	5,000	5,000
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<b>Utilities TOTAL . . . . . :</b>	<b>4,736</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
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<b>Building Inspections TOTAL :</b>	<b>656,423</b>	<b>634,850</b>	<b>640,150</b>	<b>637,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

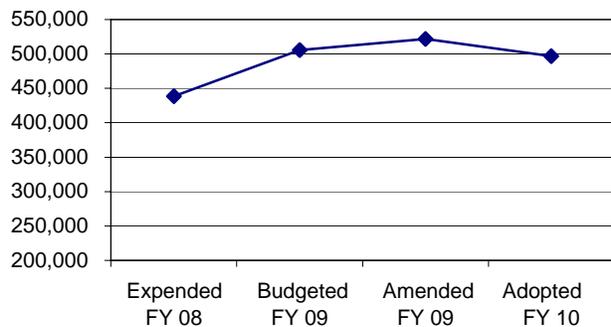
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	370,825	409,150	410,800	416,300
Contractual	33,784	38,600	54,600	45,250
Supplies	28,828	30,050	28,050	28,050
Operational	2,597	4,000	4,450	4,000
Utilities	2,691	3,200	3,200	3,200
Capital	-	20,500	20,500	-
<b>Total</b>	<b>438,726</b>	<b>505,500</b>	<b>521,600</b>	<b>496,800</b>

### Personnel Schedule

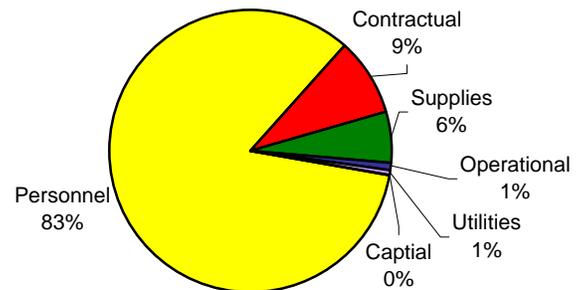
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Animal Control Supervisor	20	1	1
Animal Control Officer	12	5	5
Shelter Attendant	7	2	2

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Community Development	44 Animal Services

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	57,846	61,300	60,700	60,700
0107	SALARIES & WAGES-LABOR	238,485	267,000	266,000	269,600
0109	SALARIES & WAGES-OVERTIME	8,711	9,000	9,000	9,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>305,042</b>	<b>337,300</b>	<b>335,700</b>	<b>339,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,500	1,500
0114	LONGEVITY PAY	3,827	4,150	3,900	4,400
0120	FICA & MEDICARE EXPENSE	23,435	25,100	26,100	25,300
0122	T.M.R.S. RETIREMENT EXP.	37,621	41,100	43,600	45,800

<b>Benefits TOTAL . . . . .:</b>	<b>65,783</b>	<b>71,850</b>	<b>75,100</b>	<b>77,000</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	195	700	700	700
0240	EQUIPMENT REPAIRS	330	750	750	750
0242	EQUIPMENT RENTAL & LEASE	1,784	4,300	4,300	4,300
0246	VEHICLE REPAIRS	1,488	3,500	3,500	3,500
0266	VETERINARY CONTRACTS	29,112	28,350	44,350	35,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0266**

**Veterinarian Contracts**

The additional funding is due to the increase we have experienced in our adoptions following our move into the new Adoption Center facility. We pay the Veterinarians to perform spay / neuter and vaccination services and these costs are recovered in the adoption fees we collect.

**CITY MANAGER'S COMMENTS:** Approved

0270	WASTE DISPOSAL SERVICE	876	1,000	1,000	1,000
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<b>Contractual TOTAL . . . . .:</b>	<b>33,784</b>	<b>38,600</b>	<b>54,600</b>	<b>45,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	621	1,000	1,000	1,000
0310	PRINTING & BINDING	1,470	1,500	1,500	1,000
0321	UNIFORMS	3,000	3,500	3,500	3,500
0325	SAFETY SUPPLIES	0	750	750	750
0331	FUEL & LUBRICANTS	17,123	17,300	13,300	13,300
0347	GENERAL MAINT. SUPPLY	1,114	1,000	1,000	1,000
0375	ANIMAL SHELTER SUPPLY	5,501	5,000	7,000	7,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
<b>ACCOUNT</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Approved</b>
	<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0375**

**Shelter Supplies**

Our 08-09 projection for kennel cleaning agents to be utilized in our new facility was an estimate of the amount of chemicals we would need, without having any history or experience with these new cleaning agents in our new facility. Now that we have actually used these agents in the center for one year's time, we know what is needed and can more accurately determine the associated costs with purchasing the products.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Supplies TOTAL . . . . . :</b>	<b>28,828</b>	<b>30,050</b>	<b>28,050</b>	<b>28,050</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	470	500	500	500
0415	RECRUITING EXPENSES	205	0	450	0
0430	TUITION & TRAINING	1,028	1,750	1,750	1,750
0436	TRAVEL	894	1,750	1,750	1,750

<b>Operational TOTAL . . . . . :</b>	<b>2,597</b>	<b>4,000</b>	<b>4,450</b>	<b>4,000</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,691	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . . :</b>	<b>2,691</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	20,500	20,500	0
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<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>20,500</b>	<b>20,500</b>	<b>0</b>
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<b>Animal Services TOTAL :</b>	<b>438,726</b>	<b>505,500</b>	<b>521,600</b>	<b>496,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

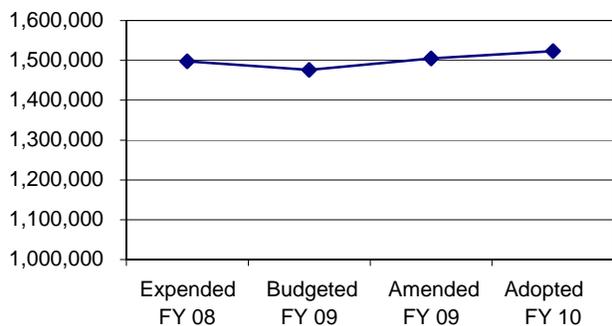
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	802,112	852,000	837,350	850,400
Contractual	282,331	298,000	298,500	298,500
Supplies	219,562	212,050	205,250	205,250
Operational	11,283	16,200	16,200	16,200
Utilities	176,253	98,000	148,000	153,000
Capital	5,926	-	-	-
<b>Total</b>	<b>1,497,467</b>	<b>1,476,250</b>	<b>1,505,300</b>	<b>1,523,350</b>

### Personnel Schedule

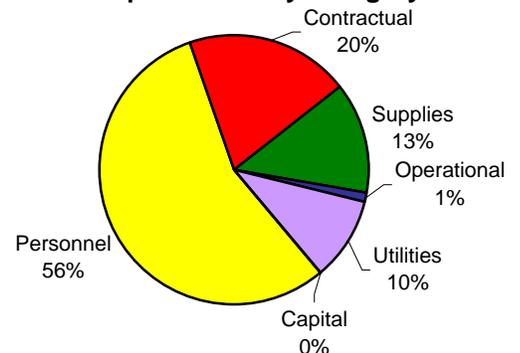
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Parks Superintendent	23	1	1
Crew Leader	13	3	3
Irrigation/Pesticide Technician	13	1	1
Landscape Beautification Coordinator	13	1	1
Equipment Operator I	9	3	3
Maintenance Worker II	8	8	8
Maintenance Worker I	8	1	1
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	79,626	79,850	80,100	80,100
0107	SALARIES & WAGES-LABOR	566,024	607,600	591,600	601,000
0109	SALARIES & WAGES-OVERTIME	18,108	16,000	16,800	16,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>663,758</b>	<b>703,450</b>	<b>688,500</b>	<b>697,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	1,500	1,500	1,500
0114	LONGEVITY PAY	6,922	7,100	7,500	7,800
0120	FICA & MEDICARE EXPENSE	50,660	53,750	52,750	52,000
0122	T.M.R.S. RETIREMENT EXP.	79,572	86,200	87,100	92,000

<b>Benefits TOTAL . . . . .:</b>	<b>138,354</b>	<b>148,550</b>	<b>148,850</b>	<b>153,300</b>
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**20 Contractual**

0237	UNIFORM SERVICE	10,318	10,500	11,000	11,000
0240	EQUIPMENT REPAIRS	16,745	16,500	16,500	16,500
0242	EQUIPMENT RENTAL & LEASE	10,576	17,000	17,000	17,000
0244	BUILDING REPAIRS	1,149	3,000	3,000	3,000
0246	VEHICLE REPAIRS	7,079	9,500	9,500	9,500
0247	GROUNDS MAINTENANCE	234,764	240,000	240,000	240,000
0270	WASTE DISPOSAL SERVICE	1,700	1,500	1,500	1,500

<b>Contractual TOTAL . . . . .:</b>	<b>282,331</b>	<b>298,000</b>	<b>298,500</b>	<b>298,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	509	350	350	350
0310	PRINTING & BINDING	172	200	200	200
0323	SMALL TOOLS	12,262	12,500	12,500	12,500
0325	SAFETY SUPPLIES	2,553	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	45,862	42,000	32,000	32,000
0333	CHEMICAL	34,139	31,500	31,500	31,500
0341	CONSTRUCTION & REPAIR SUPPLY	48,983	47,500	48,800	48,800
0347	GENERAL MAINT. SUPPLY	33,382	33,000	33,000	33,000
0349	AGRICULTURAL SUPPLIES	30,641	35,000	36,900	36,900
0350	IRRIGATION SYS SUPPLIES	11,059	8,000	8,000	8,000

<b>Supplies TOTAL . . . . .:</b>	<b>219,562</b>	<b>212,050</b>	<b>205,250</b>	<b>205,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	45 Parks	45 Park Maintenance		
<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
<b>40 Operational</b>				
0415 RECRUITING EXPENSES	1,482	1,500	1,500	1,500
0430 TUITION & TRAINING	4,498	3,500	3,500	3,500
0436 TRAVEL	1,128	3,200	3,200	3,200
0480 VOLUNTEER PROGRAM	4,175	8,000	8,000	8,000
<b>Operational TOTAL . . . . . :</b>	<b>11,283</b>	<b>16,200</b>	<b>16,200</b>	<b>16,200</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,412	3,000	3,000	3,000
0513 WATER	174,841	95,000	145,000	150,000
<b>Utilities TOTAL . . . . . :</b>	<b>176,253</b>	<b>98,000</b>	<b>148,000</b>	<b>153,000</b>
<b>60 Capital</b>				
0621 FIELD MACHINERY & EQUIPMENT	5,926	0	0	0
<b>Capital TOTAL . . . . . :</b>	<b>5,926</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks TOTAL . . . :</b>	<b>1,497,467</b>	<b>1,476,250</b>	<b>1,505,300</b>	<b>1,523,350</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

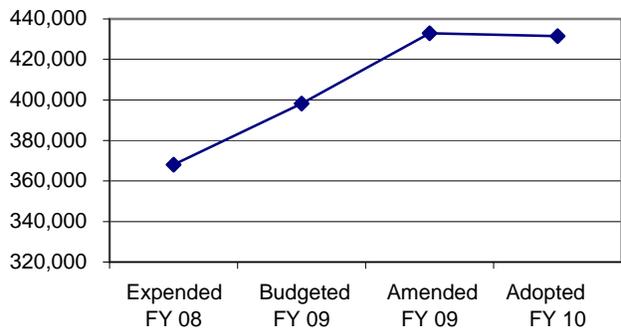
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	53,574	95,300	84,250	96,400
Contractual	113,777	105,700	105,700	107,200
Supplies	55,838	57,400	53,100	52,400
Operational	6,100	5,500	5,500	5,500
Utilities	138,763	132,400	182,400	170,000
Capital	-	1,950	1,950	-
<b>Total</b>	<b>368,052</b>	<b>398,250</b>	<b>432,900</b>	<b>431,500</b>

### Personnel Schedule

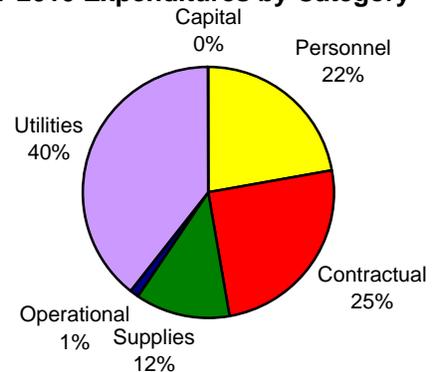
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Harbor Technician	13	1	1
Maintenance Worker II	8	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	39,453	75,300	67,400	75,300
0109	SALARIES & WAGES-OVERTIME	5,142	4,000	2,000	4,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>44,595</b>	<b>79,300</b>	<b>69,400</b>	<b>79,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	300	300	300
0114	LONGEVITY PAY	155	500	250	600
0120	FICA & MEDICARE EXPENSE	3,388	5,800	5,300	5,800
0122	T.M.R.S. RETIREMENT EXP.	5,436	9,400	9,000	10,400

<b>Benefits TOTAL . . . . . :</b>	<b>8,979</b>	<b>16,000</b>	<b>14,850</b>	<b>17,100</b>
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**20 Contractual**

0237	UNIFORM SERVICE	400	1,200	1,200	1,200
0240	EQUIPMENT REPAIRS	5,356	6,000	6,000	7,500
0242	EQUIPMENT RENTAL & LEASE	4,602	3,500	3,500	3,500
0244	BUILDING REPAIRS	14,934	3,000	3,000	3,000
0245	POOL REPAIR & MAINT	1,702	2,000	2,000	2,000
0246	VEHICLE REPAIRS	25	2,500	2500	2,500
0247	GROUNDS MAINTENANCE	50,762	60,000	60,000	60,000
0258	SECURITY SERVICES	35,995	26,500	26,500	26,500
0270	WASTE DISPOSAL SERVICE	0	1,000	1,000	1,000

<b>Contractual TOTAL . . . . . :</b>	<b>113,777</b>	<b>105,700</b>	<b>105,700</b>	<b>107,200</b>
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**30 Supplies**

0310	PRINTING & BINDING	81	3,000	3,000	0
0321	UNIFORMS	402	500	0	0
0323	SMALL TOOLS	2,037	2,000	2,000	2,000
0325	SAFETY SUPPLIES	533	500	500	500
0331	FUEL & LUBRICANTS	6,500	6,800	3,000	3,000
0333	CHEMICAL	30,605	30,600	30,600	30,600
0341	CONSTRUCTION & REPAIR SUPPLY	21	0	0	0
0347	GENERAL MAINT. SUPPLY	5,486	5,000	5,000	7,000
0349	AGRICULTURAL SUPPLIES	9,664	8,500	8,500	8,500
0350	IRRIGATION SYS SUPPLIES	510	500	500	800

<b>Supplies TOTAL . . . . . :</b>	<b>55,838</b>	<b>57,400</b>	<b>53,100</b>	<b>52,400</b>
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**40 Operational**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
0469 PROMOTION EXPENSE	970	2,000	2,000	2,000
0489 HARBOR RENTAL SUPPLIES	5,130	3,500	3,500	3,500
<b>Operational TOTAL . . . . . :</b>	<b>6,100</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>

**50 Utilities**

0501 ELECTRICITY	121,773	110,000	130,000	130,000
0507 CELLULAR TELEPHONE	764	1,200	1,200	0
0508 TELEPHONE SERVICE	0	1,200	1,200	0
0513 WATER	16,226	20,000	50,000	40,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0513**

**Fountain and Irrigation**

The water bills for the fountain, spray plaza and grounds irrigation are running well ahead of budget and the prior year's expense. Staff has installed and tested pumping which will allow irrigation from the Dallas water supply which should lower our bills for the new year.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Utilities TOTAL . . . . . :</b>	<b>138,763</b>	<b>132,400</b>	<b>182,400</b>	<b>170,000</b>
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**60 Capital**

0617 RADIO EQUIPMENT	0	1,950	1,950	0
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<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>1,950</b>	<b>1,950</b>	<b>0</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>368,052</b>	<b>398,250</b>	<b>432,900</b>	<b>431,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

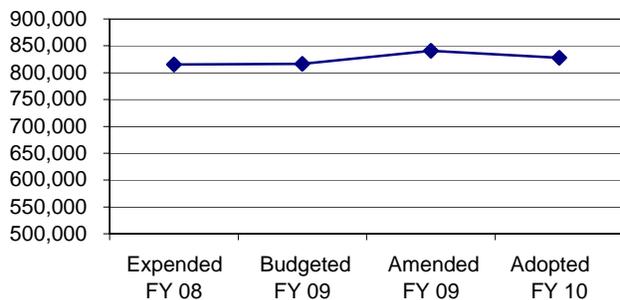
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	544,780	599,700	587,950	594,200
Contractual	52,280	47,550	75,550	53,000
Supplies	48,292	51,200	50,700	48,050
Operational	106,361	54,550	58,250	57,300
Utilities	63,528	63,400	68,400	75,400
<b>Total</b>	<b>815,240</b>	<b>816,400</b>	<b>840,850</b>	<b>827,950</b>

### Personnel Schedule

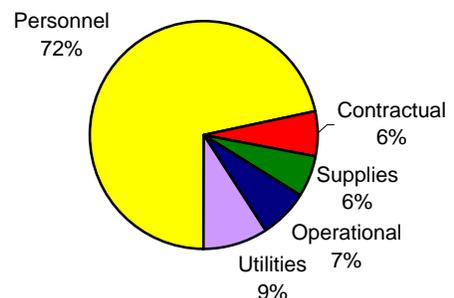
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Director of Parks & Recreation/Streets	33	1	1
Parks & Recreation Manager	25	1	1
Recreation Superintendent	23	1	1
Recreation Coordinator	16	1	1
Administrative Assistant	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	251,664	266,700	264,200	266,700
0104	SALARIES & WAGES-CLERICAL	86,431	135,000	121,100	121,100
0107	SALARIES & WAGES-LABOR	115,969	107,000	107,000	107,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0107**

**RISD Natatorium Recreational Use**

The RISD has offered us exclusive hourly use of their new natatorium. They have made the facility available to us during the hours of roughly 12:00 noon through 8:00 pm each night, during the school year to administer recreational programs. If we accept the proposal, the City will be responsible for staffing the facility with supervision and lifeguard staff. Under the RISD proposal, the RISD will be selling memberships to the natatorium for public use and the City would collect 80% of the revenue. Staffing would consist of four lifeguards daily and a supervisor. The project cost is \$83,600.

Revenue is estimated at under \$10,000.

**CITY MANAGER'S COMMENTS:** Funding is not included for this program. A separate memo is being provided by the Department Director.

0109	SALARIES & WAGES-OVERTIME	4,461	1,000	1,500	1,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>458,525</b>	<b>509,700</b>	<b>493,800</b>	<b>495,800</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,565	1,800	1,950	2,300
0116	AUTO ALLOWANCE	5,100	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	35,181	35,700	37,400	37,200
0122	T.M.R.S. RETIREMENT EXP.	44,409	47,400	49,700	53,800

<b>Benefits TOTAL . . . . .:</b>	<b>86,255</b>	<b>90,000</b>	<b>94,150</b>	<b>98,400</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	4,175	4,950	4,950	5,400
0239	RECREATION CONTRACT	1,706	2,000	2,000	2,000
0242	EQUIPMENT RENTAL & LEASE	6,305	10,100	10,100	10,100
0243	BUILDING LEASE	33,636	24,000	29,000	29,000
0245	POOL REPAIR & MAINT	6,099	6,000	29,000	6,000
0246	VEHICLE REPAIRS	359.51	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>52,280</b>	<b>47,550</b>	<b>75,550</b>	<b>53,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,714	1,950	1,950	1,950
0307	POSTAGE	5,345	5,400	5,400	2,000
0310	PRINTING & BINDING	19,960	16,500	16,500	16,500
0321	UNIFORMS	1,545	2,100	2,100	2,100
0331	FUEL & LUBRICANTS	2,130	2,000	1,500	1,500
0333	CHEMICAL	13,568	8,500	8,500	9,250
0347	GENERAL MAINT. SUPPLY	540	1,250	1,250	1,250
0390	SWIMMING POOL SUPPLIES	2,489	2,500	2,500	2,500
0391	RECREATION PROG. SUPPLY	0	11,000	11,000	11,000

<b>Supplies TOTAL . . . . . :</b>	<b>48,292</b>	<b>51,200</b>	<b>50,700</b>	<b>48,050</b>
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**40 Operational**

0406	SPECIAL EVENTS	87,737	37,000	38,500	38,500
0410	DUES & SUBSCRIPTIONS	1,981	1,750	1,750	1,750
0415	RECRUITING EXPENSES	3,469	1,500	3,700	3,500
0428	OTHER	1,772	1,500	1,500	1,500
0430	TUITION & TRAINING	3,997	4,900	4,900	4,900
0436	TRAVEL	7,405	7,900	7,900	7,150

<b>Operational TOTAL . . . . . :</b>	<b>106,361</b>	<b>54,550</b>	<b>58,250</b>	<b>57,300</b>
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**50 Utilities**

0501	ELECTRICITY	60,804	60,000	65,000	72,000
0507	CELLULAR TELEPHONE	2,724	3,400	3,400	3,400

<b>Utilities TOTAL . . . . . :</b>	<b>63,528</b>	<b>63,400</b>	<b>68,400</b>	<b>75,400</b>
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<b>Recreation TOTAL :</b>	<b>815,240</b>	<b>816,400</b>	<b>840,850</b>	<b>827,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	49 Streets

### Expenditure Summary

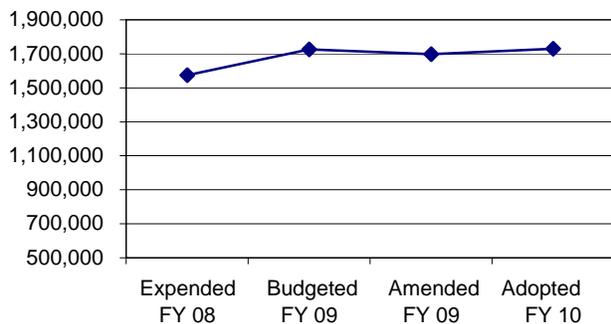
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	641,272	586,700	575,600	575,300
Contractual	66,501	59,900	64,900	65,100
Supplies	486,234	677,350	640,950	669,450
Operational	260	2,500	1,000	2,500
Utilities	371,635	379,500	394,500	417,500
Capital	8,429	20,600	20,600	-
<b>Total</b>	<b>1,574,332</b>	<b>1,726,550</b>	<b>1,697,550</b>	<b>1,729,850</b>

### Personnel Schedule

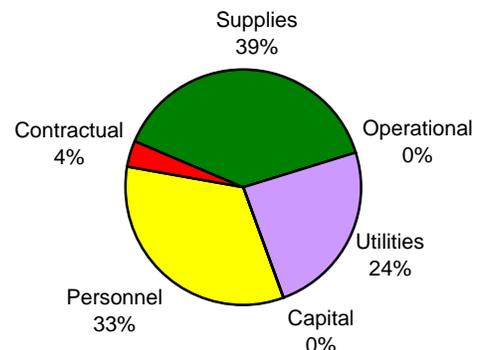
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Superintendent	24	1	1
Crew Leader	13	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	151,377	82,200	82,400	82,400
0107	SALARIES & WAGES-LABOR	371,317	390,800	379,400	375,900
0109	SALARIES & WAGES-OVERTIME	5,254	10,000	8,500	10,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>527,948</b>	<b>483,000</b>	<b>470,300</b>	<b>468,300</b>
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**15 Benefits**

0114	LONGEVITY PAY	8,103	8,200	8,100	8,100
0120	FICA & MEDICARE EXPENSE	40,101	36,200	36,200	35,200
0122	T.M.R.S. RETIREMENT EXP.	65,121	59,300	61,000	63,700

<b>Benefits TOTAL . . . . . :</b>	<b>113,325</b>	<b>103,700</b>	<b>105,300</b>	<b>107,000</b>
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**20 Contractual**

0213	CONSULTING FEES	29,453	0	0	
0231	SERVICE-MAINT. CONTRACTS	0	2,400	2,400	2,400
0237	UNIFORM SERVICE	8,651	7,500	7,500	7,500
0240	EQUIPMENT REPAIRS	8,126	12,000	14,000	14,000
0242	EQUIPMENT RENTAL & LEASE	1,090	2,000	3,000	2,000
0246	VEHICLE REPAIRS	9,263	9,000	11,000	11,000
0270	WASTE DISPOSAL SERVICE	9,158	26,800	26,800	28,000
0271	LANDFILL MAINTENANCE	762	200	200	200

<b>Contractual TOTAL . . . . . :</b>	<b>66,501</b>	<b>59,900</b>	<b>64,900</b>	<b>65,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	565	400	500	500
0310	PRINTING & BINDING	0	100	100	100
0323	SMALL TOOLS	4,768	6,100	6,100	6,100
0325	SAFETY SUPPLIES	3,195	12,550	12,550	12,550
0331	FUEL & LUBRICANTS	33,798	33,000	25,000	25,000
0333	CHEMICAL	46	200	200	200
0341	CONSTRUCTION & REPAIR SUPPLY	411,814	583,000	552,000	583,000
0347	GENERAL MAINT. SUPPLY	7,308	5,000	5,000	5,000
0384	DRAIN. SYS. REPAIR SUPP	6,587	20,000	20,000	20,000
0392	SIGNS AND SIGNALS	18,155	17,000	19,500	17,000

<b>Supplies TOTAL . . . . . :</b>	<b>486,234</b>	<b>677,350</b>	<b>640,950</b>	<b>669,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0415	RECRUITING EXPENSE	235	0	200	0
0430	TUITION & TRAINING	0	1500	300	1,500
0436	TRAVEL	25	1000	500	1,000

<b>Operational TOTAL . . . . . :</b>	<b>260</b>	<b>2,500</b>	<b>1,000</b>	<b>2,500</b>
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**50 Utilities**

0504	STREET LIGHTING	369,316	377,000	392,000	415,000
0507	CELLULAR TELEPHONE	2,319	2,500	2,500	2,500

<b>Utilities TOTAL . . . . . :</b>	<b>371,635</b>	<b>379,500</b>	<b>394,500</b>	<b>417,500</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	0	11,000	11000	0
0621	FIELD MACHINERY & EQUIPMENT	8,429	9,600	9,600	0

<b>Capital TOTAL . . . . . :</b>	<b>8,429</b>	<b>20,600</b>	<b>20,600</b>	<b>0</b>
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<b>Streets TOTAL . . :</b>	<b>1,574,332</b>	<b>1,726,550</b>	<b>1,697,550</b>	<b>1,729,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

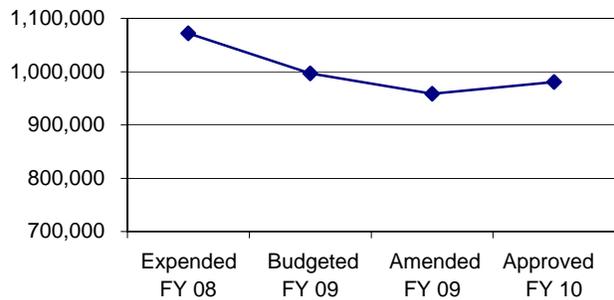
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	927,019	858,100	822,400	842,100
Contractual	98,780	86,500	86,500	92,100
Supplies	24,700	20,400	17,400	16,500
Operational	17,395	26,150	26,250	25,150
Utilities	4,287	5,000	5,000	4,750
Capital	-	800	800	-
<b>Total</b>	<b>1,072,182</b>	<b>996,950</b>	<b>958,350</b>	<b>980,600</b>

### Personnel Schedule

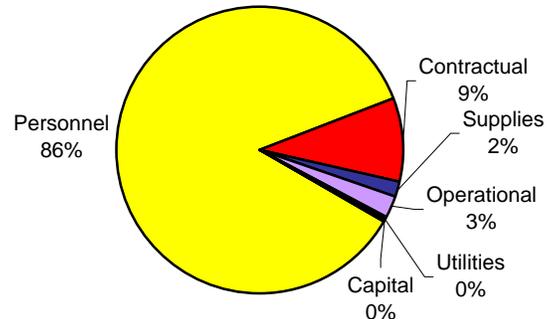
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
City Engineer/Public Works Director	33	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Senior Construction Inspector	19	1	1
Construction Inspector I	16	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	122,707	130,100	130,500	130,100
0104	SALARIES & WAGES-CLERICAL	307,755	276,400	275,800	276,300
0107	SALARIES & WAGES-LABOR	311,120	283,100	243,900	263,000
0109	SALARIES & WAGES-OVERTIME	21,342	20,000	24,500	20,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>762,925</b>	<b>709,600</b>	<b>674,700</b>	<b>689,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1200	1,200
0114	LONGEVITY PAY	6,967	4,700	3,500	4,000
0116	AUTO ALLOWANCE	5,100	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	57,804	51,000	50,700	49,800
0122	T.M.R.S. RETIREMENT EXP.	94,223	86,500	87,200	92,600

<b>Benefits TOTAL . . . . .:</b>	<b>164,094</b>	<b>148,500</b>	<b>147,700</b>	<b>152,700</b>
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**20 Contractual**

0213	CONSULTING FEES	84,079	73,000	73,000	67,000
0231	SERVICE-MAINT. CONTRACTS	3,783	5,100	5,100	20,100

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231**

**Maintenance Agreements**

- \$1,000 Copier/plotter
- 4,100 AutoCAD
- 4,200 Traffic Signal - new agreement for Ralph Hall Pkwy signal
- 10,800 RR Crossing - new agreement for (3) RR crossings

**CITY MANAGER'S COMMENTS: Approved**

0232	TEMPORARY LABOR SERVICES	1,475	0	0	0
0240	EQUIPMENT REPAIRS	278	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,610	3,900	3,900	500
0246	VEHICLE REPAIRS	4,555	4,000	4,000	4,000

<b>Contractual TOTAL . . . . .:</b>	<b>98,780</b>	<b>86,500</b>	<b>86,500</b>	<b>92,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	4,077	1,350	1,350	1,350
0310	PRINTING & BINDING	1,316	1,200	1,200	1,200
0321	UNIFORMS	704	1,000	1,000	800
0323	SMALL TOOLS	124	750	750	750
0325	SAFETY SUPPLIES	269	1,200	1,200	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
0331 FUEL & LUBRICANTS	14,771	12,500	9,500	9,500
0341 CONSTRUCTION & REPAIR SUPPLY	2,227	1,200	1,200	1,200
0347 GENERAL MAINT. SUPPLY	1,212	1,200	1,200	1,200
<b>Supplies TOTAL . . . . .:</b>	<b>24,700</b>	<b>20,400</b>	<b>17,400</b>	<b>16,500</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	7,105	13,600	13,600	13,600
0415 RECRUITING EXPENSES	0	0	100	0
0430 TUITION & TRAINING	7,367	8,050	8,050	8,050
0436 TRAVEL	2,924	4,500	4,500	3,500
<b>Operational TOTAL . . . . .:</b>	<b>17,395</b>	<b>26,150</b>	<b>26,250</b>	<b>25,150</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	4,287	5,000	5,000	4,750
<b>Utilities TOTAL . . . . .:</b>	<b>4,287</b>	<b>5,000</b>	<b>5,000</b>	<b>4,750</b>

**60 Capital**

0610 FURNITURE & FIXTURES	0	800	800	0
0623 VEHICLES	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0623**

**New Trucks**

We have two trucks that need to be retired. One is Unit 107, a 2000 Chevy ¾ ton pickup with 60,520 miles on it. It gets about 6.1 miles per gallon. The other is Unit 110, a 2001 Ford ¾ ton pickup with 88,880 miles on it. It gets about 8 miles per gallon. As part of our green program we can improve the gas mileage for these vehicles to 14 City and 19 Highway miles per gallon by purchasing ½-ton Ford pickups. The new vehicles will be in line with our "Clean Fleet Vehicle Resolution" by conforming to the latest emission standard. They have an EPA Greenhouse Score of 7.2 ea ½-ton Extended Cab Pickups at \$18,000 Total \$36,000.

**CITY MANAGER'S COMMENTS:** Approved, financed with Contractual Obligations.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>800</b>	<b>800</b>	<b>0</b>
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<b>Engineering TOTAL . . .:</b>	<b>1,072,182</b>	<b>996,950</b>	<b>958,350</b>	<b>980,600</b>
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# **ENTERPRISE FUND**

Water and Sewer Fund - to account for the provision of water and sewer services to the residents of the City and some special water districts. All activities necessary to provide such services are accounted for in this fund, including, but not limited to

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Revenues	10,232,602	10,357,600	11,017,600	11,768,900
Operating Expenses	9,308,603	10,636,400	10,375,350	10,905,550
Depreciation & Amortization Expense	1,664,217	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>(740,219)</b>	<b>(1,278,800)</b>	<b>(357,750)</b>	<b>(136,650)</b>
Non-Operating Revenues	3,381,836	1,861,100	1,736,100	3,215,000
Non-Operating Expenses	1,233,922	1,958,650	2,040,650	1,999,650
<b>Non-Operating Income (Loss)</b>	<b>2,147,914</b>	<b>(97,550)</b>	<b>(304,550)</b>	<b>1,215,350</b>
<b>Net Income (Loss) Before Transfers</b>	<b>1,407,695</b>	<b>(1,376,350)</b>	<b>(662,300)</b>	<b>1,078,700</b>
Net Transfers In (Out)	(1,315,405)	(1,228,300)	(1,310,050)	(1,375,400)
<b>Net Income (Loss)</b>	<b>92,290</b>	<b>(2,604,650)</b>	<b>(1,972,350)</b>	<b>(296,700)</b>
Retained Earnings - Beginning	9,860,027	8,913,701	9,952,317	7,979,967
<b>Retained Earnings - Ending</b>	<b>9,952,317</b>	<b>6,309,051</b>	<b>7,979,967</b>	<b>7,683,267</b>
Working Capital	4,374,587	4,949,350	3,433,887	4,509,837

The Water and Sewer Fund has previously been reported on a full accrual basis - all outstanding utility bills are reported as if collected. All bond proceeds and Impact Fees, although restricted in their use, have been included in the Retained Earnings in the Retained Earnings in prior budget years.

Staff has adjusted Actual 07-08, Amended 08-09 and Proposed 09-10 Retained Earnings to reflect those resources which are unrestricted in nature. In addition, we have added the figures for Working Capital which is defined as Current Assets minus Current Liabilities and best approximates the term "Fund Balance".

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Available Operating Revenues:					
4601	Retail Water Sales	6,060,405	6,037,500	6,337,500	6,838,100
4603	Sewer Charges	2,409,621	2,467,500	2,677,500	2,898,000
4605	Pretreatment Charges	14,294	20,600	20,600	21,300
4607	Garbage Revenue	6,250	-	-	-
4609	HHW Fees	78,766	85,000	80,000	85,000
4610	Penalties	123,373	100,000	132,000	100,000
4612	Water Fines	390	-	-	-
Total Utility Sales		8,693,101	8,710,600	9,247,600	9,942,400
4622	RCH Water Sales	408,127	475,000	477,000	480,000
4632	Blackland Water Sales	387,837	385,000	470,000	472,000
4650	City of Heath Water Sales	651,436	700,000	720,000	787,500
Total Contract Sales		1,447,400	1,560,000	1,667,000	1,739,500
4660	Water Taps	71,855	70,000	86,000	70,000
4662	Sewer Taps	11,595	9,000	9,000	9,000
Total Other Receipts		83,451	79,000	95,000	79,000
4665	Meter Rental Fees	8,650	8,000	8,000	8,000
Total Other Fees		8,650	8,000	8,000	8,000
<b>Total Operating Revenues</b>		<b>10,232,602</b>	<b>10,357,600</b>	<b>11,017,600</b>	<b>11,768,900</b>
Available Non-Operating Revenues					
4001	Interest Earnings	629,133	300,000	175,000	125,000
4019	Other	152,703	110,000	110,000	90,000
4035	Impact Fees	2,600,000	1,451,100	1,451,100	3,000,000
4500	Grant Proceeds	-	-	-	-
<b>Total Non-Operating Revenue</b>		<b>3,381,836</b>	<b>1,861,100</b>	<b>1,736,100</b>	<b>3,215,000</b>
<b>Total Available Revenues</b>		<b>13,614,438</b>	<b>12,218,700</b>	<b>12,753,700</b>	<b>14,983,900</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Transfers In				
From Recycling Fund	-	34,000	34,000	-
Operating Transfers Out				
To General Fund	538,100	589,600	589,600	598,900
To Insurance Fund	708,750	635,500	685,500	735,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Street Improvements Fund	-	-	31,750	-
To Bond Projects	27,955	-	-	-
To Tech Replacement Fund	10,600	7,200	7,200	11,500
<b>Total Transfers Out</b>	<b>1,315,405</b>	<b>1,262,300</b>	<b>1,344,050</b>	<b>1,375,400</b>
<b>Net Operating Transfers In (Out)</b>	<b>(1,315,405)</b>	<b>(1,228,300)</b>	<b>(1,310,050)</b>	<b>(1,375,400)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	804,760	811,000	813,150	823,200
63 Water Operations	5,174,495	7,576,300	6,143,600	8,076,950
67 Sewer Operations	3,790,953	3,925,200	3,794,700	3,687,250
Total Dept. Expenses	9,770,208	12,312,500	10,751,450	12,587,400
Conversion to GAAP:				
Less Capital	461,604	1,676,100	376,100	1,681,850
Total Operating Expenses	9,308,603	10,636,400	10,375,350	10,905,550
Non Operating Expenses				
62 Long Term Debt	2,814,609	3,916,850	4,020,850	4,058,300
Conversion to GAAP:				
Less Debt Retirement	1,580,687	1,958,200	1,980,200	2,058,650
Total Non-Operating Expenses	1,233,922	1,958,650	2,040,650	1,999,650
Total Expenses	10,542,525	12,595,050	12,416,000	12,905,200

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

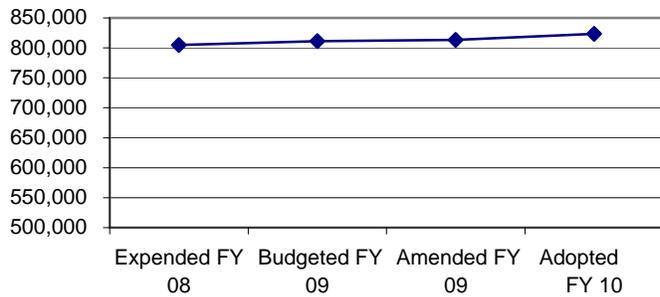
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	364,283	391,300	382,800	390,500
Contractual	211,382	225,600	225,600	225,600
Supplies	79,203	75,300	75,300	78,300
Operational	149,892	118,800	129,450	128,800
<b>Total</b>	<b>804,760</b>	<b>811,000</b>	<b>813,150</b>	<b>823,200</b>

### Personnel Schedule

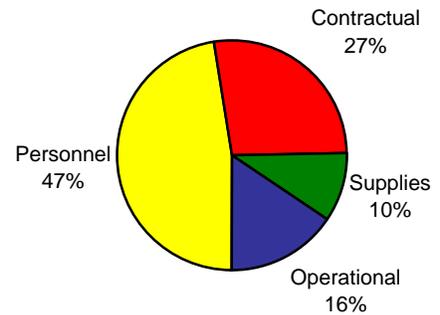
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	66,678	68,900	69,200	69,200
0104	SALARIES & WAGES-CLERICAL	95,259	105,900	97,400	102,100
0107	SALARIES & WAGES-LABOR	139,504	148,000	147,100	147,100
0109	SALARIES & WAGES-OVERTIME	221.51	500	1000	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>301,662</b>	<b>323,300</b>	<b>314,700</b>	<b>318,900</b>
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**15 Benefits**

0114	LONGEVITY PAY	2,509	2,800	2,800	3,100
0120	FICA & MEDICARE EXPENSE	23,318	24,700	24,700	24,400
0122	T.M.R.S. RETIREMENT EXP.	36,793	40,500	40,600	44,100

<b>Benefits TOTAL . . . . .:</b>	<b>62,621</b>	<b>68,000</b>	<b>68,100</b>	<b>71,600</b>
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**20 Contractual**

0210	AUDITING	16,500	17,500	17,500	17,500
0217	IT SERVICE	31,013	32,000	32,000	32,000
0223	INSURANCE-SURETY BONDS	254	400	400	400
0225	INSURANCE-AUTOMOBILES	21,000	23,000	23,000	23,000
0227	INSURANCE-REAL PROPERTY	17,500	19,500	19,500	19,500
0228	INSURANCE-CLAIMS & DED.	26,665	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	18,000	20,000	20,000	20,000
0231	SERVICE-MAINT. CONTRACTS	71,556	77,500	77,500	77,500
0240	EQUIPMENT REPAIRS	0	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	8,895	9,700	9,700	9,700

<b>Contractual TOTAL . . . . .:</b>	<b>211,382</b>	<b>225,600</b>	<b>225,600</b>	<b>225,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,531	1,800	1,800	1,800
0307	POSTAGE	68,976	65,000	65,000	68,000
0310	PRINTING & BINDING	7,953	7,500	7,500	7,500
0347	GENERAL MAINT. SUPPLY	742.47	1,000	1,000	1,000

<b>Supplies TOTAL . . . . .:</b>	<b>79,203</b>	<b>75,300</b>	<b>75,300</b>	<b>78,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	165	300	300	300
0415 RECRUITING EXPENSES	117.5	0	150	0
0430 TUITION & TRAINING	1,735	2,500	2,500	2,500
0436 TRAVEL	48	1,000	1000	1,000
0450 BAD DEBT EXPENSE	75,651	30,000	30,000	30,000
0490 HOUSEHOLD HAZ WASTE DAY	72,175	85,000	95,500	95,000

<b>Operational TOTAL . . . . . :</b>	<b>149,892</b>	<b>118,800</b>	<b>129,450</b>	<b>128,800</b>
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<b>Utility Billing TOTAL :</b>	<b>804,760</b>	<b>811,000</b>	<b>813,150</b>	<b>823,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Debt Service	2,814,609	3,916,850	4,020,850	4,058,300
<b>Total</b>	<u>2,814,609</u>	<u>3,916,850</u>	<u>4,020,850</u>	<u>4,058,300</u>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	16,422	7,200	7,200	7,200
0752 BOND - PRINCIPAL	1,234,538	1,709,450	1,709,450	1,801,950
0754 BOND - INTEREST	990,840	1,763,950	1,763,950	1,632,950
0772 NTMWD - PRINCIPAL	346,149	248,750	270,750	256,700
0774 NTMWD - INTEREST	226,660	187,500	269,500	359,500
<b>Debt Service TOTAL . . . . .:</b>	<b>2,814,609</b>	<b>3,916,850</b>	<b>4,020,850</b>	<b>4,058,300</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

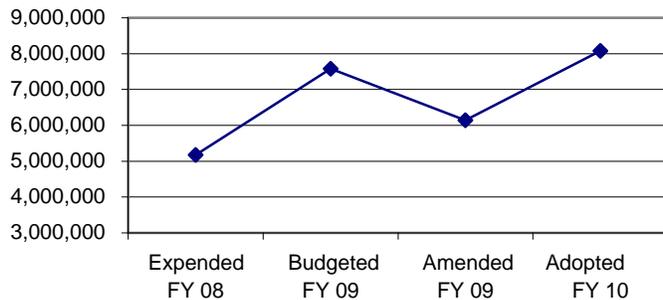
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	730,616	971,000	944,100	980,100
Contractual	3,537,081	4,358,100	4,258,100	4,817,000
Supplies	268,265	316,350	311,350	309,850
Operational	11,526	15,900	15,100	18,100
Utilities	302,744	330,600	330,600	327,600
Capital	324,263	1,584,350	284,350	1,624,300
<b>Total</b>	<b>5,174,495</b>	<b>7,576,300</b>	<b>6,143,600</b>	<b>8,076,950</b>

### Personnel Schedule

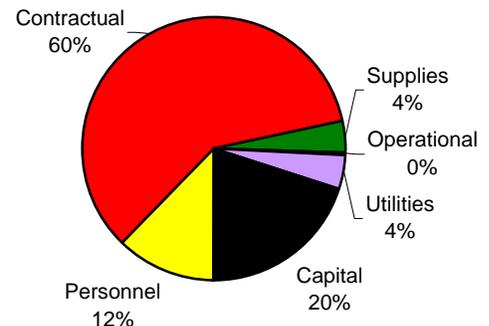
<u>Position</u>	<u>Classification</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Interim Water/Wastewater Manager	-	1	1
Water/Wastewater Superintendent	24	1	1
Water Operations Manager	21	1	1
Conservation Coordinator	16	1	1
Pump Tech II	14	1	1
Crew Leader	13	1	1
Water Quality Technician	12	1	1
Public Works Coordinator	12	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	205,815	220,700	216,300	220,700
0104	SALARIES & WAGES-CLERICAL	0	40,600	40,000	40,000
0107	SALARIES & WAGES-LABOR	362,643	503,500	483,400	506,300

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107**

**New Position and Upgrade**

Due to the growth of the City and the purchase of a portion of RCH service area as well as the expansion of our system in the northern quadrant, we need an additional maintenance crew. The crew consists of two maintenance works, an equipment operator and crew leader. We have added positions in the two previous budget years to prepare for a second crew.

In order to complete the additional crew, we would need to promote a maintenance worker to crew leader and add an equipment operator.

I would like to fill these new positions mid budget with an impact of \$20,075.

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	37,878	45,000	40,000	40,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>606,336</b>	<b>809,800</b>	<b>779,700</b>	<b>807,000</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	1,800
0114	LONGEVITY PAY	3,487	4,900	5,100	6,400
0120	FICA & MEDICARE EXPENSE	45,598	58,500	58,500	58,700
0122	T.M.R.S. RETIREMENT EXP.	73,996	96,000	99,000	106,200

<b>Benefits TOTAL . . . . .:</b>	<b>124,280</b>	<b>161,200</b>	<b>164,400</b>	<b>173,100</b>
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**20 Contractual**

0211	LEGAL	14,503	10,000	10,000	10,000
0213	CONSULTING FEES	50,880	40,000	20,000	40,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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0231	SERVICE-MAINT. CONTRACTS	16,334	12,850	12,850	25,600
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231** **Service-Maintenance Contracts**

- \$4,800 Laptop computer air cards (8)
- 3,055 Generator maintenance (fixed)
- 1,444 Generator maintenance (light towers)
- 1,700 Water control valve inspection and maintenance
- 2,200 Equipment calibration of flow meters and level transmitters
- 1,275 Inspection of cathodic corrosion equipment
  - 960 Water tower fire alarm monitoring
  - 550 Water tower elevator maintenance
    - 50 Elevator certificate of inspection fees
  - 216 Forklift maintenance contract
  - 550 Copier
- 8,765 Security system maintenance agreements
- Total \$25,570

**CITY MANAGER'S COMMENTS: Approved**

0237	UNIFORM SERVICE	14,837	12,650	12,650	15,400
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0237** **Uniforms**

- \$12,650 Uniform service
  - 650 Uniform cleaning service increase of 6%
  - 2,100 Replace coveralls and jackets

**CITY MANAGER'S COMMENTS: Approved**

0240	EQUIPMENT REPAIR	8,667	8,000	8,000	8,000
0242	EQUIPMENT RENTAL	14,021	22,850	22,850	22,850
0244	BUILDING REPAIR	16,918	40,000	40,000	20,000
0246	VEHICLE REPAIRS	22,207	22,000	22,000	22,000
0270	WASTE DISPOSAL SERVICE	0	15,900	15,900	15,900
0280	STATE PERMITS	12,152	38,000	38,000	42,600

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0280** **State Permits**

- \$6,000 THD Chemical Sampling
  - 900 TCEQ Lead and Copper Sampling - \$900
- 28,150 State System Permits
  - 5,050 TCEQ Chemical Sampling of Water System (lab)
  - 2,500 Miscellaneous sample retesting
- 22,000 The increase due to legislature enacted in State permit fees statewide

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
0281 METER REPAIR & REPLACEMENT	4,158	15,000	15,000	15,000
0287 WATER PURCHASES	3,317,564	3,875,750	3,875,750	4,269,900
0288 WATERLINE REPAIR & REPLACEMENT	-14,025	65,000	65,000	60,000
0289 RESERVOIR MAINT. & REPAIR	58,865	80,100	100,100	99,750

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289**

**Reservoir Maintenance and Repair**

\$ 30,000 Rebuild 1 pump each at Heath St and Eastside stations

10,365 Tank inspection and cleaning

18,260 Replace Check Valve @ Heath St #4 valve does not open fully and restricts pump flow. The sealing surfaces in the valves are worn. We will need to replace one per budget year. The new valves will control the shock on the piping system when the pumps switch on and off.

18,000 Upgrade electrical systems at Springer and Southside towers

7,600 Water yard selecting tower for Country Lane water tower

5,200 Backup PLC for Southside water tower.

11,000 Miscellaneous repairs

\$99,750 Total

**CITY MANAGER'S COMMENTS: Approved**

0293 GRANT PROGRAM	0	100,000	0	150,000
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<b>Contractual TOTAL . . . . . :</b>	<b>3,537,081</b>	<b>4,358,100</b>	<b>4,258,100</b>	<b>4,817,000</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	2,736	2,550	2,550	2,550
0310 PRINTING & BINDING	8,642	7,000	7,000	7,000
0323 SMALL TOOLS	9,235	13,200	13,200	11,700
0325 SAFETY SUPPLIES	3,541	4,700	4,700	4,700
0331 FUEL & LUBRICANTS	62,006	57,000	42,000	42,000
0333 CHEMICAL	2,446	2,900	2,900	2,900
0335 PROPANE	0	0	10,000	10,000
0341 CONSTRUCTION & REPAIR SUPPLY	24,488	15,000	15,000	15,000
0347 GENERAL MAINT. SUPPLY	11,277	18,000	18,000	18,000
0380 FIRE HYDRANT MAINT SUPPLY	11,162	11,000	11,000	11,000
0381 WATER PIPE FITTINGS	26,068	35,000	35,000	35,000
0382 METER SUPPLIES	106,664	150,000	150,000	150,000

<b>Supplies TOTAL . . . . . :</b>	<b>268,265</b>	<b>316,350</b>	<b>311,350</b>	<b>309,850</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,947	1,200	1,200	1,200
0415	RECRUITING EXPENSES	788	1,000	200	200
0430	TUITION & TRAINING	7,062	11,700	11,700	11,700
0436	TRAVEL	1,729	2,000	2,000	5,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0436**

**Travel**

\$2,000 Water Conference

2,000 Conservation Program

1,000 Miscellaneous travel

**CITY MANAGER'S COMMENTS: Approved**

<b>Operational TOTAL . . . . .:</b>	<b>11,526</b>	<b>15,900</b>	<b>15,100</b>	<b>18,100</b>
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**50 Utilities**

0501	ELECTRICITY	291,230	315,000	315,000	315,000
0507	CELLULAR TELEPHONE	4,044	5,100	5,100	5,100
0508	TELEPHONE SERVICE	7,470	10,500	10,500	7,500

<b>Utilities TOTAL . . . . .:</b>	<b>302,744</b>	<b>330,600</b>	<b>330,600</b>	<b>327,600</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	635	9,800	9,800	0
0612	COMPUTER EQUIPMENT	0	18,950	18,950	0
0617	RADIO EQUIPMENT	0	3500	3500	0

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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0621	FIELD MACHINERY & EQUIPMENT	17,105	46,000	46,000	24,300
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621** **Field Machinery and Equipment**

Since starting Valve exercising program we have discovered that time is being lost due to valve stacks filled with dirt and debris. The sewer dept has to schedule two crews to assist in the cleaning of debris from these valve stacks, one crew for the vacuum trailer and one crew for the water jet truck. The large size of the vacuum trailer and the water jet truck causes issues with getting into some areas to perform the work. In these instances, the water crew has to excavate down to the problem and clear debris. This Skid mounted vacuum is small enough to fit in the bed of the maintenance truck and is a one-man operation.

PV-100 Skid mount power vacuum: \$20,000

Pipehorn Pipe & Cable Locator. The locator would be used by all Water Department personnel to locate water mains, service pipes to customers, water valves and meters.

Dual Freq line locator w/ Padded bag and ground rod = \$795

Shop Compressor 80 Gal = \$2500

Shop Fan = \$1000

**CITY MANAGER'S COMMENTS:** Approved

0623	VEHICLES	56,595	0	0	0
0631	LINE EXTENSION/RELOCATION	0	0	0	0
0638	SYSTEM ACQUISITION	249,928	1,506,100	206,100	1,600,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0638** **System Acquisition**

Funds are utilized to purchase the right to serve from water supply companies within the City. We anticipate purchasing the right to serve areas from Mt. Zion and Blackland this year. We budget \$300,000 annually and roll forward any unused funds. This number does not have the RCH system purchases out.

<b>Capital TOTAL . . . . . :</b>	<b>324,263</b>	<b>1,584,350</b>	<b>284,350</b>	<b>1,624,300</b>
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<b>Water Operations TOTAL :</b>	<b>5,174,495</b>	<b>7,576,300</b>	<b>6,143,600</b>	<b>8,076,950</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

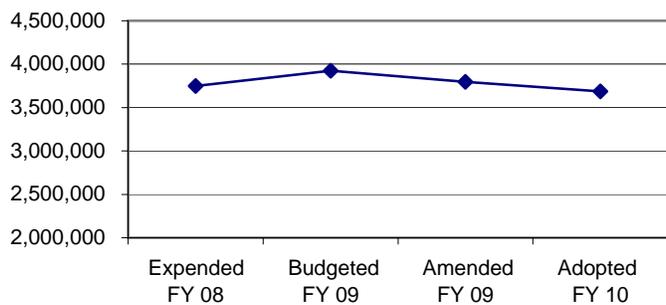
	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	596,464	663,900	631,300	649,700
Contractual	2,743,641	2,939,500	2,841,500	2,735,050
Supplies	113,313	94,400	84,500	88,600
Operational	7,178	12,650	12,650	12,900
Utilities	141,641	123,000	133,000	143,450
Capital	144,562	91,750	91,750	57,550
<b>Total</b>	<b>3,746,799</b>	<b>3,925,200</b>	<b>3,794,700</b>	<b>3,687,250</b>

### Personnel Schedule

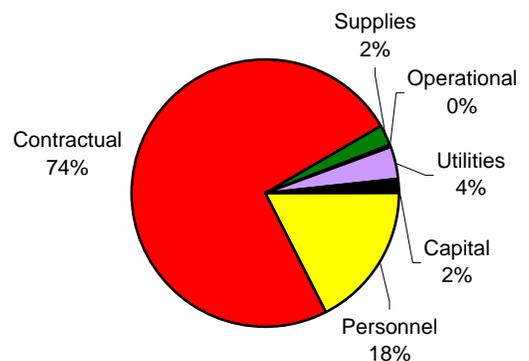
Position	Classification	FY 09 Approved	FY 10 Approved
Sewer Operations Manager	21	1	1
Pump Tech Field Supervisor	21	1	1
Pump Tech III	17	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	6	6

### Activity Trends

**Financial History**



**FY 2010 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	117,400	114,400	117,400
0107	SALARIES & WAGES-LABOR	452,158	402,100	366,700	384,500

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0107**

**Crew Leader and Equipment Operator**

Due to the growth of the City, we need an additional maintenance crew. The crew consists of two maintenance workers, an equipment operator and a crew leader. Over the past three budget years, we have added maintenance workers in preparation for the second crew. I am proposing a lateral move of one of the existing maintenance workers to crew leader and a lateral move of one of the existing maintenance workers for equipment operator. I would like to make the upgrades mid budget year.

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	42,249	35,000	40,000	35,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>494,408</b>	<b>554,500</b>	<b>521,100</b>	<b>536,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114	LONGEVITY PAY	4,104	3,300	3,000	3,800
0120	FICA & MEDICARE EXPENSE	37,459	39,700	39,500	38,400
0122	T.M.R.S. RETIREMENT EXP.	60,494	65,200	66,500	69,400

<b>Benefits TOTAL . . . . .:</b>	<b>102,056</b>	<b>109,400</b>	<b>110,200</b>	<b>112,800</b>
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**20 Contractual**

0213	CONSULTING FEES	37,028	35,000	35,000	35,000
0214	BUFFALO BASIN SSO	0	75,000	75,000	75,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0214**

**Buffalo Basin SSO**

Required minimum reconstruction/rehabilitation spending in Buffalo Creek Sanitary Sewer Basin due to TCEQ agreement. Projects to be undertaken will include rehab of the Airport 2 lift station estimated at \$45,000.

0216	SQUABBLE CREEK BASIN SSO	0	75,000	75,000	75,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0216**

**Squabble Basin SSO**

Required minimum reconstruction/rehabilitation spending in Squabble Creek Sanitary Sewer Basin due to TCEQ agreement. Projects to be undertaken will include repairing pump rails, bases and wet well base at the Dalton Road lift station estimated at \$32,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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0231	SERVICE-MAINT. CONTRACTS	8,211	14,700	14,700	20,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231** **Maintenance Contracts**

- \$ 5,400 Laptop air cards (9)
- 6,840 Generator Maintenance (fixed)
- 1,864 Generator Maintenance (portable)
- 5,800 Scada wonderware licensing and support
- \$19,905 Total

**CITY MANAGER'S COMMENTS:** Approved

0237	UNIFORM SERVICE	10,580	11,800	11,800	14,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0237** **Uniforms**

- \$11,800 Uniform service
- 600 Uniform cleaning service increase of 6%
- 2,300 Replace coveralls and jackets

**CITY MANAGER'S COMMENTS:** Approved

0240	EQUIPMENT REPAIR	16,469	14,000	16,000	16,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0240** **Equipment Repair**

This item would pay for generator, tractor, portable pump, jet truck, and sewer inspection cameras and vacuum trailer repairs - \$16,000

We are requesting to amend the FY09 budget \$2,000 as well.

**CITY MANAGER'S COMMENTS:** Approved

0242	EQUIPMENT RENTAL	2,849	2,600	2,600	2,600
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0246	VEHICLE REPAIRS	10,791	9,000	9,000	11,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0246** **Vehicle Repairs**

We have gone over the budgeted amount for the past two years. I would like to request a \$2,000 increase from last year.

**CITY MANAGER'S COMMENTS:** Approved

0279	INDUSTRIAL PRE-TREATMENT	13,819	20,600	20,600	21,300
0282	LIFT STATION REPAIR & MAINT	32,372	77,000	77,000	77,000
0284	SEWER LINE REPAIR & REPLACEM	103,591	35,000	35,000	35,000
0285	NO.TREATMENT PLANT-SQUABBLE	318,003	319,000	319,000	324,600
0286	SO.TREATMENT PLANT-BUFFALO	512,645	667,900	567,900	520,800
0292	WASTEWATER TREATMENT	1,677,283	1,582,900	1,582,900	1,507,050

<b>Contractual TOTAL . . . . .:</b>	<b>2,743,641</b>	<b>2,939,500</b>	<b>2,841,500</b>	<b>2,735,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1135.52	1,000	1,000	1,500
0323	SMALL TOOLS	6,426	6,000	6,000	8,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0323** **Small Tools**

\$ 997 Pump tech tools  
 1,000 Digital cameras - line location person and pump supervisor  
 6,000 tool replacements

**CITY MANAGER'S COMMENTS: Approved**

0325	SAFETY SUPPLIES	2,610	4,700	4,700	6,300
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0325** **Safety Supplies**

\$1,600 Safety cones required by Transportation code  
 4,700 Safety supplies including vests, gloves, signage

**CITY MANAGER'S COMMENTS: Approved**

0331	FUEL & LUBRICANTS	43,667	40,100	30,200	30,200
0333	CHEMICAL	3,332	4,000	4,000	4,400
0341	CONSTRUCTION & REPAIR SU	10,619	11,000	11,000	11,000
0347	GENERAL MAINT. SUPPLY	9,238	12,100	12,100	7,000
0385	LIFT STATION SUPPLIES	36,286	15,500	15,500	20,200

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0385** **Lift Station Supplies**

\$ 1,415 Lift station radio setup kit  
 420 UPS batteries, 12 at \$35 each  
 1,050 Rebuild lift station control panel (minor) 7 stations  
 8,520 Stainless steel cabinets for UPS and radio 12 x 710.  
 1,250 3 phase monitors \$250.00 each x 5 = \$1,250  
 534 1 phase monitors \$89.00 each x 6 = \$534  
 7,000 Misc. Supplies

\$21,189 Total

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . . :</b>	<b>113,313</b>	<b>94,400</b>	<b>84,500</b>	<b>88,600</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1054.89	1,150	1,150	1,900
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0410** License Renewal Cost

Wastewater employees renewal \$111 each 3 @ \$333  
 Master Electrician License \$65 each 2 @ \$130  
 Apprentice Electrician \$20.00 each 2 @ \$40  
 AWWA -\$300 each 2 @ \$600  
 TWUA -\$250 each 2 @ \$ 500  
 Misc. dues and subscriptions - \$300  
 Total: \$1,903

**CITY MANAGER'S COMMENTS: Approved**

0415 RECRUITING EXPENSES	422.5	500	500	0
0430 TUITION & TRAINING	4,977	9,800	9,800	9,800
0436 TRAVEL	723.19	1,200	1200	1,200

<b>Operational TOTAL . . . . .:</b>	<b>7,178</b>	<b>12,650</b>	<b>12,650</b>	<b>12,900</b>
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**50 Utilities**

0501 ELECTRICITY	139,399	120,000	130,000	140,000
0507 CELLULAR TELEPHONE	2,242	3,000	3,000	3,450

<b>Utilities TOTAL . . . . .:</b>	<b>141,641</b>	<b>123,000</b>	<b>133,000</b>	<b>143,450</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	15,450	15450	0
0617 RADIO EQUIPMENT	1,895	0	0	0
0621 FIELD MACHINERY & EQUIPMENT	21,120	19,400	19,400	14,450

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621** Field Machinery and Equipment

1/2 -inch jet machine hose (600') - \$1,850  
 3/4 -inch jet machine hose (600') - \$2,000  
 Zero Turn Radius mower Ferris model 3100ZP = \$11,900

The mower will mow all Sewer/Water pump station yards. The mower we are requesting has a propane engine, which qualifies for a \$2,500 rebate through Texas Clean Cities. Research shows that propane vehicles provide a one-third (1/3) reduction in emissions and fourteen percent (14%) better fuel economy compared to gasoline. This mower with a gasoline engine would be \$10,600.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
0623 VEHICLES	68,336	23,700	23,700	0
0631 LINE EXTENSION/RELOCATION	10,303	0	0	0
0637 SCADA EQUIPMENT	42,908	33,200	33,200	43,100

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0637** **SCADA Equipment**

Radios to convert lift station SCADA to radio vs. telephone years ago. (24 sites done, 38 total sites)

14 additional sites = \$31,295

SCADA system installed in subdivision lift stations (not installed with subdivision). 2 stations at \$4,000/station. Total \$8,000

Kimark Maintenance/ Upgrades. This includes labor for installation of upgrades and other maintenance issues. Total \$3,800

**CITY MANAGER'S COMMENTS:** Approved

<b>Capital TOTAL . . . . .:</b>	<b>144,562</b>	<b>91,750</b>	<b>91,750</b>	<b>57,550</b>
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<b>Sewer Operations TOTAL . . :</b>	<b>3,746,799</b>	<b>3,925,200</b>	<b>3,794,700</b>	<b>3,687,250</b>
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## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Police Investigation Fund** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

**Special Crimes Fund** – established to account for revenues and expenditures related to a county-wide task force.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	4,445	4,000	4,600	1,400
Total Expenditures	-	-	-	6,000
Excess Revenues Over (Under) Expenditures	4,445	4,000	4,600	(4,600)
Fund Balance - Beginning	134,389	138,889	138,833	143,433
Fund Balance - Ending	138,833	142,889	143,433	138,833

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	3,470	3,500	900	900
4050	Donations/Bequests	100	-	-	-
4720	Cemetery Receipts	400	-	3,200	-
4722	Registration & Permit Fees	475	500	500	500
Total Revenues		4,445	4,000	4,600	1,400

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	-	-	-	6,000
Supplies	-	-	-	-
<b>Total</b>	-	-	-	<b>6,000</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Police Investigations

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	219,007	70,200	140,300	74,700
Total Expenditures	47,280	37,800	108,850	42,750
Excess Revenues Over (Under) Expenditures	171,727	32,400	31,450	31,950
Net Other Financing Sources (Uses)	(45,000)	(115,200)	(115,200)	(72,300)
Net Gain (Loss)	126,727	(82,800)	(83,750)	(40,350)
Fund Balance - Beginning	160,288	286,538	287,015	203,265
Fund Balance - Ending	287,015	203,738	203,265	162,915

## SUMMARY OF REVENUES

**Fund**

11 Police Investigations

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	5,324	5,000	2,000	1,500
4054	Donations - Police Activities	957	1,000	2,650	1,000
4055	Donations - Toys for Kids	-	-	-	-
4056	Donations - Animal Control	10,087	-	6,800	1,000
4059	Donations - Training/CERT	5,268	-	-	-
4415	Court Security Fee	23,001	22,000	24,000	24,000
4420	Technology Fee	30,515	25,000	30,000	30,000
4425	Child Safety Fines	3,745	4,000	3,700	4,000
4500	Grant Proceeds	3,000	-	24,700	-
4520	Gun Range M&O	5,151	13,200	15,000	13,200
4550	Police Seizures	131,960	-	31,450	-
Total Revenues		219,007	70,200	140,300	74,700

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Police Investigation

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	45,000	115,200	115,200	72,300
<b>Total Other Financing Uses</b>	<b>45,000</b>	<b>115,200</b>	<b>115,200</b>	<b>72,300</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(45,000)</b>	<b>(115,200)</b>	<b>(115,200)</b>	<b>(72,300)</b>

**SUMMARY OF EXPENDITURES****Fund**

11 Police Investigation

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	6,982	13,200	13,200	13,250
Operational	8,213	-	26,600	-
Capital Outlay	32,085	24,600	69,050	29,500
<b>Total Expenditures</b>	<b>47,280</b>	<b>37,800</b>	<b>108,850</b>	<b>42,750</b>

<b>Fund</b> 11 Police Investigations
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ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
<b>20 Contractual</b>				
0208 E.S. CORP CONTRACT	6,982	13,200	13,200	13,250
<b>Contractual TOTAL . . . . . :</b>	<b>6982</b>	<b>13,200</b>	<b>13,200</b>	<b>13,250</b>

<b>40 Operational</b>				
0430 TUITION & TRAINING	530	0	1,600	0
0460 SEIZURES EXPENDED	0	0	24,700	0
0465 TOYS FOR KIDS EXPENSES	7,683	0	300	0
<b>Operational TOTAL . . . . . :</b>	<b>8,213</b>	<b>0</b>	<b>26,600</b>	<b>0</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	19,178	0	27,000	10,000
0624 POLICE EQUIPMENT	12,907	24,600	42,050	19,500

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624** **Equipment from Seized Funds**

Rifle ammunition - needed for intensive and annual training for the SWAT team. \$12,000 for 25,000 rounds

Pistol ammunition - goal is to provide tactical pistol training for our SWAT team on a bi-monthly basis. \$6,125 for 25,000 rounds

Additional lockers for officers to store personal gear \$9,000

Crime mapping - interactive web tool for citizens. \$1,300

**CITY MANAGER'S COMMENTS:** Lockers are disapproved, ammunition and mapping tool are approved from seized funds awarded to the department.

<b>Capital TOTAL . . . . . :</b>	<b>32,085</b>	<b>24,600</b>	<b>69,050</b>	<b>29,500</b>
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<b>Public Safety Fund TOTAL :</b>	<b>47,280</b>	<b>37,800</b>	<b>108,850</b>	<b>42,750</b>
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## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	367,299	298,500	289,900	376,300
Total Expenditures	281,472	393,750	312,000	262,000
Excess Revenues Over (Under) Expenditures	85,827	(95,250)	(22,100)	114,300
Net Other Financing Sources (Uses)	(131,300)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	(45,473)	(145,250)	(72,100)	64,300
Fund Balance - Beginning	246,623	250,573	201,149	129,049
Fund Balance - Ending	201,149	105,323	129,049	193,349

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	7,234	7,000	1,600	1,600
4050	Donations	50	-	-	-
4250	Recreation Program Fees	143,562	160,000	140,000	140,000
4253	The Center 7% Fee	1,766	1,500	2,000	700
4680	Developer Contributions	64,263	-	-	90,000
4700	Marina / Golf Leases	124,024	110,000	124,000	124,000
4750	Land Lease Revenues	26,400	20,000	22,300	20,000
Total Revenues		367,299	298,500	289,900	376,300

Developer Contributions are collected when a development begins. Funds are held in escrow until needed for a project.

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
To Capital Projects Fund	81,300	-	-	-
<b>Total Other Financing Uses</b>	<b>131,300</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(131,300)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	168,163	110,000	90,000	90,000
Supplies	29,590	96,000	76,000	32,000
Operations	-	-	30,000	-
Capital Outlay	83,720	187,750	116,000	140,000
<b>Total Expenditures</b>	<b>281,472</b>	<b>393,750</b>	<b>312,000</b>	<b>262,000</b>

<b>Fund</b>
12 Recreational Development

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
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**20 Contractual**

0213 CONSULTING FEES	27,616	10,000	10,000	10,000
0239 RECREATION CONTRACT	103,664	100,000	80,000	80,000
0245 POOL REPAIR & MAINTENANCE	36,882	0	0	0

<b>Contractual TOTAL . . . . .:</b>	<b>168,162</b>	<b>110,000</b>	<b>90,000</b>	<b>90,000</b>
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**30 Supplies**

0341 CONSTRUCTION & REPAIR SUPPLY	0	11,000	11,000	12,000
0392 SIGNS AND SIGNALS	29,590	85,000	65,000	20,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0392** **Harbor Entry Signage**

The funds were allocated in FY 2009 for entry signage to the Harbor developments. Plans are still being considered and the funds will not be expended until FY 2010.

<b>Supplies TOTAL . . . . .:</b>	<b>29,590</b>	<b>96,000</b>	<b>76,000</b>	<b>32,000</b>
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**40 Operational**

0406 SPECIAL EVENTS	0	0	30,000	0
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<b>Operational TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>
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**60 Capital**

0633 INFRASTRUCTURE IMPROVEMENT	83,720	187,750	116,000	140,000
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **Renovations to Northshore Park**

Northshore Park is in need of new equipment, irrigation, and other improvements. Project would include the transfer of \$90,000 from park equipment fees and utilize \$50,000 from the Rec Development funds. Total project cost is \$140,000.

**CITY MANAGER'S COMMENTS:** Approved

<b>Capital TOTAL . . . . .:</b>	<b>83,720</b>	<b>187,750</b>	<b>116,000</b>	<b>140,000</b>
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<b>Recreation Development TOTAL . . .:</b>	<b>281,472</b>	<b>393,750</b>	<b>312,000</b>	<b>262,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	23,846	36,300	33,100	33,600
Total Expenditures	94,566	218,050	163,150	161,500
Excess Revenues Over (Under) Expenditures	(70,719)	(181,750)	(130,050)	(127,900)
Net Other Financing Sources (Uses)	92,100	181,800	120,000	115,000
Net Gain (Loss)	21,381	50	(10,050)	(12,900)
Fund Balance - Beginning	3,365	3,365	24,746	14,696
Fund Balance - Ending	24,746	3,415	14,696	1,796

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4530	City Contracts	23,846	36,300	33,100	33,600
Total Revenues		23,846	36,300	33,100	33,600

	2008-09		2009-10	
Heath Population	17.48%	6,650	17.59%	6,850
Rockwall Population	82.52%	<u>31,400</u>	82.41%	<u>32,100</u>
		38,050		38,950

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In				
From General Fund	92,100	125,000	120,000	115,000
*Expended in General Fund		56,800	60,300	61,800
Operating Transfers Out				
*Expended in General Fund		-	60,300	61,800
Net Other Financing Sources (Uses)	92,100	181,800	120,000	115,000

\* Employee salary is paid in the General Fund, however transfer is needed in this fund to determine City of Heath match.

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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13 Radio System
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	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	87,661	198,550	143,750	143,750
Supplies	1,649	10,500	19,400	17,750
Operational	5,256	9,000	-	-
<b>Total Expenditures</b>	<b>94,566</b>	<b>218,050</b>	<b>163,150</b>	<b>161,500</b>

<b>Fund</b>
13 Radio System

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
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**20 Contractual**

0213 CONSULTING FEES	12,711	64,800	10,000	10,000
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**DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0213** **Consulting**

\$8,000 Trott Communication is sometimes needed to advise on issues related to the radio system, such as interference issues with lease holders on the towers, in-building coverage testing for commercial developments as required in the Fire Code, etc.

\$2,000 Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs.

0231 SERVICE-MAINT. CONTRACTS	74,950	133,750	133,750	133,750
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**DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0231** **Service Maintenance Contracts**

This includes annual maintenance on the radio system, EOC Equipment, Interoperability, and the Mobile Command Vehicle. Request: \$124,716.

Outsourced battery maintenance for 502 batteries, reconditioned twice a year = \$9,036

<b>Contractual TOTAL . . . . . :</b>	<b>87,661</b>	<b>198,550</b>	<b>143,750</b>	<b>143,750</b>
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**30 Supplies**

0347 GENERAL MAINT. SUPPLY	1,649	10,500	19,400	17,750
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**DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0347** **Miscellaneous Parts and Accessories**

Miscellaneous Parts and Accessories Request: \$2,000  
Replacement Batteries - 200 at \$78.75 each = \$15,750.

<b>Supplies TOTAL . . . . . :</b>	<b>1,649</b>	<b>10,500</b>	<b>19,400</b>	<b>17,750</b>
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**40 Operational**

0430 TUITION & TRAINING	2,640	4,950	0	0
0436 TRAVEL	2,616	4,050	0	0

<b>Operational TOTAL . . . . . :</b>	<b>5,256</b>	<b>9,000</b>	<b>0</b>	<b>0</b>
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<b>Radio Fund TOTAL :</b>	<b>94,566</b>	<b>218,050</b>	<b>163,150</b>	<b>161,500</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	140,603	29,000	35,050	10,500
Total Expenditures	9,775	-	367,300	97,500
Excess Revenues Over (Under) Expenditures	130,828	29,000	(332,250)	(87,000)
Net Other Financing Sources (Uses)	-	-	31,750	-
Net Gain (Loss)	130,828	29,000	(300,500)	(87,000)
Fund Balance - Beginning	1,628,785	1,741,685	1,759,614	1,459,114
Fund Balance - Ending	1,759,614	1,770,685	1,459,114	1,372,114

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	48,657	25,000	11,000	8,000
4800	Assessments	70,084	2,500	1,500	1,500
4810	Assessments - Bourn St.	744	1,000	1,000	500
4812	Assessments-Emma Jane/Davy	1,118	500	500	500
4816	Pro-Rata - RH Pkwy.	20,000	-	21,050	-
Total Revenues		140,603	29,000	35,050	10,500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

14 Street Improvements

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In				
From Water/Sewer	-	-	31,750	-
<b>Total Other Financing Sources</b>	-	-	31,750	-
Net Other Financing Sources (Uses)	-	-	31,750	-

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	-	-	36,500	-
Capital Outlay	9,775	-	330,800	97,500
<b>Total Expenditures</b>	<b>9,775</b>	<b>-</b>	<b>367,300</b>	<b>97,500</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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15 Hotel/Motel
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	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	233,243	260,000	260,000	175,000
Total Expenditures	246,135	268,880	270,880	181,400
Excess Revenues Over (Under) Expenditures	(12,892)	(8,880)	(10,880)	(6,400)
Fund Balance - Beginning	80,128	46,688	67,236	56,356
Fund Balance - Ending	67,236	37,808	56,356	49,956

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
-------------

15 Hotel/Motel
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Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	713	1,000	1,000	1,000
4019	Miscellaneous	-	-	-	-
4175	Motel Tax Receipts	232,530	259,000	259,000	174,000
<b>Total Revenues</b>		<b>233,243</b>	<b>260,000</b>	<b>260,000</b>	<b>175,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

15 Hotel/Motel

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operational	246,135	268,880	270,880	181,400
<b>Total Expenditures</b>	<b>246,135</b>	<b>268,880</b>	<b>270,880</b>	<b>181,400</b>

## HOTEL/MOTEL

<b>Fund</b>	<b>Department</b>	<b>Division</b>
15 Hotel/Motel	15 Finance	11 Fiscal Services

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Operational</b>					
470	Chamber of Commerce	70,000	77,000	77,000	64,400
471	Historical Foundation	8,000	9,000	9,000	4,500
472	Noon Rotary	5,000	5,000	5,000	5,000
473	Hubbard Chamber Music	7,500	-	2,000	2,000
474	Community Playhouse	10,000	10,000	10,000	4,500
475	Lakeside Singers	7,500	7,500	7,500	2,500
476	Soroptomist	-	10,000	10,000	10,000
477	Aspasians	6,000	2,500	2,500	2,000
481	Breakfast Rotary	8,000	5,000	5,000	5,000
482	Musicfest	10,000	9,000	9,000	2,000
483	City Events	32,195	70,000	70,000	56,000
484	Patriot Paws	-	5,000	5,000	-
485	Old Town Neighborhood Assoc.	3,000	-	-	-
486	Rockwall Artist League	6,000	5,600	5,600	2,000
487	Alliance for the Arts	8,440	7,200	7,200	2,000
488	Old Towne Shoppes	15,000	22,000	22,000	10,000
491	Tourism Events	33,500	3,080	3,080	2,500
492	Kiwanis	8,000	17,000	17,000	5,000
493	Pumpkin Patch	8,000	4,000	4,000	2,000
<b>Total Operational</b>		<b>246,135</b>	<b>268,880</b>	<b>270,880</b>	<b>181,400</b>
<b>Division Total</b>					
		<b>246,135</b>	<b>268,880</b>	<b>270,880</b>	<b>181,400</b>

## SUMMARY OF OPERATIONS

**Fund**  
16 Fire Equipment

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	108,413	103,450	98,650	95,100
Total Expenditures	70,748	167,900	167,900	110,375
Excess Revenues Over (Under) Expenditures	37,665	(64,450)	(69,250)	(15,275)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	37,665	(64,450)	(69,250)	(15,275)
Fund Balance - Beginning	167,640	176,865	205,305	136,055
Fund Balance - Ending	205,305	112,415	136,055	120,780

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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16 Fire Operations
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Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	4,862	2,000	1,500	1,500
4019	Misc. Revenue	5,501	-	3,300	-
4050	Donations	1,000	-	250	-
4530	Contract City Fire Calls	3,450	3,450	-	-
4535	County Fire Calls	93,600	98,000	93,600	93,600
<b>Total Revenues</b>		<b>108,413</b>	<b>103,450</b>	<b>98,650</b>	<b>95,100</b>

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Supplies	4,739	11,000	11,000	11,000
Capital Outlay	66,009	156,900	156,900	99,375
<b>Total Expenditures</b>	<b>70,748</b>	<b>167,900</b>	<b>167,900</b>	<b>110,375</b>

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2008 Actual Expense	2009 Adopted Budget	2009 Amended Budget	2010 Approved Budget
<b>30 Supplies</b>				
0377 VOLUNTEER EXPENSES	4,739	11,000	11,000	11,000
<b>Supplies TOTAL . . . . . :</b>	<b>4,739</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	0	38,500	38,500	0
0617 RADIO EQUIPMENT	19,629	41,900	41,900	32,000

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0617** **Communication Equipment**  
 \$ 6,800 Replacement of ten old Motorola voice type pagers.  
 \$ 6,800 Voice pagers for ten new volunteers.  
 \$18,400 Portable Radios for ten new volunteers.

**CITY MANAGER'S COMMENTS:** Approved

0621 FIELD MACHINERY & EQUIPMENT	44,385	76,500	76,500	67,375
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Fire Equipment**  
 \$39,000 Bunker gear and helmets for up to ten new volunteers  
 375 Gate openers for new volunteers  
 9,000 PASS devices for new volunteers

**CITY MANAGER'S COMMENTS:** Approved

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Opticom Equipment**  
 \$24,000 Opticom equipment for new signals at John King and IH30 (2) and John King and FM 552.  
 7,000 Repair or replacement of existing opticom equipment as needed.

**CITY MANAGER'S COMMENTS:** Approved

0623 VEHICLES	1,995	0	0	0
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<b>Capital TOTAL . . . . . :</b>	<b>66,009</b>	<b>156,900</b>	<b>156,900</b>	<b>99,375</b>
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<b>Fire Equipment TOTAL :</b>	<b>70,748</b>	<b>167,900</b>	<b>167,900</b>	<b>110,375</b>
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	43,625	83,600	12,350	91,200
Total Expenditures	70,624	107,320	13,600	118,800
Excess Revenues Over (Under) Expenditures	(26,999)	(23,720)	(1,250)	(27,600)
Net Other Financing Sources (Uses)	-	10,000	10,000	-
Net Gain (Loss)	(26,999)	(13,720)	8,750	(27,600)
Fund Balance - Beginning	70,336	33,236	43,337	52,087
Fund Balance - Ending	43,337	19,516	52,087	24,487

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	1,696	1,200	250	250
4500	Grant Proceeds	30,775	71,200	900	79,750
4750	Land Lease	4,383	4,000	4,000	4,000
4752	F.B.O. Lease	6,771	7,200	7,200	7,200
Total Revenues		43,625	83,600	12,350	91,200

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In				
From General Fund	-	10,000	10,000	-
<b>Total Other Financing Sources</b>	-	10,000	10,000	-
Operating Transfers Out	-	-	-	-
<b>Total Other Financing Uses</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	-	10,000	10,000	-

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	6,661	8,300	8,300	8,300
Supplies	191	750	750	750
Operational	60,850	95,520	1,800	107,000
Utilities	2,922	2,750	2,750	2,750
<b>Total Expenditures</b>	<b>70,624</b>	<b>107,320</b>	<b>13,600</b>	<b>118,800</b>

<b>Fund</b>
17 Airport Special Revenue

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**20 Contractual**

0224	INSURANCE-WORKERS COMP	1,582	2,500	2,500	2,500
0227	INSURANCE-REAL PROPERTY	1,270	3,000	3,000	3,000
0229	INSURANCE-LIABILITY	3,809	2,000	2,000	2,000
0242	EQUIPMENT RENTAL & LEASE	0	250	250	250
0244	BUILDING REPAIRS	0	250	250	250
0280	STATE PERMITS	0	300	300	300

<b>Contractual TOTAL . . . . .:</b>	<b>6,661</b>	<b>8,300</b>	<b>8,300</b>	<b>8,300</b>
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**30 Supplies**

0339	FUEL TANK REPAIRS	191	250	250	250
0341	CONSTRUCTION & REPAIR SUPPLY	0	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>191</b>	<b>750</b>	<b>750</b>	<b>750</b>
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**40 Operational**

0409	GRANT MATCHING	60,850	100,520	1,800	107,000
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**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409**

**Grant Matching**

The Council approved the AWOS system in FY09, however the project will not take place until FY10. The City has to upfront the cost of the project and then is reimbursed by the state when the project is complete. \$105,000.

Considering the current economic circumstances, it is recommended that the City does not proceed with budgeting for another major project at this time. The two other major projects identified at the Airport would require an approximate local match of either \$15,000 for a PAPI System or \$16,000 for a new Beacon Tower. It is recommended that the City place a small sum of money (about \$2,000) in the budget to have for a small RAMP project in case something arises over the next year. The City will have federal funds allocated by the FAA in the following year that can be used for a significant project such as a Precision Approach Path Indicator system or a new Beacon Tower.

<b>Operational TOTAL . . . . .:</b>	<b>60,850</b>	<b>100,520</b>	<b>1,800</b>	<b>107,000</b>
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**50 Utilities**

0501	ELECTRICITY	2,922	2,750	2,750	2,750
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<b>Utilities TOTAL . . . . .:</b>	<b>2,922</b>	<b>2,750</b>	<b>2,750</b>	<b>2,750</b>
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<b>Airport Fund TOTAL :</b>	<b>70,624</b>	<b>112,320</b>	<b>13,600</b>	<b>118,800</b>
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<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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18 Recycling				
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	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	27,646	26,500	25,350	25,350
Total Expenditures	20,994	10,000	15,100	48,250
Excess Revenues Over (Under) Expenditures	6,652	16,500	10,250	(22,900)
Net Other Financing Sources (Uses)	-	(34,000)	(34,000)	-
Net Gain (Loss)	6,652	(17,500)	(23,750)	(22,900)
Fund Balance - Beginning	55,895	78,145	62,547	38,797
Fund Balance - Ending	62,547	60,645	38,797	15,897

## SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	1,578	1,500	350	350
4780	Recycling Revenue	26,068	25,000	25,000	25,000
Total Revenues		27,646	26,500	25,350	25,350

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Uses				
Operating Transfers Out				
To Water/Sewer Fund	-	34,000	34,000	-
Total Other Financing Sources	-	(34,000)	(34,000)	-
Net Other Financing Sources (Uses)	-	(34,000)	(34,000)	-

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	0	0	0	36,250
Operational	20,994	10,000	15,100	12,000
<b>Total Expenditures</b>	<b>20,994</b>	<b>10,000</b>	<b>15,100</b>	<b>48,250</b>

<b>Fund</b>
18 Recycling

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
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**20 Contractual**

0270 WASTE DISPOSAL SERVICE	0	0	0	36,250
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**DOCUMENTS FOR ACCOUNT . . . : 18-50-51-0270** **Tank Disposal**

A number of large tanks which were used for the delivery and storage of street materials including tack, liquid chip seal and emulsion remain at the Service Center.

Clean Harbors (our HHW contractor) has estimated \$36,250 for the removal and proper disposal of these tanks which are no longer needed.

**CITY MANAGER'S COMMENTS:** Approved

<b>Contractual TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36,250</b>
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**40 Operational**

0428 OTHER	2,595	10,000	12,850	10,000
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**DOCUMENTS FOR ACCOUNT . . . : 18-50-51-0428** **Other**

Funds are used annually for tree transplantation.

0469 PROMOTION EXPENSE	18,399	0	2,250	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 18-50-51-0469** **Promotion**

Funds were used in fiscal year 2009 for "green" give-a-ways at Founders Day and other city events.

<b>Operationa TOTAL . . . . .:</b>	<b>20,994</b>	<b>10,000</b>	<b>15,100</b>	<b>12,000</b>
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<b>Recycling TOTAL . . . . .:</b>	<b>20,994</b>	<b>10,000</b>	<b>15,100</b>	<b>48,250</b>
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## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	9,962,975	3,428,100	3,855,600	3,413,400
Total Expenditures	14,582,531	8,492,150	6,462,863	3,921,466
Excess Revenues Over (Under) Expenditures	(4,619,557)	(5,064,050)	(2,607,263)	(508,066)
Net Other Financing Sources (Uses)	4,545,000	-	4,468,710	-
Reserved for Capital Projects	-	-	(2,270,350)	-
Net Gain (Loss)	(74,557)	(5,064,050)	(408,903)	(508,066)
Fund Balance - Beginning	4,832,176	9,004,826	4,757,619	4,348,716
Fund Balance - Ending	4,757,619	3,940,776	4,348,716	3,840,650

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4150	Sales Tax	3,250,735	3,273,500	3,309,400	3,358,400 <sup>1</sup>
4001	Interest Earnings	83,659	45,000	38,000	30,000
4019	Misc. Revenue	-	-	-	-
4020	Interest/Reserve Fund	22,032	22,000	48,000	25,000
4450	Technology Park Sales	8,318	-	460,200	-
4458	Note Payment-SPM	6,363,939	87,600	-	-
4460	Lease Payment - SPM	234,291	-	-	-
4160	Harbor Tax Rebates	-	-	-	-
<b>Total Revenues</b>		<b>9,962,975</b>	<b>3,428,100</b>	<b>3,855,600</b>	<b>3,413,400</b>

<sup>1</sup> Sales tax projections based on current year actuals plus projected growth of .5%

<b>SUMMARY OF OTHER FINANCING SOURCES (USES)</b>
<b>Fund</b>
21 Economic Development

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources (Uses)				
Bond Proceeds-Phase II and Land	4,545,000	-	6,268,710	-
<b>Total Other Financing Sources</b>	<b>4,545,000</b>	<b>-</b>	<b>6,268,710</b>	<b>-</b>
Transfer to Discovery Road Project	-	-	1,800,000	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>1,800,000</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>4,545,000</b>	<b>-</b>	<b>4,468,710</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

21 Economic Development

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
REDC Administration	6,196,158	2,185,400	2,185,400	1,798,500
Capital Projects	192,988	4,261,350	2,044,000	-
Debt Service	8,193,385	2,045,400	2,233,463	2,122,966
<b>Total Expenditures</b>	<b>14,582,531</b>	<b>8,492,150</b>	<b>6,462,863</b>	<b>3,921,466</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	Economic Develop.

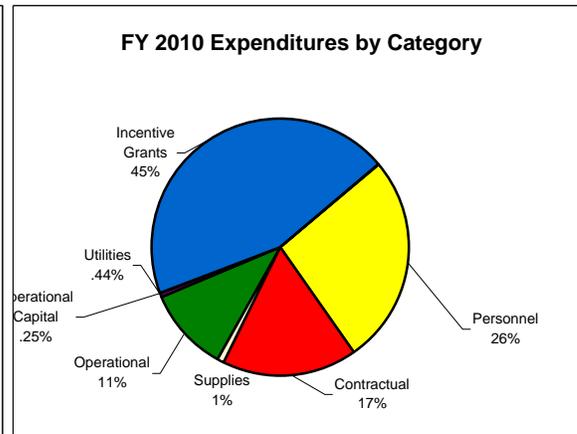
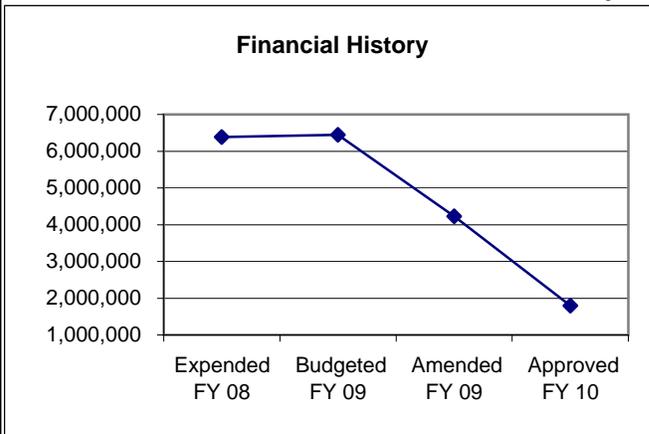
### Expenditure Summary

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	329,351	462,900	462,900	472,800
Contractual	168,035	220,200	220,200	304,400
Supplies	15,908	17,800	17,800	17,800
Operational	112,324	167,500	167,500	189,000
Utilities	7,292	8,000	8,000	8,000
Operational Capital	4,280,556	7,000	7,000	4,500
Incentive Grants	1,198,500	1,207,000	1,207,000	802,000
Tech Park Operations	84,192	95,000	95,000	-
Bond Projects	192,988	4,261,350	2,044,000	-
<b>Total</b>	<b>6,389,146</b>	<b>6,446,750</b>	<b>4,229,400</b>	<b>1,798,500</b>

### Personnel Schedule

<u>Position</u>	<u>FY 09 Approved</u>	<u>FY 10 Approved</u>
Economic Dev. Corp. President	1	1
Project Manager	1	1
Marketing Coordinator	1	1
Administrative Assistant	1	1

### Activity Trends



## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Personnel</b>					
	Salaries - Wages & Incentives	265,551	374,700	374,700	378,750
<b>Total Salaries - Wages Incentive:</b>		<b>265,551</b>	<b>374,700</b>	<b>374,700</b>	<b>378,750</b>
116	Auto Allowance	9,400	9,600	9,600	9,600
120	FICA & Medicare	19,140	28,650	28,650	28,950
123	Retirement	33,206	47,500	47,500	52,400
128	Ins. Unemployment	2,053	2,450	2,450	3,100
<b>Total Benefits</b>		<b>63,800</b>	<b>88,200</b>	<b>88,200</b>	<b>94,050</b>
<b>Total Personnel Costs</b>		<b>329,351</b>	<b>462,900</b>	<b>462,900</b>	<b>472,800</b>
<b>Contractual</b>					
210	Auditing	1,500	1,500	1,500	1,500
211	Legal	15,983	10,000	10,000	20,000
213	Consulting Fees	31,196	40,000	40,000	40,000
217	IT Services	2,099	5,000	5,000	3,000
223	Insurance - Blanket Surety Bond	100	100	100	100
224	Workers Comp.	-	500	500	500
227	Insurance - Property	2,000	2,000	2,000	2,000
229	Insurance - Liability	500	500	500	500
230	Insurance - Health	15,000	19,000	19,000	19,000
232	Temporary Labor	5,317	6,000	6,000	6,000
234	Marketing Expenses	48,337	85,000	85,000	160,000
242	Equipment Rental & Lease	8,020	8,000	8,000	8,000
243	Building Lease	22,814	27,600	27,600	28,800
244	Building Repairs	3,168	3,000	3,000	3,000
299	Administrative Services	12,000	12,000	12,000	12,000
<b>Total Contractual</b>		<b>168,035</b>	<b>220,200</b>	<b>220,200</b>	<b>304,400</b>

## Annual Budget, Economic Development Cont'd

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Supplies</b>					
301	Office Supplies	6,182	6,500	6,500	6,500
307	Postage	5,514	7,000	7,000	7,000
310	Printing & Binding	3,963	4,000	4,000	4,000
347	Gen. Maint. Supplies	249	300	300	300
<b>Total Supplies</b>		<b>15,908</b>	<b>17,800</b>	<b>17,800</b>	<b>17,800</b>
<b>Operational</b>					
410	Dues & Subscriptions	4,034	4,200	4,200	3,000
428	Other	2,906	3,500	3,500	3,500
430	Tuition & Training	973	5,000	5,000	3,500
436	Travel	6,736	10,000	10,000	10,000
437	Marketing Conferences	5,971	10,000	10,000	12,500
438	Prospect Visits	3,203	5,000	5,000	8,500
439	Common Area Maintenance-Parl	88,500	129,800	129,800	148,000
<b>Total Operational</b>		<b>112,324</b>	<b>167,500</b>	<b>167,500</b>	<b>189,000</b>
<b>Utilities</b>					
507	Telephone	7,292	8,000	8,000	8,000
<b>Total Utilities</b>		<b>7,292</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>Capital</b>					
601	Land Acquisition	4,276,232	-	-	-
610	Furniture & Fixtures	1,705	2,000	2,000	2,000
612	Computer Equipment	2,619	5,000	5,000	2,500
<b>Total Capital</b>		<b>4,280,556</b>	<b>7,000</b>	<b>7,000</b>	<b>4,500</b>
<b>Incentives</b>					
660	Due Diligence	1,577	7,000	7,000	2,000
661	Contracted Incentives	1,196,923	1,200,000	1,200,000	800,000
<b>Total Incentives</b>		<b>1,198,500</b>	<b>1,207,000</b>	<b>1,207,000</b>	<b>802,000</b>

Annual Budget, Economic Development Cont'd

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Tech Park Operations					
423	Marketing	59,294	85,000	85,000	-
424	Legal	24,898	10,000	10,000	-
Total Tech Park Operations		84,192	95,000	95,000	-
Division Total		6,196,158	2,185,400	2,185,400	1,798,500

<b>ECONOMIC DEVELOPMENT</b>		
<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Capital</b>				
676 Monument Signage	11,340	20,000	20,000	-
677 Boundary Surveys	-	7,500	7,500	-
678 Phase II Construction	181,648	4,233,850	2,016,500	-
<b>Total Capital Projects</b>	<b>192,988</b>	<b>4,261,350</b>	<b>2,044,000</b>	<b>-</b>

## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Debt Service</b>					
710	Issuance Cost	66,741	-	138,800	-
750	Administration Fees	3,622	3,500	3,500	3,500
752	Principal - Bonds	695,000	1,305,000	1,095,000	1,085,000
754	Interest - Bonds	525,814	736,900	996,163	1,034,466
776	Principal - Loan	6,684,229	-	-	-
778	Bldg. 2 Loan - Interest	217,980	-	-	-
<b>Total Debt Service</b>		<b>8,193,385</b>	<b>2,045,400</b>	<b>2,233,463</b>	<b>2,122,966</b>

Detail	Principal	Interest
1999 Bonds	255,000	162,423
2005-Phase II	115,000	33,550
2005-Harbor Project	200,000	57,313
2006-Hospital	120,000	129,838
2006-Justin Road	80,000	86,706
2008-Land Purchase	120,000	308,000
2008-Infrastructure	195,000	256,638
	1,085,000	1,034,466

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	117,660	183,400	183,400	173,100
Total Expenditures	116,207	181,900	181,900	172,600
Excess Revenues Over (Under) Expenditures	1,452	1,500	1,500	500
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	1,452	1,500	1,500	500
Fund Balance - Beginning	47,299	48,799	48,751	50,251
Fund Balance - Ending	48,751	50,299	50,251	50,751

<b>SUMMARY OF REVENUES</b>	
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<b>Fund</b>	
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22 Tech Park Association	RTPA
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Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earning	1,453	1,500	1,500	500
4470	RTP Dues Ph I	73,516	93,500	93,500	105,900
	PH II - IV	42,691	88,400	88,400	66,700
<b>Total Revenues</b>		<b>117,660</b>	<b>183,400</b>	<b>183,400</b>	<b>173,100</b>

Note - The REDC owns 44% of the acreage (59.55 acres) of Phase I Rockwall Technology Park

The FY 2010 revenue for Phase I includes \$42,271 from the REDC at this ownership level.

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
22 Tech Park Association	70 Economic Development	RTPA

### Expenditure Summary

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Contractual	103,034	149,100	149,100	137,300
Supplies	2,944	10,300	10,300	10,300
Utilities	10,230	22,500	22,500	25,000
<b>Total</b>	116,207	181,900	181,900	172,600

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 75</b>
22 Tech Park Association	70 Economic Develop.	RTPA Phase I

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Contractual</b>					
210	Auditing	500	500	500	500
211	Legal	-	3,000	3,000	3,000
213	Management & Maint Svcs	24,000	24,000	24,000	21,000
227	Insurance - Property	900	900	900	900
231	Maintenance Services	10,080	10,100	10,100	-
241	Detention Pond Maintenance	-	1,500	1,500	-
247	Landscape/Irrig Maintenance	28,410	32,000	32,000	60,000
250	Irrigation & Electric Repairs	183	1,500	1,500	-
251	Grass Overseeding	-	2,000	2,000	-
299	Administrative Services	-	2,000	2,000	2,000
<b>Total Contractual</b>		<b>64,073</b>	<b>77,500</b>	<b>77,500</b>	<b>87,400</b>
<b>Supplies</b>					
329	Flag Replacements	2,944	6,000	6,000	6,000
347	Gen. Maint. Supplies	-	1,000	1,000	1,000
<b>Total Supplies</b>		<b>2,944</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>Utilities</b>					
501	Electric	929	1,500	1,500	1,500
513	Water	5,571	7,500	7,500	10,000
<b>Total Utilities</b>		<b>6,500</b>	<b>9,000</b>	<b>9,000</b>	<b>11,500</b>
<b>Division Total</b>		<b>73,516</b>	<b>93,500</b>	<b>93,500</b>	<b>105,900</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 77</b>
22 Tech Park Association	70 Economic Develop.	RTPA Phase II-V

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
<b>Contractual</b>					
213	Management & Maint Svcs	6,000	6,000	6,000	9,000
227	Insurance - Property	900	900	900	900
231	Maintenance Services	2,700	2,700	2,700	-
241	Detention Pond Maintenance	-	-	-	-
247	Landscape/Irrig Maintenance incl. mowing EDC owned lots Ph I	29,361	60,000	60,000	40,000
250	Irrigation & Electric Repairs	-	1,000	1,000	-
251	Grass Overseeding	-	1,000	1,000	-
<b>Total Contractual</b>		<b>38,961</b>	<b>71,600</b>	<b>71,600</b>	<b>49,900</b>
<b>Supplies</b>					
329	Flag Replacements	-	3,000	3,000	3,000
347	Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>		<b>-</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
<b>Utilities</b>					
501	Electric	322	1,500	1,500	1,500
513	Water	3,408	12,000	12,000	12,000
<b>Total Utilities</b>		<b>3,730</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>
<b>Division Total</b>		<b>42,691</b>	<b>88,400</b>	<b>88,400</b>	<b>66,700</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Special Crimes Unit

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	275,290	1,100	30,050	250
Total Expenditures	244,579	181,500	178,600	179,850
Excess Revenues Over (Under) Expenditures	30,711	(180,400)	(148,550)	(179,600)
Net Other Financing Sources (Uses)	70,000	-	-	55,750
Net Gain (Loss)	100,711	(180,400)	(148,550)	(123,850)
Fund Balance - Beginning	211,171	319,721	311,882	163,332
Fund Balance - Ending	311,882	139,321	163,332	39,482

## SUMMARY OF REVENUES

**Fund**

26 Special Crimes Unit

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
4001	Interest Earnings	6,521	1,000	250	250
4019	Misc. Revenue	5,516	-	-	-
4540	Other Agencies		-	-	-
4550	Seizure Revenue	263,177	-	29,700	-
4560	Restitution	76	100	100	-
Total Revenues		275,290	1,100	30,050	250

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Special Crimes Unit

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Other Financing Sources				
Operating Transfers In				
From General Fund	70,000	-	-	55,750
Total Other Financing Sources	70,000	-	-	55,750
Net Other Financing Sources (Uses)	70,000	-	-	55,750

## SUMMARY OF EXPENDITURES

**Fund**

26 Special Crimes Unit

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Personnel	141,517	95,400	99,200	101,050
Contractual	30,411	26,600	26,600	26,600
Supplies	9,170	13,600	11,400	11,400
Operational	12,522	25,000	22,500	25,000
Utilities	12,991	17,600	15,600	15,800
Capital	37,969	3,300	3,300	-
<b>Total Expenditures</b>	<b>244,579</b>	<b>181,500</b>	<b>178,600</b>	<b>179,850</b>

<b>Fund</b>				
26 Special Crimes Unit				
<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	71,983	73,300	77,200	77,200
0107 SALARIES & WAGES-LABOR	36,931	0	0	0
0109 SALARIES & WAGES-OVERTIME	5,968	5,000	3,000	5,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>114,882</b>	<b>78,300</b>	<b>80,200</b>	<b>82,200</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	1,777	1,500	1,500	1,500
0114 LONGEVITY PAY	1,721	800	800	850
0120 FICA & MEDICARE EXPENSE	8,781	5,600	6,300	5,900
0122 T.M.R.S. RETIREMENT EXP.	14,356	9,200	10,400	10,600
<b>Benefits TOTAL . . . . .:</b>	<b>26,635</b>	<b>17,100</b>	<b>19,000</b>	<b>18,850</b>
<b>20 Contractual</b>				
0229 INSURANCE-LIABILITY	4,000	0	0	0
0231 SERVICE-MAINT. CONTRACTS	1,459	600	600	600
0243 BUILDING LEASE	20,169	20,000	20,800	21,000
0246 VEHICLE REPAIRS	3,226	6,000	5,200	5,000
0270 WASTE DISPOSAL SERVICE	1,557	0	0	0
<b>Contractual TOTAL . . . . .:</b>	<b>30,411</b>	<b>26,600</b>	<b>26,600</b>	<b>26,600</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,755	1,500	1,000	1,000
0307 POSTAGE	98	200	200	200
0321 UNIFORMS	74	1,200	500	500
0331 FUEL & LUBRICANTS	5,209	7,000	5,000	6,000
0373 INVESTIGATION SUPPLIES	2,034	3,700	4,700	3,700
<b>Supplies TOTAL . . . . .:</b>	<b>9,170</b>	<b>13,600</b>	<b>11,400</b>	<b>11,400</b>
<b>40 Operational</b>				
0430 TUITION & TRAINING	0	1,500	1,000	1,500
0436 TRAVEL	262	3,000	1,000	3,000
0447 DRUG TESTING	60	500	500	500
0451 CONFIDENTIAL FUNDS-MISC	12,200	20,000	20,000	20,000
<b>Operational TOTAL . . . . .:</b>	<b>12,522</b>	<b>25,000</b>	<b>22,500</b>	<b>25,000</b>

<b>Fund</b>
26 Special Crimes Unit

<b>ACCOUNT</b>	<b>2008 Actual Expense</b>	<b>2009 Adopted Budget</b>	<b>2009 Amended Budget</b>	<b>2010 Approved Budget</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	3,097	6,000	5,000	6,000
0507 CELLULAR TELEPHONE	6,129	7,000	5,000	5,000
0508 TELEPHONE SERVICE	3,555	4,200	5,000	4,200
0513 WATER	210	400	600	600
<b>Utilities TOTAL . . . . .:</b>	<b>12,991</b>	<b>17,600</b>	<b>15,600</b>	<b>15,800</b>
<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	0	3,300	3,300	0
0623 VEHICLES	37,969	0	0	0
<b>Capital TOTAL . . . . .:</b>	<b>37,969</b>	<b>3,300</b>	<b>3,300</b>	<b>0</b>
<b>Special Crimes Unit TOTAL :</b>	<b>244,580</b>	<b>181,500</b>	<b>178,600</b>	<b>179,850</b>

# **INTERNAL SERVICE FUNDS**

Employee Benefits Fund - to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employee for extended benefits.

Worker's Compensation Fund - to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided by proceeds from certificates of obligation and operating transfers from other funds.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Total Revenues	589,923	484,450	580,450	505,000
Total Expenditures	2,882,566	2,272,000	2,506,000	2,447,000
Operating Income (Loss)	(2,292,643)	(1,787,550)	(1,925,550)	(1,942,000)
Non-Operating Revenues	10,718	12,000	8,000	5,000
Non-Operating Income (Loss)	10,718	12,000	8,000	5,000
Net Income (Loss) Before Transfers	(2,281,926)	(1,775,550)	(1,917,550)	(1,937,000)
Net Transfers In (Out)	2,025,000	1,795,500	1,995,500	2,095,000
Net Income (Loss)	(256,926)	19,950	77,950	158,000
Retained Earnings - Beginning	(18,885)	1,065	(275,810)	(197,860)
Retained Earnings - Ending	(275,810)	21,015	(197,860)	(39,860)

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Revenues					
4019	Miscellaneous	192,047	50,000	125,000	50,000
4850	Employee Contributions	397,876	434,450	445,450	445,000
4855	Pharmacy Rebates	-	-	10,000	10,000
<b>Total Operating Revenues</b>		<b>589,923</b>	<b>484,450</b>	<b>580,450</b>	<b>505,000</b>
Non-Operating Revenues					
4001	Interest Earnings	10,718	12,000	8,000	5,000
<b>Total Non-Operating Revenues</b>		<b>10,718</b>	<b>12,000</b>	<b>8,000</b>	<b>5,000</b>
<b>Total Revenues</b>		<b>600,640</b>	<b>496,450</b>	<b>588,450</b>	<b>510,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Transfers In				
From General Fund	1,316,250	1,160,000	1,310,000	1,360,000
From Water & Sewer Fund	708,750	635,500	685,500	735,000
Total Transfers In	2,025,000	1,795,500	1,995,500	2,095,000
Net Operating Transfers In (Out)	2,025,000	1,795,500	1,995,500	2,095,000

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Expenses				
Operations	2,882,566	2,272,000	2,506,000	2,447,000
<b>Total Expenditures</b>	<b>2,882,566</b>	<b>2,272,000</b>	<b>2,506,000</b>	<b>2,447,000</b>

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Revenues	-	-	-	-
Operating Expenses	201,021	188,250	181,300	180,250
<b>Operating Income (Loss)</b>	<b>(201,021)</b>	<b>(188,250)</b>	<b>(181,300)</b>	<b>(180,250)</b>
Non-Operating Revenues	34,327	29,000	11,700	7,500
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>34,327</b>	<b>29,000</b>	<b>11,700</b>	<b>7,500</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(166,694)</b>	<b>(159,250)</b>	<b>(169,600)</b>	<b>(172,750)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(136,694)</b>	<b>(129,250)</b>	<b>(139,600)</b>	<b>(142,750)</b>
Retained Earnings - Beginning	1,361,457	1,238,957	1,224,762	1,085,162
<b>Retained Earnings - Ending</b>	<b>1,224,762</b>	<b>1,109,707</b>	<b>1,085,162</b>	<b>942,412</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Non-Operating Revenues					
4001	Interest Earnings	28,760	28,000	6,500	6,500
4019	Misc. Revenues	5,567	1,000	5,200	1,000
<b>Total Non-Operating Revenues</b>		<b>34,327</b>	<b>29,000</b>	<b>11,700</b>	<b>7,500</b>
<b>Total Revenues</b>		<b>34,327</b>	<b>29,000</b>	<b>11,700</b>	<b>7,500</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 07-08	Budgeted 08-09	Amended 08-09	Approved 09-10
Operational	201,021	188,250	181,300	180,250
<b>Total Operating Expenses</b>	<b>201,021</b>	<b>188,250</b>	<b>181,300</b>	<b>180,250</b>
<b>Total Expenditures</b>	<b>201,021</b>	<b>188,250</b>	<b>181,300</b>	<b>180,250</b>



**City of Rockwall**

**FY 2008 – 2009**

**Adopted Annual  
Operating Budget**



City of Rockwall  
*The New Horizon*

This budget will raise more total property taxes than last year's budget by \$2,387,658 and of that amount \$858,569 is tax revenue to be raised from new property added to the tax roll this year.

# Executive Summary

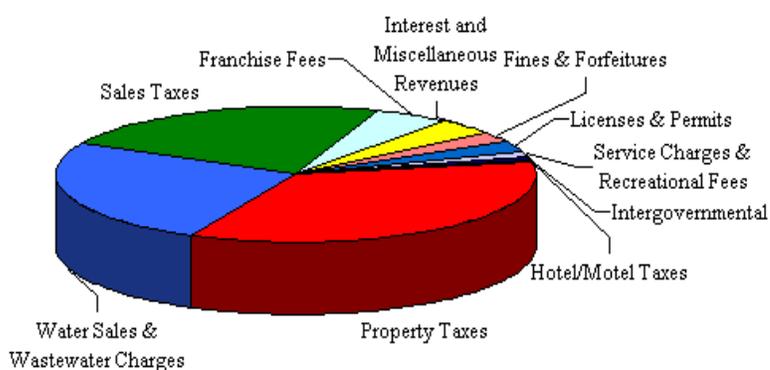
This executive summary provides an overview of the major elements included in the fiscal year (FY) 2009 Budget. The first section presents revenues and expenditures, by type and fund, for the City as a whole. The second section focuses on revenues and expenditures in the General Fund which, as the City's largest operating fund, includes most of the activities typically associated with municipal government. The third section will provide tax impact of new requests by department.

Immediately following the new General Fund requests, the Utility fund is described in detail and new requests are listed. The last section describes the special funds that are included in the budget.

## The Budget in Perspective

The City's revenues are budgeted at \$44,835,000 for FY 2009. These revenues are obtained from a variety of sources, as outlined in the following chart and table.

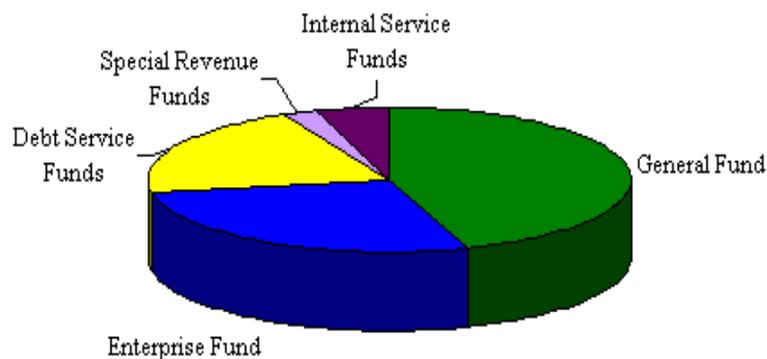
### Revenues by Type



	Amount	Percent of Total
Property Taxes	\$16,254,950	35.46%
Water Sales & W/W Charges	11,808,700	25.76%
Sales Taxes	10,184,500	22.22%
Franchise Fees	2,215,000	4.83%
Interest and Misc. Revenues	1,036,400	2.26%
Fines & Forfeitures	1,054,000	2.30%
Licenses & Permits	756,750	1.65%
Service Charges & Rec. Fees	1,033,450	2.25%
Intergovernmental	491,250	1.07%
<b>Total FY 2009 Revenues</b>	<b>\$44,835,000</b>	<b>100.00%</b>

### Expenditures by Fund Type

The City's operating expenditures are grouped into five types of funds: General Fund, Enterprise Fund, Debt Service Funds, Special Revenue Funds, and Internal Service Funds. Expenditures are budgeted at \$48,365,020 for FY 2009, as shown in the following chart and table.



	Amount	Percent of Total
General Fund	21,622,400	44.71%
Enterprise Fund	13,595,050	28.11%
Debt Service Funds	9,571,000	19.79%
Special Revenue Funds	1,116,320	2.31%
Internal Service Funds	2,460,250	5.09%
<b>Total FY 2009 Expenditures</b>	<b>\$48,365,020</b>	<b>100.00%</b>

## Combined Budget Summary FY 2008 – 2009 All Funds

FUND	Fund Title	FY 2008-2009					Estimated Fund Balance 9/30/09
		Estimated Fund Balance 9/30/08	Total Revenues	Total Expenditures	Net Inc/(Dec)	Internal Transfers (Net)	
01	General Fund	\$7,829,856	\$21,905,000	\$21,622,400	\$282,600	(\$668,250)	\$7,444,206
02	Water and Wastewater	8,913,701	12,218,700	13,595,050	(1,376,350)	(1,228,300)	6,309,051
04	Debt Service	391,432	8,639,200	8,677,000	(37,800)	-	353,632
05	Harbor Debt Service	27,388	894,000	894,000	-	-	27,388
10	Cemetery	138,889	4,000	-	4,000	-	142,889
11	Police Investigations	286,538	70,200	37,800	32,400	(115,200)	203,738
12	Recreational Development	250,573	298,500	393,750	(95,250)	(50,000)	105,323
13	Radio	3,365	36,300	218,050	(181,750)	181,800	3,415
14	Street Improvement	1,741,685	29,000	-	29,000	-	1,770,685
16	Fire Equipment	176,865	103,450	167,900	(64,450)	-	112,415
17	Aviation	33,236	83,600	107,320	(23,720)	10,000	19,516
18	Recycling	78,145	26,500	10,000	16,500	(34,000)	60,645
26	Special Crimes Unit	319,721	1,100	181,500	(180,400)	-	139,321
31	Employee Benefits	1,065	496,450	2,272,000	(1,775,550)	1,795,500	21,015
32	Worker's Compensation	1,238,957	29,000	188,250	(159,250)	30,000	1,109,707
<b>Total Primary Government</b>		<b>\$21,431,416</b>	<b>\$44,835,000</b>	<b>\$48,365,020</b>	<b>(\$3,530,020)</b>	<b>(\$78,450)</b>	<b>\$17,822,946</b>

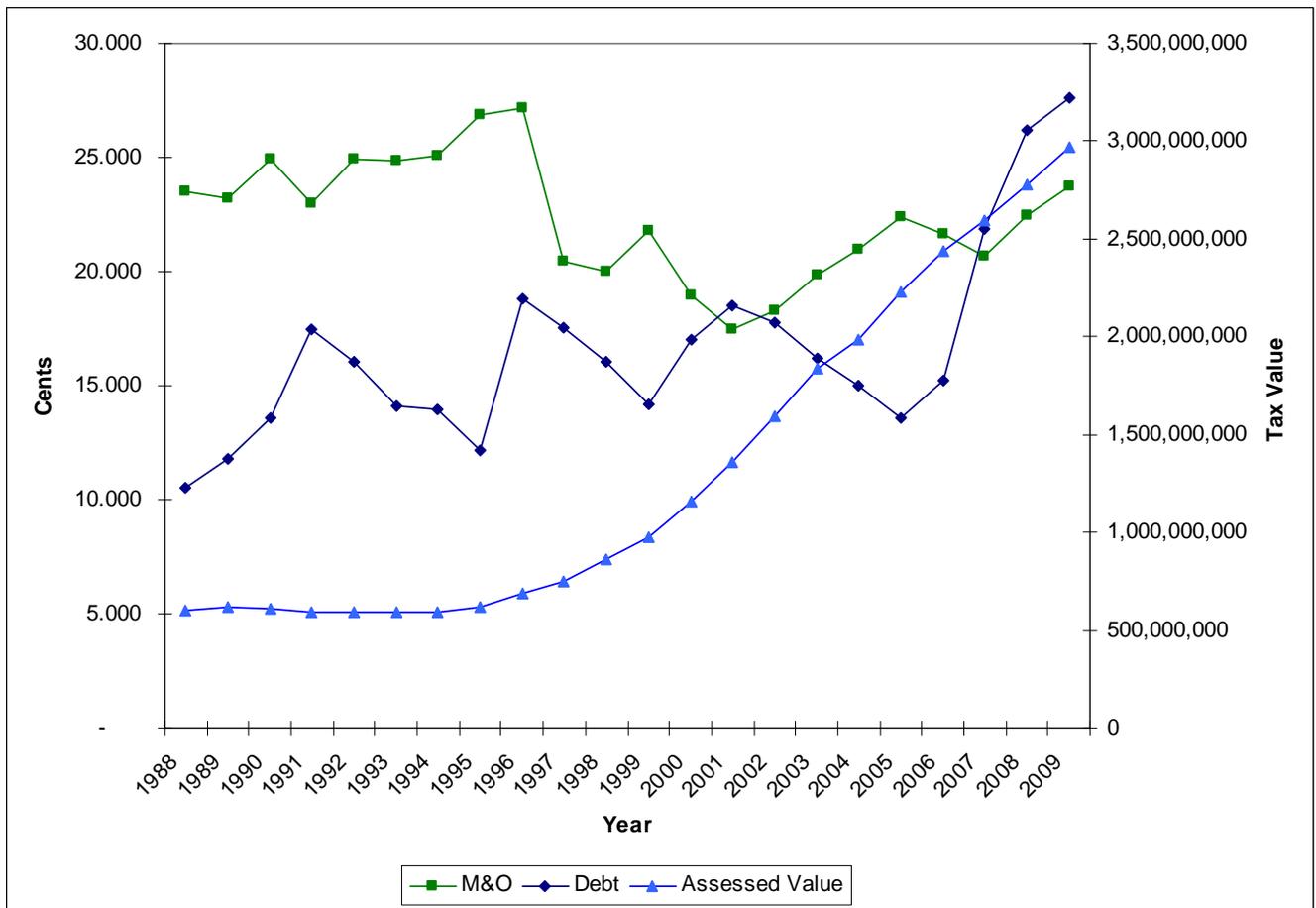
### Property Taxes

Property taxes are the largest single source of City revenues. The property tax rate is comprised of two elements: the portion that pays for the operation and maintenance of General Fund programs and services, and the portion that funds the repayment of debt. In FY 2009, the General Fund's portion of the tax rate represents 46.2 percent of the total, and the debt service portion represents 53.8 percent of the total rate. The total tax rate for the City in FY 2009, and the amount by which each portion of the rate will change compared to FY 2008, is shown in the following table. The amounts below are expressed as "cents per \$100 of assessed value."

	FY 2008	FY 2009	Net Increase (Decrease)
General Fund Tax Rate	22.43	22.70	1.20%
Debt Service Tax Rate	26.22	27.61	5.30%
Total Property Tax Rate	48.65	50.31	3.41%



The property tax rate is one side of the equation that ultimately produces the revenue generated by property taxes; the other side is the assessed value of property in the City. The total assessed value for the City for FY 2009 is \$2,972,551,814. This is a 6.88 percent increase over last year's value of \$2,781,217,425. While the City's property values are growing, the rate of growth has slowed compared to the double digit increases experienced between 1998 and 2003 as shown in the following graph.



The following table shows the various property tax rates for FY 2009.

- Adopted Tax Rate 50.31
- Effective Tax Rate 47.88
- Rollback Rate 52.32

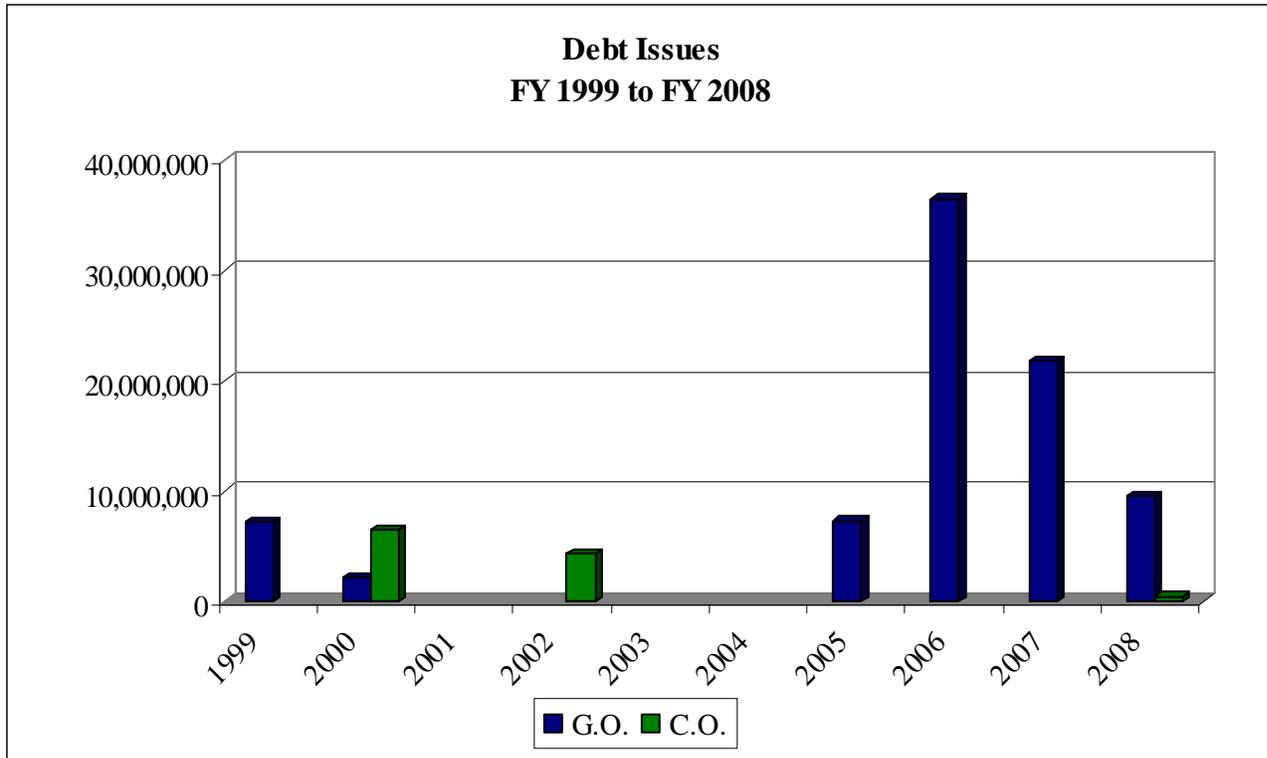
The effective tax rate for FY 2009 is 47.88 cents. This is the rate that would produce the same amount of revenue from the properties that were on the tax rolls in both FY 2008 and FY 2009. The rollback rate is 52.32 cents.

Additional details regarding the tax rate can be found behind the Debt Service tab in the Adopted Budget.

The City held bond elections in 1994, 1998, 1999, 2002 and 2005 which impact current year property taxes. In each of those years, materials were prepared for the voters which projected the tax impact of each election proposition if successful. General Obligation bonds are then sold as project funding is anticipated.

The City may issue Certificates of Obligation, another form of tax obligation. Certificates were issued in 2000 for the voter approved City Hall project and in 2002 to allow the City to proceed with replacement of its antiquated public safety radio system.

Debt issues in recent issues have been significantly higher than in prior years as shown in the next table.



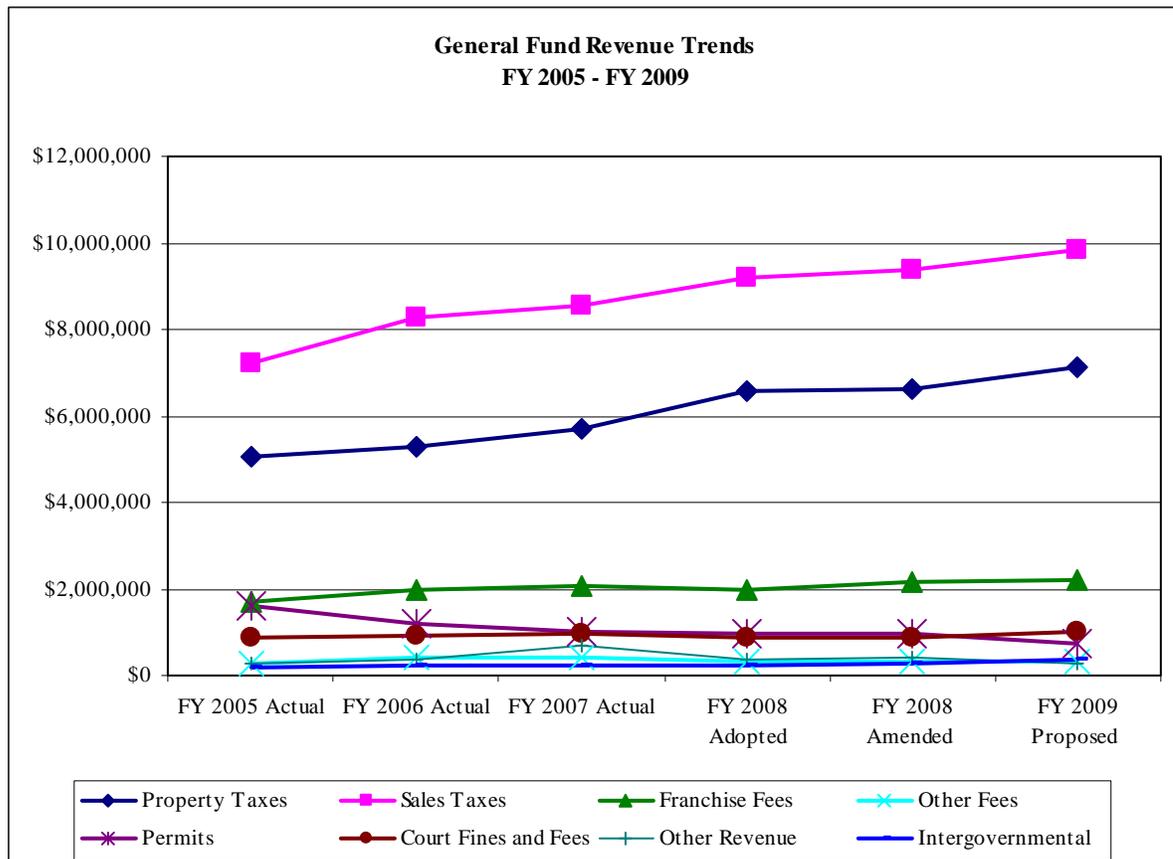
## The General Fund

As the primary operating fund of the City, the General Fund is used to account for resources associated with core government services. Property taxes, sales taxes and franchise fees are the primary revenue sources for the General Fund. In FY 2009, General Fund revenues and transfers are budgeted at \$22,652,900 and expenditures are budgeted at \$23,038,550 (including \$375,500 of reserve expenditures).

## General Fund Revenues

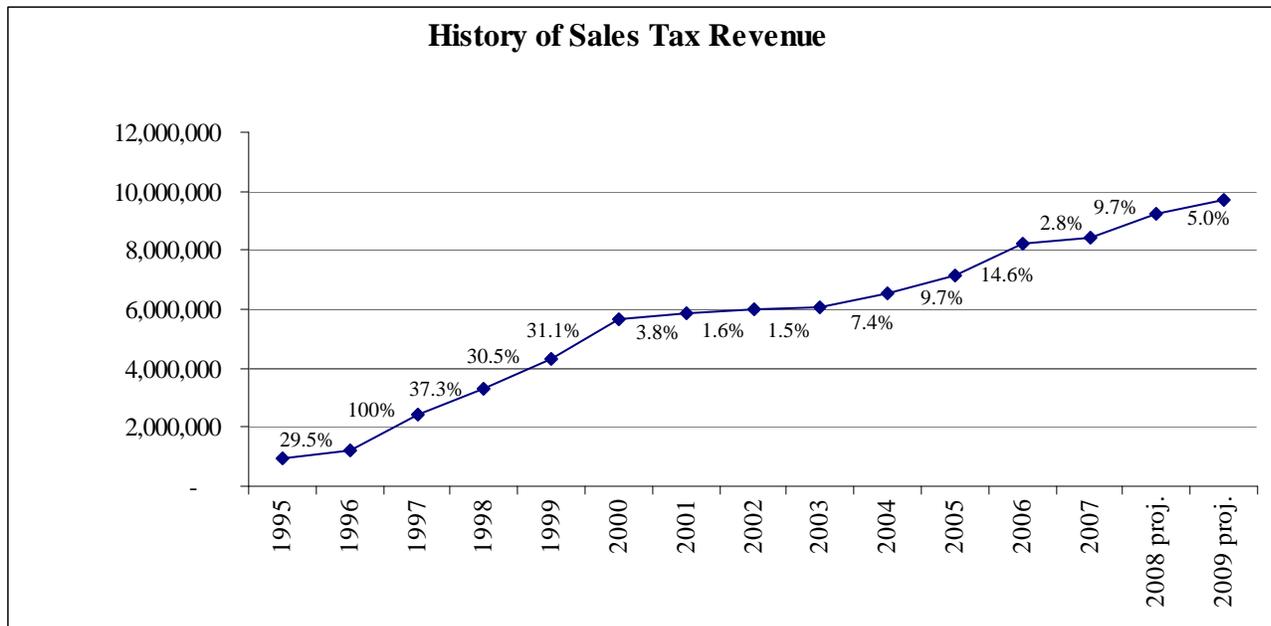
General Fund revenues can be classified into the categories shown in the table below. Recent trends in General Fund revenues are shown on the second chart below. Total revenue growth in FY 2009 is projected to be 7 percent above the original FY 2008 budget.

	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Adopted	FY 2008 Amended	FY 2009 Adopted
Property Taxes	\$5,057,703	\$5,277,568	\$5,720,256	\$6,558,450	\$6,615,600	\$7,120,350
Sales Taxes	7,232,908	8,286,316	8,534,183	9,173,000	9,373,000	9,850,900
Franchise Fees	1,715,242	1,981,016	2,046,674	1,990,000	2,149,900	2,215,000
Other Fees	268,125	426,995	417,049	331,500	306,500	307,500
Permits	1,613,966	1,200,939	1,009,884	949,400	960,400	756,750
Court Fines and Fees	852,851	921,416	957,064	876,000	881,000	1,003,000
Other Revenue	254,474	357,229	688,932	353,000	393,000	298,000
Intergovernmental	183,284	221,360	243,163	236,750	261,750	353,500
<b>Total Revenues</b>	<b>\$17,178,553</b>	<b>\$18,672,839</b>	<b>\$19,617,205</b>	<b>\$20,468,100</b>	<b>\$20,941,150</b>	<b>\$21,905,000</b>



## **Sales Taxes - \$9,850,900, 44.9 Percent of General Fund Revenues**

The City's portion of the total 8.25 cent sales tax rate is 2 cents. Six and one-quarter cents is retained by the state, the General Fund receives 1.5 cents, and one-half cent is allocated to economic development to foster diversification of the property tax base. General Fund sales tax revenue for FY 2009 is projected at \$9,715,900. This represents a 5 percent increase over estimates for FY 2008. Sales tax is the most volatile revenue in the General Fund thus funds should be budgeted conservatively each year. During FY 2009, the only significant business opening expected is Costco. We have projected small increases in existing business allowing for the conservative increase proposed.



\*The 1997 100% increase reflects the collection of the sales tax for property tax reduction and growth in the commercial sector.

## **Property Taxes - \$7,120,350, 32.5 Percent of General Fund Revenues**

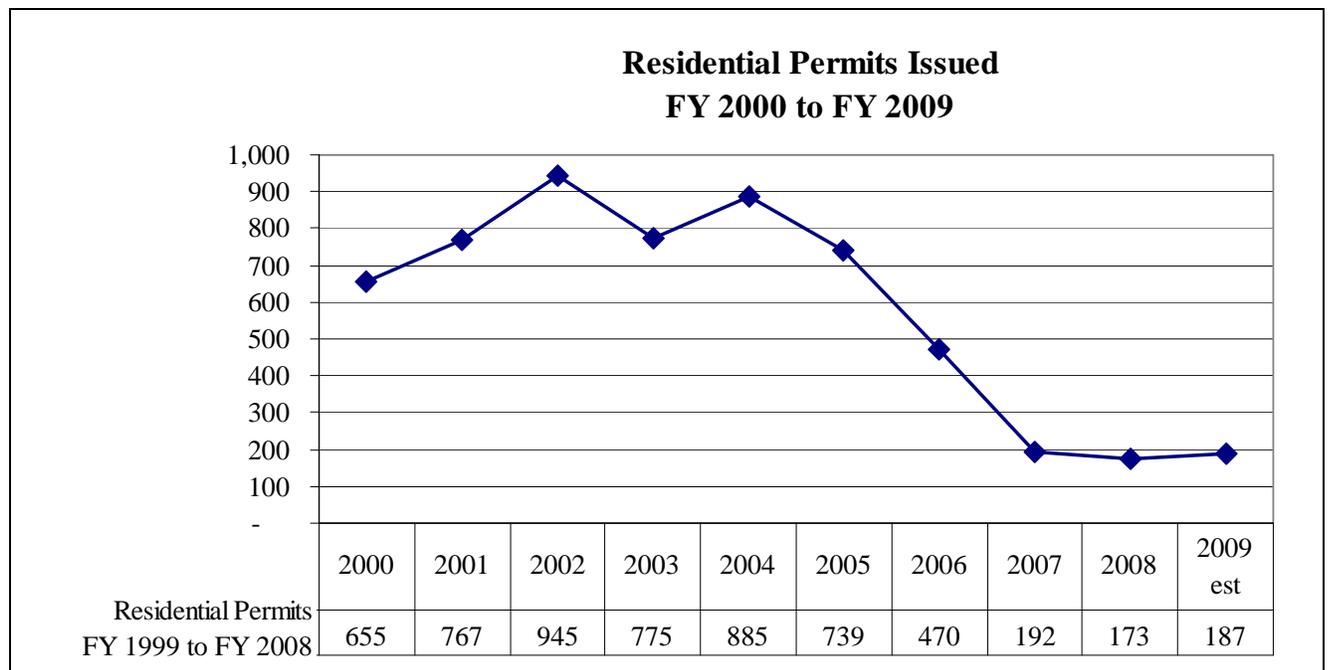
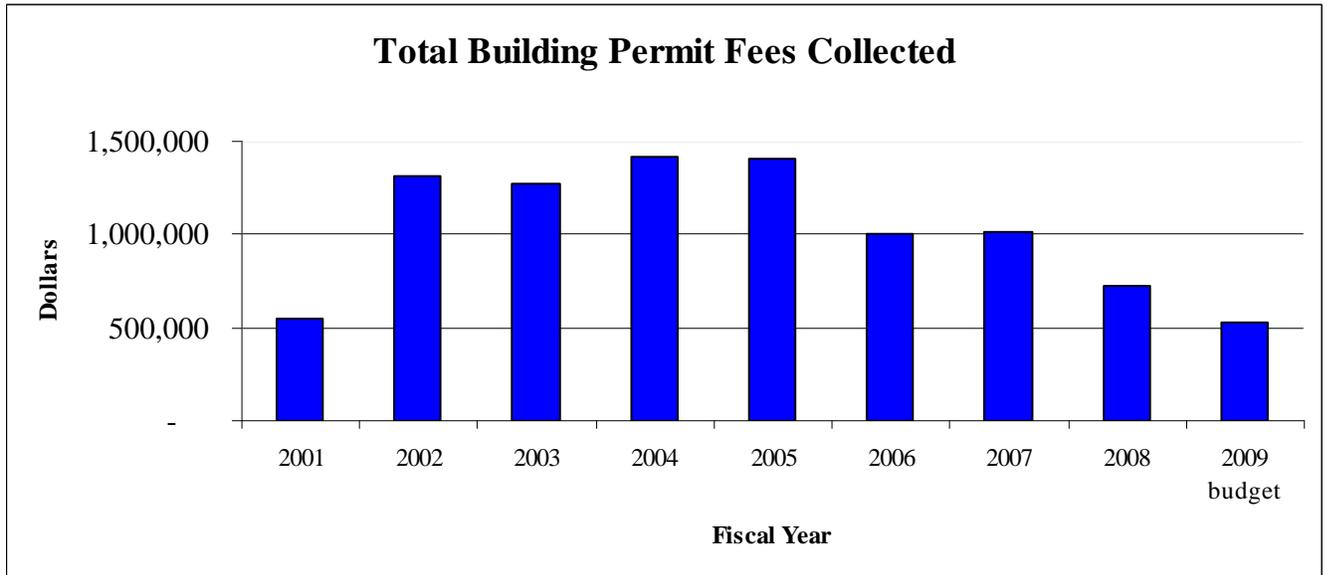
The second largest revenue source for the General Fund is the Property Tax, also known as the Ad Valorem Tax. In FY 2009, this revenue represents 32.5 percent of General Fund revenues, up from 32 percent in the FY 2008 adopted budget. The total assessed value of taxable property in the City is estimated at \$2,972,551,814, and the General Fund's portion of the total property tax is calculated using a rate of 22.70 cents per \$100 of assessed value.

## **Franchise Fees - \$2,215,000, 10.11 Percent of General Fund Revenues**

Franchise Fees are paid by utilities for the use of City streets, alleys and property in providing utility service to citizens. These revenues represent 10.11 percent of General Fund revenues. The electric utility pays the most in franchise fees and is expected to pay \$1.35 million in FY 2009. Other Franchise Fees include the telephone, cable television, garbage collection, and gas utilities.

## **Service Charges and Permits - \$1,064,250, 4.9 Percent of General Fund Revenues**

Service charges are collected by the City for the use of facilities or services. These include pool and recreation fees, various inspections and reviews conducted by City personnel and various permit fees. In FY 2009, these revenues represent 4.9 percent of General Fund revenues, down from 6.3 percent in the FY 2008 budget. The continued reduction in these revenues is primarily associated with slowing construction resulting in fewer residential building permits issued and construction fees collected.



## **Court Fines & Fees - \$1,003,000, 4.6 Percent of General Fund Revenues**

These revenues are obtained primarily from fines assessed by the City's Municipal Court. In FY 2009, these revenues represent 4.6 percent of General Fund revenues, up slightly from the FY 2008 budget.

## Other Revenues – \$651,500, 3 Percent of General Fund Revenues

The other revenue sources for the General Fund include interest, monies received from other government agencies for grants or services provided and other general miscellaneous revenues. In FY 2009, these revenues represent 3 percent of General Fund revenues, the same as presented in the FY 2008 budget.

## Interfund Transfers – Net (\$668,250)

The General Fund receives transfers from, and transfers money to, other funds of the City. In FY 2009, the Water and Sewer Fund will pay the General Fund for indirect costs associated with work performed for that fund. Court Security fees will pay the General Fund for items purchased in FY 2007. The Recreational Development

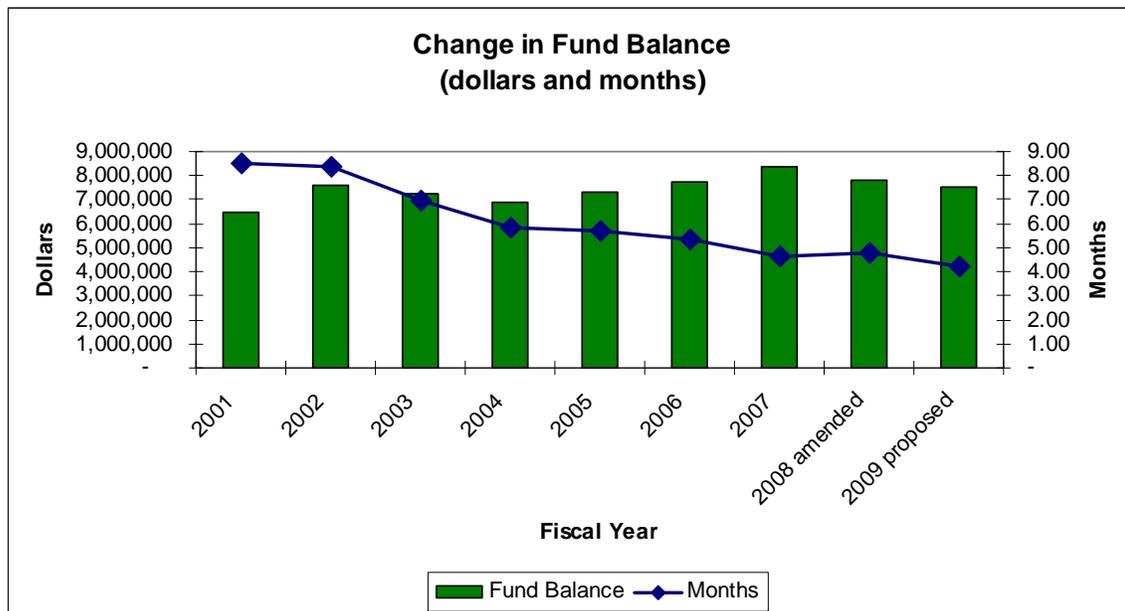
### **FY 2009 INTERFUND TRANSFERS**

Water and Sewer Fund Indirect Costs	\$ 589,600
Court Security and Technology Fees	47,000
Recreational Development Fund Loan Repayment	50,000
Seizures Awarded	61,300
Radio Fund	(125,000)
Airport Fund	(10,000)
Employee Benefits Fund	(1,160,000)
Technology Replacement Fund	(121,150)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (668,250)</b>

Fund will make its 5<sup>th</sup> payment to reimburse the General Fund for a \$500,000 loan taken in FY 2005. The General Fund will transfer funds to Radio, Airport, Employee Benefit and Technology Replacement Funds. These transfers are further explained within each fund. In total, FY 2009 transfers net \$729,550 in funding transferred to other funds within the City, as reflected in the accompanying table.

## Unallocated Reserve

The reserve constitutes the City's fund for emergencies and unanticipated expenses. The balance in this fund at the end of FY 2009 is estimated to be \$7,444,206 or 4 months and 7 days. This is within the allowed fund balance reserve stated in the Budgetary Financial Policies. In FY 2009, \$375,500 is budgeted to be spent from General Fund reserves for a number of consulting projects including, an ordinance review project, architectural planning for Police/Courts facility, PD-32 Consulting and an alley condition study. Additionally, another year of "Destination Boot Camp" for local business owners and a guardrail constructed on West Summer Lee Drive and funding for year 1 of the Main Street Program is included.



## General Fund Expenditures by Classification

As an organization focused on providing services, the General Fund's largest expense is for the salaries and benefits of full-time staff totaling 217.5 positions. Salaries and benefits comprise two-thirds of the City's expenditures. This percentage is representative of other area city's budgeted funds spent on personnel related items.

	Amount	Percent of Total
Salaries & Benefits	\$16,800,050	68.76%
Contractual, Supplies, Operational, Utilities	6,063,500	24.82%
Capital Outlay	1,569,500	6.42%
<b>Total FY 2009 Expenditures</b>	<b>\$24,433,050</b>	<b>100.00%</b>

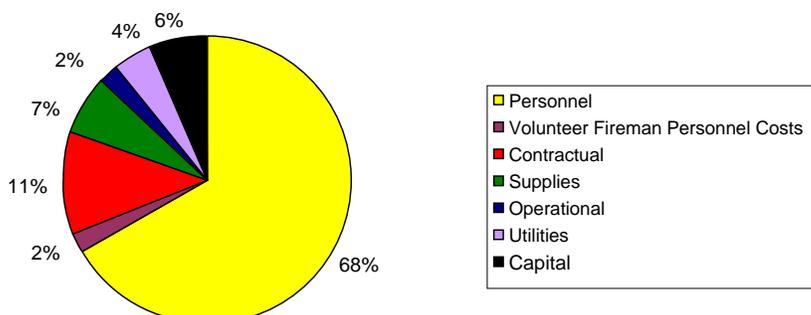


### Consolidated General Fund Expenditures

	Actual 06-07	Budgeted 06-07	Amended 07-08	Proposed 08-09	% Inc (Dec)*
<b>Personnel</b>					
Salaries	10,620,828	11,477,990	11,531,380	12,483,950	8.76%
Benefits	3,256,507	3,420,800	3,811,500	3,787,775	10.73%
Volunteer Fire	357,353	400,860	428,560	528,325	31.80%
<b>Total Personnel</b>	<b>14,234,688</b>	<b>15,299,650</b>	<b>15,771,440</b>	<b>16,800,050</b>	<b>9.81%</b>
<b>Contractual</b>	<b>2,312,032</b>	<b>2,513,800</b>	<b>2,655,300</b>	<b>2,779,000</b>	<b>10.55%</b>
Supplies	1,276,034	1,485,100	1,515,600	1,654,450	11.40%
Operational	482,736	591,150	604,650	451,200	-23.67%
Utilities	862,345	963,600	1,058,600	1,053,850	9.37%
Operating Transfers	313,150	92,100	92,100	125,000	35.72%
<b>Total Operating Exp (not including Personnel)</b>	<b>5,340,827</b>	<b>5,645,750</b>	<b>5,926,250</b>	<b>6,063,500</b>	<b>7.40%</b>
<b>Capital</b>					
Operating	8,700	52,500	50,000	43,850	-16.48%
Contractual	500,000	1,418,800	395,000	1,394,500	-1.71%
Technology	104,000	118,100	118,100	121,150	2.58%
Transfers	32,250	0	347,800	10,000	0%
<b>Total Capital (operating &amp; short term financing)</b>	<b>644,950</b>	<b>1,589,400</b>	<b>910,900</b>	<b>1,569,500</b>	<b>-1.25%</b>
<b>Total Expenditures</b>	<b>20,125,935</b>	<b>22,534,800</b>	<b>22,608,590</b>	<b>24,433,050</b>	<b>8.42%</b>

\* % calculated based on adopted budget

Proposed 08-09 Expenditures



### Methodology

This calculation compares the employee salaries and benefits including (FICA, TMRS, health insurance transfer, longevity, etc.) This is then compared to the total operating and capital budget. Previously this calculation included Fire Volunteer incentives in the Salary and Benefits total but did not include the capital items for which we issue contractual obligations. While short-term debt is issued, this is still operating type capital items, which could be included in an O&M budget in any given year.

## General Fund Staffing

The City budgeted a total of 217.5 positions, which staff the divisions as shown in the following table.

Division	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	Changes from FY 2008 to FY 2009
Administration	5.0	5.0	6.0	6.0	6.0	
Administrative Services	5.0	5.0	5.0	5.0	5.0	
Internal Operations	11.0	11.0	11.0	11.0	11.0	
Finance	7.5	8.0	8.0	8.0	8.0	
Municipal Court	4.0	4.0	4.0	4.0	4.0	
Fire Operations	5.0	5.0	6.0	6.0	13.0	7.0
Fire Marshal	4.0	4.0	4.0	4.0	4.0	
Police – Admin	7.0	8.0	6.0	6.0	6.0	
Dispatch	9.0	10.0	10.0	11.0	12.0	1.0
Patrol	38.0	43.0	46.0	48.0	49.0	1.0
Criminal Investigations	10.0	10.0	8.0	8.0	9.0	1.0
Community Services	6.0	6.0	6.0	6.0	6.0	
Warrants	2.0	3.0	3.0	3.0	3.0	
Records	0.0	0.0	5.0	5.0	5.0	
Planning	4.0	5.0	6.0	6.0	7.0	1.0
Code Enforcement	5.5	5.5	6.5	6.5	6.5	
Building Inspections	10.0	11.0	10.0	9.0	8.0	-1.0
Animal Services	6.0	7.0	7.0	8.0	8.0	
Park Maintenance*	15.0	16.0	18.0	18.0	18.0	
Harbor O&M	0.0	0.0	1.0	1.0	2.0	1.0
Recreation*	5.0	5.0	6.5	5.5	6.0	0.5
Street Maintenance	11.0	11.0	11.0	11.0	11.0	
Engineering	10.0	12.0	12.0	12.0	10.0	-2.0
<b>TOTAL GENERAL FUND</b>	<b>180.0</b>	<b>194.5</b>	<b>206.0</b>	<b>208.0</b>	<b>217.5</b>	<b>9.5</b>

\* The Parks and Recreation divisions have multiple seasonal positions, however budget a flat dollar amount each year rather than a number of employees.

Included in the FY 2009 adopted budget are: 4.5 new positions fully funded, 8 partially funded new positions, 1 position transferred in from the Special Crimes Fund, 2 positions transferred to the Water/Sewer Fund and 1 position eliminated. Positions funded partial year would add an additional \$255,651 to fund full year as illustrated below.

		Budgeted	Full Year	Difference
<b>Funded 1/1/09</b>				
Communications	Dispatcher	\$32,513	\$43,352	\$10,839
<b>Funded 4/1/09</b>				
Fire	3 Captains	122,711	245,423	122,712
Fire	4 Driver/Operators	122,099	244,199	122,100
		<b>\$277,323</b>	<b>\$532,974</b>	<b>\$255,651</b>

## General Fund Expenditures

The following pages summarize departmental expenditures and tax impact of changes in funding. Additional details regarding new programs and service changes are included in each department's budget presented in the FY 2009 Annual Operating Budget.

The chart below indicates the tax bill for the average home value in the City of Rockwall as compared to the actual cost of service.

### Property Tax Estimator

2008 Average Home Value (estimated) \$196,556

Estimated tax (before exemptions)\* \$988.87

	Citizen Contribution		What it Costs	Total Expenditure
Debt Service	27.61	\$542.69	\$542.69	\$8,499,200
Police	7.81	153.53	495.21	7,798,050
General Government	3.29	64.61	208.41	3,281,850
Parks/Recreation	2.84	55.77	179.88	2,832,600
Streets	1.71	33.69	108.67	1,711,250
Fire Operations	1.99	39.17	126.34	1,989,400
Finance/Court	1.54	30.26	97.59	1,536,750
Code/Inspections	1.24	24.36	78.58	1,237,350
Engineering	1.05	20.66	66.64	1,049,450
Planning	0.70	13.77	44.41	699,350
Animal Services	0.53	10.38	33.47	527,000
	<b>50.31</b>	<b>\$988.87</b>	<b>\$1,981.89</b>	<b>\$31,162,250</b>

\* This tax amount is calculated from the full value of the home before exemptions (homestead, over 65, etc.). Actual tax may be less.

## Water and Wastewater Fund

The Water and Wastewater Fund is classified as an Enterprise Fund. Its purpose is to account for water and wastewater services provided to the City's retail and wholesale customers. All activities associated with providing such services are accounted for in this fund, including administration, operations, maintenance, debt service, capital improvements, billing and collection. The City's intent is that all costs of providing the services to the general public on a continuing basis are financed through user charges in a manner similar to a private business enterprise.

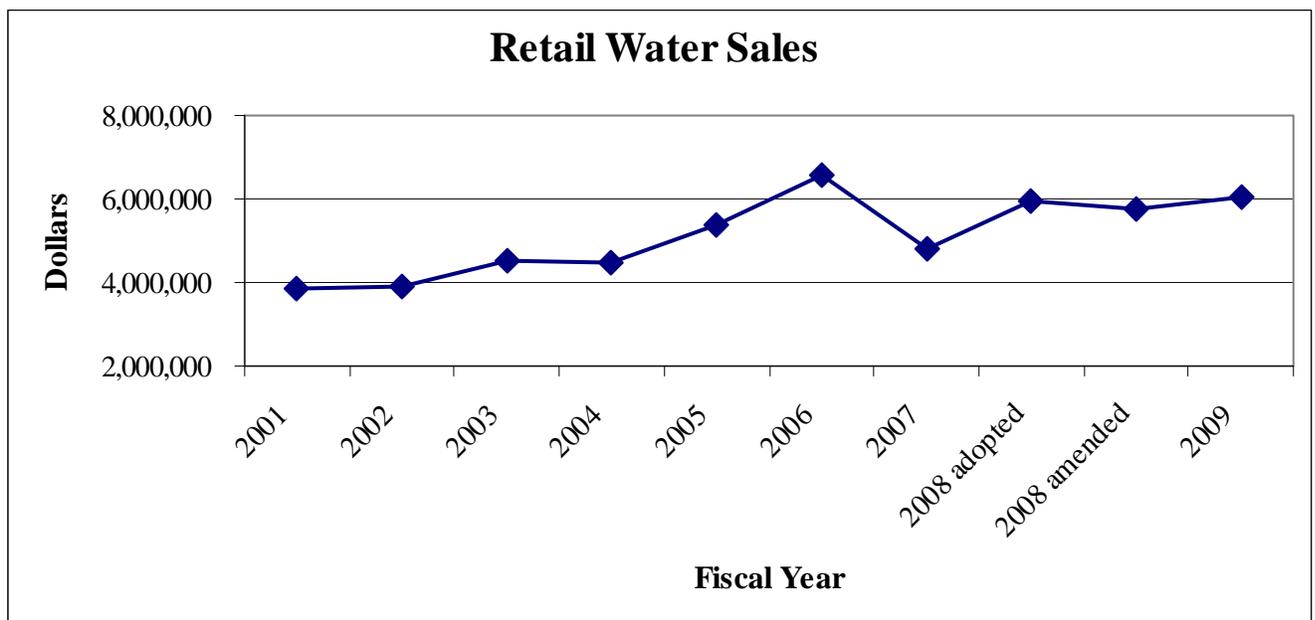
### Summary of Revenues

Water and Wastewater revenues can be classified into the categories shown in the table below. Total revenue growth in FY 2009 is projected to be 11.2 percent above the original FY 2008 budget.

	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Adopted	FY 2008 Amended	FY 2009 Adopted
Utility Sales	\$7,614,489	\$9,173,250	\$7,401,510	\$8,749,300	\$8,312,300	\$8,710,600
Contract Sales	1,592,156	1,699,058	1,239,762	1,635,000	1,510,000	1,560,000
Other Receipts/Fees	268,518	173,107	85,825	87,000	95,500	87,000
Non-Operating Revenue	351,789	1,875,643	2,342,380	510,000	1,963,300	1,861,100
<b>Total Revenues</b>	<b>\$9,826,952</b>	<b>\$12,921,058</b>	<b>\$11,069,477</b>	<b>\$10,981,300</b>	<b>\$11,881,100</b>	<b>\$12,218,700</b>

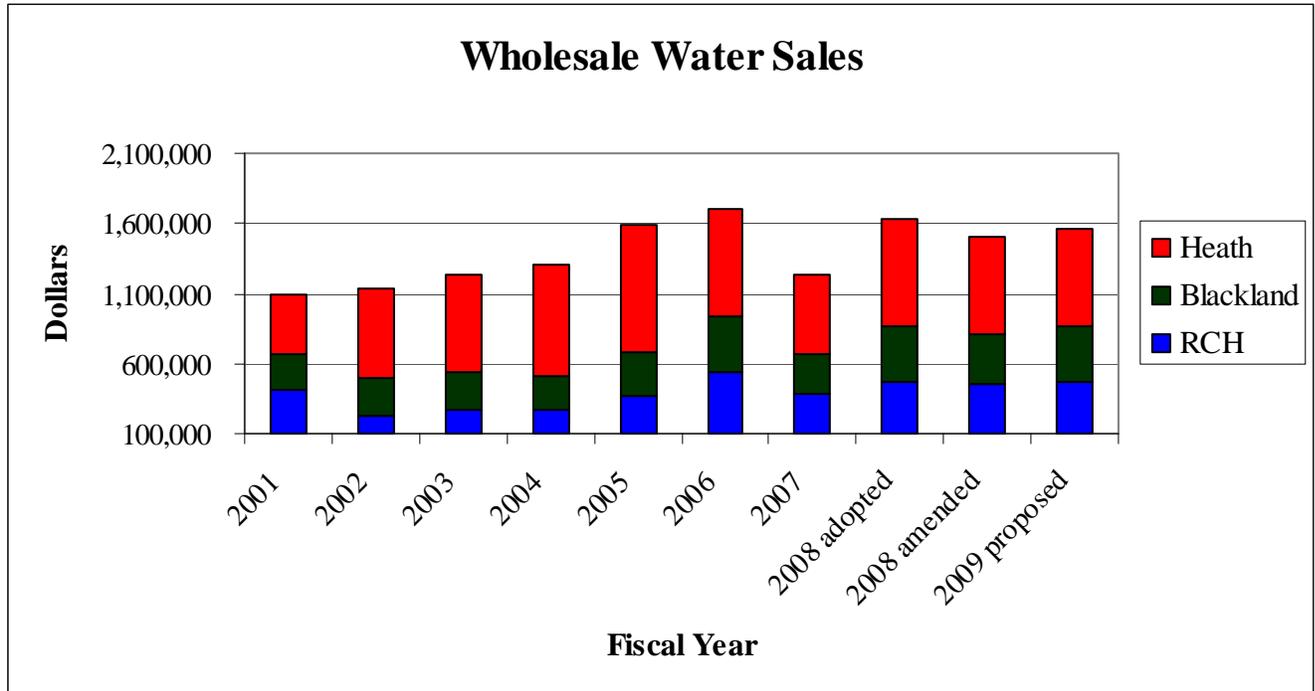
### Retail Utility Sales - \$8,710,600, 71.3 Percent of Revenues

Included in these revenues are retail water sales, sewer and pretreatment charges, hazardous waste fees and penalties. The largest revenue source for this fund is retail water sales. The graph below illustrates the increasing trend in water sales followed by a significant decrease in a wet year. Sales are budgeted a level amount next year as it is impossible to know if we will have a wet or dry year.



## Wholesale Water Sales - \$1,560,000, 12.8 Percent of Revenues

The City provides water at a wholesale price to RCH Water Supply, Blackland Water Supply, and City of Heath. These revenues represent 12.8 percent of Water/Wastewater Fund revenues, down from 14.9 percent in the FY 2008 budget.



## Non-Operating Revenues – \$1,948,100, 15.9 Percent of Revenues

Other revenue sources for the Water and Wastewater Fund include tap fees, meter rental fees, interest and other miscellaneous revenues. In FY 2009, these revenues represent 15.2 percent of total revenues, up from 5.4 percent in the FY 2008 budget. Primarily, the large increase is due to recognizing impact fees utilized for debt service.

## Interfund Transfers – (\$1,228,300)

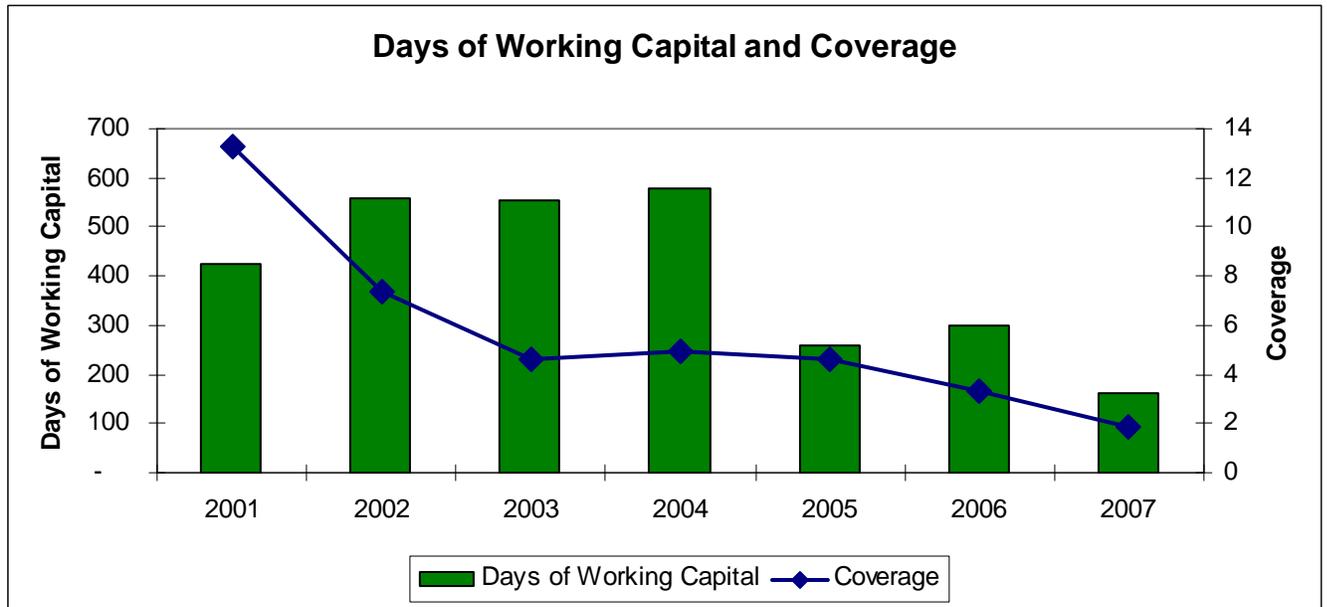
The Water and Wastewater Fund transfers money to other funds of the City. In FY 2009 this fund will pay the General Fund for indirect costs associated with work performed for the Water and Wastewater Fund. Transfers

<b>FY 2009 INTERFUND TRANSFERS</b>	
Recycling Fund	\$ 34,000
General Fund	(589,600)
Worker's Compensation Fund	(30,000)
Employee Benefits Fund	(635,500)
Technology Replacement Fund	(7,200)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (1,228,300)</b>

to the Internal Service Funds and Technology Replacement Fund will pay for items expensed in those funds. A transfer from the Recycling Fund will fund 50% of the proposed Conservation Coordinator's salary and benefits. FY 2009 transfers total \$1,228,300 transferred to other funds within the City, as reflected in the accompanying table. These transfers are further explained within each fund.

## Reserve Fund Balance

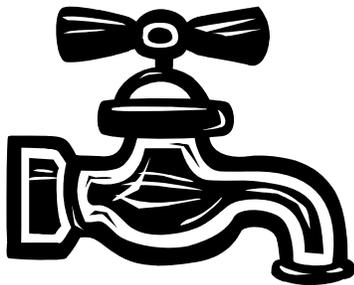
The City must issue debt to finance major projects of both the water and wastewater utilities. The City covenants to the bond buyers that we will maintain our rate structure in order to provide sufficient revenues to the utilities. The city must annually maintain “working capital” (current assets minus current liabilities) of at least 60 days. This is similar to the days of fund balance calculation in the General Fund. In addition, available revenues (revenues after operating expenditures are subtracted) must be at least 1.25 times the debt service requirements for the year. The City has an independent rate study conducted periodically to ensure that our rates are sufficient to meet these tests.



## Water and Wastewater Expenses by Classification

The largest expenses in this fund are for the purchase of water and for sewer treatment. These two items account for 31.2 percent of this fund’s budget. Additionally, 8.6 percent of the FY 2009 budget is allocated to system acquisition. Water is purchased from North Texas Municipal Water District under our member city “take or pay” contract. Annually the City allocates funds to be able to purchase the “right to serve” areas annexed into the city and served by one of the water supply corporations.

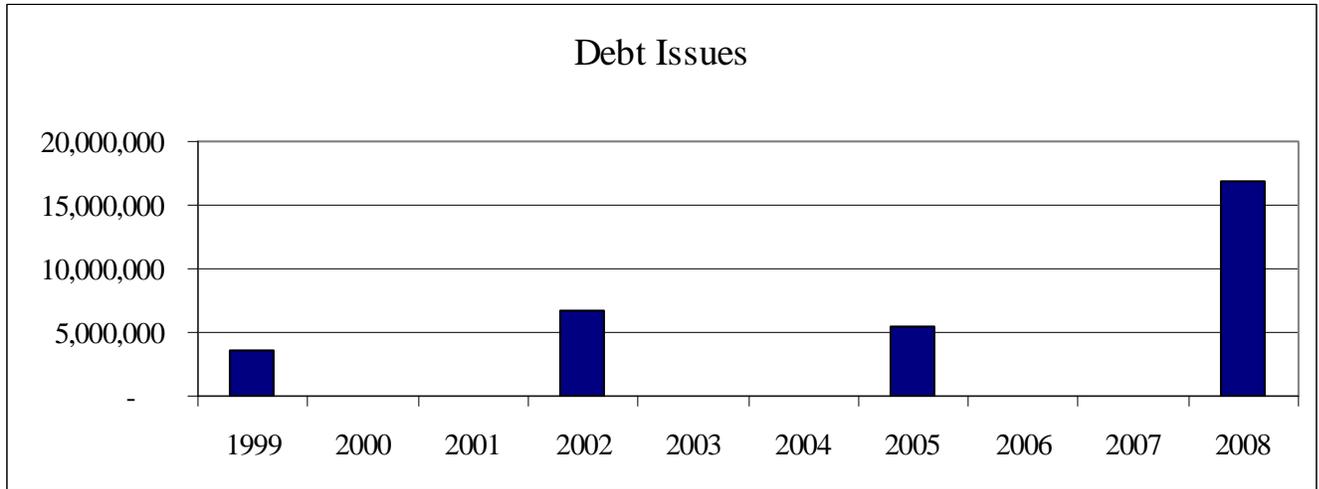
The district manages our Squabble Creek and Buffalo Creek Wastewater Treatment Plants by contract. They also financed the interceptor line which carries wastewater to the South Mesquite Treatment Plant and for which we pay both debt service and treatment costs.



	Amount	Percent of Total
Salaries & Benefits	\$3,281,300	18.76%
Contractual, Supplies, Operational, Utilities	8,610,200	49.22%
Capital Outlay	1,683,300	9.62%
Debt Service	3,916,850	22.40%
<b>Total FY 2009 Expenditures</b>	<b>\$17,491,650</b>	<b>100.00%</b>

## Debt Service

The City issues revenue bonds, backed by the revenues of the utilities for major capital projects such as a new water tower or sewer main project. Revenue bonds have been sold as project funding is anticipated.



## Utility Staffing

The City has budgeted a total of 38 positions in this fund, which staff the divisions as shown in the following table.

Division	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Proposed	Changes from FY 2008 to FY 2009
Utility Billing	8.0	8.0	8.0	8.0	8.0	
Water Operations	10.0	11.0	12.0	14.0	17.0	3.0
Wastewater Operations	8.0	10.0	11.0	12.0	13.0	1.0
<b>TOTAL WATER &amp; WASTEWATER FUND</b>	<b>26.0</b>	<b>29.0</b>	<b>31.0</b>	<b>34.0</b>	<b>38.0</b>	<b>4.0</b>

Included in the FY 2009 budget are 2 new positions, 1 each in Water and Wastewater Operations along with 2 positions being transferred from the General Fund.

## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Police Investigation Fund** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

**Special Crimes Fund** – established to account for revenues and expenditures related to a county-wide task force.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.

# **DEBT SERVICE**

General Debt Service Fund - to account for the accumulation and distribution of resources for the payment of general long-term principal and interest, including general obligation bonds, certificates of obligation, and contractual obligations.

## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	6,128,222	7,697,200	7,764,200	8,639,200
Total Expenditures	6,533,633	8,178,450	8,178,450	8,677,000
Excess Revenues Over (Under) Expenditures	(405,412)	(481,250)	(414,250)	(37,800)
Net Other Financing Sources (Uses)	-	-	(250,200)	-
Net Gain (Loss)	(405,412)	(481,250)	(664,450)	(37,800)
Fund Balance - Beginning	1,461,294	884,394	1,055,882	391,432
Fund Balance - Ending	1,055,882	403,144	391,432	353,632

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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04 Debt Service
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Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	152,883	90,000	90,000	65,000
4100	Current Taxes	5,839,868	7,532,200	7,532,200	8,499,200
4105	Delinquent Taxes	79,293	40,000	75,000	40,000
4110	Penalty & Interest	56,177	35,000	67,000	35,000
<b>Total Revenues</b>		<b>6,128,222</b>	<b>7,697,200</b>	<b>7,764,200</b>	<b>8,639,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
<b>Total Other Financing Sources</b>	-	-	-	-
Other Financing Uses				
To Harbor Debt Service	-	-	250,200	-
<b>Total Other Financing Uses</b>	-	-	250,200	-
<b>Net Other Financing Sources (Uses)</b>	-	-	(250,200)	-

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	6,533,633	8,178,450	8,178,450	8,677,000
<b>Total Expenditures</b>	<b>6,533,633</b>	<b>8,178,450</b>	<b>8,178,450</b>	<b>8,677,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	09 Long Term Debt

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	6,533,633	8,178,450	8,178,450	8,677,000
<b>Total</b>	<b>6,533,633</b>	<b>8,178,450</b>	<b>8,178,450</b>	<b>8,677,000</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	09 Long Term Debt

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
208	E.S. Corp Contract	89,933	90,200	90,200	22,700
750	Admin. Fees	6,484	10,200	10,200	11,400
752	Bonds - Principal	1,911,505	2,639,900	2,639,900	2,716,550
754	Bonds - Interest	2,646,554	3,656,950	3,656,950	3,954,950
762	Contractual Oblig.-Prin.	35,000	145,900	145,900	35,000
764	Contractual Oblig.-Int.	14,540	45,500	45,500	11,500
768	Certificates - Principal	1,560,000	1,385,000	1,385,000	1,690,000
770	Certificates - Interest	269,618	204,800	204,800	234,900
<b>Total Debt Service</b>		<b>6,533,633</b>	<b>8,178,450</b>	<b>8,178,450</b>	<b>8,677,000</b>

# **DEBT SERVICE**

Harbor Debt Service Fund - to account for the accumulation and distribution of resources for the payment of principal and interest, including Certificates of Obligation issued for completion of Harbor Project Public Improvements.

Revenues are property tax increases generated in the TIF Zone by City and County as well as other available revenues in the Zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	289,744	905,700	650,500	894,000
Total Expenditures	896,744	901,950	900,750	894,000
Excess Revenues Over (Under) Expenditures	(607,000)	3,750	(250,250)	-
Net Other Financing Sources (Uses)	634,438	-	250,200	-
Net Gain (Loss)	27,438	3,750	(50)	-
Fund Balance - Beginning	-	-	27,438	27,388
Fund Balance - Ending	27,438	3,750	27,388	27,388

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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05 Harbor Debt Service
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Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	-	5,000	-	-
4100	Current Taxes	125,400	425,500	425,500	560,400
4150	Sales Taxes	164,344	475,200	225,000	333,600
<b>Total Revenues</b>		<b>289,744</b>	<b>905,700</b>	<b>650,500</b>	<b>894,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In:				
From EDC - Debt	896,744	-	-	-
From Debt Service Fund	-	-	250,200	-
<b>Total Other Financing Sources</b>	896,744	-	250,200	-
Other Financing Uses				
To EDC - Sales Tax	262,306	-	-	-
<b>Total Other Financing Uses</b>	262,306	-	-	-
<b>Net Other Financing Sources (Uses)</b>	634,438	-	250,200	-

\* Transfer in from Rockwall Economic Development Corporation was as contractually agreed for the second year's debt service payments in excess of available revenues.

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	896,744	901,950	900,750	894,000
<b>Total Expenditures</b>	<b>896,744</b>	<b>901,950</b>	<b>900,750</b>	<b>894,000</b>

## DIVISION SUMMARY

**Fund**

05 Harbor Debt Service

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	896,744	901,950	900,750	894,000
<b>Total</b>	<b>896,744</b>	<b>901,950</b>	<b>900,750</b>	<b>894,000</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
750	Bond Admin. Fees	-	1,200	-	-
768	Certificates - Principal	220,000	235,000	235,000	240,000
770	Certificates - Interest	676,744	665,750	665,750	654,000
<b>Total Debt Service</b>		<b>896,744</b>	<b>901,950</b>	<b>900,750</b>	<b>894,000</b>

# GENERAL FUND

General Fund - to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	19,617,204	20,468,100	20,941,150	21,905,000
Total Operating Expenditures	17,983,050	19,817,300	20,105,540	21,246,900
Capital Reserve Expenditures	210,950	86,000	125,800	375,500
Excess Revenues Over (Under) Expenditures	1,423,204	564,800	709,810	282,600
Net Other Financing Sources (Uses)	(805,300)	(555,100)	(1,216,650)	(668,250)
Net Gain (Loss)	617,904	9,700	(506,840)	(385,650)
Fund Balance - Beginning	7,718,792	7,736,042	8,336,696	7,829,856
Fund Balance - Ending	8,336,696	7,745,742	7,829,856	7,444,206

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4100	Current Taxes	5,560,173	6,443,450	6,483,600	6,988,350
4105	Delinquent Taxes	101,199	65,000	74,000	74,000
4110	Penalty & Interest	58,884	50,000	58,000	58,000
<b>Total Property Taxes</b>		<b>5,720,256</b>	<b>6,558,450</b>	<b>6,615,600</b>	<b>7,120,350</b>
4150	Sales Taxes	8,432,128	9,068,000	9,253,000	9,715,900
4155	Beverage Taxes	102,055	105,000	120,000	135,000
<b>Total Sales Taxes</b>		<b>8,534,183</b>	<b>9,173,000</b>	<b>9,373,000</b>	<b>9,850,900</b>
4201	Electrical Franchise	1,283,670	1,225,000	1,318,100	1,350,000
4203	Telephone Franchise	169,653	175,000	175,000	175,000
4205	Gas Franchise	294,139	275,000	341,800	375,000
4207	Cable TV Franchise	136,882	135,000	135,000	135,000
4209	Garbage Franchise	162,330	180,000	180,000	180,000
<b>Total Franchise</b>		<b>2,046,674</b>	<b>1,990,000</b>	<b>2,149,900</b>	<b>2,215,000</b>
4250	Park & Recreation Fees	16,818	14,000	22,000	24,000
4251	Municipal Pool Fees	9,581	10,000	10,000	11,000
4253	Center Rentals	16,602	17,000	24,000	21,000
4255	Harbor Rentals	7,031	10,000	10,000	10,000
4260	Tax Certificate Fees	545	500	500	500
4270	Code Enforcement Fees	161	2,000	2,000	1,000
4280	Planning & Zoning Fees	61,228	50,000	35,000	50,000
4283	Construction Fees	274,578	210,000	175,000	175,000
4295	Fire - Plans	30,505	18,000	28,000	15,000
<b>Total Fees</b>		<b>417,049</b>	<b>331,500</b>	<b>306,500</b>	<b>307,500</b>

## Summary of Revenues, Cont'd.

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4300	Building Permits	815,305	725,000	725,000	525,000
4302	Fence Permits	15,905	20,000	20,000	20,000
4304	Electrical Permits	21,356	22,000	22,000	22,000
4306	Plumbing Permits	44,509	45,000	45,000	45,000
4308	Mechanical Permits	18,895	16,000	16,000	16,000
4310	Daycare Center Permits	2,660	6,600	2,000	2,000
4312	Health Permits	38,167	67,800	72,400	75,500
4314	Sign Permits	21,570	22,000	24,000	22,000
4288	Beverage Permits	-	-	6,000	1,250
4320	Miscellaneous Permits	31,516	25,000	28,000	28,000
Total Permits		1,009,884	949,400	960,400	756,750
4400	Court Fines	475,165	430,000	430,000	470,000
4402	Court Fees	144,418	123,000	123,000	145,000
4404	Warrant Fees	55,479	58,000	58,000	58,000
4406	Court Deferral Fees	235,273	225,000	225,000	235,000
4408	Animal Control Fees	46,728	40,000	45,000	50,000
	Alarm Fees and Fines	-	-	-	45,000
Total Municipal Court		957,064	876,000	881,000	1,003,000
4001	Interest Earnings	460,777	275,000	250,000	210,000
4007	Sale of Supplies	3,066	3,000	3,000	3,000
4019	Other	225,090	75,000	140,000	75,000
4050	Donation-Allied	-	-	-	10,000
Total Miscellaneous		688,932	353,000	393,000	298,000
4500	Grant Proceeds	268	-	-	-
4510	School Patrol	109,152	121,600	121,600	177,000
4520	County Contracts	46,472	24,000	49,000	24,000
4530	City Contracts	87,271	91,150	91,150	152,500
Total Intergovernmental		243,163	236,750	261,750	353,500
Total Revenues		19,617,204	20,468,100	20,941,150	21,905,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	515,000	538,100	538,100	589,600
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	52,000	45,000	45,000	47,000
From Police Seizures Awarded	-	-	-	61,300
From Siren Fund	-	24,500	24,500	-
<b>Total Other Financing Sources</b>	<b>617,000</b>	<b>657,600</b>	<b>657,600</b>	<b>747,900</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	29,000	-	-	10,000
To Police Inv Fund	27,000	-	-	-
To Downtown Fund	-	-	-	-
To Radio Fund	3,000	92,100	92,100	125,000
To Fire Equipment Fund	5,250	-	-	-
To Special Crimes Unit	246,400	-	-	-
To Employee Benefit Fund (Ins.)	982,650	1,002,500	1,316,250	1,160,000
To Capital Projects Fund	25,000	-	347,800	-
To Bond Projects	-	-	-	-
To Tech. Replacement Fund	104,000	118,100	118,100	121,150
<b>Total Other Financing Uses</b>	<b>1,422,300</b>	<b>1,212,700</b>	<b>1,874,250</b>	<b>1,416,150</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(805,300)</b>	<b>(555,100)</b>	<b>(1,216,650)</b>	<b>(668,250)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09	
10	01	Mayor/Council	111,555	116,300	116,300	122,700
10	05	Administration	1,303,744	1,472,800	1,451,300	1,524,550
10	06	Administrative Services	528,243	510,150	519,900	490,700
10	09	Internal Operations	918,212	1,068,050	1,078,300	1,059,200
15	11	Finance	895,022	953,350	958,300	1,027,400
15	15	Municipal Court	300,187	313,350	310,750	325,200
20	25	Fire Operations	1,033,930	1,092,900	1,165,790	1,495,650
20	29	Fire Marshal	300,614	374,600	349,500	404,550
30	31	Police Administration	660,767	797,200	796,100	758,850
30	32	Communications	659,460	718,650	717,800	801,600
30	33	Patrol	3,350,117	3,522,150	3,645,450	4,057,700
30	34	CID	483,252	550,900	560,400	657,850
30	35	Community Services	417,854	495,850	489,800	515,050
30	36	Warrants	202,297	207,600	209,800	217,600
30	37	Records	321,477	286,100	287,000	296,000
40	41	Planning	464,432	547,050	580,950	759,050
40	42	Code Enforcement	426,218	553,900	567,900	554,000
40	43	Building Inspections	711,643	702,700	677,450	634,850
40	44	Animal Services	402,579	455,750	449,000	505,500
45	45	Parks	1,276,670	1,436,450	1,442,150	1,476,250
45	46	Harbor O&M	351,058	351,850	358,700	398,250
45	47	Recreation	729,485	741,700	804,750	816,400
45	49	Streets	1,304,279	1,528,050	1,628,350	1,726,550
50	53	Engineering	1,040,905	1,105,900	1,065,600	996,950
			18,194,000	19,903,300	20,231,340	21,622,400
Less Capital Reserve			210,950	86,000	125,800	375,500
<b>Total Operating Expenditures</b>			<b>17,983,050</b>	<b>19,817,300</b>	<b>20,105,540</b>	<b>21,246,900</b>

Reserve Expenditures - Fiscal Year 2008

15,800	Destination Boot Camp
18,000	Parking lot expansion
22,000	Voicemail System
30,000	PD-32 Consulting
30,000	Street Planning
<u>10,000</u>	Jason Castro Event
125,800	

15,800	Destination Boot Camp
50,000	Ordinance Review
100,000	PD-32 Consulting
91,200	Main Street Program
25,000	LRE Demolitions
20,500	Animal Shelter security cameras
<u>73,000</u>	Summer Lee Guardrail

375,500

## DIVISION SUMMARY

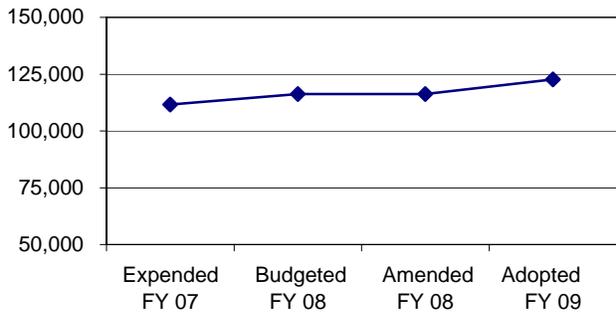
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

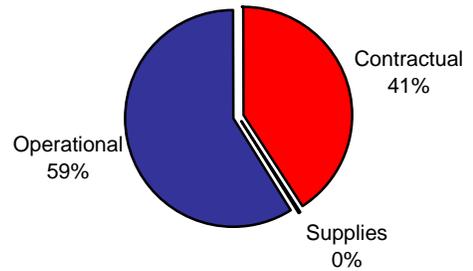
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	49,550	52,000	52,000	50,000
Supplies	532	600	600	400
Operational	61,473	63,700	63,700	72,300
<b>Total</b>	<b>111,555</b>	<b>116,300</b>	<b>116,300</b>	<b>122,700</b>

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0221 INSURANCE-PUBLIC OFFICIAL	49,550	52,000	52,000	50,000
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<b>Contractual TOTAL . . . . . :</b>	<b>49,550</b>	<b>52,000</b>	<b>52,000</b>	<b>50,000</b>
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**30 Supplies**

0310 PRINTING & BINDING	340	300	300	300
0347 GENERAL MAINT. SUPPLY	192	300	300	100

<b>Supplies TOTAL . . . . . :</b>	<b>532</b>	<b>600</b>	<b>600</b>	<b>400</b>
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**40 Operational**

0401 COUNCIL COMPENSATION	20,625	22,500	22,500	22,500
0402 YOUTH ADVISORY COUNCIL	1,107	2,000	2,000	2,000

**DOCUMENTS FOR ACCOUNT . . . . : 01-10-01-0402**

**YAC Program**

Staff proposes to increase the number of students who can participate in the program.

**CITY MANAGER'S COMMENTS:** Approved

**CITY COUNCIL COMMENTS:** Reduced by \$3,000

0404 ELECTION EXPENSES	6,250	4,000	9,300	9,300
0410 DUES & SUBSCRIPTIONS	8,269	8,500	9,500	10,000
0420 AWARDS	5,239	7,000	7,000	8,500
0428 OTHER	2,907	3,000	3,000	3,000
0430 TUITION & TRAINING	2,200	4,700	4,700	5,000
0436 TRAVEL	14,876	12,000	5,700	12,000

<b>Operational TOTAL . . . . . :</b>	<b>61,473</b>	<b>63,700</b>	<b>63,700</b>	<b>72,300</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>111,555</b>	<b>116,300</b>	<b>116,300</b>	<b>122,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

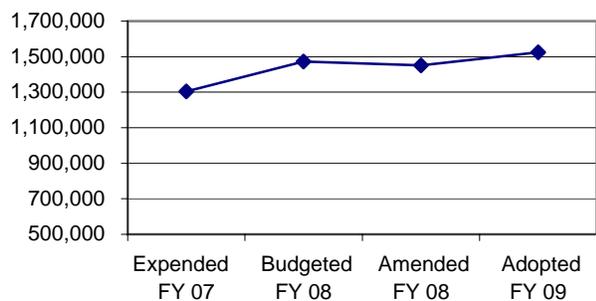
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	588,412	695,300	670,100	712,350
Contractual	642,368	695,800	699,500	734,900
Supplies	26,139	31,500	31,500	26,200
Operational	45,189	43,500	43,500	47,500
Utilities	1,636	3,600	3,600	3,600
Capital	-	3,100	3,100	-
<b>Total</b>	1,303,744	1,472,800	1,451,300	1,524,550

### Personnel Schedule

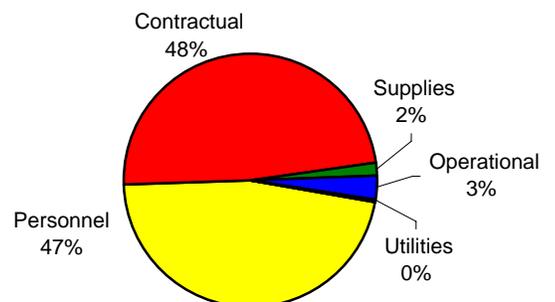
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
Assitant to the City Manager/ City Secretary	23	1	1
Management Analyst/Emergency Mgmt Coord	19	1	0
Management Analyst	19	1	1
Assistant to the City Secretary	15	0	1
Intern	-	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	266,653	298,000	304,000	316,300
0104	SALARIES & WAGES-CLERICAL	207,943	263,000	228,800	255,600

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>474,596</b>	<b>561,000</b>	<b>532,800</b>	<b>571,900</b>
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**15 Benefits**

0114	LONGEVITY PAY	4,005	4,300	4,400	4,350
0116	AUTO ALLOWANCE	14,500	18,600	18,600	18,600
0120	FICA & MEDICARE EXPENSE	38,002	44,800	47,700	46,800
0122	T.M.R.S. RETIREMENT EXP.	57,309	66,600	66,600	70,700

<b>Benefits TOTAL . . . . . :</b>	<b>113,816</b>	<b>134,300</b>	<b>137,300</b>	<b>140,450</b>
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**20 Contractual**

0207	APPRAISAL & COLLECTION	146,116	155,000	161,100	151,000
0208	E.S. CORP CONTRACT	160,749	192,050	192,050	203,450

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0208**

**ES Corporation Allocations**

- \$660 Administrative Budget
- \$133,390 Ambulance Program
- \$65,784 Emergency Management Program
- \$3,601 Gun Range Operations

0211	LEGAL	148,225	150,000	150,000	200,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0211**

**Code of Ordinance Review**

Staff has consulted with Bickerstaff, Heath in Austin regarding a review of our Code of Ordinances. In addition, we need to have a codification update done. The approximate cost to perform the services is expected to be \$50,000.

**CITY MANAGER'S COMMENTS:** Approved as a General Fund Reserve Expenditure

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0213	CONSULTING FEES	101,538	110,500	110,500	94,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213** **Consulting Items**

- 5,000 Appraisals
- 2,500 Environmental Studies
- 25,200 Public Relations Writing
- 2,000 Citizen Survey/Focus Groups
- 30,000 Process Audits/C3 projects
- 8,000 Annual Report Design
- 8,500 Cable Channel Updates Disapproved
- 4,350 Telicon Legislative Updates
- 1,850 Miscellaneous
- 15,800 Destination Boot Camp - Downtown Reserves
- 15,800 Destination Boot Camp - Harbor Reserves

Telicon is a service provider of "up to the minute" legislative action during the upcoming session. The service provides bill tracking, pager service, record votes, committee meeting agendas, committee public hearing agendas and other valuable information related to the Texas legislative session. Price allows up to four to access site.

**CITY MANAGER'S COMMENTS:** Approved with exception noted. Destination Boot Camps are approved as General Fund Reserve Expenditures.

**CITY COUNCIL COMMENTS:** Harbor Boot Camp is cut. Reduce reserve expenditure by \$15,800.

0231	SERVICE-MAINT. CONTRACTS	23,647	25,900	25,900	26,800
0233	ADVERTISING	2,652	4,000	4,000	4,000
0236	COMMUNITY SERVICES	51,090	48,500	48,500	47,500
0240	EQUIPMENT REPAIRS	0	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,951	6,950	6,950	6,950
0243	BUILDING LEASE	2,400	2,400	0	0

<b>Contractual TOTAL . . . . .:</b>	<b>642,368</b>	<b>695,800</b>	<b>699,500</b>	<b>734,900</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,075	3,500	3,500	1,850
0310	PRINTING & BINDING	22,791	27,500	27,500	23,850
0347	GENERAL MAINT. SUPPLY	273	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>26,139</b>	<b>31,500</b>	<b>31,500</b>	<b>26,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0254	RECORDING FEES	5,038	4,000	4,000	4,000
0410	DUES & SUBSCRIPTIONS	13,440	15,000	15,000	15,000
0428	OTHER	8,082	8,500	8,500	8,500
0430	TUITION & TRAINING	2,987	6,000	6,000	8,000
0436	TRAVEL	15,642	10,000	10,000	12,000

<b>Operational TOTAL . . . . .:</b>	<b>45,189</b>	<b>43,500</b>	<b>43,500</b>	<b>47,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,636	3,600	3,600	3,600
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<b>Utilities TOTAL . . . . .:</b>	<b>1,636</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	0	3,100	3,100	0
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<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>3,100</b>	<b>3,100</b>	<b>0</b>
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<b>Administration TOTAL . . .:</b>	<b>1,303,744</b>	<b>1,472,800</b>	<b>1,451,300</b>	<b>1,524,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

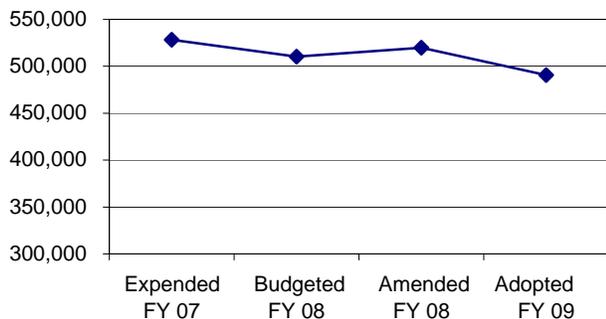
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	380,996	419,150	425,700	429,400
Contractual	92,292	2,500	8,500	5,000
Supplies	3,092	3,500	3,500	2,500
Operational	50,313	82,900	80,100	51,700
Utilities	1,550	2,100	2,100	2,100
Capital	-	-	-	-
<b>Total</b>	528,243	510,150	519,900	490,700

### Personnel Schedule

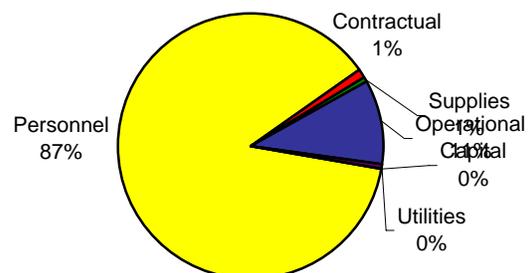
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Administrative Services Director	32	1	1
HR Supervisor	22	1	1
HR Specialist	14	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



Fund	Department	Division
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	98,207	110,400	109,750	116,700
0104	SALARIES & WAGES-CLERICAL	177,241	191,700	191,100	200,700
0109	SALARIES & WAGES-OVERTIME	0	0	50	0
0112	INCENTIVE PAY	41,876	50,000	50,000	40,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>317,324</b>	<b>352,100</b>	<b>350,900</b>	<b>357,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	300	900	900	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0113**

**Certification Incentive**

Advanced Bi-lingual \$600, Advanced DOL-FMLA Certification \$600

**CITY MANAGER'S COMMENTS: Approved**

0114	LONGEVITY PAY	1,520	1,850	1,900	2,000
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	21,537	22,300	23,000	23,400
0122	T.M.R.S. RETIREMENT EXP.	34,885	36,400	37,400	39,800
0128	UNEMPLOYMENT INS.	2,430	2,000	8,000	2,000

<b>Benefits TOTAL . . . . .:</b>	<b>63,672</b>	<b>67,050</b>	<b>74,800</b>	<b>72,000</b>
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**20 Contractual**

0211	LEGAL	917	2,500	8,500	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0211**

**Employment Law Issues**

Current workers' compensation issues pending through to FY '08-'09. Legal consulting needed to address current and potential FLSA issues in public safety departments.

**CITY MANAGER'S COMMENTS: Approved**

0213	CONSULTING FEES	91,375	0	0	0
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<b>Contractual TOTAL . . . . .:</b>	<b>92,292</b>	<b>2,500</b>	<b>8,500</b>	<b>5,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,679	2,500	2,500	1,000
0310	PRINTING & BINDING	1,282	500	500	1,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0310**

**Training Materials**

When feasible, training material is produced in-house to minimize the cost incurred for city-wide training programs. This line item also includes the printing and binding of the City's Safety Manual, Employee Handbook, Employee Benefits information (SPD's and cost-sharing of letterhead/envelopes).

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	131	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>3,092</b>	<b>3,500</b>	<b>3,500</b>	<b>2,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,676	2,000	2,000	2,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0410**

**Organization Dues**

Membership dues and subscriptions to human resources & employment law resource materials include: PEBA, SHRM, TML/TMHRA, IPMA, ICMA/TCMA, Waters Consulting, Thompson Publishing - accessible by all department staff. Also includes membership to TATOA (telecommunications association) providing regulatory resources and support.

**CITY MANAGER'S COMMENTS: Approved**

0415	RECRUITING EXPENSES	0	100	300	300
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0415**

**Recruitment Costs**

Includes minor incremental costs for miscellaneous background investigations, criminal searches, drug screening. Employee 90-day introductory welcome packages.

0420	AWARDS	4,312	5,500	5,500	5,500
0422	EMPLOYEE ACTIVITIES	13,767	14,000	11,000	14,000
0430	TUITION & TRAINING	1,738	5,500	5,500	5,500
0435	EMPLOYEE DEVELOPMENT	25,206	50,800	50,800	18,800

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0435**

**Council Action**

**CITY COUNCIL COMMENTS: Reduced by \$32,000 - LEAD will not be funded.**

0436	TRAVEL	3,614	5,000	5,000	5,000
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<b>Operational TOTAL . . . . . :</b>	<b>50,313</b>	<b>82,900</b>	<b>80,100</b>	<b>51,700</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,550	2,100	2,100	2,100
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<b>Utilities TOTAL . . . . .:</b>	<b>1,550</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0612** **Workstation/scanner**

Needs for FY'08-'09 include a dedicated workstation, scanner and printer to accommodate the transition of all personnel records, confidential medical records, workers' compensation documents & files, and applicant tracking system to a paperless system allowing supervisors and directors ability to access their staffs' information through a password secured system. The cost of this workstation is minimal - \$2500.

**CITY MANAGER'S COMMENTS:** Approved, funded in the Technology Replacement Fund Transfer.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Administrative Services TOTAL :</b>	<b>528,243</b>	<b>510,150</b>	<b>519,900</b>	<b>490,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

### Expenditure Summary

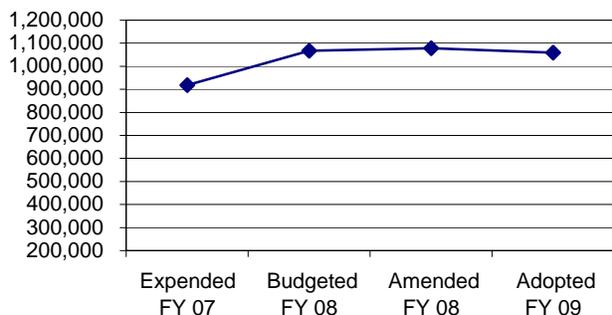
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	413,971	460,550	454,250	493,850
Contractual	156,984	176,700	176,200	171,100
Supplies	74,773	76,100	82,650	59,150
Operational	1,183	2,000	2,500	1,500
Utilities	271,301	328,200	338,200	333,600
Capital	-	24,500	24,500	-
<b>Total</b>	<b>918,212</b>	<b>1,068,050</b>	<b>1,078,300</b>	<b>1,059,200</b>

### Personnel Schedule

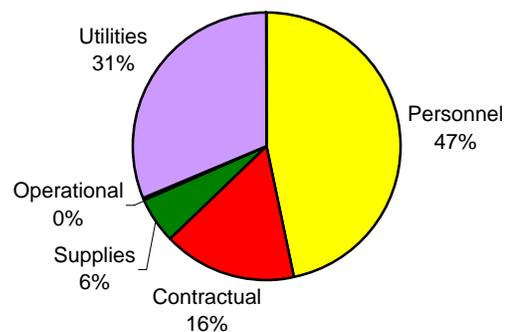
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Facilities Superintendent	22	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	2	2
Custodian	5	4	4

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	0	0	63,600
0104	SALARIES & WAGES-CLERICAL	41,117	44,000	44,000	46,600
0107	SALARIES & WAGES-LABOR	295,553	333,000	323,100	292,400

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0107**

**New Custodian Position**

The City has over 80,000 square feet of space that it cleans on a daily basis with 6 custodians, which averages approximately 13,333 square feet per custodian. In addition to general cleaning, two of the six custodians on staff are also responsible for floor buffing and carpet extractions. Most recently, the City has constructed or will soon construct new facilities, adding additional square footage to the Internal Operations Department's responsibility for regular custodial services: New Animal Adoption Center (not including kennel area) - 3728 square feet of new space. FS #3 and #4 without apparatus bay, equipment room, etc. - 10,300 square feet of space. Total additional square footage: 16,626.

Proposed Grade 5 salary and benefits: 29,350.

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	5,599	6,000	7,800	6,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>342,269</b>	<b>383,000</b>	<b>374,900</b>	<b>408,600</b>
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**15 Benefits**

0114	LONGEVITY PAY	2,660	3,350	3,350	3,950
0120	FICA & MEDICARE EXPENSE	26,844	28,800	29,600	30,800
0122	T.M.R.S. RETIREMENT EXP.	42,198	45,400	46,400	50,500

<b>Benefits TOTAL . . . . .:</b>	<b>71,702</b>	<b>77,550</b>	<b>79,350</b>	<b>85,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213 CONSULTING FEES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0213** **Architectural Services**

Architectural Services for a New Police / Courts Bldg.

The need for a new Police and Courts Building has been discussed in recent months. The Police need 33,000 square feet by 2026. The space planning study identified a need for a Courts Building to allow for growth in the courts system. Courts needs an estimated 9,129 square feet. Combined we would need 42,129 square feet on approximately 7 acres.

The current PD / Courts Building is 10,000 square feet.

In order to have the most realistic construction cost estimates for city facilities to go to voters in a bond election, it is proposed that the City approach future construction projects by funding architectural and construction management services for pre-design and cost estimation.

Staff proposes to complete the following pre-planning activities:

- \$9,000 Preliminary site planning
- 10,000 Soils testing
- 1,000 Cost estimate preparation
- 30,000 Conceptual floor plan layouts
- 20,000 Building Elevations
- \$70,000 Total

**CITY MANAGER'S COMMENTS:** Approved as a General Fund Reserve expenditure.

**CITY COUNCIL COMMENTS:** Disapproved.

0231 SERVICE-MAINT. CONTRACTS	82,479	79,650	79,650	91,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231** **Service Maintenance Contracts**

- \$5,800 Fire Alarms/Extinguishers (adding new animal shelter)
- \$9,300 Pest Control
- \$9,070 Outdoor Warning Sirens (1st price increase since 2004)
- \$8,500 Emergency Generators
- \$2,300 Offsite Storage Unit
- \$7,150 Elevators
- \$5,500 Fire Alarm Monitoring
- \$32,325 Access and Security System
- \$11,250 Telephone System (added new animal shelter system)
- \$500 Mobile Data Service

**CITY MANAGER'S COMMENTS:** Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0237 UNIFORM SERVICE	2,215	3,000	3,000	3,000
0240 EQUIPMENT REPAIRS	9,447	7,000	7,000	8,000
0242 EQUIPMENT RENTAL & LEASE	462	1,500	1,000	1,000
0244 BUILDING REPAIRS	44,316	68,150	68,150	50,000
0246 VEHICLE REPAIRS	4,539	3,500	3,500	3,500
0272 JANITORIAL SERVICES	13,526	13,900	13,900	13,900
<b>Contractual TOTAL . . . . .:</b>	<b>156,984</b>	<b>176,700</b>	<b>176,200</b>	<b>171,100</b>

**30 Supplies**

0301 OFFICE SUPPLIES	860	900	900	900
0323 SMALL TOOLS	2,179	2,000	2,000	2,000
0331 FUEL & LUBRICANTS	9,997	9,200	9,200	11,250
0335 PROPANE	18,280	19,000	25,550	0

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0335**

**Decrease in line item**

We are removing the Animal Shelter from having propane service The remaining propane account is moved to the water/sewer budget.

0345 CLEANING SUPPLIES	14,945	15,000	15,000	15,000
0347 GENERAL MAINT. SUPPLY	28,512	30,000	30,000	30,000

<b>Supplies TOTAL . . . . .:</b>	<b>74,773</b>	<b>76,100</b>	<b>82,650</b>	<b>59,150</b>
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**40 Operational**

0415 RECRUITING EXPENSES	0	500	1,000	0
0430 TUITION & TRAINING	800	1,000	1,000	1,000
0436 TRAVEL	383	500	500	500

<b>Operational TOTAL . . . . .:</b>	<b>1,183</b>	<b>2,000</b>	<b>2,500</b>	<b>1,500</b>
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**50 Utilities**

0501 ELECTRICITY	165,105	170,000	180,000	207,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0501**

**CAPP Projections**

Due to increases in the electric market, CAPP anticipates the City will pay approximately 22% more per Kwh, increasing by \$37,400.

**CITY MANAGER'S COMMENTS:** Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0507 CELLULAR TELEPHONE	3,562	4,200	4,200	4,200
0508 TELEPHONE SERVICE	80,224	117,000	117,000	85,000
0510 NATURAL GAS SERVICE	6,259	7,000	7,000	7,000
0513 WATER	16,151	30,000	30,000	30,000
<b>Utilities TOTAL . . . . .:</b>	<b>271,301</b>	<b>328,200</b>	<b>338,200</b>	<b>333,600</b>

**60 Capital**

0603 BUILDINGS	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0603**

**Security Camera Upgrade**

The City's video camera system is approximately 6 years old and in poor quality condition by today's standards. The current system uses a mixture of fixed and pan tilt-zoom cameras at city facilities and records to a DVR system. The proposed system will provide high quality, superior image, day/night, color cameras that connects to the City's network just like a desktop PC. Video will be stored on a server instead of individual DVRs. The software package will allow users to access camera views from their normal desktops as well as Police Officers' onboard computers in their police vehicles.

The proposal is for 42 cameras at City Hall, Rockwall PD, the Center and the Municipal Service Center. The system will accommodate up to 64 cameras, which will allow the City to add areas such as water yards, traffic intersections and the Harbor District in the future.

Total Request: \$149,840

**CITY MANAGER'S COMMENTS: Disapproved**

0617 RADIO EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0617**

**Radio for New Position**

New portable radio and accessories for new Custodian position. \$1,900

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0621	FIELD MACHINERY & EQUIPMENT	0	24,500	24,500	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0621** **Two New Warning Sirens**

The City currently has 11 outdoor emergency warning sirens throughout the city. These sirens are intended to warn citizens that an imminent threat of severe weather is approaching and to take cover inside a building. There are areas without siren coverage in the City. It is recommended that funds be allocated to install two new outdoor warning sirens: one siren to cover Caruth Lake and all areas north, east, and south of the lake; another siren in the area of FM 552 and FM 1141 to cover the Stoney Hollow, Dalton Ranch, and Saddlebrook Subdivisions, and Hayes Elementary and Williams Middle School.

Requested amount: 2 @ \$24,500.00 each  
 Project Contingency - 10%  
 Total Request: \$53,900.00

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>24,500</b>	<b>24,500</b>	<b>0</b>
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<b>Internal Operations TOTAL :</b>	<b>918,212</b>	<b>1,068,050</b>	<b>1,078,300</b>	<b>1,059,200</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

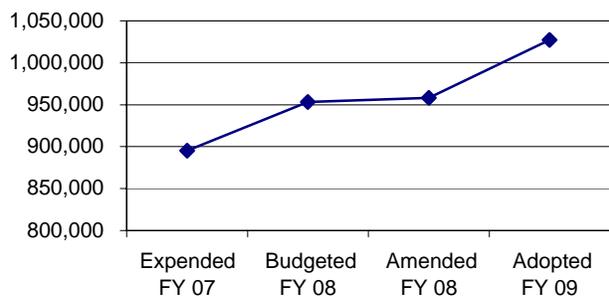
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	571,455	612,700	622,650	655,900
Contractual	254,153	260,600	260,600	268,000
Supplies	57,450	62,750	60,750	86,200
Operational	10,511	15,500	12,500	15,500
Utilities	1,463	1,800	1,800	1,800
<b>Total</b>	<b>895,032</b>	<b>953,350</b>	<b>958,300</b>	<b>1,027,400</b>

### Personnel Schedule

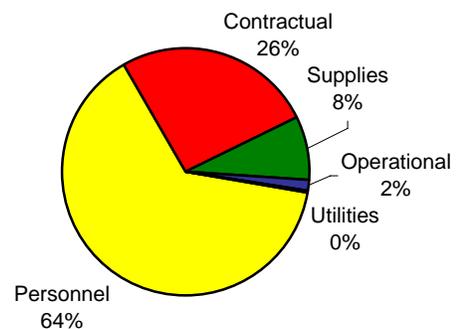
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Director of Finance	33	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	106,909	120,700	119,600	127,500
0104	SALARIES & WAGES-CLERICAL	364,962	384,400	391,650	411,300
0109	SALARIES & WAGES-OVERTIME	0	500	300	300

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>471,871</b>	<b>505,600</b>	<b>511,550</b>	<b>539,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114	LONGEVITY PAY	3,713	4,200	4,200	4,800
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	35,273	37,200	38,900	39,600
0122	T.M.R.S. RETIREMENT EXP.	57,598	60,900	63,200	67,600

<b>Benefits TOTAL . . . . .:</b>	<b>99,584</b>	<b>107,100</b>	<b>111,100</b>	<b>116,800</b>
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**20 Contractual**

0210	AUDITING	28,000	29,000	29,000	29,000
0217	IT SERVICE	60,465	59,300	59,300	59,300
0223	INSURANCE-SURETY BONDS	454	500	500	500
0225	INSURANCE-AUTOMOBILES	32,756	34,000	34,000	36,000
0227	INSURANCE-REAL PROPERTY	34,007	36,000	36,000	38,000
0228	INSURANCE-CLAIMS & DED.	19,732	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	35,896	36,000	36,000	38,000
0231	SERVICE-MAINT. CONTRACTS	36,420	41,600	41,600	43,000
0233	ADVERTISING	3,143	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	510	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,770	2,700	2,700	2,700

<b>Contractual TOTAL . . . . .:</b>	<b>254,153</b>	<b>260,600</b>	<b>260,600</b>	<b>268,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,486	3,000	3,000	2,250
0303	COMPUTER SUPPLIES	13,942	15,000	15,000	15,000
0305	COPY MACHINE SUPPLY	10,901	11,000	11,000	38,200

**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0305**

**Copier Printer Supplies**

All copier and printer toner costs have been moved from departments' various supply accounts and consolidated here. \$27,000

**CITY MANAGER'S COMMENTS: Approved**

0307	POSTAGE	26,452	30,000	28,000	28,000
0310	PRINTING & BINDING	2,932	3,000	3,000	2,000
0347	GENERAL MAINT. SUPPLY	737	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>57,450</b>	<b>62,750</b>	<b>60,750</b>	<b>86,200</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,450	3,500	3,500	3,500
0430	TUITION & TRAINING	2,892	6,000	4,500	6,000
0436	TRAVEL	4,169	6,000	4,500	6,000

<b>Operational TOTAL . . . . . :</b>	<b>10,511</b>	<b>15,500</b>	<b>12,500</b>	<b>15,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,463	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,463</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>FINANCE TOTAL . . :</b>	<b>895,032</b>	<b>953,350</b>	<b>958,300</b>	<b>1,027,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

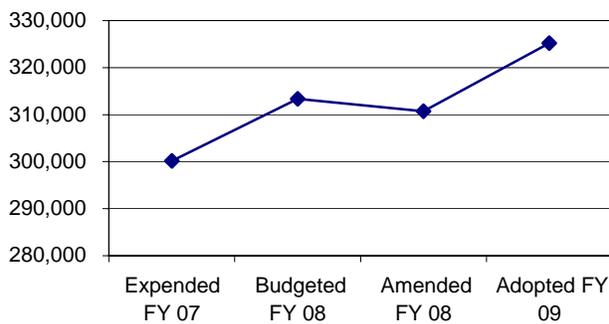
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	222,016	238,600	235,800	246,850
Contractual	70,904	66,300	65,700	68,100
Supplies	5,142	4,750	4,750	5,750
Operational	2,125	3,700	4,500	4,500
<b>Total</b>	<b>300,187</b>	<b>313,350</b>	<b>310,750</b>	<b>325,200</b>

### Personnel Schedule

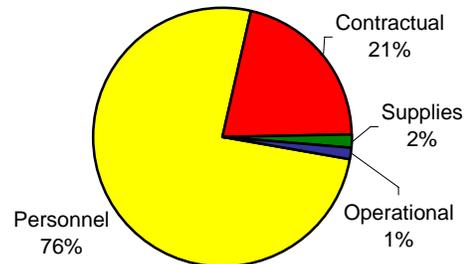
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	2
Deputy Municipal Court Clerk I	10	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>		
01 General Fund	15 Finance	15 Municipal Court		
<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	67,785	71,800	71,600	75,400
0104 SALARIES & WAGES-CLERICAL	113,427	120,600	121,200	125,800
0109 SALARIES & WAGES-OVERTIME	3,048	5,500	1,500	2,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>184,260</b>	<b>197,900</b>	<b>194,300</b>	<b>203,200</b>
<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	0	600	600	600
0114 LONGEVITY PAY	1,970	2,200	2,200	2,450
0120 FICA & MEDICARE EXPENSE	13,417	14,700	14,700	15,400
0122 T.M.R.S. RETIREMENT EXP.	22,369	23,200	24,000	25,200
<b>Benefits TOTAL . . . . .:</b>	<b>37,756</b>	<b>40,700</b>	<b>41,500</b>	<b>43,650</b>
<b>20 Contractual</b>				
0211 LEGAL	46,076	50,000	50,000	51,300
0229 INSURANCE-LIABILITY	1,384	1,400	0	0
0231 SERVICE-MAINT. CONTRACTS	8,670	9,000	9,800	10,900
0240 EQUIPMENT REPAIRS	60	500	500	500
0242 EQUIPMENT RENTAL & LEASE	5,389	5,400	5,400	5,400
0252 COLLECTION SERVICES	9,325	0	0	0
<b>Contractual TOTAL . . . . .:</b>	<b>70,904</b>	<b>66,300</b>	<b>65,700</b>	<b>68,100</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,544	1,500	1,500	1,500
0310 PRINTING & BINDING	3,013	2,500	2,500	3,500
0347 GENERAL MAINT. SUPPLY	585	750	750	750
<b>Supplies TOTAL . . . . .:</b>	<b>5,142</b>	<b>4,750</b>	<b>4,750</b>	<b>5,750</b>
<b>40 Operational</b>				
0407 JURY EXPENSE	240	200	1,000	1,000
0410 DUES & SUBSCRIPTIONS	459	500	500	500
0430 TUITION & TRAINING	350	1,500	1,500	1,200
0436 TRAVEL	1,076	1,500	1,500	1,800
<b>Operational TOTAL . . . . .:</b>	<b>2,125</b>	<b>3,700</b>	<b>4,500</b>	<b>4,500</b>
<b>Municipal Court TOTAL . . .:</b>	<b>300,187</b>	<b>313,350</b>	<b>310,750</b>	<b>325,200</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

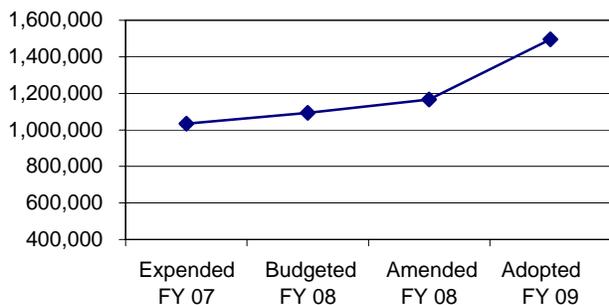
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	793,100	852,050	913,740	1,255,000
Contractual	127,110	131,550	131,550	134,050
Supplies	66,280	71,450	74,650	72,600
Operational	39,971	33,000	41,000	31,200
Utilities	2,645	2,450	2,450	2,800
Capital	4,699	2,400	2,400	-
<b>Total</b>	<b>1,033,805</b>	<b>1,092,900</b>	<b>1,165,790</b>	<b>1,495,650</b>

### Personnel Schedule

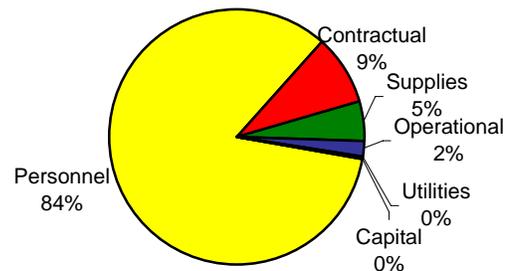
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Fire Chief	33	1	1
Battalion Chief	28	0	1
Captain/Drivers	25	0	3
Lt. - Fire Training Officer/Maint. Supervisor	23	1	0
Firefighter/Driver/Maintenance Technician	19	2	6
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	101,034	113,600	113,150	120,200
0104	SALARIES & WAGES-CLERICAL	90,000	93,700	94,300	96,800
0107	SALARIES & WAGES-LABOR	349,767	367,500	389,340	666,700

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Additional Personnel**

With the construction of two new stations expected to be complete next spring, additional personnel will be needed to ensure each station has at least one driver on duty. In addition several changes will be needed to existing full and part-time staff.

The proposed full year changes include:

1. Upgrade Training Lieutenant to Battalion Chief
2. Increase part-time driver pay from \$17.50 per hour to \$20 per hour (see next page)

Changes proposed beginning April 1, 2009 include:

1. Move current driver/operator staff (2 people) to 24-hour shifts
2. Add 3 Captains (\$34,030 per person)
3. Add 4 Driver/Operator positions (\$25,396 per person)

This structure will allow for one full-time driver or captain to be on duty 24 hours per day at 3 stations and 1 station covered by part-time drivers in 12-hour shifts. Currently, the 2 full time drivers staff Station 1 and 2 from 6 a.m. to 6 p.m. Monday through Friday. Part-time drivers work 12-hour shifts 6 p.m. to 6 a.m. Monday through Friday and 24 hours on weekends and city holidays.

The staff will be responsible for all driver duties and maintaining readiness of 12 pieces of fire apparatus, mobile command vehicle, haz-mat and fire investigation trailers, and smoke training trailer along with numerous other pieces of equipment. Additionally, daily and monthly checks of 63 SCBAs are required along with a new NFPA requirement that each driver will be responsible for cleaning of the previous shifts' bunker gear.

Partial year salary and benefits \$244,800

**CITY MANAGER'S COMMENTS:** Additional staff and upgrade of Training Lieutenant approved beginning April 1, 2009. Increase in part-time driver pay approved beginning October 1, 2008.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Increase part-time driver pay**

The current rate for our part-time driver/operators is \$17.50 per hour. Overtime is paid when a driver works a holiday shift. This part-time program was implemented almost 6 years ago.

In 2006-2007 a study was conducted by Independent Sector which determined the value of a volunteer is \$19.51 per hour. The study is based on volunteer work in jobs which are not as dangerous as firefighting and do not require state certifications. In FY 2007 the volunteers requested that I propose the part-time driver pay increase to \$20 per hour. Council approved a rate of \$17.50.

Currently, the part-time drivers work 912 regular shifts and 44 holiday shifts covering two stations. Under the new structure, part-time drivers will staff one station 24 hours per day in 12-hour shifts and stations where the full-time is off totaling an expected 996 regular shifts and 36 holiday shifts.

I request that part-time driver pay increase to \$20 per hour allowing overtime for holiday shifts. Increasing the rate will go a long way to retain the current drivers and recruiting additional qualified and hopefully certified volunteers. The proposed rate will increase the budget \$50,200 including benefits.

Approved Holidays

Thanksgiving Day	Christmas Friday	Memorial Day
Thanksgiving Friday	New Year's Eve night	July 3rd
Christmas Eve night	New Year's Day	July 4th
Christmas Day	Martin L. King Day	Labor Day

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	1,852	4,000	4,000	4,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>542,653</b>	<b>578,800</b>	<b>600,790</b>	<b>887,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	22,313	35,000	35,000	35,000
0114	LONGEVITY PAY	1,565	1,850	29,650	33,800

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0114**

**Longevity**

Full time employees, part time employees and volunteer firefighters receive \$5 per month for members who have completed a full continuous year of service or more with the City. This program was implemented by City Council action in fiscal year 2008.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0115 FIREMEN-INCENTIVE PAY	78,078	80,000	80,000	88,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115** **Incentive Programs**

\$75,000 per call incentive divided between volunteers

5,000 one time incentive of \$1,000 to any volunteer who completes basic firefighter and EMT program.

8,000 Everyone Get One Program - provides an incentive to current volunteers to recruit new volunteers.

**CITY MANAGER'S COMMENTS:** Approved

0116 AUTO ALLOWANCE	6,000	6,900	6,900	6,900
0120 FICA & MEDICARE EXPENSE	41,472	43,000	48,200	66,500
0122 T.M.R.S. RETIREMENT EXP.	42,420	44,000	50,700	74,600
0125 FIREMEN WATER DISCOUNT	4,404	5,100	5,100	5,100
0126 RETIREMENT-FIREMENS PENSION	54,195	57,400	57,400	57,400

<b>Benefits TOTAL . . . . .:</b>	<b>250,447</b>	<b>273,250</b>	<b>312,950</b>	<b>367,300</b>
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**20 Contractual**

0213 CONSULTING FEES	2,405	1,500	1,500	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0213** **Fire & Alarm Stats**

\$2,000 Consulting fees to maintain existing queries for Fire Statistics and Alarm reports and to assist in writing new queries as needed.

**CITY MANAGER'S COMMENTS:** Approved

0222 DISABILITY INSURANCE	24,946	38,550	38,550	31,750
0231 SERVICE-MAINT. CONTRACTS	17,875	22,750	22,750	35,100

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231** **Service Agreements**

- 700 Copier Maintenance
- 500 Direct TV(Mobile Command)
- 3,300 HazMat Decontamination
- 10,500 Air Compressors/Cascade Station Quarterly Maint. And yearly SCBA testing (vendor increasing prices)
- 3,000 MDT Aircards
- 2,600 Ladder testing
- 9,450 Hose testing
- 1,200 Mask Fit testing
- 2,700 Pump Testing
- 1,150 Air Compressor Maint (was Internal Ops)

**CITY MANAGER'S COMMENTS:** Approved

0237 UNIFORM SERVICE	1,088	1,500	1,500	1,200
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0238 TRAINING REIMBURSEMENT	6,456	8,250	8,250	8,000
0240 EQUIPMENT REPAIRS	16,687	15,500	15,500	12,500
0242 EQUIPMENT RENTAL & LEASE	5,658	5,700	5,700	5,700
0246 VEHICLE REPAIRS	51,995	37,800	37,800	37,800
<b>Contractual TOTAL . . . . .</b>	<b>127,110</b>	<b>131,550</b>	<b>131,550</b>	<b>134,050</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,276	2,500	2,500	2,150
0310 PRINTING & BINDING	123	500	500	500
0321 UNIFORMS	2,623	11,450	11,450	11,450
0323 SMALL TOOLS	0	500	500	500
0325 SAFETY SUPPLIES	0	1,500	4,700	0
0331 FUEL & LUBRICANTS	16,868	18,000	18,000	20,000
0347 GENERAL MAINT. SUPPLY	791	1,000	1,000	2,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0347**

**General Maintenance**

\$2,000 General maintenance supplies to maintain the stations and equipment.

**CITY MANAGER'S COMMENTS:** *Approved*

0378 FIRE PREVENTION SUPPLIES	119	1,000	1,000	1,000
0379 FIRE FIGHTING SUPPLIES	44,480	35,000	35,000	35,000

<b>Supplies TOTAL . . . . .</b>	<b>66,280</b>	<b>71,450</b>	<b>74,650</b>	<b>72,600</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	2,039	3,100	3,100	3,100
0415 RECRUITING EXPENSES	16,175	5,900	13,900	4,100

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0415**

**Recruiting**

- \$ 250 DOT Physicals for 5 new firemen (\$50 each)
- 250 DOT Drug Screens for 5 new firemen (\$50 each)
- 250 Respirator/SCBA mask fit test for 5 new firemen (\$50 each)
- 350 TB Test for 5 firemen to attend EMT School (\$70 each)

\$3,000 Consultant's fees to pay a volunteer \$20 per hour to do background investigations. Investigations can take from 5 to as much as 20 hours per applicant. This amount allows for 150 hours of investigation time.

**CITY MANAGER'S COMMENTS:** *Approved*

0430 TUITION & TRAINING	6,791	13,000	13,000	13,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0436 TRAVEL	14,966	11,000	11,000	11,000
<b>Operational TOTAL . . . . .:</b>	<b>39,971</b>	<b>33,000</b>	<b>41,000</b>	<b>31,200</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	2,645	2,450	2,450	2,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0507** **Cell Phones**

Cost associated with Fire Chief and Lieutenant cell phones, which are needed on the scene of emergencies. Also includes basic monthly service charges for the Mobile Command Unit.

**CITY MANAGER'S COMMENTS:** Approved

<b>Utilities TOTAL . . . . .:</b>	<b>2,645</b>	<b>2,450</b>	<b>2,450</b>	<b>2,800</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	0	2,400	2,400	0
0617 RADIO EQUIPMENT	4,699	0	0	0

<b>Capital TOTAL . . . . .:</b>	<b>4,699</b>	<b>2,400</b>	<b>2,400</b>	<b>0</b>
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<b>Fire Operations TOTAL :</b>	<b>1,033,805</b>	<b>1,092,900</b>	<b>1,165,790</b>	<b>1,495,650</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

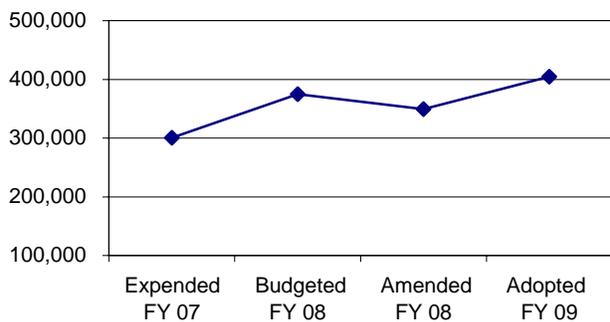
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	261,996	299,850	274,750	334,100
Contractual	9,158	13,100	13,100	18,750
Supplies	17,253	37,100	37,100	31,950
Operational	8,950	20,050	20,050	15,950
Utilities	3,257	4,500	4,500	3,800
Capital	-	-	-	-
<b>Total</b>	<b>300,614</b>	<b>374,600</b>	<b>349,500</b>	<b>404,550</b>

### Personnel Schedule

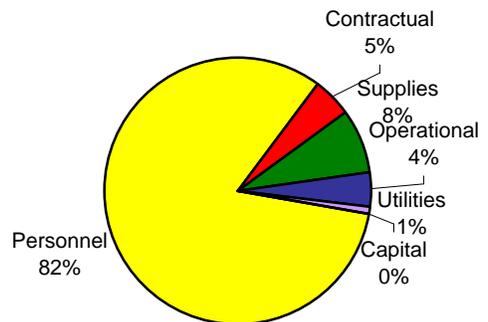
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	75,913	78,700	78,900	83,600
0107	SALARIES & WAGES-LABOR	134,745	165,200	141,800	186,300
0109	SALARIES & WAGES-OVERTIME	3,629	4,000	4,000	4,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>214,287</b>	<b>247,900</b>	<b>224,700</b>	<b>273,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,623	3,100	3,000	3,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0113**

**Certification Pay**

It is important we encourage the few full time employees in this department to earn and maintain certifications.

- Driver / Operator Certification 2 @ 300
- Haz Mat Technician Certification 2 @ 300
- Intermediate Arson Investigator 2 @ 300
- Intermediate Peace Officer 1 @ 300
- Intermediate Inspector 2 @ 300
- Advanced Inspector 1 @ 300
- Instructor 1 @ 300
- Bachelors' Degree 1 @ 600

**CITY MANAGER'S COMMENTS:** Approved

0114	LONGEVITY PAY	858	750	1,550	1,800
0120	FICA & MEDICARE EXPENSE	16,794	18,700	17,600	20,600
0122	T.M.R.S. RETIREMENT EXP.	26,434	29,400	27,900	33,900

<b>Benefits TOTAL . . . . .:</b>	<b>47,709</b>	<b>51,950</b>	<b>50,050</b>	<b>60,200</b>
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**20 Contractual**

0213	CONSULTING FEES	0	0	0	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0213**

**Consulting**

This fee is for fire alarm and fire sprinkler plan review fees if done by a third party engineering firm. This money is returned to the City General Fund when the bills are paid by the submitting contractor.

0231	SERVICE-MAINT. CONTRACTS	1,945	2,400	2,400	2,400
0237	UNIFORM SERVICE	1,712	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	356	500	500	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0242	EQUIPMENT RENTAL & LEASE	2,400	2,400	2,400	3,850
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0242** **Storage Rental**  
 \$3,850 Storage fee of \$320 per month for indoor storage of the Public Safety Trailer - we have been notified of a fee increase.

**CITY MANAGER'S COMMENTS:** *Approved*

0246	VEHICLE REPAIRS	2,745	5,300	5,300	4,500
0261	CRIME SCENE SERVICES	0	500	500	500

<b>Contractual TOTAL . . . . . :</b>	<b>9,158</b>	<b>13,100</b>	<b>13,100</b>	<b>18,750</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	973	1,500	1,500	1,150
0310	PRINTING & BINDING	1,803	3,000	3,000	2,000
0321	UNIFORMS	991	3,300	3,300	2,300
0331	FUEL & LUBRICANTS	6,084	9,000	9,000	10,000
0347	GENERAL MAINT. SUPPLY	21	500	500	500
0373	INVESTIGATION SUPPLIES	373	1,000	1,000	1,000
0378	FIRE PREVENTION SUPPLIES	6,546	16,300	16,300	14,000
0379	FIRE FIGHTING SUPPLIES	462	2,500	2,500	1,000

<b>Supplies TOTAL . . . . . :</b>	<b>17,253</b>	<b>37,100</b>	<b>37,100</b>	<b>31,950</b>
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**40 Operational**

0409	GRANT MATCHING	0	2,450	2,450	0
0410	DUES & SUBSCRIPTIONS	1,584	1,600	1,600	1,950
0415	RECRUITING EXPENSES	580	2,000	2,000	0
0430	TUITION & TRAINING	3,922	8,000	8,000	8,000
0436	TRAVEL	2,864	6,000	6,000	6,000

<b>Operational TOTAL . . . . . :</b>	<b>8,950</b>	<b>20,050</b>	<b>20,050</b>	<b>15,950</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,257	4,500	4,500	3,800
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<b>Utilities TOTAL . . . . . :</b>	<b>3,257</b>	<b>4,500</b>	<b>4,500</b>	<b>3,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0612**

**PC Tablets and Printers**

PC Tablets and mobile printers for each Fire inspector and the Fire Marshal for use in the field. Automated on-site data collection and transfer with a mobile device saves time and money. These mobile computers transmit and store large quantities of essential information quickly, and accurately. Hand held units help inspectors to: instantly record, report and transmit field data in in real time into our Track-it system; access critical data or reports, regardless of location; communicate with other City Departments, business owners, developers, builders and architects.

**CITY MANAGER'S COMMENTS:** Disapproved, while the equipment could be funded in a Contractual Obligations issue, increased operating expense cannot be funded at this time.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Fire Marshal TOTAL :</b>	<b>300,614</b>	<b>374,600</b>	<b>349,500</b>	<b>404,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

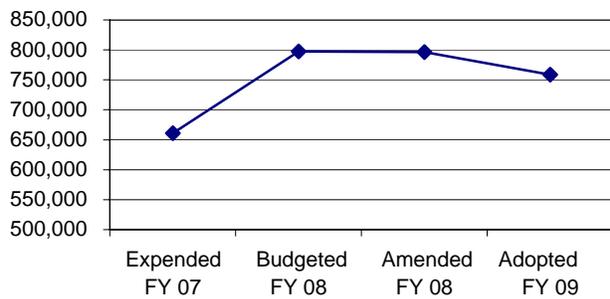
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	573,724	633,850	632,750	672,500
Contractual	59,365	61,750	61,750	54,250
Supplies	11,344	11,000	11,000	12,500
Operational	11,301	85,750	85,750	14,750
Utilities	5,033	4,850	4,850	4,850
Capital	-	-	-	-
<b>Total</b>	<b>660,767</b>	<b>797,200</b>	<b>796,100</b>	<b>758,850</b>

### Personnel Schedule

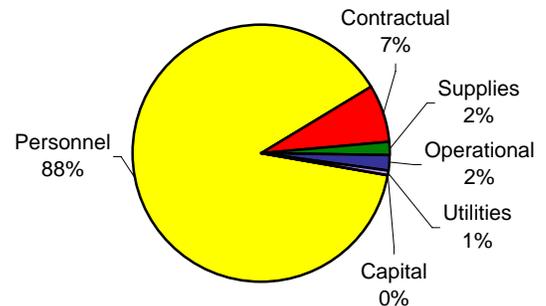
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Police Chief	33	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	3
Administrative Assistant	12	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditure by Category**



Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	109,569	123,200	127,200	130,100
0104	SALARIES & WAGES-CLERICAL	43,708	46,000	46,600	46,700
0107	SALARIES & WAGES-LABOR	313,576	349,700	341,400	372,100
0109	SALARIES & WAGES-OVERTIME	0	500	300	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>466,853</b>	<b>519,400</b>	<b>515,500</b>	<b>549,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	4,096	4,100	3,900	3,900
0114	LONGEVITY PAY	3,030	3,450	3,450	3,800
0116	AUTO ALLOWANCE	6,000	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	35,559	37,500	38,900	39,600
0122	T.M.R.S. RETIREMENT EXP.	58,186	62,500	64,100	68,900

<b>Benefits TOTAL . . . . .:</b>	<b>106,871</b>	<b>114,450</b>	<b>117,250</b>	<b>123,100</b>
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**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	27,240	28,500	28,500	28,500
0231	SERVICE-MAINT. CONTRACTS	69	0	0	0
0237	UNIFORM SERVICE	1,235	1,250	1,250	1,250
0240	EQUIPMENT REPAIRS	315	500	500	500
0246	VEHICLE REPAIRS	981	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	29,525	30,000	30,000	22,500
0265	MEDICAL SERVICE-PRISONER	0	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>59,365</b>	<b>61,750</b>	<b>61,750</b>	<b>54,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,175	1,000	1,000	500
0310	PRINTING & BINDING	158	500	500	1,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0310**

**Annual Report**

With the creation of the Departmental Annual Report we will need an increase to cover this new expense.

**CITY MANAGER'S COMMENTS:** Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
0321 UNIFORMS	1,031	1,000	1,000	1,000
0331 FUEL & LUBRICANTS	8,890	7,000	7,000	8,000
0347 GENERAL MAINT. SUPPLY	90	1,500	1,500	1,500
<b>Supplies TOTAL . . . . . :</b>	<b>11,344</b>	<b>11,000</b>	<b>11,000</b>	<b>12,500</b>

**40 Operational**

0409 GRANT MATCHING	0	70,000	70,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0409**

**Grant Match**

Since the nature of the grant for the original Drug Task Force has changed, this match will instead be allocated as an employee's salary and more properly assigned within the CID function.

0410 DUES & SUBSCRIPTIONS	1,791	2,000	2,000	2,000
0420 AWARDS	472	750	750	750
0428 OTHER	1,069	0	0	0
0430 TUITION & TRAINING	3,720	4,500	4,500	4,500
0436 TRAVEL	4,249	8,500	8,500	7,500

<b>Operational TOTAL . . . . . :</b>	<b>11,301</b>	<b>85,750</b>	<b>85,750</b>	<b>14,750</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	5,033	4,850	4,850	4,850
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<b>Utilities TOTAL . . . . . :</b>	<b>5,033</b>	<b>4,850</b>	<b>4,850</b>	<b>4,850</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0612**

**Software Module**

New World systems CAD Mapping interface provides dispatchers with a live map display of units and location of incident. Dispatchers can use the detailed street map to zoom in and out to effectively communicate locations to emergency personnel in the field. Emergency personnel will also have access to maps providing them with information to find the quickest route to a call in an effort to reduce response times.

Total cost for module: \$90,050

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Police Administration TOTAL :</b>	<b>660,767</b>	<b>797,200</b>	<b>796,100</b>	<b>758,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

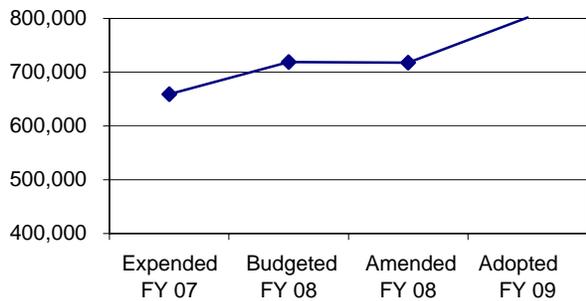
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	543,614	584,050	583,200	646,400
Contractual	107,613	122,250	122,250	141,100
Supplies	2,615	3,300	3,300	3,300
Operational	5,079	8,300	8,300	10,300
Utilities	539	750	750	500
<b>Total</b>	<b>659,460</b>	<b>718,650</b>	<b>717,800</b>	<b>801,600</b>

### Personnel Schedule

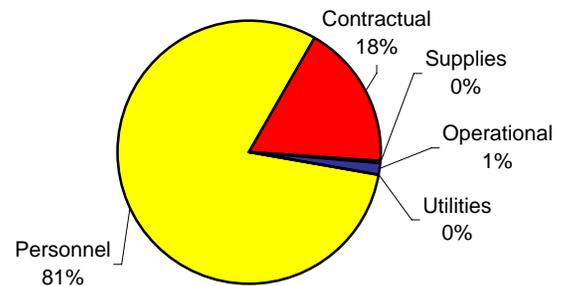
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Communications Supervisor	19	1	1
Communications Specialist	13	10	11

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	62,452	64,800	65,400	65,700
0104	SALARIES & WAGES-CLERICAL	338,393	391,800	373,000	440,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104**

**Additional Dispatcher**

In 1995, The City of Rockwall entered into an interlocal agreement with the City of Heath to pay for one full time communication specialist. At the time the staff consisted of 5 full time specialists and one supervisor.

As call volumes have increased we have not approached Heath about additional staffing allocations. Historical call volumes show:

	2000	2007
Heath	1,802	3,386
Rockwall PD	14,633	27,137
Rockwall FD	426	777

In order to keep up with the increase in call volume and work load, the City of Rockwall has increased the size of the department. The center currently employs 10 full time communication specialists and one supervisor. We still have times during the day and night that we are not fully staffed in Dispatch. With increases in call volumes, we propose adding an additional dispatcher.

We have discussed staffing and cost allocation with the City of Heath and they are willing to increase their percentage to more closely track the services. Heath's cost allocation under this agreement will increase from \$51,012 in fiscal year 2008 to \$68,000 in fiscal year 2009. An additional dispatcher with salary and benefits: \$43,352

**CITY MANAGER'S COMMENTS:** Approved, beginning 1/1/09.

0109	SALARIES & WAGES-OVERTIME	51,817	35,000	47,000	35,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>452,662</b>	<b>491,600</b>	<b>485,400</b>	<b>541,600</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,963	2,550	2,500	2,400
0120	FICA & MEDICARE EXPENSE	34,261	34,900	36,300	38,800
0122	T.M.R.S. RETIREMENT EXP.	54,728	55,000	59,000	63,600

<b>Benefits TOTAL . . . . .:</b>	<b>90,952</b>	<b>92,450</b>	<b>97,800</b>	<b>104,800</b>
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Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	107,613	122,250	122,250	141,100
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231** Service Agreements

- \$ 88,900 New World Systems (10% increase)
- 8,000 IBM
- 6,800 Travis Voice
- 16,000 Mobile Data Service
- 4,000 Reverse 911 Service
- 7,400 E-Ticket SSMA
- 10,000 Upgrade existing mobile software for patrol laptops
- \$141,100 Total

<b>Contractual TOTAL . . . . .:</b>	<b>107,613</b>	<b>122,250</b>	<b>122,250</b>	<b>141,100</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,732	1,700	1,700	900
0310 PRINTING & BINDING	0	100	100	100
0321 UNIFORMS	717	1,000	1,000	1,800

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0321** Uniforms

With the addition of a position it will be necessary to provide them with a uniform. There is also a need to replace worn out uniforms for the staff.

**CITY MANAGER'S COMMENTS:** Approved

0347 GENERAL MAINT. SUPPLY	166	500	500	500
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<b>Supplies TOTAL . . . . .:</b>	<b>2,615</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,208	2,000	2,000	2,000
0415 RECRUITING EXPENSES	307	1,000	1,000	3,300

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0415** Recruiting

The hiring process for communication specialist will now require a skills based test, a psychological exam, and background investigation. Critical software will be purchased to administer the skills based test. Total cost for software: 2,300

**CITY MANAGER'S COMMENTS:** Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0428 OTHER	180	300	300	0
0430 TUITION & TRAINING	1,941	2,500	2,500	2,500
0436 TRAVEL	1,443	2,500	2,500	2,500

<b>Operational TOTAL . . . . . :</b>	<b>5,079</b>	<b>8,300</b>	<b>8,300</b>	<b>10,300</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	539	750	750	500
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<b>Utilities TOTAL . . . . . :</b>	<b>539</b>	<b>750</b>	<b>750</b>	<b>500</b>
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<b>Communications TOTAL . . . :</b>	<b>659,460</b>	<b>718,650</b>	<b>717,800</b>	<b>801,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

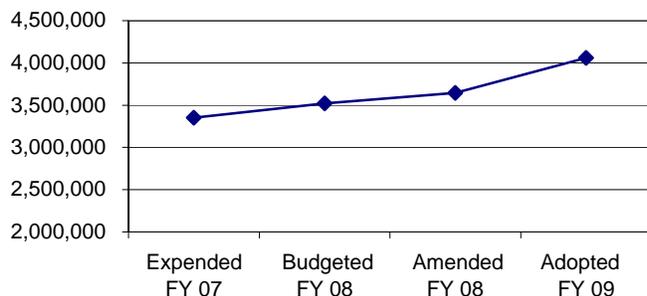
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	3,061,768	3,227,200	3,350,500	3,731,700
Contractual	81,687	75,000	75,000	79,350
Supplies	189,383	192,750	192,750	223,450
Operational	13,474	20,200	20,200	20,200
Utilities	3,805	3,000	3,000	3,000
Capital	-	4,000	4,000	-
<b>Total</b>	<b>3,350,117</b>	<b>3,522,150</b>	<b>3,645,450</b>	<b>4,057,700</b>

### Personnel Schedule

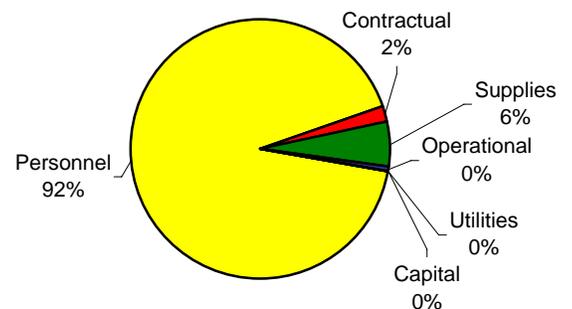
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	42	43

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	377,170	409,100	388,400	429,700
0107	SALARIES & WAGES-LABOR	1,957,096	2,094,850	2,134,150	2,475,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107**

**Additional Police Officers**

The challenges to achieve our public safety goals for this community continue to stretch our resources, as demands for police service grow faster than the population. Calls increased by 25% in 2007 and are up 13% through May 2008 as compared to the same time last year. We have seen a tremendous increase in calls throughout the business corridor.

Our current population is about 31,386 and is estimated to be 31,869 by the end of 2008. If the annexation of Lake Rockwall Estates is completed in Spring 2009, we will add an additional 2,805 residents.

Five additional police officer positions are recommended to maintain our ratio of 2.0 officers per 1,000 residents and address the growing demands for service.

**CITY MANAGER'S COMMENTS:** 1 Patrol Officer position is approved.

**CITY COUNCIL COMMENTS:** Approved, \$45,000 of overtime and other minor expenses are being funded through a transfer from seizures awarded rather than this expense as originally discussed.

0108	OVERTIME-STEP	85,952	85,000	85,000	80,000
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**CITY COUNCIL COMMENTS:** Reduce by \$5,000.

0109	SALARIES & WAGES-OVERTIME	103,721	107,000	156,000	122,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109**

**Police Overtime**

We are requesting overtime be increased by \$15,000.

The department has experienced a shortage of personnel in patrol due to officers out for FMLA, vacations, sick leave, training, workers compensation and leaving employment with the department. The department has also experienced an increase in the demand for police presence at city special events, especially at The Harbor. In order to meet minimum staffing needs it is often necessary to either hold personnel over or call them in early to ensure proper city-wide coverage to meet the citizen's expectations for public safety and customer service.

**CITY MANAGER'S COMMENTS:** Approved

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>2,523,939</b>	<b>2,695,950</b>	<b>2,763,550</b>	<b>3,107,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	24,119	22,800	22,000	21,900
0114	LONGEVITY PAY	13,218	15,000	14,300	15,700
0120	FICA & MEDICARE EXPENSE	192,721	191,600	212,800	222,200
0122	T.M.R.S. RETIREMENT EXP.	307,771	301,850	337,850	364,500

<b>Benefits TOTAL . . . . .:</b>	<b>537,829</b>	<b>531,250</b>	<b>586,950</b>	<b>624,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	23,709	21,300	21,300	23,650
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0231** **Service Agreement**

Contract for 8 new patrol cars. Increase of 11% from last year's contract price.

0240	EQUIPMENT REPAIRS	4,511	4,000	4,000	6,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0240** **Equipment Repairs**

The equipment repair budget needs to be increased by \$2,000. This item covers everything in cars not related to vehicle repair: in car camera system, emergency light bars, as well as Tasers and radars which have required more frequent repairs during this past budget due to their age.

**CITY MANAGER'S COMMENTS:** *Approved*

0242	EQUIPMENT RENTAL & LEASE	8,266	9,700	9,700	9,700
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0246	VEHICLE REPAIRS	45,201	40,000	40,000	40,000
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<b>Contractual TOTAL . . . . .:</b>	<b>81,687</b>	<b>75,000</b>	<b>75,000</b>	<b>79,350</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,189	1,200	1,200	750
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0310	PRINTING & BINDING	1,475	1,500	1,500	1,500
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0315	TRAINING SUPPLIES	7,911	9,000	9,000	13,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315** **Training Supplies**

Rifle ammunition- The goal of the department is to have all officers rifle qualified by fiscal year 2010. The department will also need to continue annual rifle training for those officers who are already trained to carry either the departmental rifle or their personal weapon. Due to the Iraq war we were not able to get rifle ammo in the 2008 budget. This request will allow training not provided last year.

10,000 rounds of practice rifle ammunition - \$4,800

Duty pistol ammunition is needed to maintain an adequate level of ammunition to issue to new officers of the department as well as qualifying each officer annually. This will allow the officer to use old duty ammunition during qualification and provide them fresh ammunition to carry. This insures proper function of the duty weapon.

2500 rounds duty ammunition \$1,200.

**CITY MANAGER'S COMMENTS:** *Approved*

**CITY COUNCIL COMMENTS:** *Reduce by \$2,000.*

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0321 UNIFORMS	45,232	58,750	58,750	55,450
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0321** **Uniforms**

It costs about \$3,000 to outfit each officer. A \$15,000 increase will provide necessary uniforms and equipment for 5 additional police personnel. Base uniform budget is \$49,750 for all officers.

1 radio @ \$2,700 for approved position

**CITY MANAGER'S COMMENTS:** Approved, uniform and radio for one position and base uniform budget.

0331 FUEL & LUBRICANTS	122,053	112,300	112,300	143,000
0347 GENERAL MAINT. SUPPLY	7,512	7,500	7,500	7,250
0376 POLICE CANINE EXPENSE	4,011	2,500	2,500	2,500

<b>Supplies TOTAL . . . . . :</b>	<b>189,383</b>	<b>192,750</b>	<b>192,750</b>	<b>223,450</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	70	200	200	200
0415 RECRUITING EXPENSES	3,457	3,000	3,000	3,000
0430 TUITION & TRAINING	7,021	13,000	13,000	13,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0430** **Training**

The Rockwall Police Department would like to change its training program for recruits. The department currently uses the San Jose model that was developed in 1968. The department would like to implement a new training program, The Patrol Training Officer (PTO Program). This program was developed in 2002 and is based on community oriented policing.

The cost to implement the PTO program is \$20,000.

The Rowlett Police Department is also interested in moving towards this training philosophy and will pay half of the cost, \$10,000. The Rockwall Police Department is requesting \$5,000 to be included in the 2008-2009 budget and the remaining \$5,000 be budgeted out of donated funds.

**CITY MANAGER'S COMMENTS:** The program change is approved but will be funded entirely by donations in Public Safety Activities Fund.

0436 TRAVEL	2,926	4,000	4,000	4,000
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<b>Operational TOTAL . . . . . :</b>	<b>13,474</b>	<b>20,200</b>	<b>20,200</b>	<b>20,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	3,805	3,000	3,000	3,000
<b>Utilities TOTAL . . . . .:</b>	<b>3,805</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>

<b>60 Capital</b>				
0623 VEHICLES	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623** **New Vehicles**

Per the City Vehicle Replacement Policy, the Department is requesting eight vehicles for Patrol. This will maintain the fleet at its current size since 8 other vehicles will be passed down to other divisions and those older vehicles then removed from the fleet. All the vehicle equipment will also be transferred to the new vehicles except for two new builds.

Total vehicle cost: \$205,000  
 Total equipment cost including change out: \$52,000

**CITY MANAGER'S COMMENTS:** *Approved*

0624 POLICE EQUIPMENT	0	4,000	4,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624** **Police Equipment**

Traffic cones-The current traffic cones used by the department do not meet Federal Guidelines according to the manual on Uniform Traffic Control Devices, which must be in full compliance by 2010. The requested cones meet Federal and State guidelines for Uniform Traffic Safety procedures on high and low speed roadways and are approved for use during day or night. Items will help reduce spending on roadway flares which are non-compliant with the current Federal mandates.

128 cones, 28 inches high, reflective \$1800

**CITY MANAGER'S COMMENTS:** *Disapproved, will need to be funded in fiscal year 2010 budget.*

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>
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<b>Patrol TOTAL . . .:</b>	<b>3,350,117</b>	<b>3,522,150</b>	<b>3,645,450</b>	<b>4,057,700</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

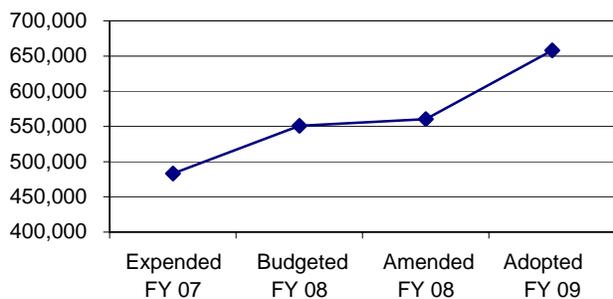
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	443,797	506,550	516,050	616,200
Contractual	14,609	14,100	14,100	11,600
Supplies	18,500	18,350	20,850	21,650
Operational	2,918	5,200	5,200	5,200
Utilities	3,428	3,200	3,200	3,200
Capital	-	3,500	1,000	-
<b>Total</b>	<b>483,252</b>	<b>550,900</b>	<b>560,400</b>	<b>657,850</b>

### Personnel Schedule

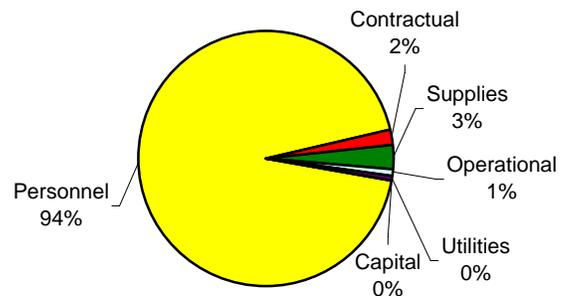
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Sergeant	-	1	1
Investigator	-	4	4
Investigator - SCU	-	0	1
Investigator (PT)	-	0.5	0.5
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	65,168	64,700	65,400	76,900
0104	SALARIES & WAGES-CLERICAL	0	0	0	42,700
0107	SALARIES & WAGES-LABOR	292,155	350,200	352,300	382,600

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107** **Added Personnel**

An additional Detective position is needed to prepare for the annexation of Lake Rockwall Estates in 2009. The annexation will increase the daily case load carried by Detectives and will add an additional 10 registered sex offenders that will be included with the current 8 for registration and compliance check purposes.

Additionally, CID has not grown since 2001, while the remainder of the department has grown by 50% since that time, even though cases in need of investigation have continued to increase.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107** **Transfer SCU employee**

The salary for our employee assigned to the Special Crimes Unit is reflected here rather than as grant match in the Administration budget. This does not result in an increase to the General Fund.

0109	SALARIES & WAGES-OVERTIME	4,738	4,000	6,300	5,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>362,061</b>	<b>418,900</b>	<b>424,000</b>	<b>507,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	5,641	5,400	5,400	5,700
0114	LONGEVITY PAY	2,900	3,250	2,850	4,500
0120	FICA & MEDICARE EXPENSE	29,193	31,700	33,000	38,400
0122	T.M.R.S. RETIREMENT EXP.	44,002	47,300	50,800	60,400

<b>Benefits TOTAL . . . . .:</b>	<b>81,736</b>	<b>87,650</b>	<b>92,050</b>	<b>109,000</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,319	1,350	1,350	1,350
0240	EQUIPMENT REPAIRS	0	0	0	500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0240** **Equipment repair**

We are seeking \$500 in this account to take care of repairs of cameras, lighting equipment, and other pieces of equipment utilized by this unit.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0242 EQUIPMENT RENTAL & LEASE	742	750	750	750
0246 VEHICLE REPAIRS	4,040	4,000	4,000	3,000
0261 CRIME SCENE SERVICES	8,508	8,000	8,000	6,000
<b>Contractual TOTAL . . . . .</b>	<b>14,609</b>	<b>14,100</b>	<b>14,100</b>	<b>11,600</b>

**30 Supplies**

0301 OFFICE SUPPLIES	756	750	750	750
0310 PRINTING & BINDING	583	600	600	600
0321 UNIFORMS	3,924	4,000	4,000	4,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0321**

**Uniforms**

We are seeking a \$2000 increase to the uniform account which will allow for the added Detective position and will allow for adequate funds for the purchase of replacement uniforms, as needed.

**CITY MANAGER'S COMMENTS: Disapproved**

0331 FUEL & LUBRICANTS	9,241	9,300	9,300	10,300
0347 GENERAL MAINT. SUPPLY	394	200	200	500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0347**

**General Maintenance**

We are seeking an increase in the general maintenance account to allow adequate funds for the purchase of batteries and video supplies.

**CITY MANAGER'S COMMENTS: Approved**

0373 INVESTIGATION SUPPLIES	3,602	3,500	6,000	5,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0373**

**Investigative Supplies**

We are seeking a \$2,000 transfer from account 01-30-34-0261 to allow for the purchase of necessary crime scene supplies for the crime scene team that will be developed this summer.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . .</b>	<b>18,500</b>	<b>18,350</b>	<b>20,850</b>	<b>21,650</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	70	200	200	200
0430	TUITION & TRAINING	840	2,500	2,500	2,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0430**

**Increase to training budget**

An increase is being requested to cover the added Detective position and training necessary for newly appointed Detectives.

**CITY MANAGER'S COMMENTS: Disapproved**

0436	TRAVEL	2,008	2,500	2,500	2,500
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<b>Operational TOTAL . . . . .:</b>	<b>2,918</b>	<b>5,200</b>	<b>5,200</b>	<b>5,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,428	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . .:</b>	<b>3,428</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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**60 Capital**

0624	POLICE EQUIPMENT	0	3,500	1,000	0
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<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>3,500</b>	<b>1,000</b>	<b>0</b>
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<b>CID TOTAL . . . .:</b>	<b>483,252</b>	<b>550,900</b>	<b>560,400</b>	<b>657,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

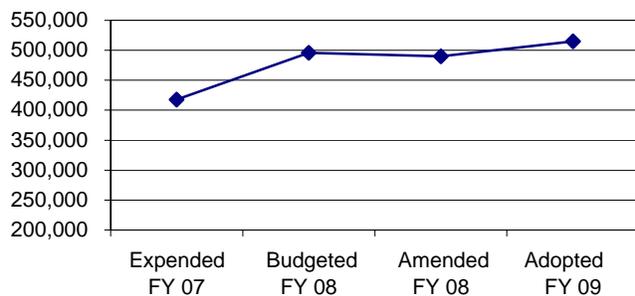
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	373,202	446,000	439,950	464,400
Contractual	25,614	27,550	27,550	27,400
Supplies	14,915	14,700	14,700	15,650
Operational	3,067	6,500	6,500	6,500
Utilities	1,056	1,100	1,100	1,100
<b>Total</b>	<b>417,854</b>	<b>495,850</b>	<b>489,800</b>	<b>515,050</b>

### Personnel Schedule

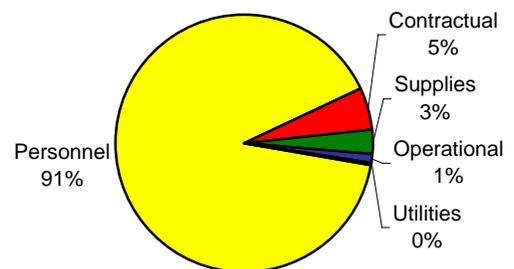
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Patrol Officer - School Liaison	-	4	4
Police Officer - D.A.R.E.	-	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	72,509	74,400	72,400	76,900
0107	SALARIES & WAGES-LABOR	228,533	287,600	283,200	298,600
0109	SALARIES & WAGES-OVERTIME	4,271	6,000	5,000	6,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>305,313</b>	<b>368,000</b>	<b>360,600</b>	<b>381,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,830	3,900	3,700	3,600
0114	LONGEVITY PAY	2,425	2,700	2,850	3,400
0120	FICA & MEDICARE EXPENSE	24,166	27,750	26,750	28,800
0122	T.M.R.S. RETIREMENT EXP.	37,468	43,650	46,050	47,100

<b>Benefits TOTAL . . . . .:</b>	<b>67,889</b>	<b>78,000</b>	<b>79,350</b>	<b>82,900</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,500	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	523	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,699	5,050	5,050	4,900
0243	BUILDING LEASE	15,410	17,000	17,000	17,000
0246	VEHICLE REPAIRS	3,482	3,000	3,000	3,000

<b>Contractual TOTAL . . . . .:</b>	<b>25,614</b>	<b>27,550</b>	<b>27,550</b>	<b>27,400</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	941	1,000	1,000	750
0310	PRINTING & BINDING	642	600	600	600
0321	UNIFORMS	2,803	2,500	2,500	2,500
0331	FUEL & LUBRICANTS	7,519	7,300	7,300	8,500
0347	GENERAL MAINT. SUPPLY	127	500	500	500
0370	COP PROGRAM SUPPLIES	767	1,000	1,000	1,000
0371	CRIME PREV. SUPPLIES	2,116	1,800	1,800	1,800

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0371**

**Explorer's Program**

We are seeking a \$6,000 increase in this account due to the initiation of the youth Explorer's program next year. The funds will be needed for uniforms, program materials, and competition expenses. It is estimated that an initial group of 12-15 students will sign up to participate.

**CITY MANAGER'S COMMENTS:** Disapproved

<b>Supplies TOTAL . . . . .:</b>	<b>14,915</b>	<b>14,700</b>	<b>14,700</b>	<b>15,650</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0372	CPA PROGRAM SUPPLIES	422	500	500	500
0410	DUES & SUBSCRIPTIONS	429	500	500	500
0428	OTHER	265	0	0	0
0430	TUITION & TRAINING	1,285	2,000	2,000	2,000
0436	TRAVEL	666	3,500	3,500	3,500

<b>Operational TOTAL . . . . . :</b>	<b>3,067</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,056	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>1,056</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Community Services TOTAL :</b>	<b>417,854</b>	<b>495,850</b>	<b>489,800</b>	<b>515,050</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	36 Warrants

### Expenditure Summary

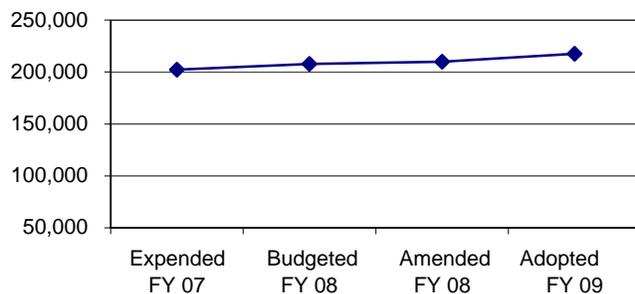
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	195,443	198,300	200,500	207,800
Contractual	1,060	2,200	2,200	1,850
Supplies	3,843	4,600	4,600	5,450
Operational	218	700	700	700
Utilities	1,733	1,800	1,800	1,800
<b>Total</b>	<b>202,297</b>	<b>207,600</b>	<b>209,800</b>	<b>217,600</b>

### Personnel Schedule

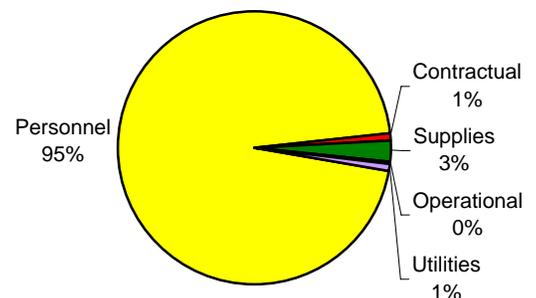
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Warrant Officer	-	2	2
Warrant Clerk	10	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	42,617	41,800	42,200	42,400
0107	SALARIES & WAGES-LABOR	115,913	119,200	119,300	125,400
0109	SALARIES & WAGES-OVERTIME	699	1,500	1,100	1,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>159,229</b>	<b>162,500</b>	<b>162,600</b>	<b>169,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,869	1,800	2,200	2,400
0114	LONGEVITY PAY	2,110	2,300	2,300	2,300
0120	FICA & MEDICARE EXPENSE	12,508	12,300	13,000	12,800
0122	T.M.R.S. RETIREMENT EXP.	19,727	19,400	20,400	21,000

<b>Benefits TOTAL . . . . .:</b>	<b>36,214</b>	<b>35,800</b>	<b>37,900</b>	<b>38,500</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	525	1,500	1,500	900
0240	EQUIPMENT REPAIRS	0	200	200	200
0242	EQUIPMENT RENTAL & LEASE	59	0	0	0
0246	VEHICLE REPAIRS	476	500	500	750

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-02466**

**Increase repair budget**

An increase is being sought to cover repair expenses for the warrant vehicle currently in service.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Contractual TOTAL . . . . .:</b>	<b>1,060</b>	<b>2,200</b>	<b>2,200</b>	<b>1,850</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	167	300	300	150
0310	PRINTING & BINDING	0	300	300	300
0321	UNIFORMS	1,000	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	2,676	3,000	3,000	4,000

<b>Supplies TOTAL . . . . .:</b>	<b>3,843</b>	<b>4,600</b>	<b>4,600</b>	<b>5,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0430 TUITION & TRAINING	80	350	350	350
0436 TRAVEL	138	350	350	350

<b>Operational TOTAL . . . . .:</b>	<b>218</b>	<b>700</b>	<b>700</b>	<b>700</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,733	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . .:</b>	<b>1,733</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>Warrants TOTAL . . .:</b>	<b>202,297</b>	<b>207,600</b>	<b>209,800</b>	<b>217,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

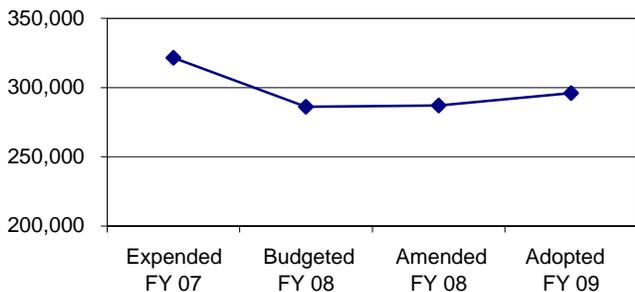
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	316,446	278,400	279,300	289,000
Contractual	1,651	2,300	2,300	2,050
Supplies	960	1,700	1,700	1,250
Operational	1,609	2,600	2,600	2,600
Utilities	811	1,100	1,100	1,100
<b>Total</b>	<b>321,477</b>	<b>286,100</b>	<b>287,000</b>	<b>296,000</b>

### Personnel Schedule

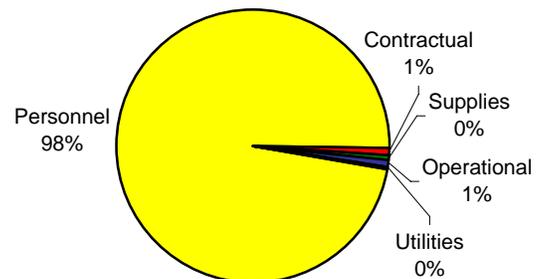
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Public Safety Computer Manager	22	1	1
Crime Analyst	16	1	1
Records Clerk II	11	2	2
Records Clerk II/Receptionist	11	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,251	75,000	75,850	76,100
0104	SALARIES & WAGES-CLERICAL	184,563	154,400	153,800	161,300

**DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0104**

**New I.T. Tech**

The Public Safety Computer Division's responsibilities continue to grow. It maintains 35 laptops, 45 desktops and 19 ticket writers. All of which require regular Windows updates, monthly virus protection and software updates. It also maintains the PS400, RS6000 and mobile field reporting server. All of the work is currently being handled by the Computer Manager and the Crime Analyst. The Computer manager also supervises the Records Department.

The responsibilities of the new position would include maintaining Police and Fire Department computer systems and equipment. The position would also be responsible for assisting Internal Operations with maintaining and supporting the radio system.

Salary and Benefits:	\$55,400
Workstation and computer	2,700
Cell Phone	500
Training/travel	2,000

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	356	500	400	500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>262,170</b>	<b>229,900</b>	<b>230,050</b>	<b>237,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	2,185	2,600	2,250	2,500
0120	FICA & MEDICARE EXPENSE	19,976	17,600	18,000	18,200
0122	T.M.R.S. RETIREMENT EXP.	31,515	27,700	28,400	29,800

<b>Benefits TOTAL . . . . .:</b>	<b>54,276</b>	<b>48,500</b>	<b>49,250</b>	<b>51,100</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,250	1,300	1,300	1,300
0240	EQUIPMENT REPAIRS	0	500	500	500
0246	VEHICLE REPAIRS	401	500	500	250

<b>Contractual TOTAL . . . . .:</b>	<b>1,651</b>	<b>2,300</b>	<b>2,300</b>	<b>2,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	777	750	750	300
0310	PRINTING & BINDING	183	200	200	200
0331	FUEL & LUBRICANTS	0	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>960</b>	<b>1,700</b>	<b>1,700</b>	<b>1,250</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	25	100	100	100
0415	RECRUITING EXPENSES	259	0	0	0
0430	TUITION & TRAINING	624	1,500	1,500	1,500
0436	TRAVEL	701	1,000	1,000	1,000

<b>Operational TOTAL . . . . . :</b>	<b>1,609</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	811	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>811</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Records TOTAL . . :</b>	<b>321,477</b>	<b>286,100</b>	<b>287,000</b>	<b>296,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

### Expenditure Summary

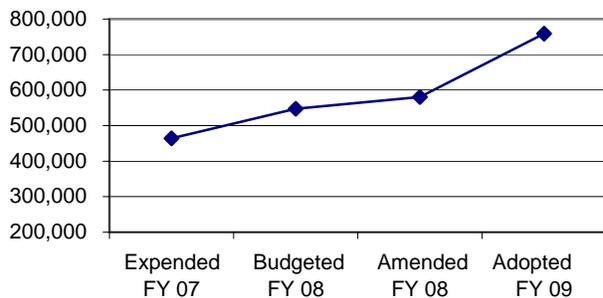
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	427,960	482,900	483,900	514,600
Contractual	23,337	43,300	76,200	223,400
Supplies	2,429	3,800	3,800	1,900
Operational	9,996	16,250	16,250	18,350
Utilities	710	800	800	800
Capital	-	-	-	-
<b>Total</b>	<b>464,432</b>	<b>547,050</b>	<b>580,950</b>	<b>759,050</b>

### Personnel Schedule

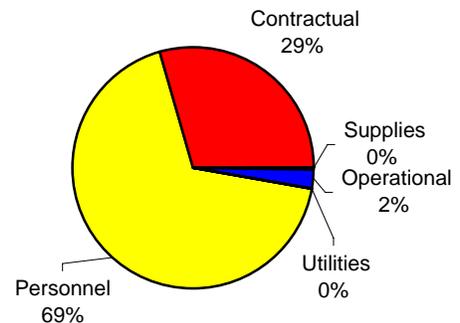
<u>Position</u>	<u>Classification</u>	FY 08 <u>Approved</u>	FY 09 <u>Approved</u>
Planning and Zoning Director	32	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	1	1
Sr. Planner	22	1	1
Planning Technician	15	2	1
Planning Coordinator	12	0	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	98,207	110,400	111,500	116,700
0104	SALARIES & WAGES-CLERICAL	251,537	287,700	285,100	305,300

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0104**

**Planner Position and Intern Position**

We are requesting approval of funds for an intern to work on various GIS projects this year. The first and primary project is to complete the mapping of water and sewer lines and related utilities.

We are asking for \$12,000 based on 1000 hours at \$12 per hour.

**CITY MANAGER'S COMMENTS:** \$8,000 is approved for an intern position and will be funded from Administration.

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0104**

**Main Street Program Manager**

A memo is included in the budget workbook explaining the program and associated funding in full detail.

**CITY MANAGER'S COMMENTS:** Disapproved, funding is not available at this time.

**CITY COUNCIL COMMENTS:** see account 0215.

0109	SALARIES & WAGES-OVERTIME	3,371	2,500	2,500	2,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>353,115</b>	<b>400,600</b>	<b>399,100</b>	<b>424,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	600
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0113**

**Certification Pay**

We have two positions that are AICP (certified planners) that require continuing education maintenance for certification.

**CITY MANAGER'S COMMENTS:** Approved

0114	LONGEVITY PAY	795	1,200	1,200	1,600
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	27,653	29,600	30,900	31,400
0122	T.M.R.S. RETIREMENT EXP.	43,397	47,900	49,100	52,900

<b>Benefits TOTAL . . . . .:</b>	<b>74,845</b>	<b>82,300</b>	<b>84,800</b>	<b>90,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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<b>20 Contractual</b>				
0213 CONSULTING FEES	9,143	25,000	55,000	112,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213</b>				<b>Consulting</b>

We anticipate consultant fees for the following projects:

- Downtown planning - \$10,000
- Historic consulting - \$2,500
- PD-32 consulting - \$100,000
- General consulting - \$10,000

**CITY MANAGER'S COMMENTS:** Approved, PD-32 consulting will be from General Fund reserves.

**CITY COUNCIL COMMENTS:** Reduced by \$10,000 - downtown planning.

0215 MAIN STREET PROGRAM	0	0	0	92,100
<b>DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0215</b>				<b>Main Street Program</b>

**CITY COUNCIL COMMENTS:** Program is being added to the budget; if the State approves the program participation then the various expense components will be indentified in the budget individually. This will be a General Fund reserve expenditure.

0231 SERVICE-MAINT. CONTRACTS	5,856	11,700	14,600	12,200
0233 ADVERTISING	4,354	2,500	2,500	2,500
0242 EQUIPMENT RENTAL & LEASE	3,984	4,100	4,100	4,100

<b>Contractual TOTAL . . . . .:</b>	<b>23,337</b>	<b>43,300</b>	<b>76,200</b>	<b>223,400</b>
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<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,710	1,600	1,600	550
0310 PRINTING & BINDING	719	1,500	1,500	650
0347 GENERAL MAINT. SUPPLY	0	700	700	700

<b>Supplies TOTAL . . . . .:</b>	<b>2,429</b>	<b>3,800</b>	<b>3,800</b>	<b>1,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,804	1,850	1,850	1,850
0415	RECRUITING EXPENSES	118	0	0	0
0430	TUITION & TRAINING	5,530	9,850	9,850	11,950

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0430**

**Tuition and Training**

We are requesting funding for the following training:

- Texas APA Conference - \$1,600 (4 persons)
- TML - \$250 (1 person)
- P&Z Training - \$1,000
- Historic Board - \$1,000
- GIS Training - \$2,940
- Special Training - \$2,940

(This more specialized training is for programming skills with SQL, SDE, and Visual Basic, which will be needed as we build the larger and more advanced GIS system)

- CRW Training - \$1,500 (2 persons) - continued training for administrators
- National APA Conference - \$700

**CITY MANAGER'S COMMENTS: Approved**

0436	TRAVEL	2,544	4,550	4,550	4,550
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<b>Operational TOTAL . . . . . :</b>	<b>9,996</b>	<b>16,250</b>	<b>16,250</b>	<b>18,350</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	710	800	800	800
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<b>Utilities TOTAL . . . . . :</b>	<b>710</b>	<b>800</b>	<b>800</b>	<b>800</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0612**

**Computers**

We are requesting funding for two (2) 24" computer monitors estimated cost of \$1,300. These will be utilized for GIS mapping.

**CITY MANAGER'S COMMENTS: Approved, funded in the Technology Replacement Fund transfer.**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Planning TOTAL . . :</b>	<b>464,432</b>	<b>547,050</b>	<b>580,950</b>	<b>759,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

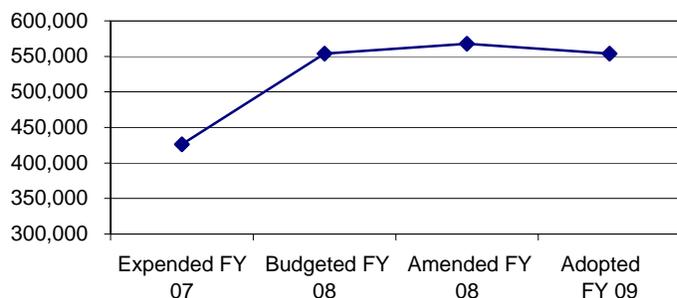
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	323,645	379,450	393,450	399,250
Contractual	71,452	138,150	138,150	120,100
Supplies	17,967	21,450	21,450	19,450
Operational	8,454	11,900	11,900	11,900
Utilities	2,595	2,950	2,950	3,300
Capital	2,105	-	-	-
<b>Total</b>	426,218	553,900	567,900	554,000

### Personnel Schedule

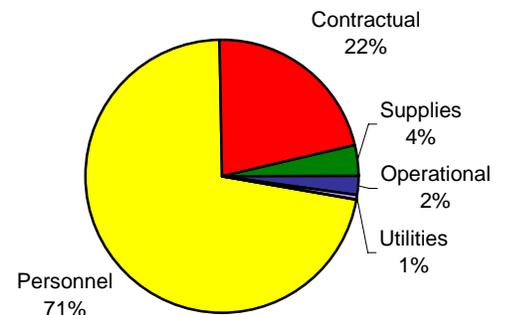
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer - LRE	16	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

### Activity Trends

**Financial History**



**FY 2009 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	0	0	65,000
0104	SALARIES & WAGES-CLERICAL	38,817	41,600	41,600	44,000
0107	SALARIES & WAGES-LABOR	220,272	264,000	266,100	215,700

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0107**

**New Code Officer**

We need to add a fourth Code Enforcement Officer Position. The last time we added a Code Enforcement Officer position (excluding an Officer dedicated to the Lake Rockwall Estates area) was in 2003. At that time, we had 7500 properties in Rockwall and a total of 3 Code Enforcement Officers, with each Officer responsible for approximately 2500 properties. After much observation and planning, I've determined that for our Code Officers to be able to operate in a very proactive manner and to have the time and ability to manage his/her workload effectively; their work load responsibility should not exceed 3000 properties each.

Since we added the last Officer position in 2003, the total number of properties within the city has doubled to approximately 15,000. Therefore the workload for the 3 existing officers has also doubled, with each Officer currently responsible to maintain 5,000 properties.

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	11,857	12,550	18,050	5,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0109**

**Overtime**

One Code Officer is scheduled to work a 4-hour shift every weekend. 4 hours per week @ 52 weeks. The Building & Standards Commission meets once a month from 6:00 P.M. until finished, usually around 8:30 or 9:00 P.M., and this meeting requires attendance of the Administrative Assistant, and usually at least two of the Code Enforcement Officers.

52 weekends x \$148 (per weekend) amounts to \$7,969 (Weekend Enforcement)

12 months x \$444 (per month) amounts to \$5,328 (Building & Standards Commission)

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Reduced by \$8,000 - no weekend enforcement**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>270,946</b>	<b>318,150</b>	<b>325,750</b>	<b>330,000</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,800	1,800	1,800
0114	LONGEVITY PAY	865	1,200	1,600	1,950
0120	FICA & MEDICARE EXPENSE	20,850	23,400	25,500	24,800
0122	T.M.R.S. RETIREMENT EXP.	30,984	34,900	38,800	40,700

<b>Benefits TOTAL . . . . .:</b>	<b>52,699</b>	<b>61,300</b>	<b>67,700</b>	<b>69,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213	CONSULTING FEES	0	5,000	5,000	4,250
0231	SERVICE-MAINT. CONTRACTS	3,332	5,800	5,800	4,300
0240	EQUIPMENT REPAIRS	97	250	250	250
0242	EQUIPMENT RENTAL & LEASE	4,832	6,000	6,000	5,200
0246	VEHICLE REPAIRS	4,278	3,500	3,500	3,500
0255	CODE ENFORCEMENT CONTRACT	9,070	19,500	19,500	19,500
0256	HEALTH INSPECTION SERVICE	45,253	50,100	50,100	53,100

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0256**

**Contractual Health Inspections**

Planning & Zoning is aware of approximately 12 - 15 new food service establishments planning to open sometime during the 2008/2009 budget year. These 15 food service establishments will require a minimum of 30 routine inspections @ \$40 (\$1,200), and 30 follow-up inspections @ \$30 (\$900). The \$51,000 that we need to sustain current operations, plus the additional \$2,100 for new inspections amounts to \$53,100.

**CITY MANAGER'S COMMENTS: Approved**

0257	DEMOLITION SERVICES	4,590	48,000	48,000	30,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0257**

**Demolitions**

We typically budget \$8,000 per year for demolition activity within the city limits. This budget year we will be addressing approximately 5 properties in LRE @ approximately \$5,000 each.

\$8,000 within the city

\$25,000 within LRE

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Fund \$25,000 for LRE with reserves and cut \$3,000.**

<b>Contractual TOTAL . . . . .:</b>	<b>71,452</b>	<b>138,150</b>	<b>138,150</b>	<b>120,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,875	3,500	3,500	2,550
0310	PRINTING & BINDING	4,089	7,000	7,000	5,000
0321	UNIFORMS	1,673	1,750	1,750	1,750
0323	SMALL TOOLS	1,249	750	750	750
0325	SAFETY SUPPLIES	1,162	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	5,286	6,450	6,450	7,400
0347	GENERAL MAINT. SUPPLY	633	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>17,967</b>	<b>21,450</b>	<b>21,450</b>	<b>19,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,380	3,900	3,900	3,900
0415	RECRUITING EXPENSES	70	0	0	0
0430	TUITION & TRAINING	2,503	4,800	4,800	4,800
0436	TRAVEL	2,501	3,200	3,200	3,200

<b>Operational TOTAL . . . . .:</b>	<b>8,454</b>	<b>11,900</b>	<b>11,900</b>	<b>11,900</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,595	2,950	2,950	3,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0507** **Cell Phone**

5 phones @ \$40 per month x 12 months \$2,400

Smart Phone ( Supervisor Position) \$75 per month \$ 900

**CITY MANAGER'S COMMENTS:** Approved

<b>Utilities TOTAL . . . . .:</b>	<b>2,595</b>	<b>2,950</b>	<b>2,950</b>	<b>3,300</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0612** **Computers**

One Laptop for new position - \$2,000

Comp mount for new truck - \$500

Thin client for new position - \$1,000

Data Drop - \$900

Cubicle - \$3,300

**CITY MANAGER'S COMMENTS:** Position was disapproved.

0617	RADIO EQUIPMENT	2,105	0	0	0
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0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0623** **Vehicles**

Vehicle - 1/2 ton truck \$16,600

Safety lights for new vehicle - \$1,500

**CITY MANAGER'S COMMENTS:** Position was disapproved.

<b>Capital TOTAL . . . . .:</b>	<b>2,105</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Code Enforcement TOTAL :</b>	<b>426,218</b>	<b>553,900</b>	<b>567,900</b>	<b>554,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

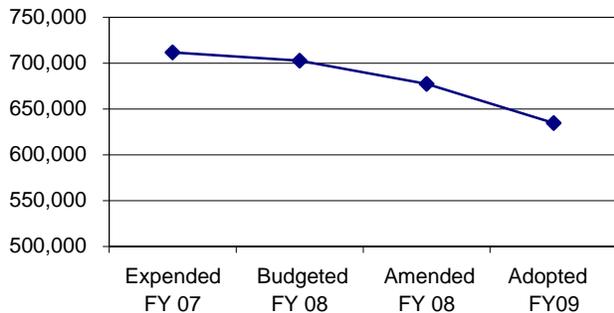
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	652,284	635,300	610,050	569,800
Contractual	25,101	32,950	32,950	31,750
Supplies	18,390	17,800	17,800	16,650
Operational	10,492	11,650	11,650	11,650
Utilities	5,376	5,000	5,000	5,000
<b>Total</b>	<b>711,643</b>	<b>702,700</b>	<b>677,450</b>	<b>634,850</b>

### Personnel Schedule

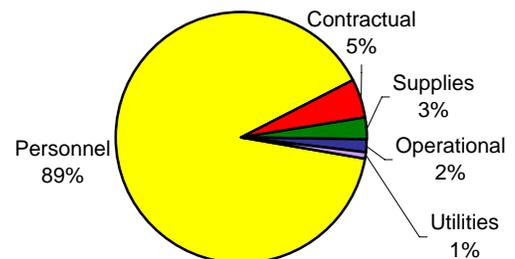
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Director of Building Inspections & Code Enforcement / Building Official	32	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	3	2
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	98,122	110,400	109,950	116,800
0104	SALARIES & WAGES-CLERICAL	80,948	86,700	87,200	90,700
0107	SALARIES & WAGES-LABOR	356,777	321,000	298,200	254,700

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0107**

**Inspector for L.R.E.**

I propose to add a Building Inspector position beginning April 1, 2009, due to the annexation of the Lake Rockwall Estates area. The increased work load that we will experience with L.R.E. will in my opinion warrant a position to perform the related inspections and customer service. Once we extend our building and property maintenance codes into the L.R.E. area, all construction activities will require a permit. Because building code requirements have been non-existent in the L.R.E. area, a high percentage of the properties have existing building code violations. Much of the work has been performed by the home owners or non qualified contractors. Due to these facts, issuing permits and the subsequent inspections will be much more time consuming, than in the city's current incorporated areas. In addition, once we annex the area our Property Maintenance Code will apply as well. Many of the properties have P.M. Code violations and as we begin to work that code proactively, a high number of the property owners will be asked to repair their structures in order to bring them into compliance. These will necessitate permits and inspections, which will be performed by a Building Inspector position. This is a grade 16 position.

**CITY MANAGER'S COMMENTS:** Disapproved, one inspector position is being reassigned to new "Green" and conservation initiatives as well.

0109	SALARIES & WAGES-OVERTIME	2,398	3,000	1,300	2,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>538,245</b>	<b>521,100</b>	<b>496,650</b>	<b>464,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,500	6,000	6,000	6,000
0114	LONGEVITY PAY	2,540	3,300	3,000	3,100
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	41,405	38,900	38,800	34,400
0122	T.M.R.S. RETIREMENT EXP.	65,594	62,400	62,000	58,000

<b>Benefits TOTAL . . . . .:</b>	<b>114,039</b>	<b>114,200</b>	<b>113,400</b>	<b>105,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213	CONSULTING FEES	4,691	4,500	4,500	2,500
0231	SERVICE-MAINT. CONTRACTS	15,820	21,800	21,800	22,600

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231**

Service Maintenance

OptiSoft software maintenance added \$800

0240	EQUIPMENT REPAIRS	120	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,665	2,650	2,650	2,650
0246	VEHICLE REPAIRS	1,805	3,500	3,500	3,500

<b>Contractual TOTAL . . . . . :</b>	<b>25,101</b>	<b>32,950</b>	<b>32,950</b>	<b>31,750</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,363	3,500	3,500	2,500
0310	PRINTING & BINDING	4,257	4,000	4,000	3,550
0321	UNIFORMS	1,019	1,500	1,500	1,000
0323	SMALL TOOLS	1,326	1,000	1,000	500
0331	FUEL & LUBRICANTS	8,140	7,300	7,300	8,600
0347	GENERAL MAINT. SUPPLY	285	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>18,390</b>	<b>17,800</b>	<b>17,800</b>	<b>16,650</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,884	3,050	3,050	3,050
0415	RECRUITING EXPENSES	989	0	0	0
0430	TUITION & TRAINING	4,812	4,600	4,600	4,600
0436	TRAVEL	2,807	4,000	4,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>10,492</b>	<b>11,650</b>	<b>11,650</b>	<b>11,650</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	5,376	5,000	5,000	5,000
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<b>Utilities TOTAL . . . . . :</b>	<b>5,376</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
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<b>Building Inspections TOTAL :</b>	<b>711,643</b>	<b>702,700</b>	<b>677,450</b>	<b>634,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

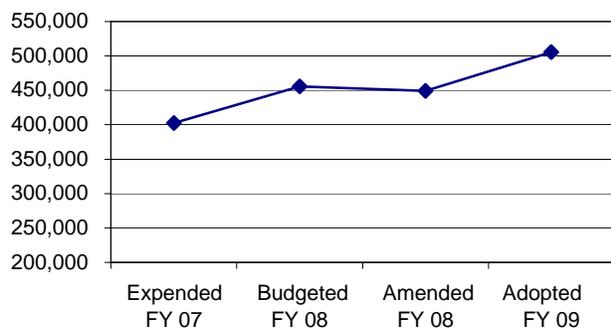
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	345,662	386,200	376,950	409,150
Contractual	33,028	37,300	37,300	38,600
Supplies	18,985	24,550	27,050	30,050
Operational	1,665	4,500	4,500	4,000
Utilities	3,239	3,200	3,200	3,200
Capital	-	-	-	20,500
<b>Total</b>	<b>402,579</b>	<b>455,750</b>	<b>449,000</b>	<b>505,500</b>

### Personnel Schedule

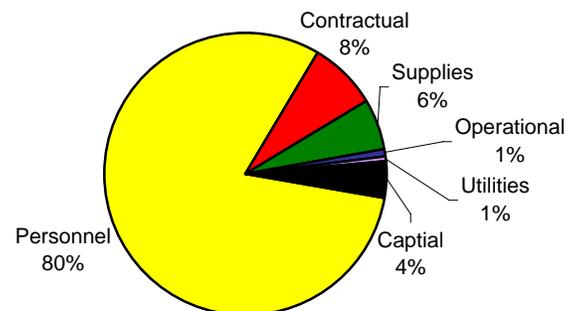
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Animal Control Supervisor	20	1	1
Animal Control Officer	12	5	5
Shelter Attendant	7	2	2

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	53,987	57,800	57,850	61,300
0107	SALARIES & WAGES-LABOR	221,274	254,900	241,700	267,000
0109	SALARIES & WAGES-OVERTIME	9,091	6,700	9,700	9,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>284,352</b>	<b>319,400</b>	<b>309,250</b>	<b>337,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	1,500	1,500	1,500
0114	LONGEVITY PAY	3,290	3,700	3,800	4,150
0120	FICA & MEDICARE EXPENSE	22,038	23,900	24,200	25,100
0122	T.M.R.S. RETIREMENT EXP.	34,782	37,700	38,200	41,100

<b>Benefits TOTAL . . . . .:</b>	<b>61,310</b>	<b>66,800</b>	<b>67,700</b>	<b>71,850</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	0	500	500	700
0240	EQUIPMENT REPAIRS	1,042	750	750	750
0242	EQUIPMENT RENTAL & LEASE	703	3,200	3,200	4,300
0246	VEHICLE REPAIRS	3,502	3,500	3,500	3,500
0266	VETERINARY CONTRACTS	26,995	28,350	28,350	28,350
0270	WASTE DISPOSAL SERVICE	786	1,000	1,000	1,000

<b>Contractual TOTAL . . . . .:</b>	<b>33,028</b>	<b>37,300</b>	<b>37,300</b>	<b>38,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,061	1,000	1,000	1,000
0310	PRINTING & BINDING	586	1,500	1,500	1,500
0321	UNIFORMS	1,374	4,000	4,000	3,500
0325	SAFETY SUPPLIES	0	750	750	750
0331	FUEL & LUBRICANTS	12,000	11,300	13,800	17,300
0347	GENERAL MAINT. SUPPLY	900	1,000	1,000	1,000
0375	ANIMAL SHELTER SUPPLY	3,064	5,000	5,000	5,000

<b>Supplies TOTAL . . . . .:</b>	<b>18,985</b>	<b>24,550</b>	<b>27,050</b>	<b>30,050</b>
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Fund	Department	Division
01 General Fund	40 Community Development	44 Animal Services

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	138	500	500	500
0415	RECRUITING EXPENSES	123	500	500	0
0430	TUITION & TRAINING	744	1,750	1,750	1,750
0436	TRAVEL	660	1,750	1,750	1,750

<b>Operational TOTAL . . . . .:</b>	<b>1,665</b>	<b>4,500</b>	<b>4,500</b>	<b>4,000</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,239	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . .:</b>	<b>3,239</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	20,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612** **New Thin Client Computer**  
 We need to add one thin client computer to be utilized in the new adoption center treatment/workroom area. \$900.

**CITY MANAGER'S COMMENTS:** Approved, funded in the Technology Replacement Fund Transfer.

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612** **Security Cameras**  
 This will fund the purchase and installation of a CCTV camera system for our Animal Adoption Center. I originally got a quote on this system during design of the new facility; however, due to funding constraints, we could not purchase and install it during the building construction. I believe having this system is prudent due to the fact that the new facility is located in a somewhat isolated location. This system will prevent or at least minimize any vandalism, theft or unauthorized individuals from entering the property. The system will include four exterior cameras and the associated monitoring equipment. In addition, we will be able to tie into our PD dispatch office so they can monitor the site as well. Total cost is \$20,500.

**CITY MANAGER'S COMMENTS:** Approved, financed with Contractual Obligations.

**CITY COUNCIL COMMENTS:** Funding will be from General Fund reserves.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612**

**Mobile Data Equipment**

I propose to add mobile data equipment for our Animal Service Officers. We currently utilize an excellent animal shelter software product; however, our field personnel cannot access it while they are in their vehicles. I believe this new equipment will greatly enhance our capabilities and the level of efficiency and service we can provide to our residents and customers. Currently, when an Animal Officer picks up a stray or lost dog, they have no way to try and identify the owner, other than to call the Animal Adoption Center and speak to another employee there, which has to sit down at a computer and spend time searching our database to provide the officer with the information.

Giving field personnel access to the software database while in the field allows them to search our database by breed and animal photos and will many times be able to identify who the animal owner is and return the animal to them quickly without ever having to bring the animal into the Adoption Center. This will be great customer service and save our residents the time and inconvenience of having to come down to the Adoption Center to retrieve their animal. This will result in savings for us, because it will minimize a number of animals that we would otherwise have to house in our facility. In addition, this new capability will allow the officers to search our database to determine if an animal is currently registered with the city and if it is not, they can leave a courtesy notice on the resident's door asking them to get the animal registered with us.

5 laptop computers at \$2,000 each and 5 truck mounts at \$500 each - Total \$12,500.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,500</b>
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<b>Animal Services TOTAL :</b>	<b>402,579</b>	<b>455,750</b>	<b>449,000</b>	<b>505,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

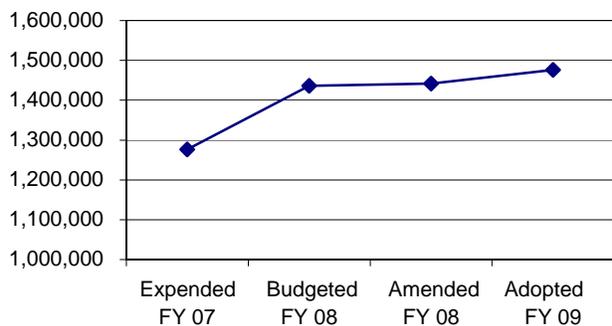
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	692,232	829,750	810,450	852,000
Contractual	245,954	270,000	270,000	298,000
Supplies	204,290	198,500	198,500	212,050
Operational	32,679	34,200	34,200	16,200
Utilities	101,515	98,000	123,000	98,000
Capital	-	6,000	6,000	-
<b>Total</b>	<b>1,276,670</b>	<b>1,436,450</b>	<b>1,442,150</b>	<b>1,476,250</b>

### Personnel Schedule

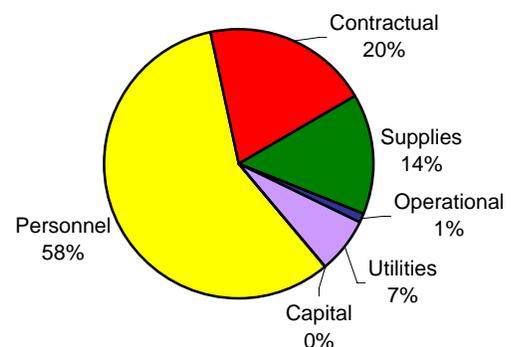
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Parks Superintendent	23	1	1
Crew Leader	13	3	3
Irrigation/Pesticide Technician	13	1	1
Landscape Beautification Coordinator	13	1	1
Equipment Operator I	9	3	3
Maintenance Worker II	8	8	8
Maintenance Worker I	8	1	1
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,531	78,800	79,600	79,850
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0101**

**Park Operations Supervisor**

The Park Operations Supervisor will provide direct daily supervision to the three Parks Department Crew Leaders. Position will be responsible for compliance to department maintenance standards, contract compliance for contractor maintained areas and provide assistance to Park Superintendent in collection of data and formulating reports including playground safety inspection reports, parks maintenance checklists and pesticide application records. Additional responsibilities include providing a level of supervision in department capital improvement projects. Grade 16 Salary: \$55,000.

**CITY MANAGER'S COMMENTS:** Approved.

**CITY COUNCIL COMMENTS:** Disapproved.

0107	SALARIES & WAGES-LABOR	482,409	595,700	571,900	607,600
0109	SALARIES & WAGES-OVERTIME	15,369	16,000	19,300	16,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>575,309</b>	<b>690,500</b>	<b>670,800</b>	<b>703,450</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,500	1,500	1,500
0114	LONGEVITY PAY	5,975	6,650	6,950	7,100
0120	FICA & MEDICARE EXPENSE	43,757	51,650	51,550	53,750
0122	T.M.R.S. RETIREMENT EXP.	67,191	79,450	79,650	86,200

<b>Benefits TOTAL . . . . .:</b>	<b>116,923</b>	<b>139,250</b>	<b>139,650</b>	<b>148,550</b>
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**20 Contractual**

0237	UNIFORM SERVICE	8,172	10,500	10,500	10,500
0240	EQUIPMENT REPAIRS	13,135	16,500	16,500	16,500
0242	EQUIPMENT RENTAL & LEASE	11,687	12,000	12,000	17,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0242**

**Tub Grinder Rental**

This request is for the rental of a tub grinder service every 4 to 6 months to take all of the limbs and trees that are stockpiled at the Service Center and grind it into mulch. This mulch is made available to the citizens for their use. This work was done in previous years by the inmate crew over a period of several weeks. We currently do not have access to the inmate crew and must hire a tub grinder once a year to reduce the pile. With the changes in the service center due to the 205 by-pass cutting through the fenced in area, our ability to stock pile trees is greatly reduced and will need to be mulched more frequently. The cost for the rental is \$7,000.

**CITY MANAGER'S COMMENTS:** Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0244	BUILDING REPAIRS	2,154	3,000	3,000	3,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0244** **Building Repair Increase**

This project is for a \$2,000 increase for building repair. Since 2006 we have built or expanded 4 neighborhood parks and 1 public boat ramp. These parks have pavilions, fishing piers and other amenities that will require repairing vandalism, graffiti, electrical repairs and lamp replacement.

**CITY MANAGER'S COMMENTS:** Disapproved

0246	VEHICLE REPAIRS	8,344	6,500	6,500	9,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0246** **Line Item Increase**

This line item increase is for additional vehicle repairs for a 1990 dump truck and a 1990 480F Case front loader. Due to their age and use, the amount of needed repairs has increased.

**CITY MANAGER'S COMMENTS:** Approved

0247	GROUNDS MAINTENANCE	201,673	220,000	220,000	240,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247** **Grounds Maintenance Contract**

The City contracts with a private company to maintain City facilities, medians and rights of way during the growing season. We also contract for litter abatement each year. The fiscal year 2008 budget is \$220,000.

Fiscal Year 2009 we will need to add the following areas and services to the program.

Summer Lee at Tubbs, Harbor Parking lot, Lakeshore Blvd, medians on Townsend at Yellowjacket. \$33,000 for weekly basis, 32 cycles.

We also expect a price increase due to fuel costs and CPI in the range of \$2,500 on the base contract.

Animal Adoption Center, 26 weekly cycles \$4,500

Industrial Blvd and Justin Rd extensions added to biweekly mowing cycle for 16 cycles \$6,500.

205 By-pass added to mowing contract when the project is completed. The ROW and medians would be mowed bi-weekly for 16 cycles March to October. Cost is \$45,000.

Increase in pond maintenance contract to account for the enlarged pond at Foxchase Park, the enlarged pond at Emerald Bay and the new ponds at Hickory Ridge. This is a monthly performed to control algae and other invasive aquatic weeds. \$3,200.

**CITY MANAGER'S COMMENTS:** Due to budget constraints, the mowing cycles will need to be adjusted. The department requests total \$315,000. We are able to fund \$240,000 and will need to adjust services accordingly.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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NOTE FROM DIRECTOR: Services that will be adjusted due to the budget constraints are:

1. Eliminate State Highway Right of Way Mowing - \$32,000  
includes FM549, SH276, FM3097, SH205 N of Heath St., SH205 S of Ralph Hall Pkwy and SH66 E of Caruth. These cuts will result in mowing of these areas by TxDOT 5 to 7 times a year.
2. Service Center and Animal Adoption Center mowing - \$4,200  
one time per week mowing reduced to bi-weekly.
3. John King Blvd mowing reduced - \$39,000  
proposed weekly mowing reduced to seven (7) times annually.

0270	WASTE DISPOSAL SERVICE	789	1,500	1,500	1,500
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<b>Contractual TOTAL . . . . .:</b>	<b>245,954</b>	<b>270,000</b>	<b>270,000</b>	<b>298,000</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	473	500	500	350
0310	PRINTING & BINDING	264	200	200	200
0323	SMALL TOOLS	7,614	10,800	10,800	12,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0323**

**Line Item Increase**

This line item increase for the replacement and addition of small tools such as weed eaters, edgers, drills, saws, air compressors and portable generators.

**CITY MANAGER'S COMMENTS: Approved**

0325	SAFETY SUPPLIES	1,883	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	36,685	35,000	35,000	42,000
0333	CHEMICAL	38,073	31,500	31,500	31,500
0341	CONSTRUCTION & REPAIR SUPPLY	47,887	47,500	47,500	47,500
0347	GENERAL MAINT. SUPPLY	32,416	28,000	28,000	33,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0347**

**Line Item Increase**

A line item increase is necessary to maintain the additional 4 neighborhood parks and boat ramp that have been constructed since 2006. We added 21 acres of high quality turf, approximately 3 miles of trail, irrigation, aerial fountains, drinking fountains, 2 new spraygrounds and 2 basketball courts. This increase is for \$5,000.

**CITY MANAGER'S COMMENTS: Approved**

0349	AGRICULTURAL SUPPLIES	30,984	35,000	35,000	35,000
0350	IRRIGATION SYS SUPPLIES	8,011	8,000	8,000	8,000

<b>Supplies TOTAL . . . . .:</b>	<b>204,290</b>	<b>198,500</b>	<b>198,500</b>	<b>212,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0415	RECRUITING EXPENSES	893	1,500	1,500	1,500
0430	TUITION & TRAINING	2,401	3,500	3,500	3,500
0436	TRAVEL	625	3,200	3,200	3,200
0480	VOLUNTEER PROGRAM	28,760	26,000	26,000	8,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0480**

**Volunteer Network Program**

This budget is historically dedicated to maintaining the inmate work program with our partnership with Dawson State Jail. Due to their difficulty in staying fully staffed, the program has been temporarily suspended until further notice. In late 2007, we began building a formal volunteer network to involve citizens in parks and recreation projects. This project would be used for recruitment, retention, support, training and safety equipment. In addition to volunteers, this budget is needed for hiring temporary labor throughout the year for short term projects or tasks such as: removing trash and debris in green belts and drainage areas and help with park improvement and repair projects. This initiative will help offset some of the labor hours lost from the inmate program. This project cost is \$15,000, which is an \$11,000 reduction from the original line item.

**CITY MANAGER'S COMMENTS:** Approved

**CITY COUNCIL COMMENTS:** Reduced by \$7,000.

<b>Operational TOTAL . . . . .:</b>	<b>32,679</b>	<b>34,200</b>	<b>34,200</b>	<b>16,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,054	3,000	3,000	3,000
0513	WATER	99,461	95,000	120,000	95,000

<b>Utilities TOTAL . . . . .:</b>	<b>101,515</b>	<b>98,000</b>	<b>123,000</b>	<b>98,000</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0612**

**Laptops for Work Orders**

This project is a recommendation of the C3 team related to work orders and maps. These computers would be placed in the crew leader's and superintendent's trucks. The computers would provide access to the proposed work order and service request system as well as plans and irrigation as-builts. The cost of the 5 laptops are \$12,725 and include a truck mount bracket and power supply adapter.

**CITY MANAGER'S COMMENTS:** Disapproved.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0621	FIELD MACHINERY & EQUIPMENT	0	6,000	6,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621** **Commerical Walk Behind Mower**

This project replaces two 36" self-propelled walk behind mowers. They were originally purchased in 1995 and have lost engine power and require a significant amount of repair. This type of mower would be used in the new neighborhood parks where there are many slopes and tight corners that a riding mower cannot reach and currently must be weedeated. The cost for each mower is \$3,750 for a total of \$7,500.

**CITY MANAGER'S COMMENTS:** Approved, financed with Contractual Obligations.

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621** **Infield Groomer**

This project is for replacing the infield groomer which was purchased in 2003. According to the vehicle replacement policy, it is eligible for replacement in 2008. We have had to use other tractors or utility vehicles to prepare the infields at Tuttle Sports Complex due to the down time associated with oil leaks and the replacement of starter, alternator and ignition switch. The cost for the groomer is \$18,000.

**CITY MANAGER'S COMMENTS:** Approved, financed with Contractual Obligations.

0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623** **Vehicle Replacement**

This project is for replacing unit #167 which is a 1997 Ford F-250. According to the vehicle replacement policy it is eligible for replacement. It has approximately 98,000 miles on it. Its overall appearance is fair to poor. It gets approximately 7 miles per gallon. It needs major suspension repair. The request is to replace it with a crew cab truck with utility tool bed, ladder rack and safety light bar. This vehicle will be for the construction and special projects crew and is suited for the activities they perform. The cost for this vehicle is \$31,000.

**CITY MANAGER'S COMMENTS:** Approved, financed with Contractual Obligations.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>
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<b>Parks TOTAL . . .:</b>	<b>1,276,670</b>	<b>1,436,450</b>	<b>1,442,150</b>	<b>1,476,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

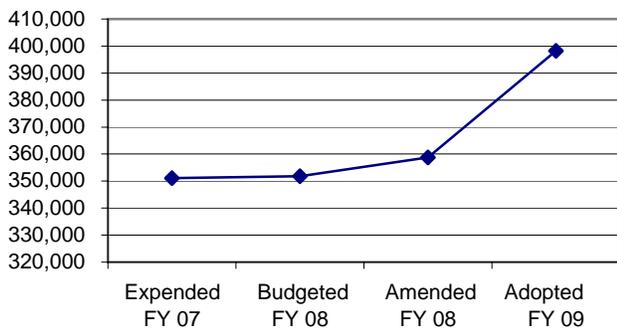
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	86,929	51,250	54,100	95,300
Contractual	60,712	101,700	101,700	105,700
Supplies	44,380	59,000	63,000	57,400
Operational	52,072	7,500	7,500	5,500
Utilities	106,965	132,400	132,400	132,400
Capital	-	-	-	1,950
<b>Total</b>	<b>351,058</b>	<b>351,850</b>	<b>358,700</b>	<b>398,250</b>

### Personnel Schedule

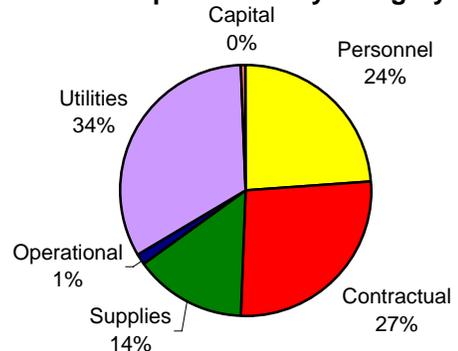
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Harbor Technician	13	1	1
Maintenance Worker II	8	0	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	36,153	39,400	39,450	75,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0107**

**Maintenance Worker**

This project is for adding a Maintenance Worker II to the Harbor. Due to the work load and maintenance requirements of the Harbor, we have utilized a Parks Department employee to help with the daily operations and the impact of rentals and concert series. Adding this employee will allow the maintenance worker to return to the Parks Department.

Salary and Benefits Grade 8: \$34,600.

**CITY MANAGER'S COMMENTS:** *Approved*

0109	SALARIES & WAGES-OVERTIME	36,447	4,000	5,600	4,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>72,600</b>	<b>43,400</b>	<b>45,050</b>	<b>79,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	300
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0113**

**Certification Pay**

This project is for the additional Harbor Maintenance worker, if approved to become a Certified Pool Operator (CPO). This position will work around pumps, bleach, filters and other chemicals necessary for the healthy operation of the Harbor fountains.

**CITY MANAGER'S COMMENTS:** *Approved*

0114	LONGEVITY PAY	95	150	150	500
0120	FICA & MEDICARE EXPENSE	5,502	3,000	3,400	5,800
0122	T.M.R.S. RETIREMENT EXP.	8,732	4,700	5,500	9,400

<b>Benefits TOTAL . . . . .:</b>	<b>14,329</b>	<b>7,850</b>	<b>9,050</b>	<b>16,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0237	UNIFORM SERVICE	0	1,200	1,200	1,200
0240	EQUIPMENT REPAIRS	6,047	6,000	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	4,807	3,500	3,500	3,500
0244	BUILDING REPAIRS	604	1,500	1,500	3,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0244** **Building Repair Increase**

This project is for increasing the building repair line item to address vandalism and wear and tear on the restroom facility. Due to shifting and shrinking soil, sections of concrete have begun to lift up and crack and will require repair. The project cost is \$1,500.

**CITY MANAGER'S COMMENTS:** Approved

0245	POOL REPAIR & MAINT	980	2,000	2,000	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0245** **Line Item Increase**

This project is for a line item increase. There are many pieces of equipment that run constantly and due to wear and tear have begun to need replacement, such as bleach pump, hoses, fountain lights, nozzles. This expense will also help with the cost of a major pump or motor failure. The cost of this project is \$2,000.

0246	VEHICLE REPAIRS	0	0	0	2,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0246** **Line Item Increase for Vehicle Repair**

This project is for an increase in vehicle repair for unit #162 which is a 1997 Ford F-250. This vehicle was moved from the parks department fleet to the Harbor budget in 2007 and needs it own vehicle repair budget. The project cost is \$2,500.

0247	GROUNDS MAINTENANCE	44,585	60,000	60,000	60,000
0258	SECURITY SERVICES	3,689	26,500	26,500	26,500
0270	WASTE DISPOSAL SERVICE	0	1,000	1,000	1,000

<b>Contractual TOTAL . . . . . :</b>	<b>60,712</b>	<b>101,700</b>	<b>101,700</b>	<b>105,700</b>
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**30 Supplies**

0310	PRINTING & BINDING	4,536	3,000	3,000	3,000
0321	UNIFORMS	294	500	500	500
0323	SMALL TOOLS	14,306	2,000	2,000	2,000
0325	SAFETY SUPPLIES	1,354	500	500	500
0331	FUEL & LUBRICANTS	2,252	2,200	6,200	6,800
0333	CHEMICAL	12,723	36,800	36,800	30,600

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0333** **Chemicals Budget**

**CITY COUNCIL COMMENTS:** Reduced by \$6,200.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0341	CONSTRUCTION & REPAIR SUPPLY	-6,443	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0341** **Boat Dock Light Fixtures**

This project is for removing the existing light fixtures on the Harbor boat dock and mounting 8 new poles and 16 fixtures along the concrete sidewalk directed toward the boat docks. The lights and electrical conduit require constant repair and replacement due to their weight and location on the docks. The new fixtures will match the appearance of existing pole mounted lights throughout the Harbor and will be designed and aimed to safely illuminate the surface of the docks.

**CITY MANAGER'S COMMENTS: Disapproved**

0347	GENERAL MAINT. SUPPLY	7,705	5,000	5,000	5,000
0349	AGRICULTURAL SUPPLIES	7,444	8,500	8,500	8,500
0350	IRRIGATION SYS SUPPLIES	209	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>44,380</b>	<b>59,000</b>	<b>63,000</b>	<b>57,400</b>
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**40 Operational**

0406	SPECIAL EVENTS	36,656	0	0	0
0430	TUITION & TRAINING	240	0	0	0
0469	PROMOTION EXPENSE	11,116	4,000	4,000	2,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0469** **Promotion Budget**

**CITY COUNCIL COMMENTS: Reduced by \$2,000.**

0489	HARBOR RENTAL SUPPLIES	4,060	3,500	3,500	3,500
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<b>Operational TOTAL . . . . . :</b>	<b>52,072</b>	<b>7,500</b>	<b>7,500</b>	<b>5,500</b>
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**50 Utilities**

0501	ELECTRICITY	95,890	110,000	110,000	110,000
0507	CELLULAR TELEPHONE	1,497	1,200	1,200	1,200
0508	TELEPHONE SERVICE	0	1,200	1,200	1,200
0513	WATER	9,578	20,000	20,000	20,000

<b>Utilities TOTAL . . . . . :</b>	<b>106,965</b>	<b>132,400</b>	<b>132,400</b>	<b>132,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**60 Capital**

0617 RADIO EQUIPMENT	0	0	0	1,950
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0617** **Radio for Maintenance Worker**

This project is for adding a handheld radio for the new Harbor Maintenance Worker position. This is their primary means of communication with other employees. This employee does not have a city phone assigned to them. The cost is \$1,950.

**CITY MANAGER'S COMMENTS:** *Approved*

0621 FIELD MACHINERY & EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0621** **Core Aerifier**

Request to purchase a self-propelled aerifier that pulls soil cores to relieve compaction from the foot traffic of heavy weekend use and the 21 concerts. A traditional tractor mounted core aerifier is not effective due to the grade changes of the seating areas on the amphitheatre. Relieving soil compaction is a necessary maintenance practice to maintain high quality turf. The project cost is \$18,000.

**CITY MANAGER'S COMMENTS:** *Approved, financed with Contractual Obligations.*

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0621** **Utility Vehicle**

This project is a request for an additional 4 wheel utility vehicle similar to a John Deere Gator or Toro Workman. The Parks Department was budgeted a John Deere vehicle 2 years ago. This vehicle was relocated to the Harbor once it opened, to reduce the need for a large truck on site. While this vehicle is essential at the harbor, it is being shared regularly with the Parks Department for special events, ballfield maintenance, trail maintenance and accessing sites too wet or difficult for full size vehicles. The older vehicle would return to the Parks Department and serve the above mentioned functions. The project cost is \$8,000.

**CITY MANAGER'S COMMENTS:** *Approved, financed with Contractual Obligations.*

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,950</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>351,058</b>	<b>351,850</b>	<b>358,700</b>	<b>398,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

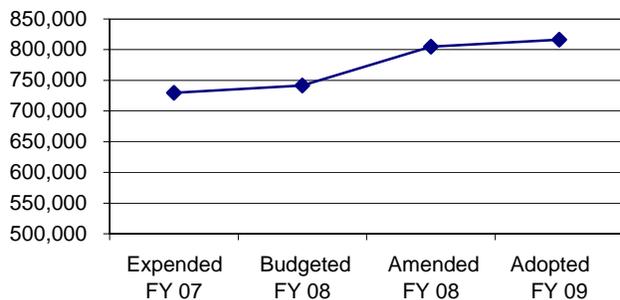
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	502,448	506,250	558,550	599,700
Contractual	25,119	42,700	42,700	47,550
Supplies	50,526	37,800	38,550	51,200
Operational	100,146	91,550	101,550	54,550
Utilities	51,246	63,400	63,400	63,400
<b>Total</b>	<b>729,485</b>	<b>741,700</b>	<b>804,750</b>	<b>816,400</b>

### Personnel Schedule

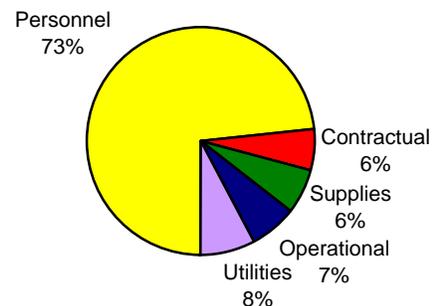
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Director of Parks & Recreation/Streets	33	1	1
Parks & Recreation Manager	25	1	1
Recreation Superintendent	23	1	1
Recreation Coordinator	16	1	1
Administrative Assistant	12	1	1
Recreation Assistant	9	0.5	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	229,251	235,150	251,650	266,700
0104	SALARIES & WAGES-CLERICAL	80,507	86,400	91,500	135,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0104**

**Rec Asst from P/T to F/T**

The Recreation Department has a permanent part time position with benefits that works 30 hours per week managing the front desk operations, taking program registration, facility registrations, answering phone calls, and assists with room set-ups, break downs, rentals and other customer service type activities. The position is scheduled from 8:00 - 3:00 Monday - Friday and the remainder of the hours that the Center is open, a part-time non benefited position, generally a less experienced person assumes the same duties. The building is open 64 hours per week and up to five different people may work the front desk. We would like to make the Recreation Asst. position a F/T position, similar to a Customer Service Rep. The suggested Pay Grade is PG 9. The difference is two hours per day between an hourly P/T wage and a F/T Cust Service wage. Position is also being reclassified from Labor to Clerical.

**CITY MANAGER'S COMMENTS: Approved**

0107	SALARIES & WAGES-LABOR	113,992	104,500	124,300	107,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0107**

**Special Events Supervisor**

The Special Events Supervisor position will coordinate the City sponsored special events such as the Concert by the Lake Series, the City's Easter Egg Hunt, the Fall Carnival, the City Christmas Tree Lighting Ceremony, the Founders Day Festival, the proposed Summer Block Party program, the Movies in the Park Series, the Daddy-Daughter Dance, the Mother-Son Event and other events that may require Parks and Recreation department assistance. The demands on the Recreation staff limit the addition of many new programs and the recreation program has grown significantly over the past five years.

Suggested pay grade is a 19, salary and benefits total \$58,100

**CITY MANAGER'S COMMENTS: Disapproved.**

0109	SALARIES & WAGES-OVERTIME	928	1,000	4,000	1,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>424,678</b>	<b>427,050</b>	<b>471,450</b>	<b>509,700</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,225	1,550	1,550	1,800
0116	AUTO ALLOWANCE	4,200	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	32,563	31,650	36,250	35,700
0122	T.M.R.S. RETIREMENT EXP.	39,782	40,900	44,200	47,400

<b>Benefits TOTAL . . . . .:</b>	<b>77,770</b>	<b>79,200</b>	<b>87,100</b>	<b>90,000</b>
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Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	4,113	4,800	4,800	4,950
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0231** **Service Agreements**

CLASS Software has increased their annual service fee by 5%. This results in an increase of \$150.

0239	RECREATION CONTRACT	2,888	2,000	2,000	2,000
0242	EQUIPMENT RENTAL & LEASE	7,317	5,400	5,400	10,100

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0242** **Equipment Rental**

- Copier \$5,400
- Pagers 480
- Portalets 3,800
- Misc rentals 500

**CITY MANAGER'S COMMENTS: Approved**

0243	BUILDING LEASE	5,152	24,000	24,000	24,000
0245	POOL REPAIR & MAINT	5,642	6,000	6,000	6,000
0246	VEHICLE REPAIRS	7	500	500	500

<b>Contractual TOTAL . . . . . :</b>	<b>25,119</b>	<b>42,700</b>	<b>42,700</b>	<b>47,550</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,020	2,300	2,300	1,950
0307	POSTAGE	4,921	3,800	3,800	5,400

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0307** **Postage Line Item Increase**

We mail the Fun Guide three times a year to each residence which is approximately 11,500 homes. We also mail our Senior Moment monthly to our Senior participants. Our annual mailing cost is \$5,400

**CITY MANAGER'S COMMENTS: Approved**

0310	PRINTING & BINDING	16,738	16,500	16,500	16,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0307** **Fun Guide Enhancements**

Increase budget for printing costs by \$2,500.

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Disapproved, reduced by \$2,500.**

0321	UNIFORMS	1,932	2,100	2,100	2,100
0331	FUEL & LUBRICANTS	1,248	1,100	1,850	2,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0333 CHEMICAL	9,000	7,000	7,000	8,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0333** **Pool Chemicals**

Our pool chemical costs have increased due to fuel costs and a general increase in the manufacturing costs. The increase necessary is \$1,500.

**CITY MANAGER'S COMMENTS:** *Approved*

0347 GENERAL MAINT. SUPPLY	1,281	2,500	2,500	1,250
0390 SWIMMING POOL SUPPLIES	2,643	2,500	2,500	2,500
0391 RECREATION PROG. SUPPLY	10,743	0	0	11,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0391** **Reestablish Rec Supplies**

This line item was accidentally deleted through the 07-08 budget process by the Department Head. This account is used to purchase games, balls, arts and craft supplies, senior program supplies, etc.

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0391** **Summer Block Party Program**

This is a six week summer program encouraging residents to come to their local neighborhood park, meet their neighbors, encourage ownership in their park system and provide opportunities to encourage our residents to engage in a healthier more active lifestyle. Other opportunities will focus on recruitment of volunteers, establishing police community service programs and provide information regarding emergency preparedness. The events would be planned for the Shores Park, Emerald Bay Park, Chandlers Park, Hickory Ridge Park, Fox Chase Park and Myers Park. The total project cost for all six events is \$32,000.

**CITY MANAGER'S COMMENTS:** *Disapproved*

<b>Supplies TOTAL . . . . . :</b>	<b>50,526</b>	<b>37,800</b>	<b>38,550</b>	<b>51,200</b>
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**40 Operational**

0406 SPECIAL EVENTS	79,963	74,000	84,000	37,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406** **25th Annual Christmas Tree Lighting**

During the City Christmas Tree Lighting event, a few of the City Council members suggested a budget increase for the 25th annual event which will be held this year. The project is for an additional \$7,000 to add a 100' ice sled ride.

**CITY MANAGER'S COMMENTS:** *Disapproved*

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406** **Events Allocated to H/M Fund**

The Concerts on the Lake and Jazz Series are to be paid from hotel/motel funding. All expenses related to Founder's Day are to be paid from hotel/motel funding.

**CITY COUNCIL COMMENTS:** *Council moved the funding for the above events to Fund 15.*

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0410 DUES & SUBSCRIPTIONS	1,739	1,750	1,750	1,750
0415 RECRUITING EXPENSES	3,013	1,500	1,500	1,500
0428 OTHER	1,465	1,500	1,500	1,500
0430 TUITION & TRAINING	4,008	4,900	4,900	4,900
0436 TRAVEL	9,958	7,900	7,900	7,900
<b>Operational TOTAL . . . . . :</b>	<b>100,146</b>	<b>91,550</b>	<b>101,550</b>	<b>54,550</b>

**50 Utilities**

0501 ELECTRICITY	48,702	60,000	60,000	60,000
0507 CELLULAR TELEPHONE	2,503	3,400	3,400	3,400
0513 WATER	41	0	0	0
<b>Utilities TOTAL . . . . . :</b>	<b>51,246</b>	<b>63,400</b>	<b>63,400</b>	<b>63,400</b>

<b>Recreation TOTAL :</b>	<b>729,485</b>	<b>741,700</b>	<b>804,750</b>	<b>816,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	49 Streets

### Expenditure Summary

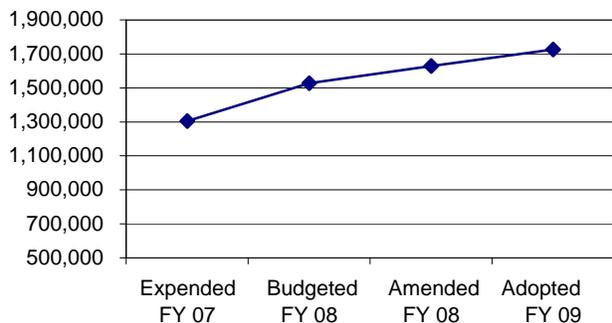
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	569,109	609,100	644,400	586,700
Contractual	42,556	56,550	61,550	59,900
Supplies	404,954	560,100	560,100	677,350
Operational	-	1,200	1,200	2,500
Utilities	285,764	292,100	352,100	379,500
Capital	1,896	9,000	9,000	20,600
<b>Total</b>	<b>1,304,279</b>	<b>1,528,050</b>	<b>1,628,350</b>	<b>1,726,550</b>

### Personnel Schedule

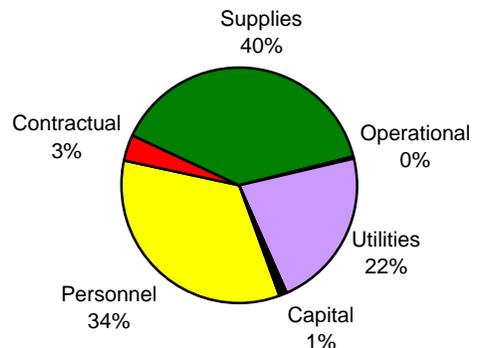
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Superintendent	24	1	1
Crew Leader	13	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,531	97,100	151,400	82,200
0107	SALARIES & WAGES-LABOR	381,506	396,400	373,000	390,800

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0107**

**Streets and Drainage Field Supervisor**

Request to add a Field Supervisor Position to the Street Department. This position will take a lead role regarding issues that come up in the field along with providing field guidance to the various crew leaders as necessary. This position would also assist with quality control and customer service issues. The positive response to the Online Service Request and the Street Department Hotline has greatly increased the expectations of residents who request the services of the street department. A field supervisor would coordinate with the crew leaders to make sure that service requests along with regular maintenance responsibilities are addressed in a timely professional manner and evaluate the performance of the various field crews. The Field Supervisor would respond to emergencies and assist personnel under charge as well as directing personnel functions and activities such as assignment selection and scheduling. The Water and Wastewater Departments already have a similar position with a field supervisor directly under the Superintendent in each department.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0107**

**Crew Leader**

Request to add another crew leader position to the Street Department. I would like to re-organize the street department so that it can operate in a more proactive manner. The street department has not had any significant staff increases over the last several years. I would like to have additional staff so that we can assume a more aggressive philosophy as it relates to proactive streets and drainage systems maintenance while meeting the additional demands of increased service request. The street department currently has two crew leaders. I would like to add an additional crew leader so that I can form another street crew whose primary responsibility will be to address the various service requests submitted by our customers. The street department has been receiving a consistent flow of service request on a daily basis since the program started.

The service request crew can focus on addressing customer service concerns on a full time basis while lending staff support to the other crews during major construction events or emergencies. The service request crew would be a 3-person team.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0107**

**Maintenance Worker II**

I am requesting the addition of two-maintenance worker positions so that a third support crew can be added to the street department. The two maintenance worker positions are necessary for staff support.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0109 SALARIES & WAGES-OVERTIME	8,679	10,000	6,000	10,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>467,716</b>	<b>503,500</b>	<b>530,400</b>	<b>483,000</b>

**15 Benefits**

0114 LONGEVITY PAY	8,215	8,300	8,100	8,200
0120 FICA & MEDICARE EXPENSE	35,804	37,800	40,600	36,200
0122 T.M.R.S. RETIREMENT EXP.	57,374	59,500	65,300	59,300
<b>Benefits TOTAL . . . . .:</b>	<b>101,393</b>	<b>105,600</b>	<b>114,000</b>	<b>103,700</b>

**20 Contractual**

0213 CONSULTING FEES	0	30,000	30,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0213**

**Alley Assessment**

This project is the follow up to the Street Assessment Study which was approved in the 2007/2008 budget. The alley assessment study will provide an in depth analysis of all alleys located within the city. The study will help determine the life expectancy, current condition and will assist with identifying alley maintenance needs. This information will be used for ongoing maintenance and to plan for future CIP programs.

**CITY MANAGER'S COMMENTS:** Approved as a General Fund Reserve expenditure.

**CITY COUNCIL COMMENTS:** Disapproved, want to see results of street study before considering this request.

0231 SERVICE-MAINT. CONTRACTS	0	0	0	2,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0231**

**Service Contracts**

Air Cards for Lap tops  
 5 - Air cards for lap top computers @ \$50 ea per month  
 \$250 x12 months =\$3,000

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0231**

**Street Sweeping**

The downtown square will need to remain on a regularly scheduled street sweeping program. I am proposing that the square be swept twice-monthly May thru October and once monthly between November and April.

We are sweeping the following streets:  
 Rusk Street from Goliad to Fannin  
 Kaufman from Goliad to Fannin  
 Goliad form Kaufman to Washington  
 San Jacinto form Kaufman to Washington

May - October = 12 sweepings @ \$400 per = 4,800  
 November - April = 6 sweepings @ \$400 per = 2,400

**CITY MANAGER'S COMMENTS:** Approved

**CITY COUNCIL COMMENTS:** Reduced by \$4,800 - funding remains for sweeping each month Apr - Sept. (6 sweepings)

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0237 UNIFORM SERVICE	7,182	4,800	7,300	7,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0237** **Uniforms**

We have historically not budgeted sufficient funds to provide uniform service for the department's employees for the year. This corrects the budget for uniforms.

**CITY MANAGER'S COMMENTS:** *Approved*

0240 EQUIPMENT REPAIRS	18,562	6,000	8,500	12,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0240** **Addl Heavy Equip Repair**

This item will be used to pay for the miscellaneous repair of field equipment as necessary. Equipment such as the front end loader & backhoe, Volvo rubber tire loader, Pneumatic roller, steel wheel roller, asphalt lay down machine, chain saws, concrete saws etc. The amounts budgeted for this account during the 2007/2008 budget was insufficient. We have already exhausted 124% of the budgeted amount. I am recommending that we amend the budget on this item for the 2008/2009 budget to 8,500.

**CITY MANAGER'S COMMENTS:** *Approved*

0242 EQUIPMENT RENTAL & LEASE	580	1,000	1,000	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0242** **Additional Rentals**

The amounts budgeted for this account during the 2007/2008 budget was insufficient. We have already exhausted 98% of the budgeted amount. I am recommending that we amend the budget on this item for the 2008/2009 budget to \$2,000.

**CITY MANAGER'S COMMENTS:** *Approved*

0246 VEHICLE REPAIRS	10,833	9,000	9,000	9,000
0270 WASTE DISPOSAL SERVICE	5,230	5,000	5,000	26,800

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0270** **Additional Service**

Due to the construction of the 205 Bypass (John King Blvd), we are no longer able to stockpile miscellaneous brush and construction debris such as soil spoils, asphalt and concrete debris at the Service Center as was previously done in the past. We will be placing materials at a designated area on other property and will arrange for disposal on a periodic interval.

Disposal costs are estimated to be \$21,800.

**CITY MANAGER'S COMMENTS:** *Approved*

0271 LANDFILL MAINTENANCE	169	750	750	200
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<b>Contractual TOTAL . . . . :</b>	<b>42,556</b>	<b>56,550</b>	<b>61,550</b>	<b>59,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	617	500	500	400
0310	PRINTING & BINDING	0	100	100	100
0323	SMALL TOOLS	9,494	5,000	5,000	6,100

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0323**

**Cameras**

- 1 - digital camera for proposed field supervisor.
- 1 - digital camera for proposed crew leader.
- 2 - digital cameras for existing crew leaders

Total Digital Cameras = 4 cameras @ \$ 550 each = \$2,200

It is critical that field supervisors/crew leaders have cameras for field documentation. These cameras will be used to document existing conditions prior to construction such as driveways, mailboxes sidewalks, landscaping etc. They will also be used if necessary to document storm damage such as, flooding and wind damage.

**CITY MANAGER'S COMMENTS: 2 are approved for existing crew leader positions.**

0325	SAFETY SUPPLIES	3,488	3,000	3,000	12,550
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0325**

**Work Zone Traffic Control**

Work Zone Traffic Control Devices:

Traffic cones - 200 @16.50 ea = \$3,300

Portable stop sign bases 40 @ \$181 ea =\$5,430

Flag Stand Construction Signs

\* Flagger Ahead - 5 signs @ \$185 ea = \$925

\* Road Work Ahead - 5 Signs @ 185 ea = \$925

\* End Road Work - 5 signs @ 185 ea = \$925

\* Flag Stand - 15 @ 265 ea = \$3,975

\* Stop/Slow Flagger Paddles (pole) 6 @ 125 ea = \$750

\* Stop/Slow Flagger Paddles (hand held) 10 @ 46.50 ea = \$465

**CITY MANAGER'S COMMENTS: Flag stand signs are approved, cones and portable sign bases are disapproved.**

0331	FUEL & LUBRICANTS	29,778	27,500	27,500	33,000
0333	CHEMICAL	0	200	200	200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0341	CONSTRUCTION & REPAIR SUPPLY	341,685	490,000	490,000	583,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341** **On-Line Service Request Program**

The Streets & Drainage Department has received great citizen response to the "Online Service Request" and "Streets and Drainage Hotline". Since the program was introduced to the public, the street department has received a steady flow of request for services. On any given business day there are multiple work orders directed to addressing these service request. Staff is proposing that an additional \$100,000 be designated to cover the additional construction cost generated by the online service request service.

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341** **Construction & Repair**

Construction costs are continuing to rise. The cost of construction materials and supplies have gone up significantly over the past year and the trend suggests that they will continue to increase further impacting the cost of cement, rebar, asphalt etc. We also anticipate increased maintenance cost to be generated by the online service request and streets and drainage hot line. In order to pursue an aggressive maintenance program. Staff is recommending a minimum 30% increase in funding for the construction and repair account. We have a significant amount of asphalt streets that are in extremely poor condition. It will be necessary to rebuild and stabilize the pavement subgrades followed by 3-inches of asphalt overlay on each street or section of street that is in need of major repairs. Streets such as East Quail Run, Mims, National Drive, Jackson, Joe White, Kernoodle, Lillian, Sid's, and East Heath are in need of major repairs. There are many other asphalt streets that will require substantial repairs. Much of the concrete pavement is 15-30 years old and is in need of various degrees of repair.

Funding will need to be appropriated to address the concrete pavement repair issues as identified by the Pavement Management Study and for miscellaneous concrete repairs.

**CITY MANAGER'S COMMENTS:** Funds are increased by \$20,000 due to budget constraints. With increasing asphalt and concrete prices in the range of 24% over previous years we will not be able to accomplish as many projects as have been completed in the past with these limited funds.

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341** **Traffic Rated Guardrail Summer Lee Drive**

Budget for traffic rated guardrail at Summer Lee Drive adjacent to the Harbor.

Option 1 - 1,490 linear ft of modified tubular guardrail @ \$49 per ft  
Total cost \$73,070

Option 2 - 1,490 linear ft of standard guard rail @ \$24 per ft  
Total cost \$35,000

**CITY MANAGER'S COMMENTS:** Option 1 is approved as a General Fund Reserve expenditure.

0347	GENERAL MAINT. SUPPLY	6,391	6,000	6,000	5,000
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Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
0384 DRAIN. SYS. REPAIR SUPP	2,875	10,000	10,000	20,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0384**

**Drainage System Repairs**

Staff is requesting that the drainage system repair supply budget be amended. The 2007/2008 budget for this item was 10,000.00. I am recommending that the budget be increased to \$60,000.00 to allow for a more aggressive drainage systems repair and maintenance program. Many of the drainage ditches associated with our older residential streets will require grading and culvert maintenance. There are grading issues on Washington, Bost, East Kaufman, Throckmorton, County Line Road, Denison, Tyler and Parks, just to mention a few. The box culverts located under Washington Street at the entrance to the Municipal Pool are heavily silted and the drainage channel will need to be dredged out. The outfall area of the storm sewer at Lake Ray Hubbard behind 1906 Lakeshore is in need of dredging due to a large amount of sediment deposits, which because of is location will require specialized equipment to be used. Headwalls and new culverts need to be placed at various locations and some existing headwalls will require significant maintenance.

**CITY MANAGER'S COMMENTS:** \$30,000 is approved.

**CITY COUNCIL COMMENTS:** Reduced by \$10,000

0392 SIGNS AND SIGNALS	10,626	17,800	17,800	17,000
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<b>Supplies TOTAL . . . . . :</b>	<b>404,954</b>	<b>560,100</b>	<b>560,100</b>	<b>677,350</b>
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**40 Operational**

0430 TUITION & TRAINING	0	500	500	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0430**

**Certified Manager Program**

Certified Manager Program - 7 tracts @ \$595 per tract = \$3,695

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0430**

**Street Department Staff Training**

Staff Training - 11 employees @ 2 classes ea @ \$200 per class = \$4,400

Proposed New Employees 4-employees @ 2 classes ea @ \$ 200 per class = \$1,600

**CITY MANAGER'S COMMENTS:** \$1,000 of additional funding is approved.

0436 TRAVEL	0	700	700	1,000
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<b>Operational TOTAL . . . . . :</b>	<b>0</b>	<b>1,200</b>	<b>1,200</b>	<b>2,500</b>
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Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**50 Utilities**

0504 STREET LIGHTING	284,049	290,000	350,000	377,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0504** **Street Lights**

We recommend an increase in the street lighting budget for the 2008/2009 street lighting budget fund. The budgeted amount for the 2007/2008 budget year was \$290,000 and had to be increased.

**CITY MANAGER'S COMMENTS:** *Approved*

0507 CELLULAR TELEPHONE	1,715	2,100	2,100	2,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0507** **PDA's**

Field supervisors-exchanging regular cell phones for PDA's for access to City's computer network. These employees do not have a computer at this time. This PDA would allow for great efficiency when in the field. Additional cost of \$400.

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Utilities TOTAL . . . . .:</b>	<b>285,764</b>	<b>292,100</b>	<b>352,100</b>	<b>379,500</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	0	0	0	11,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-4-0610** **Supt. Furniture**

Office Furniture - Superintendent Work Station \$2,000

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0610** **Shelving for Bldgs 2&3**

The Water, Parks and Street Departments are participating in a joint venture to improve the space management capabilities within the outlying building # 2 and building # 3 located at the Service Center. Shelving will be installed at each of above noted buildings to maximize the storage and use capability of each structure. The cost of the shelving including installation will be approximately \$18,000. The Water/Sewer Fund and General Fund will split the cost.

**CITY MANAGER'S COMMENTS:** *Approved*

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0612** **Laptops**

Lap top computer truck mount @ \$500 ea x 5 = 2,500  
 Lighter adapter @ \$45 ea x5 = \$225  
 Lap top computers @ 18 ea x 5 = 9,000

This equipment is a recommendation of the C-3 team as it related to work orders and maps. The computers would be placed in the superintendents, field supervisor and crew leader's vehicles. The computers would provide access to as-built Mylar's so that the crews can pull maps, construction plans for pavement, storm drains, and water/wastewater utilities and locate easements directly in the field. The lap tops will also be a critical part of the proposed work order software which would allow the crew leaders and other supervisor to provide real time work order data and cost amounts.

**CITY MANAGER'S COMMENTS: Disapproved**

0617 RADIO EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0617** **New Equipment**

4-radios @ \$2,500 ea = 10,000  
 These radios will be for the 4-proposed street department employees.

**CITY MANAGER'S COMMENTS: Disapproved**

0621 FIELD MACHINERY & EQUIPMENT	1,896	9,000	9,000	9,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Hydraulic Jackhammer**

We are recommending the purchase of a hydraulic jackhammer. The jackhammer is designed to be an attachment to the existing bobcat loader. The jackhammer will be necessary for miscellaneous concrete repairs. This concrete demolition equipment will greatly increase staff efficiency and construction reduce construction time and labor when compared to the current method of concrete removal which is a standard hand held jackhammer. The hand held jackhammer is very labor intensive and time consuming. \$9,000.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Special Event/Emergency Support Trailer**  
 Transport/Storage Trailer - Special Event Support/Emergency Support Traffic Control.  
 Cargo Mate Enclosed Trailer with ramp doors and side doors \$4,610.

The box trailer would allow for special event support/emergency traffic control devices, to be stored on the trailer and ready for use at all times. Traffic control devices used for special event support need to be kept separate from the general construction cones which are often not ideal for special event support because they are often blemished with tar, dirt, paint etc. The box trailer would allow for secure storage of the special event traffic control devices while also providing the street department the capability to provide almost instant support related to emergency traffic control and street barricading when necessary during emergencies.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Transport/Storage Trailer Striping Equip**  
 Transport/Storage Trailer - Street & Parking Lot Striping Equipment and Materials  
 Cargo Mate Enclosed Trailer with ramp doors and side doors \$4,610

The box trailer would allow for the line Lazar pavement marker, line driver, traffic control devices and associated paint and materials to be stored and transported. It would also assist the street department in becoming more efficient and pro-active as it relates to keeping the City's pavement markings well maintained.

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Line Driver for Paint Machine**

Line Driver Ride on System for the Line Paint Machine \$5,000 The line driver is a small motorized tractor cart with a seat which attaches to the line Lazar pavement marker. This item is necessary because of the very steep street grades maintained by the Street Department. It is very difficult for staff to manually push the heavy striping equipment on steep streets such as Summit Ridge. The motorized cart would allow the street department to be more efficient, provide a better product and greatly enhance the safety factor for staff when conducting street striping activity on steep street grades.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Asphalt Zipper Milling Machine**  
 Asphalt Zipper - Asphalt Pulverizing & Milling Machine    \$ 90,000

The asphalt zipper allows for full depth pavement recycling by pulverizing an asphalt surface with a portion of the underlying existing base material. This allows for the existing asphalt material to be milled and recycled into the existing street grade instead of being removed and hauled off the site. By adding concrete treated base material or lime slurry to the subgrade during the pulverizing process we could level and stabilize the street subgrade prior to placing the final asphalt surface. This would dramatically increase the life expectancy of the pavement when compared to just placing a leveling course of asphalt on a street with already existing subgrade issues. The zipper is transported to the jobsite on a trailer which is included with the purchase. The zipper is attached to the bucket of the rubber tire front end loader with a quick connect attachment.

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Crackseal Machine**  
 Crackseal Machine    \$25,000

Crack sealing is used for a first line of defense against pavement deterioration because it offers several important benefits, effective crack sealing keeps water from entering and weakening the base or sub-base. It helps preserve the pavement adjacent to the cracks and extends the life of the pavement by minimizing crack growth. We are requesting the purchase of a crack seal machine so as to allow the Street Department to be proactive with the maintenance of our asphalt and concrete pavement.

**CITY MANAGER'S COMMENTS:** Approved, financed with Contractual Obligations.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623** **New Vehicles**

¾ ton ext cab truck - proposed field supervisor vehicle \$25,700

¾ ton ext cab truck - proposed crew leader vehicle \$29,830

¾ ton ext cab truck - Replace unit 150 - \$29,830

\*Note - This vehicle meets the replacement criteria requirements of the City and will need to be retired. The vehicle is 11 years old and has over 100,000 miles. It is in poor condition.

¾ ton bucket truck for sign installation vehicle - \$45,000

\*Note - This vehicle is needed for sign installation. The current bucket truck is not safe for street sign installation. The truck was purchased to trim trees and service street lights, install Christmas decorations and internal operations functions.

The top of the bucket at the non elevated position is at 10ft and presents a safety factor getting in and out of multiple times daily. You have to reach and enter the bucket from an elevated ladder on the truck. The smaller truck setup allows the entry in the bed and is much safer and easier to access. The existing bucket truck is widely used by our department and other departments but it is not suited to be a sign installation vehicle. A smaller boom bucket truck would allow safer access to the bucket and more maneuverability around the sign post.

**CITY MANAGER'S COMMENTS:** One replacement vehicle is approved and financed with Contractual Obligations. Remaining vehicles are disapproved.

<b>Capital TOTAL . . . . .:</b>	<b>1,896</b>	<b>9,000</b>	<b>9,000</b>	<b>20,600</b>
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<b>Streets TOTAL . . :</b>	<b>1,304,279</b>	<b>1,528,050</b>	<b>1,628,350</b>	<b>1,726,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

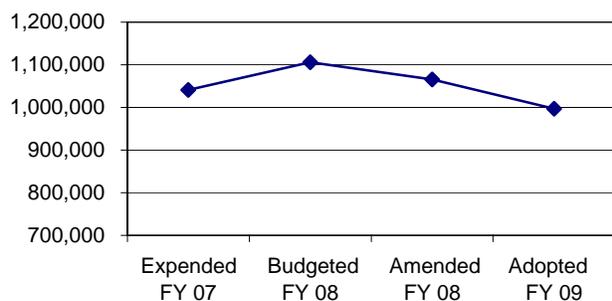
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	911,829	964,400	924,100	858,100
Contractual	90,655	87,450	87,450	86,500
Supplies	21,892	27,950	27,950	20,400
Operational	9,851	18,800	18,800	26,150
Utilities	6,678	7,300	7,300	5,000
Capital	-	-	-	800
<b>Total</b>	1,040,905	1,105,900	1,065,600	996,950

### Personnel Schedule

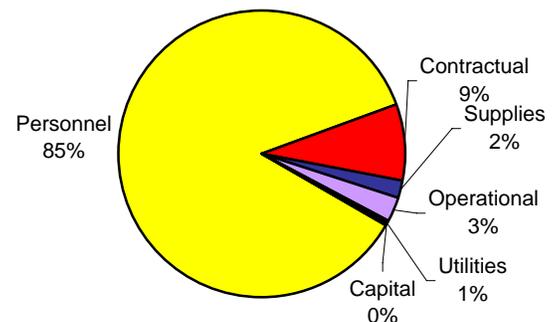
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
City Engineer/Public Works Director	33	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Field Construction Coordinator	22	1	0
Senior Construction Inspector	19	1	1
Construction Inspector I	16	4	4
Customer Service Coordinator	12	1	1
Public Works Coordinator	12	1	0

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	113,771	123,200	122,750	130,100
0104	SALARIES & WAGES-CLERICAL	289,444	305,900	290,300	276,400

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0104**

**Clerical**

The coordinator at the Service Center was previously reported in this line item. She is now included in the water/sewer budget.

0107	SALARIES & WAGES-LABOR	323,866	352,100	326,400	283,100
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0107**

**Open Position**

Construction Coordinator's position is vacant at this time. With the slow down in construction this position will not be filled in fiscal year 2009, the duties will be performed by existing staff.

0109	SALARIES & WAGES-OVERTIME	26,124	20,000	21,300	20,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>753,205</b>	<b>801,200</b>	<b>760,750</b>	<b>709,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	600	600	1,200
0114	LONGEVITY PAY	5,280	5,900	6,050	4,700
0116	AUTO ALLOWANCE	4,200	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	57,165	57,900	57,800	51,000
0122	T.M.R.S. RETIREMENT EXP.	91,979	93,700	93,800	86,500

<b>Benefits TOTAL . . . . :</b>	<b>158,624</b>	<b>163,200</b>	<b>163,350</b>	<b>148,500</b>
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**20 Contractual**

0213	CONSULTING FEES	78,170	73,000	73,000	73,000
0231	SERVICE-MAINT. CONTRACTS	3,576	5,100	5,100	5,100
0240	EQUIPMENT REPAIRS	535	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,045	3,900	3,900	3,900
0243	BUILDING LEASE	1,173	950	950	0
0246	VEHICLE REPAIRS	3,156	4,000	4,000	4,000

<b>Contractual TOTAL . . . . :</b>	<b>90,655</b>	<b>87,450</b>	<b>87,450</b>	<b>86,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,950	4,000	4,000	1,350
0310	PRINTING & BINDING	1,269	1,200	1,200	1,200
0321	UNIFORMS	680	1,000	1,000	1,000
0323	SMALL TOOLS	1,254	750	750	750
0325	SAFETY SUPPLIES	1,038	1,500	1,500	1,200
0331	FUEL & LUBRICANTS	12,143	12,500	12,500	12,500
0341	CONSTRUCTION & REPAIR SUPPLY	380	5,500	5,500	1,200

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0341**

**Construction Supplies**

Survey monuments, markers and floodplain markers (for city projects only).

\$600 - C-35DB 3 1/2" survey markers (20)

\$600 - C35D 3 1/2" floodway markers (20)

Previously we furnished these to developers. They have to purchase and install them now.

0347	GENERAL MAINT. SUPPLY	1,178	1,500	1,500	1,200
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<b>Supplies TOTAL . . . . . :</b>	<b>21,892</b>	<b>27,950</b>	<b>27,950</b>	<b>20,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	4,215	7,600	7,600	13,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0410**

**Dues & Subscriptions**

\$2,800 - NCTCOG Construction Standards

\$3,500 - NCTCOG Stormwater program

\$5,600 - NCTCOG Public Works Program

\$ 705 - PE Registration (3)

\$ 300 - AWWA

\$ 270 - APWA

\$ 450 - ASCE

The Public Works Program was previously reported in other budgets.

The water/sewer transfer into the General Fund has been increased to cover this expense.

**CITY MANAGER'S COMMENTS:** Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0430 TUITION & TRAINING	3,808	9,200	9,200	8,050
0436 TRAVEL	1,828	2,000	2,000	4,500

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0436** **Travel**

\$1,500 - TPWA and APWA conferences  
 \$ 500 - TPWA  
 \$2,000 - Travel for inspectors and other staff to attend training

**CITY MANAGER'S COMMENTS: Approved**

<b>Operational TOTAL . . . . .:</b>	<b>9,851</b>	<b>18,800</b>	<b>18,800</b>	<b>26,150</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	6,678	7,300	7,300	5,000
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<b>Utilities TOTAL . . . . .:</b>	<b>6,678</b>	<b>7,300</b>	<b>7,300</b>	<b>5,000</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	0	0	0	800
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0610** **Flat File**

\$800 - Flat File Cabinet

**CITY MANAGER'S COMMENTS: Approved**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0612** **Computer Equipment**

This request is for a second "rugged computer" to be used by the construction inspectors in the field. The computer will be used to receive and respond to e-mails, make inspection notes and comments, and access as-built plans from a remote drive downloaded from plans in the City network. This item was identified in the C3 process.

NOTE: There have been speed related problems with the computers loading the as-builts via aircard. We are still working on developing inspection forms and funds may be needed for that. \$3,800 – Dell XFR D630 (tablet) \$ 525 - Vehicle Cradle w/RS232 \$ 50 - Cig. Lighter adapter \$ 75 - 4GB Remote drive

**CITY MANAGER'S COMMENTS: Disapproved.**

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>800</b>
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<b>Engineering TOTAL . . :</b>	<b>1,040,905</b>	<b>1,105,900</b>	<b>1,065,600</b>	<b>996,950</b>
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# **ENTERPRISE FUND**

Water and Sewer Fund - to account for the provision of water and sewer services to the residents of the City and some special water districts. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service and billing and collection.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Revenues	8,727,098	10,471,300	9,917,800	10,357,600
Operating Expenses	8,425,320	9,846,750	9,802,050	10,636,400
Depreciation & Amortization Expense	1,578,795	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>(1,277,018)</b>	<b>(375,450)</b>	<b>(884,250)</b>	<b>(1,278,800)</b>
Non-Operating Revenues	2,342,380	510,000	1,963,300	1,861,100
Non-Operating Expenses	933,137	1,360,300	1,374,500	1,958,650
<b>Non-Operating Income (Loss)</b>	<b>1,409,243</b>	<b>(850,300)</b>	<b>588,800</b>	<b>(97,550)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>132,225</b>	<b>(1,225,750)</b>	<b>(295,450)</b>	<b>(1,376,350)</b>
Net Transfers In (Out)	(1,350,335)	(1,209,700)	(1,287,450)	(1,228,300)
<b>Net Income (Loss)</b>	<b>(1,218,110)</b>	<b>(2,435,450)</b>	<b>(1,582,900)</b>	<b>(2,604,650)</b>
Retained Earnings - Beginning	11,714,711	25,942,221	10,496,601	8,913,701
<b>Retained Earnings - Ending</b>	<b>10,496,601</b>	<b>23,506,771</b>	<b>8,913,701</b>	<b>6,309,051</b>
Working Capital	3,751,770	4,162,900	3,675,450	4,949,350

The Water and Sewer Fund has previously been reported on a full accrual basis - all outstanding utility bills are reported as if collected. All bond proceeds and Impact Fees, although restricted in their use, have been included in the Retained Earnings in prior budget years.

Staff has adjusted Actual 06-07, Amended 07-08 and Approved 08-09 Retained Earnings to reflect those resources which are unrestricted in nature. In addition, we have added the figures for Working Capital which is defined as Current Assets minus Current Liabilities and best approximates the term "**Fund Balance**".

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Available Operating Revenues:					
4601	Retail Water Sales	4,815,755	5,950,000	5,750,000	6,037,500
4603	Sewer Charges	2,338,825	2,600,000	2,350,000	2,467,500
4605	Pretreatment Charges	10,655	19,300	19,300	20,600
4607	Garbage Revenue	13,324	-	-	-
4609	HHW Fees	81,135	80,000	85,000	85,000
4610	Penalties	109,605	100,000	108,000	100,000
4612	Water Fines	32,212	-	-	-
<b>Total Utility Sales</b>		<b>7,401,510</b>	<b>8,749,300</b>	<b>8,312,300</b>	<b>8,710,600</b>
4622	RCH Water Sales	381,102	475,000	460,000	475,000
4632	Blackland Water Sales	290,123	385,000	345,000	385,000
4650	City of Heath Water Sales	568,537	775,000	705,000	700,000
<b>Total Contract Sales</b>		<b>1,239,762</b>	<b>1,635,000</b>	<b>1,510,000</b>	<b>1,560,000</b>
4660	Water Taps	69,532	70,000	76,000	70,000
4662	Sewer Taps	9,148	9,000	11,000	9,000
<b>Total Other Receipts</b>		<b>78,680</b>	<b>79,000</b>	<b>87,000</b>	<b>79,000</b>
4665	Meter Rental Fees	7,145	8,000	8,500	8,000
<b>Total Other Fees</b>		<b>7,145</b>	<b>8,000</b>	<b>8,500</b>	<b>8,000</b>
<b>Total Operating Revenues</b>		<b>8,727,098</b>	<b>10,471,300</b>	<b>9,917,800</b>	<b>10,357,600</b>
Available Non-Operating Revenues					
4001	Interest Earnings	627,114	400,000	375,000	300,000
4019	Other	140,189	110,000	137,200	110,000
4035	Impact Fees	1,477,077	-	1,451,100	1,451,100
4500	Grant Proceeds	98,000	-	-	-
<b>Total Non-Operating Revenue</b>		<b>2,342,380</b>	<b>510,000</b>	<b>1,963,300</b>	<b>1,861,100</b>
<b>Total Available Revenues</b>		<b>11,069,478</b>	<b>10,981,300</b>	<b>11,881,100</b>	<b>12,218,700</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Transfers In				
From Recycling Fund	-	-	-	34,000
Operating Transfers Out				
To General Fund	515,000	538,100	538,100	589,600
To Insurance Fund	618,000	631,000	708,750	635,500
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Bond Projects	178,285	-	-	-
To Tech Replacement Fund	9,050	10,600	10,600	7,200
<b>Total Transfers Out</b>	<b>1,350,335</b>	<b>1,209,700</b>	<b>1,287,450</b>	<b>1,262,300</b>
<b>Net Operating Transfers</b>				
<b>In (Out)</b>	<b>(1,350,335)</b>	<b>(1,209,700)</b>	<b>(1,287,450)</b>	<b>(1,228,300)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	778,267	776,000	774,600	811,000
63 Water Operations	4,771,841	6,869,700	5,598,250	7,576,300
67 Sewer Operations	3,045,424	3,949,100	3,934,250	3,925,200
Total Dept. Expenses	8,595,532	11,594,800	10,307,100	12,312,500
Conversion to GAAP:				
Less Capital	170,212	1,748,050	505,050	1,676,100
Total Operating Expenses	8,425,320	9,846,750	9,802,050	10,636,400
Non Operating Expenses				
62 Long Term Debt	1,943,626	2,734,800	2,734,800	3,916,850
Conversion to GAAP:				
Less Debt Retirement	1,010,489	1,374,500	1,360,300	1,958,200
Total Non-Operating Expenses	933,137	1,360,300	1,374,500	1,958,650
Total Expenses	9,358,457	11,207,050	11,176,550	12,595,050

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

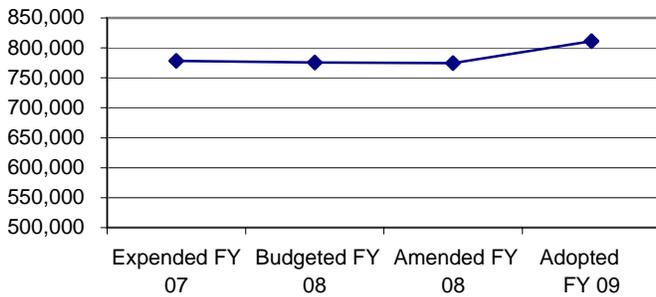
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	348,710	372,200	363,050	391,300
Contractual	189,806	218,500	218,500	225,600
Supplies	73,821	76,000	76,000	75,300
Operational	165,930	108,800	117,050	118,800
<b>Total</b>	<b>778,267</b>	<b>775,500</b>	<b>774,600</b>	<b>811,000</b>

### Personnel Schedule

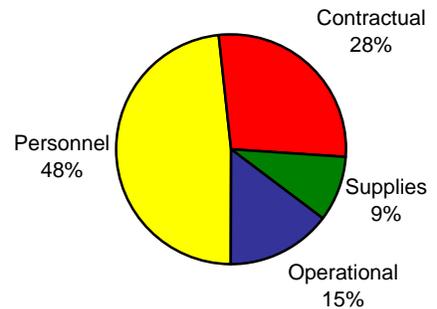
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	61,405	65,300	65,100	68,900
0104	SALARIES & WAGES-CLERICAL	97,940	102,600	94,900	105,900
0107	SALARIES & WAGES-LABOR	129,888	139,700	139,650	148,000
0109	SALARIES & WAGES-OVERTIME	223	1,500	500	500

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>289,456</b>	<b>309,100</b>	<b>300,150</b>	<b>323,300</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,985	2,500	2,500	2,800
0120	FICA & MEDICARE EXPENSE	22,221	23,500	23,600	24,700
0122	T.M.R.S. RETIREMENT EXP.	35,048	37,100	36,800	40,500

<b>Benefits TOTAL . . . . . :</b>	<b>59,254</b>	<b>63,100</b>	<b>62,900</b>	<b>68,000</b>
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**20 Contractual**

0210	AUDITING	15,000	17,500	17,500	17,500
0217	IT SERVICE	25,463	32,000	32,000	32,000
0223	INSURANCE-SURETY BONDS	300	400	400	400
0225	INSURANCE-AUTOMOBILES	17,500	21,000	21,000	23,000
0227	INSURANCE-REAL PROPERTY	15,000	17,500	17,500	19,500
0228	INSURANCE-CLAIMS & DED.	30,712	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	15,000	18,000	18,000	20,000
0231	SERVICE-MAINT. CONTRACTS	61,252	76,700	76,700	77,500
0240	EQUIPMENT REPAIRS	510	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	9,069	9,400	9,400	9,700

<b>Contractual TOTAL . . . . . :</b>	<b>189,806</b>	<b>218,500</b>	<b>218,500</b>	<b>225,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,515	1,800	1,800	1,800
0307	POSTAGE	62,829	65,000	65,000	65,000
0310	PRINTING & BINDING	9,218	8,200	8,200	7,500
0347	GENERAL MAINT. SUPPLY	259	1,000	1,000	1,000

<b>Supplies TOTAL . . . . . :</b>	<b>73,821</b>	<b>76,000</b>	<b>76,000</b>	<b>75,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	200	300	300	300
0415	RECRUITING EXPENSES	770	0	0	0
0430	TUITION & TRAINING	1,961	2,500	1,000	2,500
0436	TRAVEL	0	1,000	750	1,000
0450	BAD DEBT EXPENSE	88,884	30,000	30,000	30,000
0490	HOUSEHOLD HAZ WASTE DAY	74,115	75,000	85,000	85,000

<b>Operational TOTAL . . . . . :</b>	<b>165,930</b>	<b>108,800</b>	<b>117,050</b>	<b>118,800</b>
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<b>Utility Billing TOTAL :</b>	<b>778,267</b>	<b>775,500</b>	<b>774,600</b>	<b>811,000</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	1,943,627	2,734,800	2,734,800	3,916,850
<b>Total</b>	<b>1,943,627</b>	<b>2,734,800</b>	<b>2,734,800</b>	<b>3,916,850</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	6,282	6,200	6,200	7,200
0752 BOND - PRINCIPAL	813,495	1,139,500	1,139,500	1,709,450
0754 BOND - INTEREST	608,079	886,800	886,800	1,763,950
0772 NTMWD - PRINCIPAL	196,994	235,000	235,000	248,750
0774 NTMWD - INTEREST	318,777	467,300	467,300	187,500
<b>Debt Service TOTAL . . . . .:</b>	<b>1,943,627</b>	<b>2,734,800</b>	<b>2,734,800</b>	<b>3,916,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

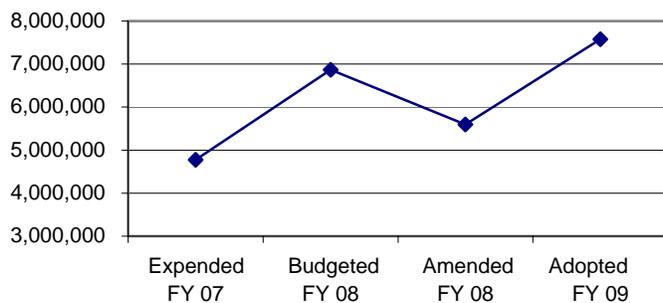
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	649,922	741,200	732,500	971,000
Contractual	3,516,622	3,937,150	3,886,150	4,358,100
Supplies	201,239	294,650	294,650	316,350
Operational	6,878	9,950	13,200	15,900
Utilities	274,831	330,600	315,600	330,600
Capital	122,349	1,556,150	356,150	1,584,350
<b>Total</b>	<b>4,771,841</b>	<b>6,869,700</b>	<b>5,598,250</b>	<b>7,576,300</b>

### Personnel Schedule

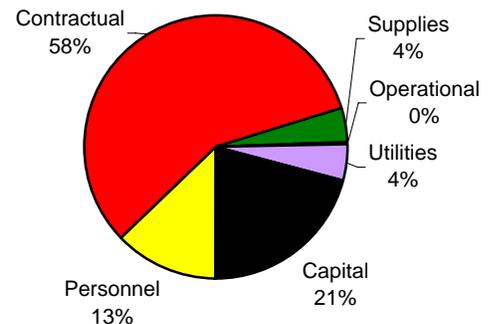
Position	Classification	FY 08 Approved	FY 09 Approved
Interim Water/Wastewater Manager	-	1	1
Water/Wastewater Superintendent	24	1	1
Water Operations Manager	21	1	1
Conservation Coordinator	16	0	1
Pump Tech II	14	1	1
Crew Leader	13	1	1
Water Quality Technician	12	1	1
Public Works Coordinator	12	0	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	4	5

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	116,284	197,000	204,600	220,700
0104 SALARIES & WAGES-CLERICAL	0	0	0	40,600
0107 SALARIES & WAGES-LABOR	376,283	351,000	358,300	503,500

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107**

**Maintenance Worker II**

I am requesting to add a Maintenance Worker II position.

We will utilize this person to perform maintenance on water valves. The duties will include locating, raising, identifying, marking, exercising and repairing of water main valves. This employee will also engage in the construction and repair of water mains. Salary at a grade 8: \$36,800

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107**

**Conservation Coordinator**

This item would reassign one employee currently serving in the Building Inspection Department to redirect efforts toward achievement of several other strategic goals of the City. These include:

- Coordination of a City Water Conservation Program
- Coordination of a City "Green" Initiative
- Coordination of a City Energy Conservation Program
- Coordination of a City Recycling Promotion Program

The Water Conservation Program will allow the City to more aggressively inform residents & business of:

- The importance of Water Conservation
- The potential for saving money through wise use of water
- Water loss and conservation inspections

The City "Green" Initiative Program would include:

- Use of Building Inspector knowledge to assist management in evaluation of potential program elements.
- Research alternatives for consideration
- Assistance in development of the program
- Assistance in Public Education associated with the program

The Energy Conservation Program would include:

- Use of Inspector's skills to monitor and reduce energy consumption in building and facilities
- Assistance to further develop vehicle efficiency program

The Recycling Promotion Program would include:

- Assistance with development of promotional programs to increase residential recycling levels
- Coordinate study of allowing businesses to participate in recycling program

The position will be funded 50% by water revenues and 50% by a transfer in from the Recycling Fund. The City earns about \$2,000 per month in recycling rebates from Allied Waste.

**CITY MANAGER'S COMMENTS:** *Approved*

0109 SALARIES & WAGES-OVERTIME	47,621	80,000	45,000	45,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>540,188</b>	<b>628,000</b>	<b>607,900</b>	<b>809,800</b>

**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,800	1,800	1,800
0114	LONGEVITY PAY	4,445	3,500	3,500	4,900
0120	FICA & MEDICARE EXPENSE	41,355	41,900	45,700	58,500
0122	T.M.R.S. RETIREMENT EXP.	59,432	66,000	73,600	96,000
0128	UNEMPLOYMENT INS.	4,502	0	0	0

<b>Benefits TOTAL . . . . .:</b>	<b>109,734</b>	<b>113,200</b>	<b>124,600</b>	<b>161,200</b>
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**20 Contractual**

0211	LEGAL	11,900	10,000	10,000	10,000
0213	CONSULTING FEES	36,931	40,000	40,000	40,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0213**

**Consulting**

Consulting services for water system planning, review of water availability for proposed developments, looking at impact of annexation on water system. This also includes material testing services for in-house water projects. - \$40,000

**CITY MANAGER'S COMMENTS: Approved**

0231	SERVICE-MAINT. CONTRACTS	12,414	11,500	11,500	12,850
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231**

**Service Contracts**

Public Works Copier- \$ 500

Generator Maintenance (fixed) - \$3,250

Generator Maintenance (Light Towers) - \$2,200

Inspection and Maintenance of Water control valves (pump control, rate of flow, and booster station) - \$2,040

Equipment Calibration of flow meters and level transmitters - \$2,650

Cathodic protection and erosion water towers - \$1,610

Air Card service - \$600

Total \$12,850

0233	ADVERTISING	0	500	500	0
0237	UNIFORM SERVICE	13,258	10,000	11,500	12,650

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0237**

**Uniforms**

We have typically under budgeted for the department's uniform needs. This request provides the correct funding for the employees of the department.

0240	EQUIPMENT REPAIRS	5,888	8,000	8,000	8,000
0242	EQUIPMENT RENTAL & LEASE	3,469	22,850	22,850	22,850

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
0244 BUILDING REPAIRS	133,813	30,000	30,000	40,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0244</b>				<b>Building Repairs</b>

The Municipal Service Center is the home of the Public Works Department. This complex houses Parks, Streets, and Water and Wastewater departments. It provides offices, storage and workspace for staff and field crews. The original portion of the building was complete in 1984, with 32 employees. The facility was remodeled in 1998, with 34 employees. The remodel included adding a break room in a portion of the existing shop and three storage buildings. Today the Service Center houses 56 full time employees.

We propose funding the planning stages for remodeling the building to create more office space, a larger breakroom and more adequate and efficient storage areas. We need to demolish parts of the old animal shelter and remodel newer areas of the old shelter.

We also need to install a Sand and Grease Interceptor to catch water from washing of vehicles and drainage from parking lot for all departments to meet TCEQ requirements. Total for Sand and Grease Interceptor: \$10,000

**CITY MANAGER'S COMMENTS:** \$30,000 is approved to hire an architect to develop plans and specifications for a remodel. After cost estimates are developed by the architect, the information can be presented to City Council for possible mid-year funding.

The Sand and Grease Interceptor project is approved.

0246 VEHICLE REPAIRS	21,851	22,000	22,000	22,000
0258 SECURITY SERVICES	25,200	2,500	0	0
0270 WASTE DISPOSAL SERVICE	0	0	0	15,900
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0270</b>				<b>Materials Disposal</b>

Due to the construction of the 205 Bypass (John King Blvd), we are no longer able to stockpile miscellaneous brush and construction debris such as soil spoils, asphalt and concrete debris at the Service Center as was previously done in the past. We will be placing materials at a designated area on other property and will arrange for disposal on a periodic interval. Disposal costs are estimated to be \$15,900.

**CITY MANAGER'S COMMENTS:** Approved

0280 STATE PERMITS	21,296	35,000	35,000	38,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0280</b>				<b>Permits</b>

THD chemical sampling \$6,000

TCEQ lead and copper sampling and lab fees \$4,000

State System Permit \$6,000

TCEQ Chemical Sampling of Water System (lab) \$22,000.00

Total: \$38,000

0281 METER REPAIR & REPLACEMENT	13,846	15,000	15,000	15,000
0287 WATER PURCHASES	3,089,735	3,546,900	3,546,900	3,875,750

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0288	WATERLINE REPAIR & REPLACEME	59,658	60,000	60,000	65,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0288** **Fire Hydrants**

We need funding for replacement of 26 Kennedy Fire Hydrants. This brand of fire hydrant is below City of Rockwall standards. The fire hydrants can break under normal operation. It is difficult to find replacement parts in a timely manner, leaving the fire hydrants out of service. Labor and material per fire hydrant replacement \$2,500 X 26 = \$65,000

**CITY MANAGER'S COMMENTS:** *Approved*

0289	RESERVOIR MAINT. & REPAIR	67,363	72,900	72,900	80,100
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289** **Reservoir Maintenance and Repair**

- \$30,000 Rebuild Water Pumps (1 each pump station)
- 33,750 Valve Replacement Eastside 700 Pump #6
- 4,865 Tank Inspection, 7 tanks at 695/tank
- 1,900 Minor Tank Cleaning, 2 at \$950/tank
- 3,600 Tank Cleaning, 1 at \$3600/tank
- 6,000 Misc Repairs
- \$80,115 Total

0293	GRANT PROGRAM	0	50,000	0	100,000
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<b>Contractual TOTAL . . . . . :</b>	<b>3,516,622</b>	<b>3,937,150</b>	<b>3,886,150</b>	<b>4,358,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,016	2,550	2,550	2,550
0310	PRINTING & BINDING	5,575	7,000	7,000	7,000
0323	SMALL TOOLS	6,011	9,100	9,100	13,200
0325	SAFETY SUPPLIES	2,253	3,500	3,500	4,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0325** **Safety Supplies**

- AC Blower (for confined space) - \$ 1,000
- Lumidor Gas Detector (for confined space)-\$1,800
- Tote bags for personal protective equipment - \$400
- Misc. Safety Supplies- \$1,500

**CITY MANAGER'S COMMENTS:** *Approved*

0331	FUEL & LUBRICANTS	44,392	53,000	53,000	57,000
0333	CHEMICAL	2,185	2,500	2,500	2,900
0341	CONSTRUCTION & REPAIR SUPPLY	14,071	15,000	15,000	15,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0347 GENERAL MAINT. SUPPLY	15,888	13,000	13,000	18,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0347** **General Maintenance**

Locks for towers, yards & enclosures (split with Sewer)  
 Padlocks less Core 80 at \$70.40/each = \$5,632  
 Padlock Core 85 at \$68/each = \$5,780  
 Total - \$11,412 split = \$5,706  
 \$ 477 Aux. Contacts motor starters Heath St.  
 780 Pump motor control transformers Heath St.  
 3,000 Replacement Contacts for motor starters both pump stations  
 8,000 Misc Supplies  
 Total: \$17,963

**CITY MANAGER'S COMMENTS: Approved**

0380 FIRE HYDRANT MAINT SUPPLY	10,974	11,000	11,000	11,000
0381 WATER PIPE FITTINGS	27,901	28,000	28,000	35,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0381** **Water Pipe Fittings**

For the past two years we have budgeted \$28,000 and had to amend this amount midyear, so with this previous history, we would like to increase this item. As our system matures, fittings have to be replaced on a more frequent basis as well.

**CITY MANAGER'S COMMENTS: Approved**

0382 METER SUPPLIES	69,973	150,000	150,000	150,000
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<b>Supplies TOTAL . . . . . :</b>	<b>201,239</b>	<b>294,650</b>	<b>294,650</b>	<b>316,350</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	75	3,700	3,700	1,200
0415 RECRUITING EXPENSES	1,790	1,000	1,000	1,000
0430 TUITION & TRAINING	3,617	4,250	7,500	11,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0430** **Tuition and Training**

14 Water employees, 2 classes each at \$200 per class = \$5,600  
 2 Pump Technicians require yearly continuing ed. at \$70 each = \$140  
 2 Pump Technicians for additional electrical training = \$2,000  
 Superintendent and Manager to attend Water Conference \$800  
 City Sponsored supervisor training = \$500  
 Online CEU courses \$1,500  
 Safety training films \$500  
 Quarterly departmental luncheon (1/2 with Sewer \$1,296) = \$648

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0436 TRAVEL	1,396	1,000	1,000	2,000
<b>Operational TOTAL . . . . .:</b>	<b>6,878</b>	<b>9,950</b>	<b>13,200</b>	<b>15,900</b>

**50 Utilities**

0501 ELECTRICITY	257,976	315,000	300,000	315,000
0507 CELLULAR TELEPHONE	4,909	5,100	5,100	5,100
0508 TELEPHONE SERVICE	11,946	10,500	10,500	10,500
<b>Utilities TOTAL . . . . .:</b>	<b>274,831</b>	<b>330,600</b>	<b>315,600</b>	<b>330,600</b>

**60 Capital**

0603 BUILDINGS	0	0	0	0
0610 FURNITURE & FIXTURES	3,264	800	800	9,800

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0610**

**Furniture and Fixtures**

The Water, Parks and Street Departments are participating in a joint venture to improve the space management capabilities within the outlying buildings at the Service Center. Shelving installed at these building would utilize the space more efficiently. The cost of the shelving including installation will be approximately \$18,000. The Water/Sewer Fund and General Fund contribute \$9,000 each.

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0610**

**Flat File**

Flat file for plans as recommended by C3 \$800

0612 COMPUTER EQUIPMENT	0	0	0	18,950
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0612**

**Computer Equipment**

\$3,395 SCADA upgrade to allow remote access with internet connection.

\$1,500 UPS at SCADA room and 2 pump stations and misc supplies

We would like to purchase laptops as recommended by the C-3 KLRA Team.

\$14,050 Lap top computers (6) with mounts and adaptors

The laptops would be used to provide in the field access to maps, as built, and technical information which the crews must now go to the shop to have access to. The laptops will provide greater efficiency to the department.

**CITY MANAGER'S COMMENTS:** *Approved.*

0617 RADIO EQUIPMENT	3,630	0	0	3,500
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0617**

**Radio Equipment**

Mobile radio for truck #134 and portable for new Maintenance worker. \$3,500

**CITY MANAGER'S COMMENTS:** *Approved*

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0621	FIELD MACHINERY & EQUIPMENT	2,111	17,350	17,350	46,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621** **Field Machinery and Equipment**

\$27,000 to purchase a forklift for all departments to use at Service Center. We currently use the front-end loader, which works well in the yard, but is too large to use in the buildings to stack materials on shelving. We propose to purchase an electric forklift Toyota model 7FBEHU18 forklift - \$27,000.

\$2,760 Compressor/Generator for Pump Tech Truck #122

\$5,538 WACHS P/2 Portable Valve Operator

\$2,760 MI-T\_M Compressor/Generator for Truck #123

\$7,885 Crane for Truck #123

**CITY MANAGER'S COMMENTS:** *Approved*

0623	VEHICLES	93,799	57,000	57,000	0
0631	LINE EXTENSION/RELOCATION	19,545	25,000	25,000	0
0638	SYSTEM ACQUISITION	0	1,456,000	256,000	1,506,100

<b>Capital TOTAL . . . . .:</b>	<b>122,349</b>	<b>1,556,150</b>	<b>356,150</b>	<b>1,584,350</b>
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<b>Water Operations TOTAL :</b>	<b>4,771,841</b>	<b>6,869,700</b>	<b>5,598,250</b>	<b>7,576,300</b>
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## SEWER OPERATIONS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

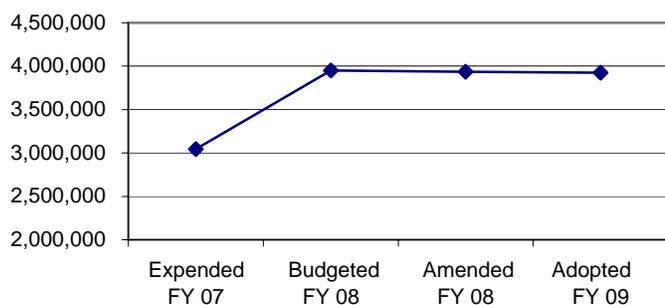
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	562,354	597,600	587,600	663,900
Contractual	2,190,750	2,954,900	2,962,900	2,939,500
Supplies	117,657	98,550	103,550	94,400
Operational	3,766	8,150	8,300	12,650
Utilities	100,228	98,000	123,000	123,000
Capital	70,672	191,900	148,900	91,750
<b>Total</b>	<b>3,045,427</b>	<b>3,949,100</b>	<b>3,934,250</b>	<b>3,925,200</b>

### Personnel Schedule

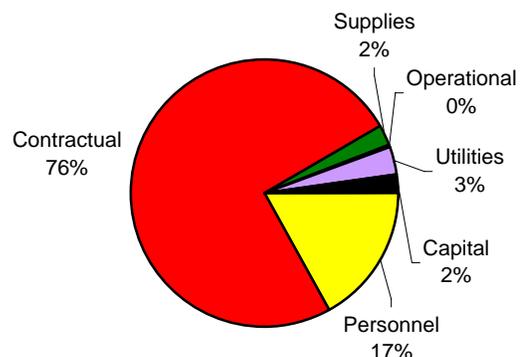
Position	Classification	FY 08 Approved	FY 09 Approved
Sewer Operations Manager	21	1	1
Pump Tech Field Supervisor	21	0	1
Pump Tech III	17	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	6	6

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	0	0	0	117,400
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0101** **Pump Tech Supervisor**

I am requesting to add a new Pump Technician Supervisor.

We last added a Pump Tech in 2003. At that time, we had 27 pump stations and four Pump Technicians, which averaged out to about seven pump stations per Technician. We have grown to 42 pump stations since then. With 10 stations each, the techs have very little time to do preventive maintenance. This position will allow the Pump Technicians time to maintain our current pump stations and conduct a preventive maintenance program effectively. While this position would take a lead role regarding issues that may come up in the field, this person will also perform budget analysis, work scheduling, coordinating with contractors and vendors on all new pump station projects in the future, maintain division equipment, materials and supplies inventory.

The new position will be comparable to the position of Water Field Supervisor and Waste Water Field Supervisor. Grade 21 salary:\$54,300

**CITY MANAGER'S COMMENTS:** *Approved*

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0101** **Operations Supervisor**

This position was previously being reported in the Labor line, funds have been moved to the Supervisor line and the Labor line reduced appropriately.

0107 SALARIES & WAGES-LABOR	416,229	472,300	450,100	402,100
0109 SALARIES & WAGES-OVERTIME	52,127	27,000	35,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>468,356</b>	<b>499,300</b>	<b>485,100</b>	<b>554,500</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114 LONGEVITY PAY	3,235	4,100	4,000	3,300
0120 FICA & MEDICARE EXPENSE	34,772	36,100	37,400	39,700
0122 T.M.R.S. RETIREMENT EXP.	55,991	56,900	59,900	65,200

<b>Benefits TOTAL . . . . .:</b>	<b>93,998</b>	<b>98,300</b>	<b>102,500</b>	<b>109,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**20 Contractual**

0213	CONSULTING FEES	24,355	30,000	35,000	35,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0213** **Consulting Fees**

This item is for hiring a consultant for the review of sewer availability for new developments, lift station plan review, inflow/infiltration studies, and studying the impact of annexation on the sewer system. This item is used for design surveying and construction surveying for in-house design of non-CIP projects. The material testing and geotechnical portions of City sewer projects are funded from this item. - \$21,000

Add four new lift stations to SCADA system, \$16,000

**CITY MANAGER'S COMMENTS:** *Approved*

0214	BUFFALO BASIN SSO	0	0	0	75,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0214** **Buffalo Basin**

Required minimum reconstruction/rehabilitation of Buffalo Creek sanitary sewer basin - TCEQ Agreement - \$75,000

**CITY MANAGER'S COMMENTS:** *Approved*

0216	SQUABBLE CREEK BASIN SSO	0	0	0	75,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0216** **Squabble Basin SSO**

Required minimum reconstruction/rehabilitation spending in Squabble Creek Sanitary Sewer Basin due to TCEQ agreement. - \$75,000

**CITY MANAGER'S COMMENTS:** *Approved*

0231	SERVICE-MAINT. CONTRACTS	9,992	8,650	8,650	14,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231** **Maintenance Agreements**

- \$3,050 Generator Maintenance (fixed)
- 1,200 Generator Maintenance (smaller fixed)
- 1,840 Generator Maintenance (portable)
- 4,600 SCADA Wonderware licensing
- 3,600 Laptop aircards \*New Item

**CITY MANAGER'S COMMENTS:** *Approved*

0237	UNIFORM SERVICE	8,458	7,500	8,500	11,800
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0237** **Uniforms**

We have typically underbudgeted uniforms for the department. This increase corrects the budgeted amount.

0240	EQUIPMENT REPAIRS	13,017	12,000	14,000	14,000
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0242	EQUIPMENT RENTAL & LEASE	1,663	2,600	2,600	2,600
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0246	VEHICLE REPAIRS	14,341	9,000	9,000	9,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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0279	INDUSTRIAL PRE-TREATMENT	16,219	19,300	19,300	20,600
0282	LIFT STA. REPAIR & MAINT	16,037	32,000	32,000	77,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282** **Lift Station Repair and Maintenance**

\$45,000 Airport 1 Lift Station per State S.S.O. agreement

\$32,000 Lift station pump and motor rebuild, 4 stations, 2 pumps each

**CITY MANAGER'S COMMENTS:** Approved

0284	SEWER LINE REPAIR & RPCM	100,030	150,000	150,000	35,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284** **Backwater Valves**

Install backwater valves on Daybreak.

50 to install - \$700 each x 50 = \$35,000

**CITY MANAGER'S COMMENTS:** Further testing is being conducted at this time. Funds will be needed at this level in order to complete necessary repairs.

0285	NO.TREATMENT PLANT-SQUABBLE	274,752	311,500	311,500	319,000
0286	SO.TREATMENT PLANT-BUFFALO	495,781	825,550	825,550	667,900
0292	WASTEWATER TREATMENT	1,216,105	1,546,800	1,546,800	1,582,900

<b>Contractual TOTAL . . . . . :</b>	<b>2,190,750</b>	<b>2,954,900</b>	<b>2,962,900</b>	<b>2,939,500</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	883	1,000	1,000	1,000
0323	SMALL TOOLS	3,185	6,450	6,450	6,000
0325	SAFETY SUPPLIES	2,795	2,600	2,600	4,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0325** **Safety Supplies**

\$1,000 AC Blower (for confined space)

1,800 Lumidor Gas Detector (for confined space)

400 Tote bags for personal protective equipment

1,500 Misc. Safety Supplies

**CITY MANAGER'S COMMENTS:** Approved

0331	FUEL & LUBRICANTS	26,878	27,300	32,300	40,100
0333	CHEMICAL	5,128	4,000	4,000	4,000
0341	CONSTRUCTION & REPAIR SU	10,274	11,000	11,000	11,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0347	GENERAL MAINT. SUPPLY	9,792	8,800	8,800	12,100
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0347** **General Maintenance Supplies**

Locks for towers, yards & enclosures (split with water)

Padlocks less Core 80 at \$70.40/each = \$5,632

Padlock Core 85 at \$68/each = \$5,780

Total - \$11,412 1/2 of = \$5,706

Mule Tape- \$350

Misc. Supplies- \$6,000

**CITY MANAGER'S COMMENTS: Approved**

0385	LIFT STATION SUPPLIES	58,722	37,400	37,400	15,500
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<b>Supplies TOTAL . . . . . :</b>	<b>117,657</b>	<b>98,550</b>	<b>103,550</b>	<b>94,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	195	3,150	3,150	1,150
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0415	RECRUITING EXPENSES	70	250	400	500
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0430	TUITION & TRAINING	2,580	4,250	4,250	9,800
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0430** **Tuition and Training**

13 Wastewater employees, 2 classes each at \$200 per class = \$5,200

3 Pump Technicians yearly continuing ed. at \$70 each = \$210

2 Pump Technicians for additional electrical training = \$2,000

City sponsored classes = \$500

Online CEU Courses = \$750

Safety Training films = \$500

Quarterly departmental luncheon = \$648

**CITY MANAGER'S COMMENTS: Approved**

0436	TRAVEL	921	500	500	1,200
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<b>Operational TOTAL . . . . . :</b>	<b>3,766</b>	<b>8,150</b>	<b>8,300</b>	<b>12,650</b>
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**50 Utilities**

0501	ELECTRICITY	98,303	95,000	120,000	120,000
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0507	CELLULAR TELEPHONE	1,925	3,000	3,000	3,000
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<b>Utilities TOTAL . . . . . :</b>	<b>100,228</b>	<b>98,000</b>	<b>123,000</b>	<b>123,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	15,450
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0612** **Computer Equipment**

\$1,000 Computer for desk - new pump tech supervisor

400 Desktop telephone - new pump tech supervisor

Request laptops as recommended by the C-3 KLRA Team in order to access maps, as-builts and technical data while in the field.

\$14,050 - 6 laptops with truck mounts and power adaptors.

**CITY MANAGER'S COMMENTS:** Approved

0617	RADIO EQUIPMENT	3,630	2,300	2,300	0
0621	FIELD MACHINERY & EQUIPMENT	2,170	21,200	21,200	19,400

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621** **Field Machinery and Equipment**

\$10,000 Sewer push camera, ModelCC9-1200WR-Pro, dia. Camera

1,850 1/2 -inch jet machine hose (600')

2,000 3/4 -inch jet machine hose (600')

5,520 Compressor/Generators for trucks (#128 & #129)

**CITY MANAGER'S COMMENTS:** Approved

0623	VEHICLES	55,727	68,950	68,950	23,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623** **Vehicles**

\$19,430 1/2 ton Ford pickup with a V6 Engine, tool boxes, headache rack, and emergency lights and radio for the new position.

\$239,142 Vacuum Truck (Vac-con 9 yard Combination Sewer Cleaner Unit)

This unit would be used to clean debris from sewer lift stations, by-pass pumping of sanitary sewer during emergencies such as power outages or pump failures. This unit will be used for cleaning and preventative maintenance on sanitary sewer lines within the city. In addition, it will be used for cleaning storm drains and culverts for the Street Department. It will also be used for hydro excavation around other utilities such as electrical, gas, fiber optic, as well as water, sewer lines and storm drains.

\$4,270 Box Trailer for Confined Space Equipment 6'x12' This trailer will be used to store and transport all state required Confined Space Entry Equipment allowing rapid response, easy access, and secure environment for this Life Safety Equipment.

**CITY MANAGER'S COMMENTS:** Pickup and Box Trailer are approved, Vacuum Truck is disapproved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0631 LINE EXTENSION/RELOCATION	0	53,000	10,000	0
0637 SCADA EQUIPMENT	9,145	46,450	46,450	33,200

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0637**

**Scada Equipment**

\$3,395 SCADA upgrade to allow remote access with internet connection

\$21,797 Radios to convert lift station SCADA to radio vs. telephone started last year. (12 sites done last year, 12 more in 2009, 40 total sites)

\$8,000 SCADA system installed in subdivision lift stations when not installed with subdivision). Funds allowed for 2 lift stations.

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>70,672</b>	<b>191,900</b>	<b>148,900</b>	<b>91,750</b>
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<b>Sewer Operations TOTAL . . :</b>	<b>3,045,427</b>	<b>3,949,100</b>	<b>3,934,250</b>	<b>3,925,200</b>
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# SPECIAL REVENUE FUNDS

**Cemetery Fund** - established to account for the annual income from the sale of cemetery plots. Revenues are used for maintenance of the cemetery.

**Police Investigation Fund** - established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** - established to account for the annual lease income from marinas and the golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** - established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvement Fund** - established to account for the proceeds of street improvement assessments.

**Hotel/Motel Fund** - established to account for the annual income from hotel motel taxes.

**Fire Equipment/Training Fund** - established to account for funds to be used for the purchase of fire equipment for the Volunteer Fire Department.

**Aviation Fund** - established to account for funds received from airport operations and related expenses.

**Recycling Special Revenue Fund** - established to account for funds to be used for the City's recycling program.

**Rockwall Economic Development Fund** - established to account for the receipt and disposition of all revenues received from the half cent sales tax approved for economic development.

**Special Crimes Fund** - established to account for revenues and expenditures related to a county-wide task force.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	11,312	5,000	4,500	4,000
Total Expenditures	1,200	-	-	-
Excess Revenues Over (Under) Expenditures	10,112	5,000	4,500	4,000
Fund Balance - Beginning	124,277	135,777	134,389	138,889
Fund Balance - Ending	134,389	140,777	138,889	142,889

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	3,562	4,500	3,500	3,500
4050	Donations/Bequests	2,000	-	100	-
4720	Cemetery Receipts	5,475	-	400	-
4722	Registration & Permit Fees	275	500	500	500
Total Revenues		11,312	5,000	4,500	4,000

## SUMMARY OF EXPENDITURES

**Fund**  
10 Cemetery

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	1,200	-	-	-
Supplies	-	-	-	-
<b>Total</b>	1,200	-	-	-

## SUMMARY OF OPERATIONS

**Fund**

11 Police Investigations

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	106,781	64,500	211,900	70,200
Total Expenditures	82,437	-	40,650	37,800
Excess Revenues Over (Under) Expenditures	24,344	64,500	171,250	32,400
Net Other Financing Sources (Uses)	(25,000)	(45,000)	(45,000)	(108,300)
Net Gain (Loss)	(656)	19,500	126,250	(75,900)
Fund Balance - Beginning	160,943	176,296	160,288	286,538
Fund Balance - Ending	160,288	195,796	286,538	210,638

## SUMMARY OF REVENUES

**Fund**

11 Police Investigations

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	5,266	7,000	5,000	5,000
4054	Donations - Police Activities	16,248	5,000	1,000	1,000
4055	Donations - Toys for Kids	2,000	2,000	2,000	-
4056	Donations - Animal Control	5,778	-	8,000	-
4059	Donations - Training/CERT	15,293	-	5,250	-
4415	Court Security Fee	25,546	22,000	21,000	22,000
4420	Technology Fee	33,769	25,000	28,000	25,000
4425	Child Safety Fines	2,881	3,500	3,500	4,000
4520	Gun Range M&O	-	-	6,950	13,200
4550	Police Seizures	-	-	131,200	-
<b>Total Revenues</b>		<b>106,781</b>	<b>64,500</b>	<b>211,900</b>	<b>70,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Police Investigation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	27,000	-	-	-
<b>Total Other Financing Sources</b>	<b>27,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	52,000	45,000	45,000	108,300
<b>Total Other Financing Uses</b>	<b>52,000</b>	<b>45,000</b>	<b>45,000</b>	<b>108,300</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(25,000)</b>	<b>(45,000)</b>	<b>(45,000)</b>	<b>(108,300)</b>

**SUMMARY OF EXPENDITURES****Fund**

11 Police Investigation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operations	13,244	-	14,650	13,200
Capital Outlay	69,193	-	26,000	24,600
Total Expenditures	82,437	-	40,650	37,800

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	374,319	328,000	367,050	298,500
Total Expenditures	332,951	212,000	313,100	393,750
Excess Revenues Over (Under) Expenditures	41,368	116,000	53,950	(95,250)
Net Other Financing Sources (Uses)	(161,554)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	(120,187)	66,000	3,950	(145,250)
Fund Balance - Beginning	366,810	244,108	246,623	250,573
Fund Balance - Ending	246,623	310,108	250,573	105,323

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	10,766	14,500	8,000	7,000
4050	Donations	3,200	-	50	-
4250	Recreation Program Fees	121,737	145,000	160,000	160,000
4253	The Center 7% Fee	1,089	1,000	1,500	1,500
4680	Developer Contributions	109,561	47,500	67,500	-
4700	Marina / Golf Leases	109,316	110,000	110,000	110,000
4750	Land Lease Revenues	18,650	10,000	20,000	20,000
Total Revenues		374,319	328,000	367,050	298,500

Developer Contributions are collected when a development begins. Funds are held in escrow until needed for a project.

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In	3,611	-	-	-
<b>Total Other Financing Sources</b>	<b>3,611</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
To Capital Projects Fund	115,165			
<b>Total Other Financing Uses</b>	<b>165,165</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(161,554)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	84,294	102,000	157,000	110,000
Supplies	4,059	25,000	25,000	96,000
Operations	-	-		-
Capital Outlay	244,598	85,000	131,100	187,750
<b>Total Expenditures</b>	<b>332,951</b>	<b>212,000</b>	<b>313,100</b>	<b>393,750</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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13 Radio System
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	13,271	27,600	27,600	36,300
Total Expenditures	12,906	161,100	161,100	218,050
Excess Revenues Over (Under) Expenditures	365	(133,500)	(133,500)	(181,750)
Net Other Financing Sources (Uses)	3,000	133,500	133,500	181,800
Net Gain (Loss)	3,365	-	-	50
Fund Balance - Beginning	-	-	3,365	3,365
Fund Balance - Ending	3,365	-	3,365	3,415

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4530	City Contracts	13,271	27,600	27,600	36,300
<b>Total Revenues</b>		<b>13,271</b>	<b>27,600</b>	<b>27,600</b>	<b>36,300</b>

	2007-08		2008-09	
Heath Population	17.12%	6,350	17.48%	6,650
Rockwall Population	82.88%	<u>30,750</u>	82.52%	<u>31,400</u>
		37,100		38,050

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	3,000	92,100	92,100	125,000
*Expended in General Fund		41,400	41,400	56,800
Total Other Financing Sources	3,000	133,500	133,500	181,800
Net Other Financing Sources (Uses)	3,000	133,500	133,500	181,800

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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13 Radio System
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	8,307	148,200	148,200	200,850
Supplies	-	3,900	3,900	10,500
Operational	-	9,000	9,000	6,700
Capital	4,599	-	-	-
<b>Total Expenditures</b>	12,906	161,100	161,100	218,050

## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	154,852	42,000	122,700	29,000
Total Expenditures	-	-	9,800	-
Excess Revenues Over (Under) Expenditures	154,852	42,000	112,900	29,000
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	154,852	42,000	112,900	29,000
Fund Balance - Beginning	1,473,933	1,564,033	1,628,785	1,741,685
Fund Balance - Ending	1,628,785	1,606,033	1,741,685	1,770,685

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	79,198	38,000	50,000	25,000
4450	Land Sales	46,094	-	-	-
4800	Assessments	3,523	2,500	70,500	2,500
4810	Assessments - Bourn St.	566	1,000	1,000	1,000
4812	Assessments-Emma Jane/Davy	471	500	1,200	500
4816	Pro-Rata - RH Pkwy.	25,000	-	-	-
<b>Total Revenues</b>		<b>154,852</b>	<b>42,000</b>	<b>122,700</b>	<b>29,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Capital Outlay	-	-	9,800	-
<b>Total Expenditures</b>	-	-	9,800	-

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
-------------

15 Hotel/Motel
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	205,965	218,000	217,000	260,000
Total Expenditures	243,210	217,940	250,440	268,880
Excess Revenues Over (Under) Expenditures	(37,246)	60	(33,440)	(8,880)
Fund Balance - Beginning	117,373	57,473	80,128	46,688
Fund Balance - Ending	80,128	57,533	46,688	37,808

## SUMMARY OF REVENUES

**Fund**

15 Hotel/Motel

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	1,907	1,000	1,000	1,000
4019	Miscellaneous	656	-	-	-
4175	Motel Tax Receipts	203,402	217,000	216,000	259,000
Total Revenues		205,965	218,000	217,000	260,000

## SUMMARY OF EXPENDITURES

**Fund**

15 Hotel/Motel

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operational	243,210	217,940	250,440	268,880
<b>Total Expenditures</b>	<b>243,210</b>	<b>217,940</b>	<b>250,440</b>	<b>268,880</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
-------------

16 Fire Equipment
-------------------

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	247,101	98,000	108,550	103,450
Total Expenditures	163,706	99,325	99,325	167,900
Excess Revenues Over (Under) Expenditures	83,395	(1,325)	9,225	(64,450)
Net Other Financing Sources (Uses)	5,250	-	-	-
Net Gain (Loss)	88,645	(1,325)	9,225	(64,450)
Fund Balance - Beginning	78,995	116,745	167,640	176,865
Fund Balance - Ending	167,640	115,420	176,865	112,415

## SUMMARY OF REVENUES

**Fund**

16 Fire Operations

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	2,371	3,000	5,000	2,000
4019	Misc. Revenue	1,000	-	5,500	-
4050	Donations	4,948	-	1,000	-
4500	Grant Proceeds	145,182	-	-	-
	Contract City Fire Calls	-	-	3,450	3,450
4535	County Fire Calls	93,600	95,000	93,600	98,000
<b>Total Revenues</b>		<b>247,101</b>	<b>98,000</b>	<b>108,550</b>	<b>103,450</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

16 Fire Operations

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	5,250	-	-	-
<b>Total Other Financing Sources</b>	<b>5,250</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Other Financing Sources (Uses)	5,250	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Supplies	10,778	11,000	11,000	11,000
Operational	-	-	-	-
Capital Outlay	152,928	88,325	88,325	156,900
<b>Total Expenditures</b>	<b>163,706</b>	<b>99,325</b>	<b>99,325</b>	<b>167,900</b>

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	41,963	49,150	50,850	83,600
Total Expenditures	71,821	87,950	87,950	107,320
Excess Revenues Over (Under) Expenditures	(29,858)	(38,800)	(37,100)	(23,720)
Net Other Financing Sources (Uses)	42,398	-	-	10,000
Net Gain (Loss)	12,540	(38,800)	(37,100)	(13,720)
Fund Balance - Beginning	57,796	52,997	70,336	33,236
Fund Balance - Ending	70,336	14,197	33,236	19,516

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	1,671	2,000	2,000	1,200
4500	Grant Proceeds	30,031	37,650	37,650	71,200
4750	Land Lease	3,936	4,500	4,000	4,000
4752	F.B.O. Lease	6,326	5,000	7,200	7,200
Total Revenues		41,963	49,150	50,850	83,600

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	29,000	-	-	10,000
From Capital Proj Fund	13,398			
<b>Total Other Financing Sources</b>	<b>42,398</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
Operating Transfers Out				
To Capital Proj Fund	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>42,398</b>	<b>-</b>	<b>-</b>	<b>10,000</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	7,234	8,300	8,300	8,300
Supplies	-	1,250	1,250	750
Operational	62,088	75,650	75,650	95,520
Utilities	2,499	2,750	2,750	2,750
<b>Total Expenditures</b>	<b>71,821</b>	<b>87,950</b>	<b>87,950</b>	<b>107,320</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	24,618	25,200	26,650	26,500
Total Expenditures	4,119	-	4,400	10,000
Excess Revenues Over (Under) Expenditures	20,499	25,200	22,250	16,500
Net Other Financing Sources (Uses)	-	-	-	(34,000)
Net Gain (Loss)	20,499	25,200	22,250	(17,500)
Fund Balance - Beginning	35,396	54,746	55,895	78,145
Fund Balance - Ending	55,895	79,946	78,145	60,645

## SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	974	1,200	1,650	1,500
4780	Recycling Revenue	23,644	24,000	25,000	25,000
Total Revenues		24,618	25,200	26,650	26,500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Uses				
Operating Transfers Out				
To Water/Sewer Fund		-	-	34,000
Total Other Financing Sources	-	-	-	(34,000)
Net Other Financing Sources (Uses)	-	-	-	(34,000)

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operational	4,119	-	4,400	10,000
<b>Total Expenditures</b>	4,119	-	4,400	10,000

## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	3,670,524	4,950,100	3,985,900	3,428,100
Total Expenditures	3,132,593	12,003,550	8,878,850	8,492,150
Excess Revenues Over (Under) Expenditures	537,930	(7,053,450)	(4,892,950)	(5,064,050)
Net Other Financing Sources (Uses)	(896,744)	7,450,000	9,065,600	-
Net Gain (Loss)	(358,813)	396,550	4,172,650	(5,064,050)
Fund Balance - Beginning	5,190,989	5,062,939	4,832,176	9,004,826
Fund Balance - Ending	4,832,176	5,459,489	9,004,826	3,940,776

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4150	Sales Tax	2,866,097	3,022,700	3,117,600	3,273,500 <sup>1</sup>
4001	Interest Earnings	137,772	100,000	82,000	45,000
4019	Misc. Revenue	8,785	-	-	-
4020	Interest/Reserve Fund	32,069	20,000	22,000	22,000
4450	Technology Park Sales	1,000	660,400	457,300	-
4458	Note Payment-SPM	36,288	623,000	72,800	87,600
4460	Lease Payment - SPM	326,206	524,000	234,200	-
4160	Harbor Tax Rebates	262,306	-	-	-
	<b>Total Revenues</b>	<b>3,670,524</b>	<b>4,950,100</b>	<b>3,985,900</b>	<b>3,428,100</b>

<sup>1</sup> Sales tax projections based on current year actuals plus projected growth of 5.00%

## SUMMARY OF OTHER FINANCING SOURCES (USES)

**Fund**

21 Economic Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
<b>Other Financing Sources (Uses)</b>				
Bond Proceeds-Phase II infrastructure	-	7,450,000	10,500,000	-
<b>Total Other Financing Sources</b>	-	7,450,000	10,500,000	-
Transfer to Harbor Project	896,744	-	-	-
Transfer to Discovery Road Project		-	1,434,400	-
<b>Total Other Financing Uses</b>	896,744	-	1,434,400	-
<b>Net Other Financing Sources (Uses)</b>	(896,744)	7,450,000	9,065,600	-

## SUMMARY OF EXPENDITURES

**Fund**

21 Economic Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
REDC Administration	1,492,344	5,894,700	7,271,100	2,185,400
Capital Projects	-	4,477,500	182,000	4,261,350
Debt Service	1,640,249	1,631,350	1,425,750	2,045,400
<b>Total Expenditures</b>	<b>3,132,593</b>	<b>12,003,550</b>	<b>8,878,850</b>	<b>8,492,150</b>

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	117,255	163,400	140,100	183,400
Total Expenditures	120,371	163,400	138,600	181,900
Excess Revenues Over (Under) Expenditures	(3,116)	-	1,500	1,500
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(3,116)	-	1,500	1,500
Fund Balance - Beginning	50,415	39,415	47,299	48,799
Fund Balance - Ending	47,299	39,415	48,799	50,299

## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

75 Tech. Park Assoc.

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earning	2,002	1,750	1,500	1,500
4470	RTP Dues Ph I	68,769	99,250	87,200	93,500
	PH II - IV	46,484	62,400	51,400	88,400
	<b>Total Revenues</b>	<b>117,255</b>	<b>163,400</b>	<b>140,100</b>	<b>183,400</b>

Note - The REDC owns 53% of the acreage (70.41 acres) of Phase I Rockwall Technology Park and anticipates the sale of 10.499 acres prior to the new fiscal year.

The revenue for Phase I includes \$41,421 from the REDC at this ownership level.

## DIVISION SUMMARY

Fund	Department	Division
22 Tech Park Association	70 Economic Development	Tech. Park Assoc.

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	112,516	131,100	121,100	149,100
Supplies	3,212	6,300	6,300	10,300
Utilities	4,643	26,000	11,200	22,500
<b>Total</b>	<b>120,371</b>	<b>163,400</b>	<b>138,600</b>	<b>181,900</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Special Crimes Unit

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	246,578	201,500	258,200	1,100
Total Expenditures	235,793	259,000	219,650	181,500
Excess Revenues Over (Under) Expenditures	10,785	(57,500)	38,550	(180,400)
Net Other Financing Sources (Uses)	246,400	70,000	70,000	-
Net Gain (Loss)	257,185	12,500	108,550	(180,400)
Fund Balance - Beginning	(46,014)	83,486	211,171	319,721
Fund Balance - Ending	211,171	95,986	319,721	139,321

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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26 Special Crimes Unit
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Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	443	1,000	1,000	1,000
4540	Other Agencies	80,000	-	-	-
4550	Seizure Revenue	165,993	200,000	257,100	-
4560	Restitution	142	500	100	100
<b>Total Revenues</b>		<b>246,578</b>	<b>201,500</b>	<b>258,200</b>	<b>1,100</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Special Crimes Unit

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	246,400	70,000	70,000	-
Total Other Financing Sources	246,400	70,000	70,000	-
Net Other Financing Sources (Uses)	246,400	70,000	70,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Special Crimes Unit

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	141,915	158,600	142,800	95,400
Contractual	55,996	49,100	31,950	26,600
Supplies	7,823	12,600	9,900	13,600
Operational	10,865	25,000	20,600	25,000
Utilities	11,963	13,700	14,400	17,600
Capital	7,231	-	-	3,300
<b>Total Expenditures</b>	<b>235,793</b>	<b>259,000</b>	<b>219,650</b>	<b>181,500</b>

# **INTERNAL SERVICE FUNDS**

Employee Benefits Fund - to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

Worker's Compensation Fund - to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided by proceeds from certificates of obligation and operating transfers from other funds.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	398,359	411,950	540,950	484,450
Total Expenditures	2,031,039	2,038,000	2,560,000	2,272,000
Operating Income (Loss)	(1,632,680)	(1,626,050)	(2,019,050)	(1,787,550)
Non-Operating Revenues	24,433	22,000	14,000	12,000
Non-Operating Income (Loss)	24,433	22,000	14,000	12,000
Net Income (Loss) Before Transfers	(1,608,247)	(1,604,050)	(2,005,050)	(1,775,550)
Net Transfers In (Out)	1,600,650	1,633,500	2,025,000	1,795,500
Net Income (Loss)	(7,597)	29,450	19,950	19,950
Retained Earnings - Beginning	(11,287)	(23,937)	(18,885)	1,065
Retained Earnings - Ending	(18,885)	5,513	1,065	21,015

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Revenues					
4019	Miscellaneous	56,402	45,000	155,000	50,000
4850	Employee Contributions	341,956	366,950	385,950	434,450
<b>Total Operating Revenues</b>		<b>398,359</b>	<b>411,950</b>	<b>540,950</b>	<b>484,450</b>
Non-Operating Revenues					
4001	Interest Earnings	24,433	22,000	14,000	12,000
<b>Total Non-Operating Revenues</b>		<b>24,433</b>	<b>22,000</b>	<b>14,000</b>	<b>12,000</b>
<b>Total Revenues</b>		<b>422,791</b>	<b>433,950</b>	<b>554,950</b>	<b>496,450</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Transfers In				
From General Fund	982,650	1,002,500	1,316,250	1,160,000
From Water & Sewer Fund	618,000	631,000	708,750	635,500
Total Transfers In	1,600,650	1,633,500	2,025,000	1,795,500
Net Operating Transfers In (Out)	1,600,650	1,633,500	2,025,000	1,795,500

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Expenses				
Operations	2,031,039	2,038,000	2,560,000	2,272,000
<b>Total Expenditures</b>	<b>2,031,039</b>	<b>2,038,000</b>	<b>2,560,000</b>	<b>2,272,000</b>

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Revenues	-	-	-	-
Operating Expenses	144,872	192,500	192,500	188,250
<b>Operating Income (Loss)</b>	<b>(144,872)</b>	<b>(192,500)</b>	<b>(192,500)</b>	<b>(188,250)</b>
Non-Operating Revenues	82,011	40,000	40,000	29,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>82,011</b>	<b>40,000</b>	<b>40,000</b>	<b>29,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(62,861)</b>	<b>(152,500)</b>	<b>(152,500)</b>	<b>(159,250)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(32,861)</b>	<b>(122,500)</b>	<b>(122,500)</b>	<b>(129,250)</b>
Retained Earnings - Beginning	1,394,317	1,305,767	1,361,457	1,238,957
<b>Retained Earnings - Ending</b>	<b>1,361,457</b>	<b>1,183,267</b>	<b>1,238,957</b>	<b>1,109,707</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Non-Operating Revenues					
4001	Interest Earnings	73,011	35,000	35,000	28,000
4019	Misc. Revenues	9,000	5,000	5,000	1,000
<b>Total Non-Operating Revenues</b>		<b>82,011</b>	<b>40,000</b>	<b>40,000</b>	<b>29,000</b>
<b>Total Revenues</b>		<b>82,011</b>	<b>40,000</b>	<b>40,000</b>	<b>29,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers				
In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operational	144,872	192,500	192,500	188,250
<b>Total Operating Expenses</b>	<b>144,872</b>	<b>192,500</b>	<b>192,500</b>	<b>188,250</b>
<b>Total Expenditures</b>	<b>144,872</b>	<b>192,500</b>	<b>192,500</b>	<b>188,250</b>

# Executive Summary

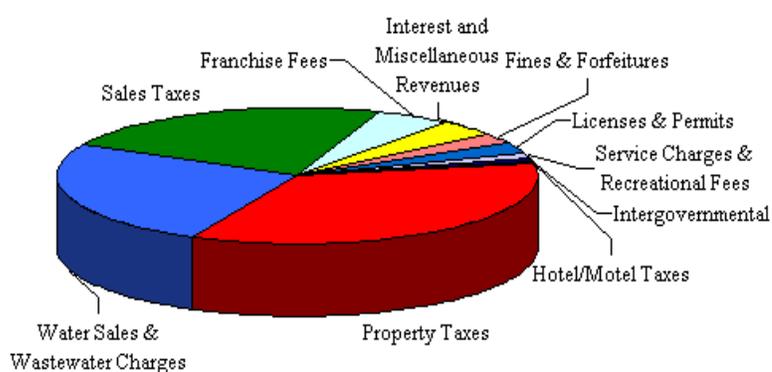
This executive summary provides an overview of the major elements included in the fiscal year (FY) 2008 Budget. The first section presents revenues and expenditures, by type and fund, for the City as a whole. The second section focuses on revenues and expenditures in the General Fund which, as the City's largest operating fund, includes most of the activities typically associated with municipal government. The third section will provide tax impact of new requests by department.

Immediately following the new General Fund requests, the Utility fund is described in detail and new requests are listed. The last section describes the special funds that are included in the budget.

## The Budget in Perspective

The City's revenues are budgeted at \$41,585,200 for FY 2008. These revenues are obtained from a variety of sources, as outlined in the following chart and table.

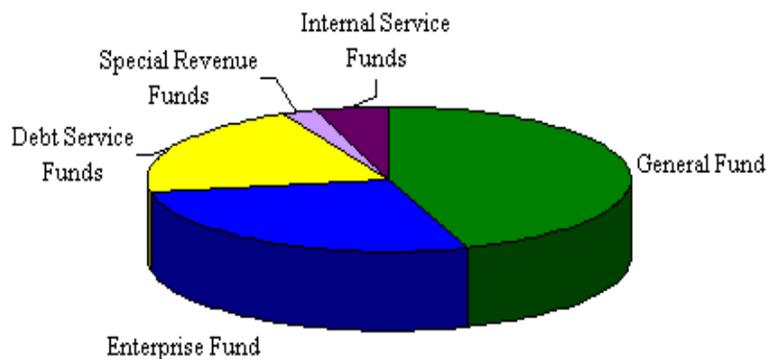
### Revenues by Type



	Amount	Percent of Total
Property Taxes	\$14,591,150	35.09%
Water Sales & W/W Charges	10,463,300	25.16%
Sales Taxes	9,648,200	23.20%
Franchise Fees	1,990,000	4.79%
Interest and Misc. Revenues	1,617,800	3.89%
Fines & Forfeitures	1,127,000	2.71%
Licenses & Permits	949,400	2.28%
Service Charges & Rec. Fees	622,000	1.50%
Intergovernmental	359,350	0.86%
Hotel/Motel Taxes	217,000	0.52%
<b>Total FY 2008 Revenues</b>	<b>\$41,585,200</b>	<b>100.00%</b>

### Expenditures by Fund Type

The City's operating expenditures are grouped into five types of funds: General Fund, Enterprise Fund, Debt Service Funds, Special Revenue Funds, and Internal Service Funds. Expenditures are budgeted at \$44,458,565 for FY 2008, as shown in the following chart and table.



	Amount	Percent of Total
General Fund	19,903,300	44.77%
Enterprise Fund	12,207,050	27.46%
Debt Service Funds	9,080,400	20.42%
Special Revenue Funds	1,037,315	2.33%
Internal Service Funds	2,230,500	5.02%
<b>Total FY 2008 Expenditures</b>	<b>\$44,458,565</b>	<b>100.00%</b>

## Combined Budget Summary FY 2007 – 2008 All Funds

FUND	Fund Title	FY 2007-2008					Estimated Fund Balance 9/30/08
		Estimated Fund Balance 9/30/07	Total Revenues	Total Expenditures	Net Inc/(Dec)	Internal Transfers (Net)	
01	General Fund	\$7,736,042	\$20,468,100	\$19,903,300	\$564,800	(\$555,100)	\$7,745,742
02	Water and Wastewater	25,942,221	10,981,300	12,207,050	(1,225,750)	(1,209,700)	23,506,771
04	Debt Service	884,394	7,697,200	8,178,450	(481,250)		403,144
05	Harbor Debt Service	0	905,700	901,950	3,750		3,750
10	Cemetery	135,777	5,000	0	5,000		140,777
11	Police Investigations	156,843	64,500	0	64,500	(45,000)	176,343
12	Recreational Development	294,110	328,000	212,000	116,000	(50,000)	360,110
13	Radio	0	27,600	161,100	(133,500)	133,500	0
14	Street Improvement	1,564,033	42,000	0	42,000		1,606,033
15	Hotel/Motel	57,473	218,000	217,940	60		57,533
16	Fire Equipment	116,745	98,000	99,325	(1,325)		115,420
17	Aviation	52,997	49,150	87,950	(38,800)		14,197
18	Recycling	54,746	25,200	0	25,200		79,946
26	Special Crimes Unit	83,486	201,500	259,000	(57,500)	70,000	95,986
31	Employee Benefits	(23,937)	433,950	2,038,000	(1,604,050)	1,633,500	5,513
32	Worker's Compensation	1,305,767	40,000	192,500	(152,500)	30,000	1,183,267
<b>Total Primary Government</b>		<b>\$38,360,697</b>	<b>\$41,585,200</b>	<b>\$44,458,565</b>	<b>(\$2,873,365)</b>	<b>\$7,200</b>	<b>\$35,494,532</b>

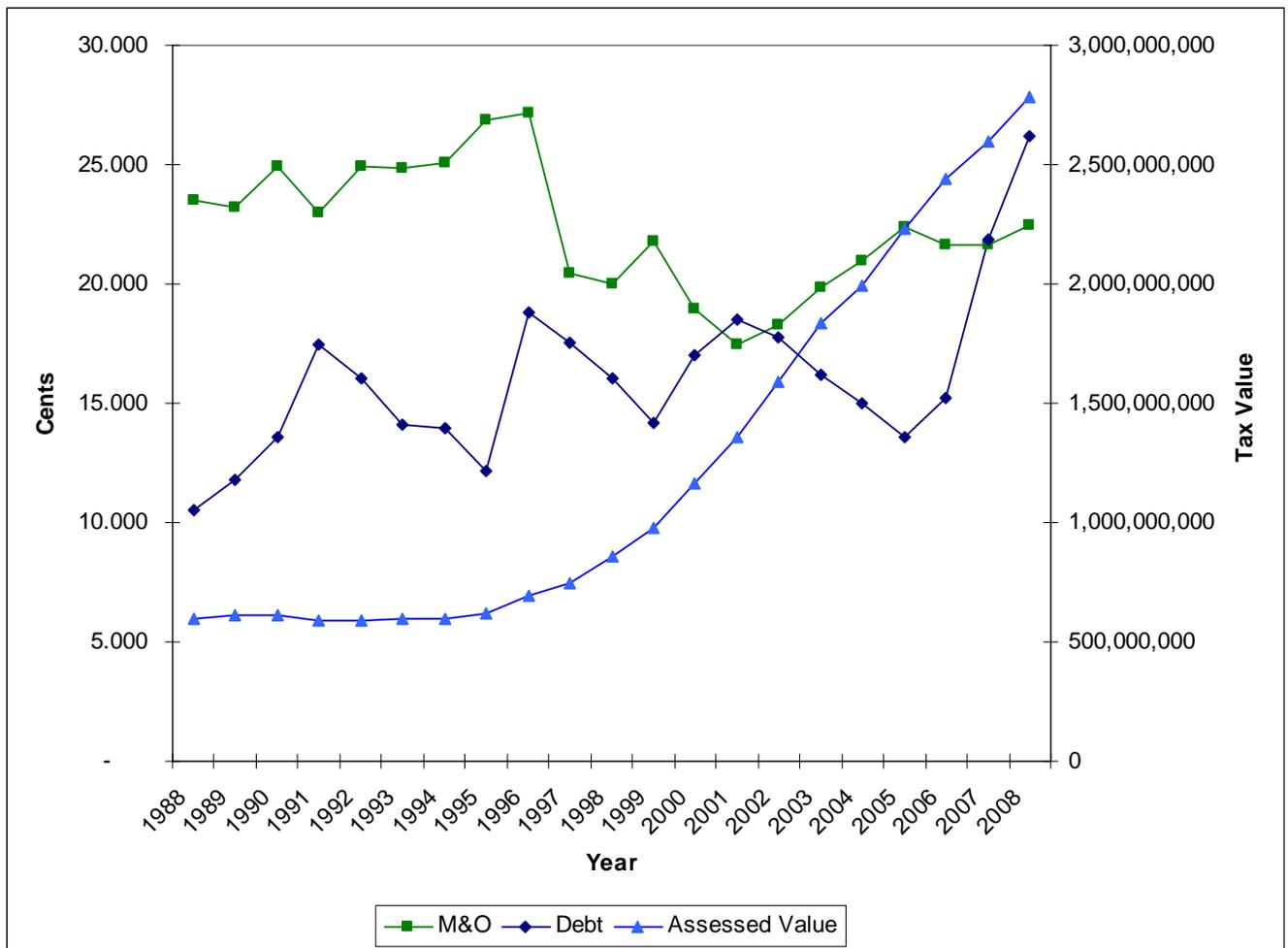
### Property Taxes

Property taxes are the largest single source of City revenues. The property tax rate is comprised of two elements: the portion that pays for the operation and maintenance of General Fund programs and services, and the portion that funds the repayment of debt. In FY 2008, the General Fund's portion of the tax rate represents 46.1 percent of the total, and the debt service portion represents 53.9 percent of the total. The total tax rate for the City in FY 2008, and the amount by which each portion of the rate will change compared to FY 2007, is shown in the following table. The amounts below are expressed as "cents per \$100 of assessed value."

	FY 2007	FY 2008	Net Increase (Decrease)
General Fund Tax Rate	20.67	22.43	8.51%
Debt Service Tax Rate	21.83	26.22	20.11%
Total Property Tax Rate	42.50	48.65	14.47%



The property tax rate is one side of the equation that ultimately produces the revenue generated by property taxes; the other side is the assessed value of property in the City. The total assessed value for the City for FY 2008 is \$2,781,217,425. This is a 7.08 percent increase over last year's value of \$2,597,228,959. While the City's property values are growing, the rate of growth has slowed compared to the double digit increases experienced between 1998 and 2003 as shown in the following graph.



The following table shows the various property tax rates for FY 2008.

- Proposed Tax Rate 48.65
- Effective Tax Rate 40.76
- Rollback Rate 48.72

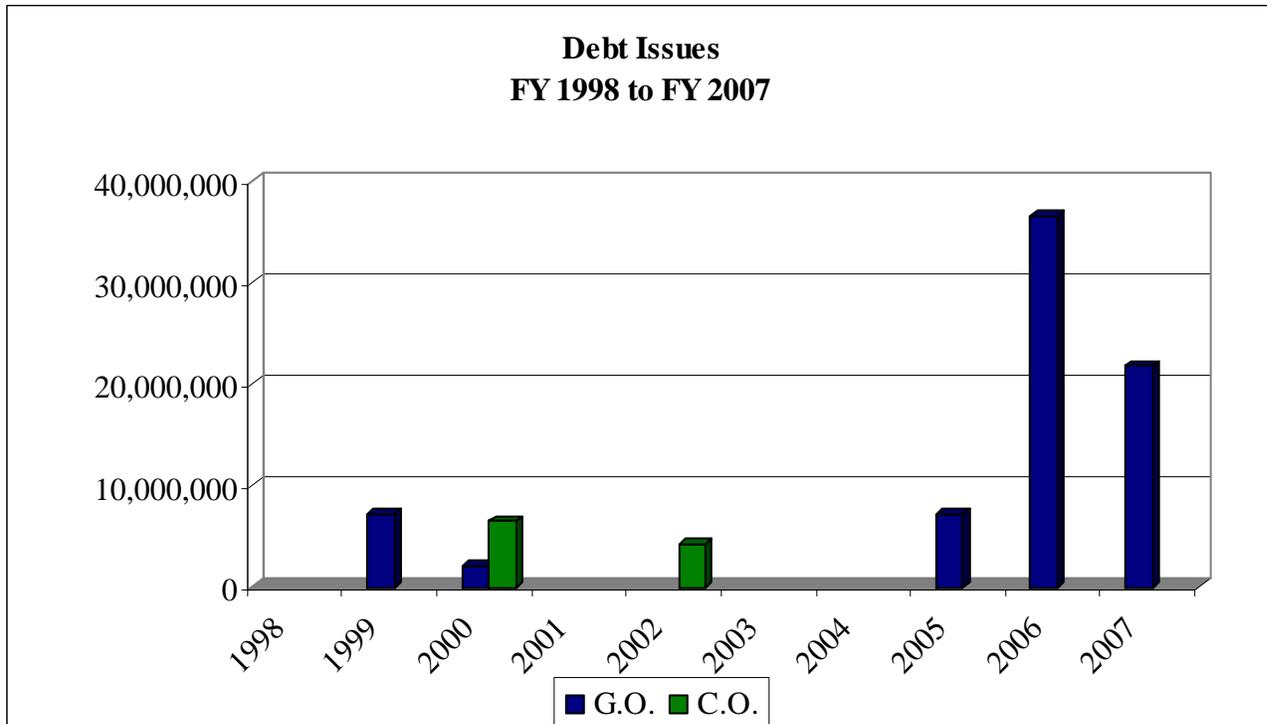
The effective tax rate for FY 2008 is 40.76 cents. This is the rate that would produce the same amount of revenue from the properties that were on the tax rolls in both FY 2007 and FY 2008. The rollback rate is 48.72 cents. The City Council must hold two public hearings if the proposed rate is above the effective rate by any amount. Public hearings were held August 20<sup>th</sup> and September 4<sup>th</sup> 2007.

Additional details regarding the tax rate can be found behind the Debt Service tab in the Adopted Budget.

The City held bond elections in 1994, 1998, 1999, 2002 and 2005 which impact current year property taxes. In each of those years, materials were prepared for the voters which projected the tax impact of each election proposition if successful. General Obligation bonds are then sold as project funding is anticipated.

The City may issue Certificates of Obligation, another form of tax obligation. Certificates were issued in 2000 for the voter approved City Hall project and in 2002 to allow the City to proceed with replacement of its antiquated public safety radio system.

Debt issues in recent issues have been significantly higher than in prior years as shown in the next table.



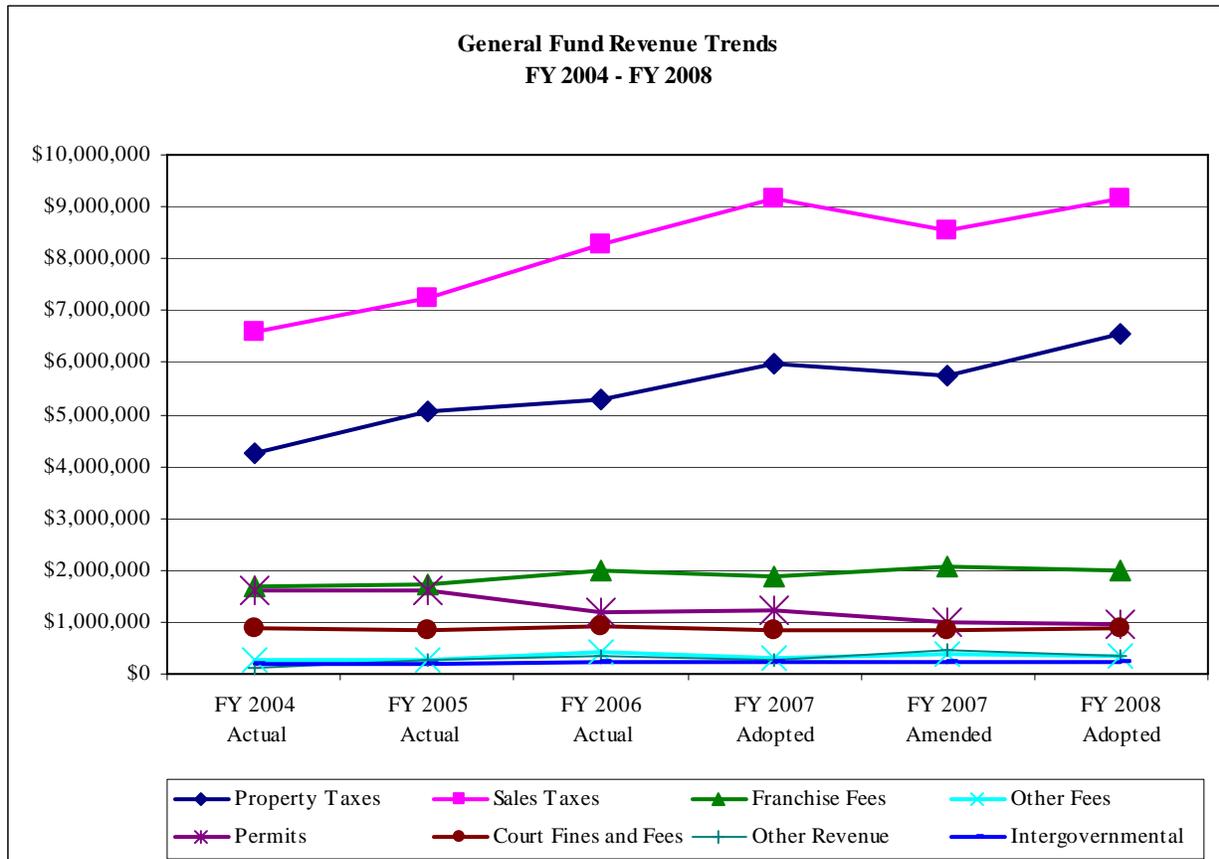
## The General Fund

As the primary operating fund of the City, the General Fund is used to account for resources associated with core government services. Property taxes, sales taxes and franchise fees are the primary revenue sources for the General Fund. In FY2008, General Fund revenues and transfers are budgeted at \$21,125,700 and expenditures are budgeted at \$21,116,000 (including \$86,000 of reserve expenditures).

### General Fund Revenues

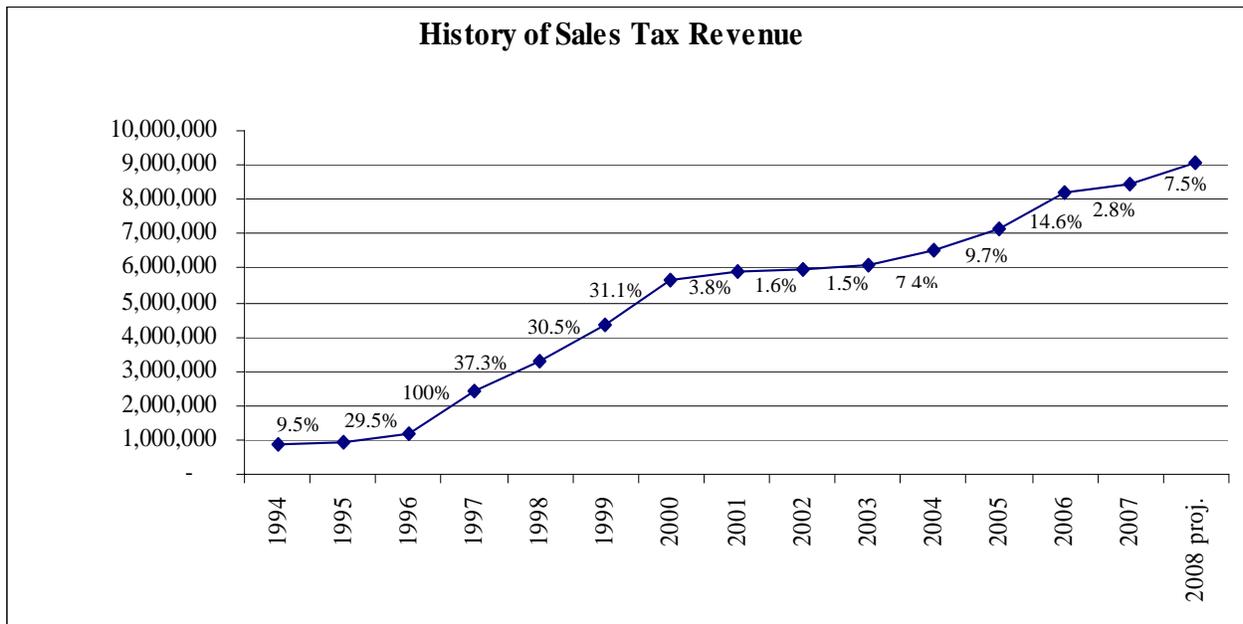
General Fund revenues can be classified into the categories shown in the table below. Recent trends in General Fund revenues are shown on the second chart below. Total revenue growth in FY 2008 is projected to be 3.1 percent above the original FY 2007 budget.

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Amended	FY 2008 Adopted
Property Taxes	\$4,247,724	\$5,057,703	\$5,277,568	\$5,980,000	\$5,735,000	\$6,558,450
Sales Taxes	6,593,226	7,232,908	8,286,316	9,141,000	8,551,000	9,173,000
Franchise Fees	1,702,156	1,715,242	1,981,016	1,880,000	2,055,400	1,990,000
Other Fees	266,450	268,125	426,995	303,500	402,000	331,500
Permits	1,609,117	1,613,966	1,200,939	1,228,000	988,000	949,400
Court Fines and Fees	887,424	852,851	921,416	851,000	851,000	876,000
Other Revenue	110,268	254,474	357,229	253,500	473,200	353,000
Intergovernmental	173,100	183,284	221,360	222,200	247,200	236,750
<b>Total Revenues</b>	<b>\$15,589,465</b>	<b>\$17,178,553</b>	<b>\$18,672,839</b>	<b>\$19,859,200</b>	<b>\$19,302,800</b>	<b>\$20,468,100</b>



## **Sales Taxes - \$9,173,000, 44.8 Percent of General Fund Revenues**

The City's portion of the total 8.25 cent sales tax rate is 2 cents. Six and one-quarter cents is retained by the state, the General Fund receives 1.5 cents, and one-half cent is allocated to economic development to foster diversification of the property tax base. General Fund sales tax revenue for FY 2008 is projected at \$9,068,000. This represents a 7.2 percent increase over estimates for FY 2007. Sales tax is the most volatile revenue in the General Fund thus funds should be budgeted conservatively each year. FY 2007 sales tax is estimated to be 6.6 percent lower than original budget. Several businesses were not open during the anticipated time frame along with a general economic downturn recognized by several area cities. During FY 2008, several businesses in the Plaza development are expected to open allowing for the conservative increase proposed.



\*The 1997 100% increase reflects the collection of the sales tax for property tax reduction and growth in the commercial sector.

## **Property Taxes - \$6,558,450, 32 Percent of General Fund Revenues**

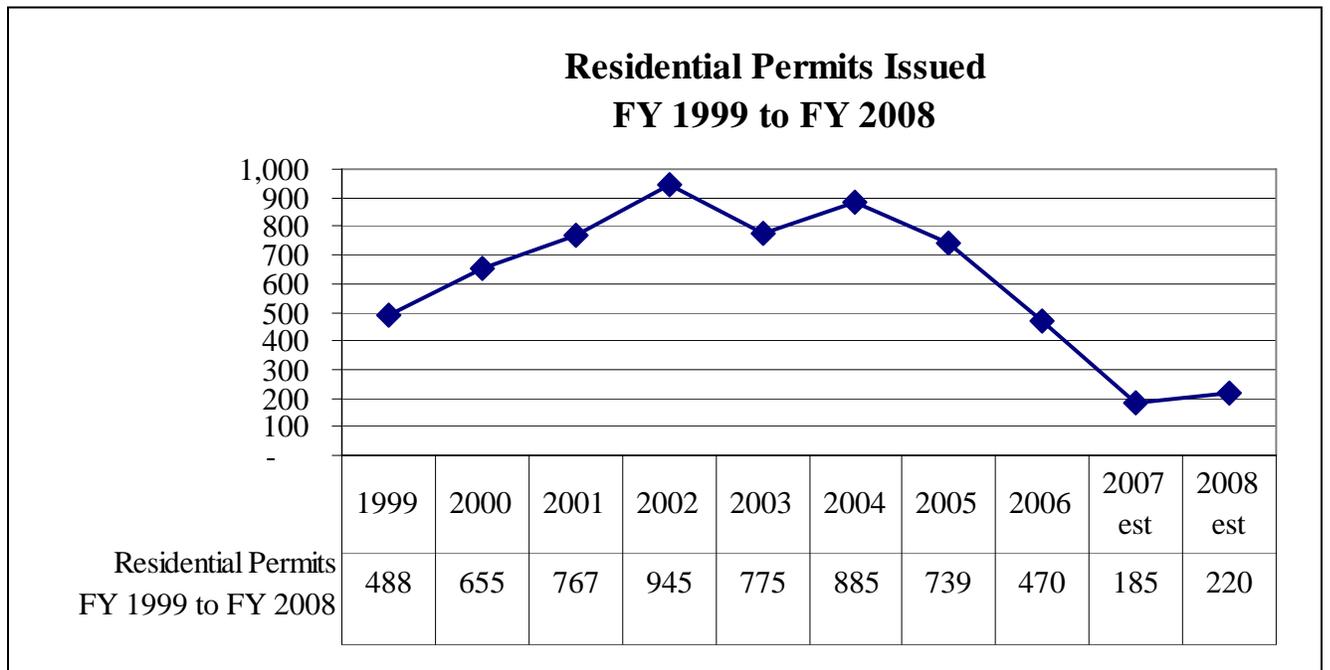
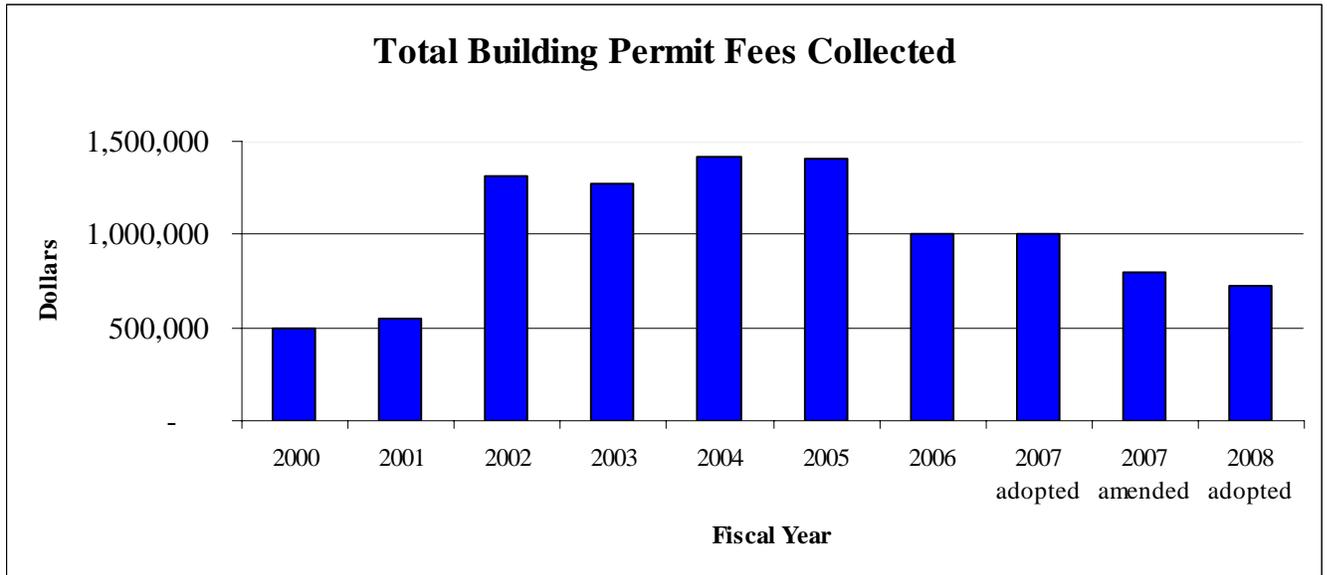
The second largest revenue source for the General Fund is the Property Tax, also known as the Ad Valorem Tax. In FY 2008, this revenue represents 32 percent of General Fund revenues, up from 30.1 percent in the FY 2007 adopted budget. The total assessed value of taxable property in the City is estimated at \$2,781,217,425, and the General Fund's portion of the total property tax is calculated using a rate of 22.43 cents per \$100 of assessed value.

## **Franchise Fees - \$1,990,000, 9.7 Percent of General Fund Revenues**

Franchise Fees are paid by utilities for the use of City streets, alleys and property in providing utility service to citizens. These revenues represent 9.7 percent of General Fund revenues. The electric utility pays the most in franchise fees and is expected to pay \$1.2 million in FY 2008. Other Franchise Fees include the telephone, cable television, garbage collection, and gas utilities.

## Service Charges and Permits - \$1,280,900, 6.3 Percent of General Fund Revenues

Service charges are collected by the City for the use of facilities or services. These include pool and recreation fees, various inspections and reviews conducted by City personnel and various permit fees. In FY 2008, these revenues represent 6.3 percent of General Fund revenues, down from 7.7 percent in the FY 2007 budget. The continued reduction in these revenues is primarily associated with fewer residential building permits issued each year.



## Court Fines & Fees – \$876,000, 4.3 Percent of General Fund Revenues

These revenues are obtained primarily from fines assessed by the City's Municipal Court. In FY 2008, these revenues represent 4.3 percent of General Fund revenues, the same as presented in the FY 2007 budget.

## Other Revenues – \$589,750, 2.9 Percent of General Fund Revenues

The other revenue sources for the General Fund include interest, monies received from other government agencies for grants or services provided and other general miscellaneous revenues. In FY 2008, these revenues represent 2.9 percent of General Fund revenues, up from 2.4 percent in the FY 2007 budget.

## Interfund Transfers – Net (\$555,100)

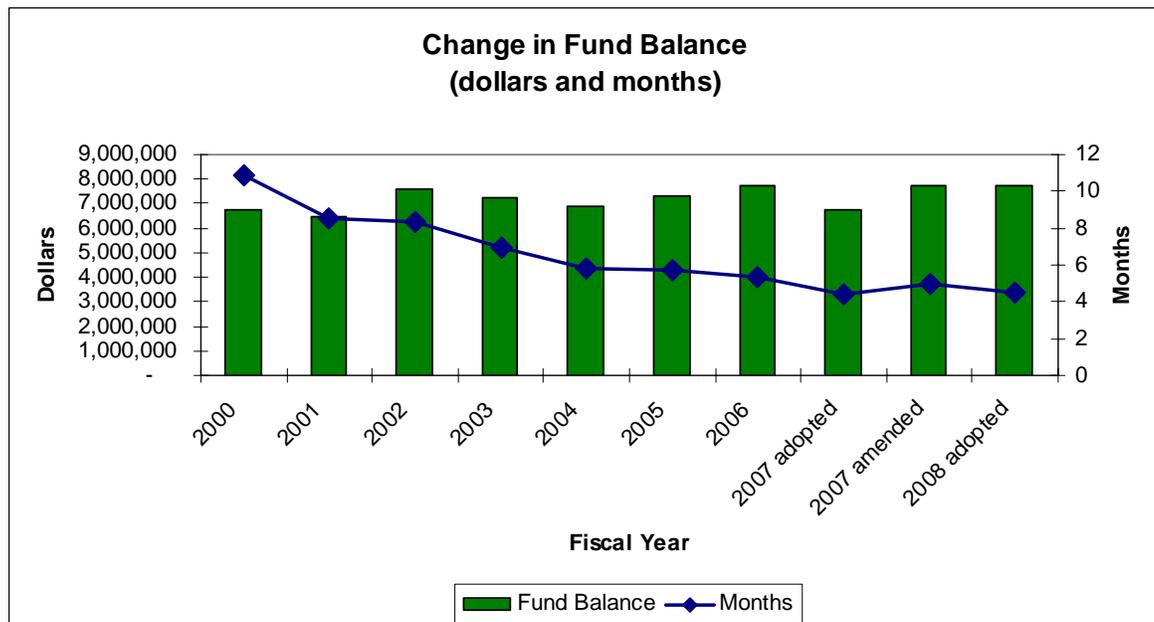
The General Fund receives transfers from, and transfers money to, other funds of the City. In FY 2008, the Water and Sewer Fund will pay the General Fund for indirect costs associated with work performed for that fund. Court Security fees and the Siren Fund will pay the General Fund for items purchased in FY 2008. The Recreational Development Fund will make its 4th payment to reimburse the General Fund for a \$500,000 loan taken in FY 2005. The General Fund will transfer funds to Radio, Employee Benefit and Technology Replacement Funds. These transfers are further explained within each fund. In total, FY 2008 transfers net \$555,100 in funding transferred to other funds within the City, as reflected in the accompanying table.

### **FY 2008 INTERFUND TRANSFERS**

Water and Sewer Fund Indirect Costs	\$ 538,100
Court Security and Technology Fees	45,000
Recreational Development Fund Loan Repayment	50,000
Radio Fund	(92,100)
Siren Fund	24,500
Employee Benefits Fund	(1,002,500)
Technology Replacement Fund	(118,100)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (555,100)</b>

## Unallocated Reserve

The reserve constitutes the City's fund for emergencies and unanticipated expenses. The balance in this fund at the end of FY 2008 is estimated to be \$7,745,742 or 4 months and 21 days. This is within the allowed fund balance reserve stated in the Budgetary Financial Policies. In FY 2008, \$86,000 has been proposed to be spent from General Fund reserves for a street consulting project, upgrading the City's voicemail system, additional parking at City Hall and "Destination Boot Camp" for local business owners.



## General Fund Expenditures by Classification

As an organization focused on providing services, the General Fund's largest expense is for the salaries and benefits of full-time staff totaling 208 positions. Salaries and benefits comprise two-thirds of the City's expenditures. This percentage is representative of other area city's budgeted funds spent on personnel related items.

	Amount	Percent of Total
Salaries & Benefits	\$15,299,650	67.90%
Contractual, Supplies, Operational, Utilities	5,646,050	25.05%
Capital Outlay	1,589,400	7.05%
<b>Total FY 2008 Expenditures</b>	<b>\$22,535,100</b>	<b>100.00%</b>

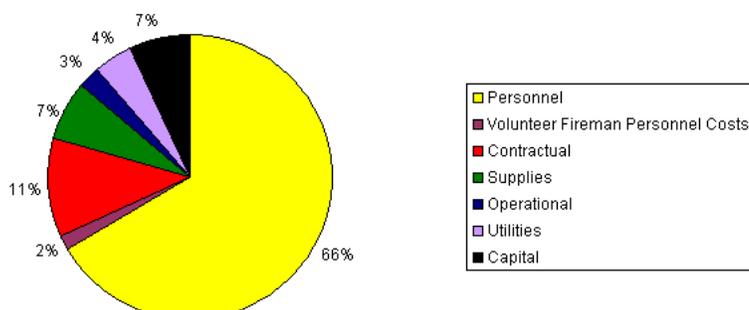


### Consolidated General Fund Expenditures

	Actual 05-06	Budgeted 06-07	Amended 06-07	Proposed 07-08	% Inc (Dec)*
<b>Personnel</b>					
Salaries	9,607,633	10,885,540	10,503,990	11,477,990	5.44%
Benefits	3,043,576	3,230,650	3,330,600	3,420,800	5.89%
Volunteer Fire	316,348	410,710	402,510	400,860	-2.40%
<b>Total Personnel</b>	<b>12,967,557</b>	<b>14,526,900</b>	<b>14,237,100</b>	<b>15,299,650</b>	<b>5.32%</b>
<b>Contractual</b>	<b>2,372,507</b>	<b>2,541,250</b>	<b>2,452,650</b>	<b>2,513,800</b>	<b>-1.08%</b>
Supplies	1,505,830	1,521,900	1,324,150	1,489,600	-2.12%
Operational	491,178	582,200	569,300	586,650	0.76%
Utilities	817,312	963,600	956,400	963,600	0.03%
Operating Transfers	154,000	297,600	216,300	92,100	-69.05%
<b>Total Operating Exp (not including Personnel)</b>	<b>5,340,827</b>	<b>5,906,550</b>	<b>5,518,800</b>	<b>5,646,050</b>	<b>1.67%</b>
<b>Capital</b>					
Operating	17,725	24,300	10,400	52,500	116.05%
Contractual	918,970	1,542,030	501,900	1,418,800	-7.99%
Technology	139,300	125,000	104,000	118,100	-5.52%
Transfers	452,119	27,000	32,250	--	-100.00%
<b>Total Capital (operating &amp; short term financing)</b>	<b>1,528,114</b>	<b>1,718,330</b>	<b>648,550</b>	<b>1,589,400</b>	<b>-5.79%</b>
<b>Total Expenditures</b>	<b>19,836,498</b>	<b>22,151,780</b>	<b>20,404,450</b>	<b>22,535,100</b>	<b>1.73%</b>

\* % calculated based on adopted budget

Proposed 07-08 Expenditures



### Methodology

This calculation compares the employee salaries and benefits including (FICA, TMRS, health insurance transfer, longevity, etc.) This is then compared to the total operating and capital budget. Previously this calculation included Fire Volunteer incentives in the Salary and Benefits total but did not include the capital items for which we issue contractual obligations. While short-term debt is issued, this is still operating type capital items, which could be included in an O&M budget in any given year.

## General Fund Staffing

The City budgeted a total of 208 positions, which staff the divisions as shown in the following table.

Division	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Adopted	Changes from FY 2007 to FY 2008
Administration	5.0	5.0	5.0	6.0	6.0	
Administrative Services	5.0	5.0	5.0	5.0	5.0	
Internal Operations	11.0	11.0	11.0	11.0	11.0	
Finance	6.5	7.5	8.0	8.0	8.0	
Municipal Court	3.0	4.0	4.0	4.0	4.0	
Fire Operations	5.0	5.0	5.0	6.0	6.0	
Fire Marshal	3.0	4.0	4.0	4.0	4.0	
Police – Admin	6.0	7.0	8.0	6.0	6.0	
Dispatch	9.0	9.0	10.0	10.0	11.0	1.0
Patrol	33.0	38.0	43.0	46.0	48.0	2.0
Criminal Investigations	10.0	10.0	10.0	8.0	8.0	
Community Services	6.0	6.0	6.0	6.0	6.0	
Warrants	2.0	2.0	3.0	3.0	3.0	
Records	0.0	0.0	0.0	5.0	5.0	
Planning	4.0	4.0	5.0	6.0	6.0	
Code Enforcement	5.0	5.5	5.5	6.5	6.5	
Building Inspections	9.0	10.0	11.0	10.0	9.0	-1.0
Animal Services	4.0	6.0	7.0	7.0	8.0	1.0
Park Maintenance*	12.0	15.0	16.0	18.0	18.0	
Harbor O&M	0.0	0.0	0.0	1.0	1.0	
Recreation*	5.0	5.0	5.0	6.5	5.5	-1.0
Street Maintenance	11.0	11.0	11.0	11.0	11.0	
Engineering	10.0	10.0	12.0	12.0	12.0	
<b>TOTAL GENERAL FUND</b>	<b>164.5</b>	<b>180.0</b>	<b>194.5</b>	<b>206.0</b>	<b>208.0</b>	<b>2.0</b>

\* The Parks and Recreation divisions have multiple seasonal positions, however budget a flat dollar amount each year rather than a number of employees.

Included in the FY 2008 adopted budget is 1 new position fully funded in Dispatch and 4 partially funded positions. Positions funded partial year would add an additional \$138,849 to fund full year as illustrated below.

		Budgeted	Full Year	Difference
<b>Funded 3/1/08</b>				
Animal Services	Shelter Attendant	\$17,787	\$30,831	\$13,044
<b>Funded 7/1/08</b>				
Patrol	Patrol Officer	13,979	55,914	41,935
Patrol	Patrol Officer	13,979	55,914	41,935
Patrol	Patrol Officer	13,979	55,914	41,935
		<b>\$59,724</b>	<b>\$198,573</b>	<b>\$138,849</b>

## General Fund Expenditures

The following pages summarize departmental expenditures and tax impact of changes in funding. Additional details regarding new programs and service changes are included in each department's budget presented in the FY 2008 Annual Operating Budget.

The chart below indicates the tax bill for the average home value in the City of Rockwall as compared to the actual cost of service.

### Property Tax Estimator

2007 Average Home Value \$193,357

Estimated tax (before exemptions)\* \$940.68

	Citizen Contribution		What it Costs	Total Expenditure
Debt Service	26.22	\$507.03	\$507.03	\$8,178,450
Police	6.99	135.10	508.18	6,578,450
General Government	4.53	87.53	329.23	4,261,900
Parks/Recreation	2.69	51.96	195.44	2,530,000
Streets	1.62	31.38	118.04	1,528,050
Fire Operations/Marshal	1.56	30.14	113.36	1,467,500
Finance/Court	1.47	28.44	106.98	1,384,800
Code/Inspections	1.33	25.81	97.07	1,256,600
Engineering	1.17	22.71	85.43	1,105,900
Planning	0.58	11.23	42.26	547,050
Animal Services	0.48	9.36	35.21	455,750
	<b>48.65</b>	<b>\$940.68</b>	<b>\$2,138.24</b>	<b>\$29,294,450</b>

\* This tax amount is calculated from the full value of the home before exemptions (homestead, over 65, etc.). Actual tax may be less.

## Water and Wastewater Fund

The Water and Wastewater Fund is classified as an Enterprise Fund. Its purpose is to account for water and wastewater services provided to the City's retail and wholesale customers. All activities associated with providing such services are accounted for in this fund, including administration, operations, maintenance, debt service, capital improvements, billing and collection. The City's intent is that all costs of providing the services to the general public on a continuing basis are financed through user charges in a manner similar to a private business enterprise.

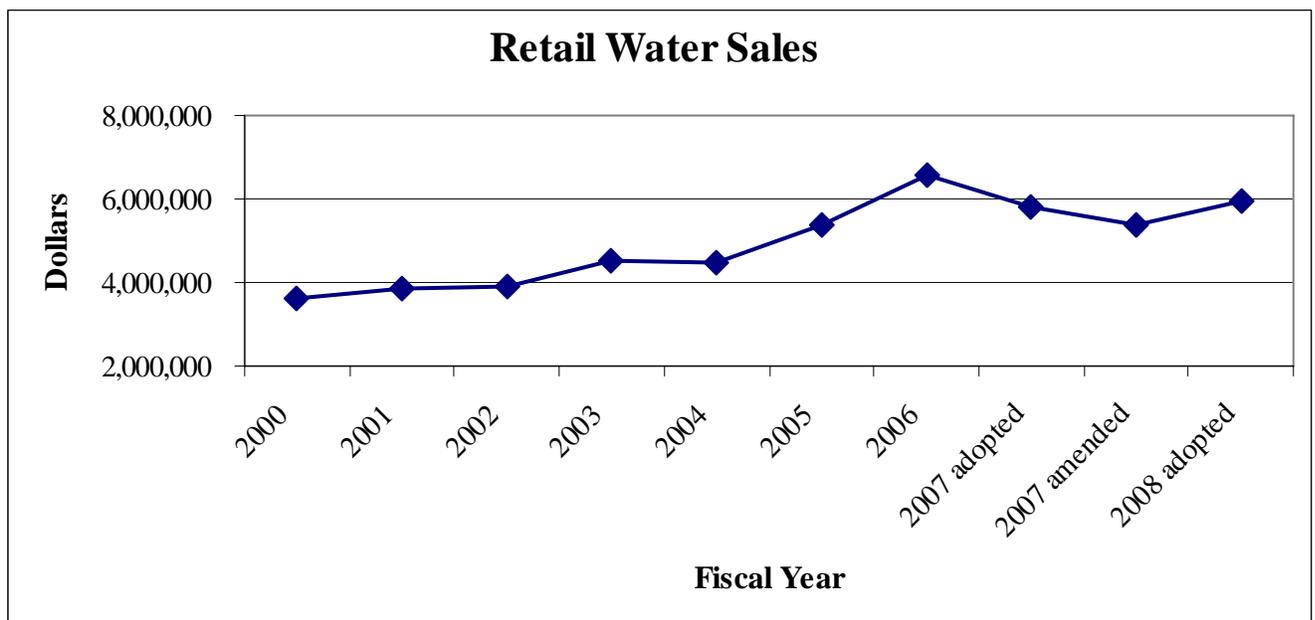
### Summary of Revenues

Water and Wastewater revenues can be classified into the categories shown in the table below. Total revenue growth in FY 2008 is projected to be 3.6 percent above the original FY 2007 budget.

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Adopted	FY 2007 Amended	FY 2008 Adopted
Utility Sales	\$6,567,137	\$7,614,489	\$9,173,250	\$8,604,600	\$8,023,300	\$8,749,300
Contract Sales	1,310,349	1,592,156	1,699,058	1,448,700	1,520,700	1,635,000
Other Receipts/Fees	300,924	268,518	173,107	141,000	86,200	87,000
Non-Operating Revenue	451,875	351,789	1,875,643	404,000	627,000	510,000
<b>Total Revenues</b>	<b>\$8,630,285</b>	<b>\$9,826,952</b>	<b>\$12,921,058</b>	<b>\$10,598,300</b>	<b>\$10,257,200</b>	<b>\$10,981,300</b>

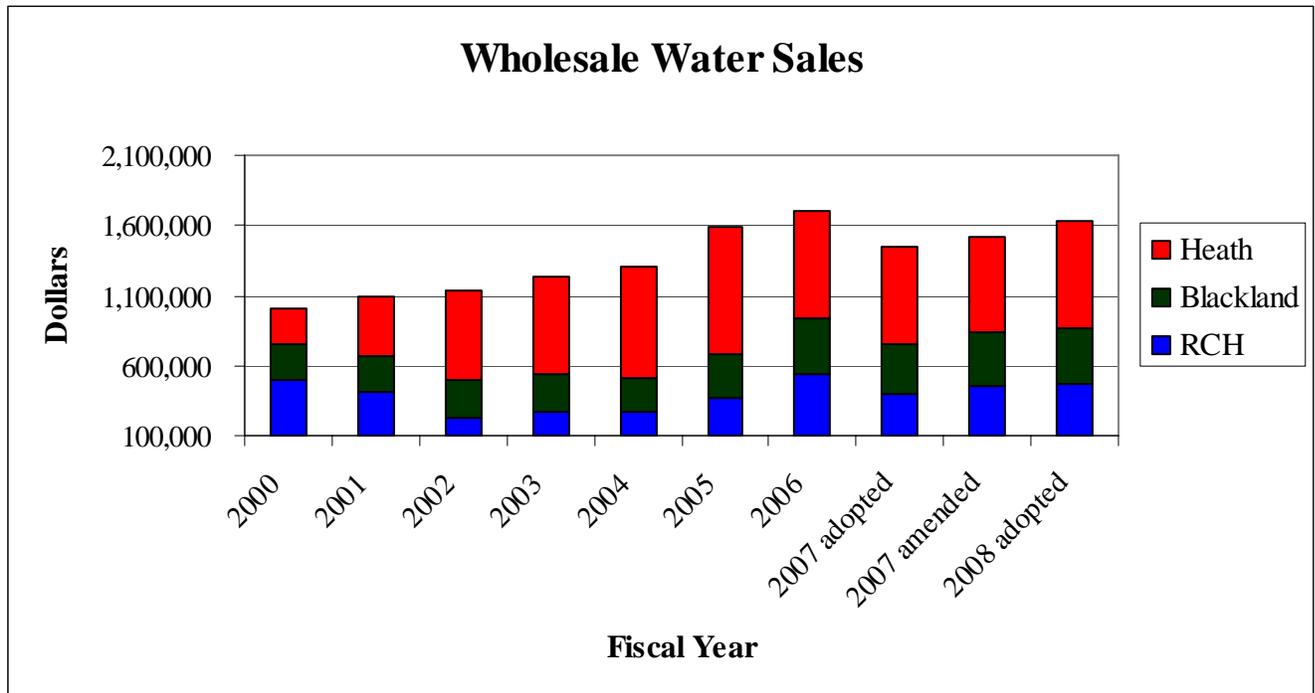
### Retail Utility Sales - \$8,749,300, 79.7 Percent of Revenues

Included in these revenues are retail water sales, sewer and pretreatment charges, hazardous waste fees and penalties. The largest revenue source for this fund is retail water sales. The graph below indicates the increasing trend in water sales. The rains which have caused the area to rebound from drought conditions last year will bring lower than expected revenues for the fund.



## Wholesale Water Sales - \$1,635,000, 14.9 Percent of Revenues

The City provides water at a wholesale price to RCH Water Supply, Blackland Water Supply, and City of Heath. These revenues represent 14.9 percent of Water/Wastewater Fund revenues, up from 13.7 percent in the FY 2007 budget.



## Non-Operating Revenues – \$597,000, 5.4 Percent of Revenues

Other revenue sources for the Water and Wastewater Fund include tap fees, meter rental fees, interest and other miscellaneous revenues. In FY 2008, these revenues represent 5.4 percent of total revenues, up from 5.1 percent in the FY 2007 budget.

## Interfund Transfers – (\$1,209,700)

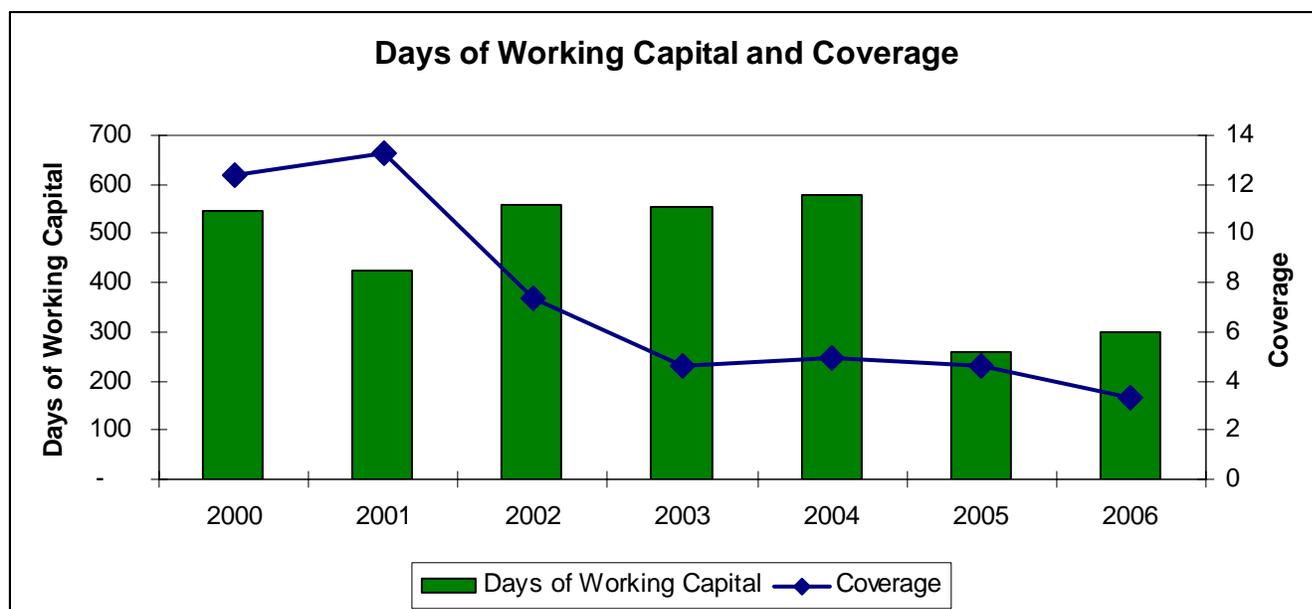
The Water and Wastewater Fund transfers money to other funds of the City. In FY 2008 this fund will pay the General Fund for indirect costs associated with work performed for the Water and

<b>FY 2008 INTERFUND TRANSFERS</b>	
General Fund	\$ (538,100)
Worker's Compensation Fund	(30,000)
Employee Benefits Fund	(631,000)
Technology Replacement Fund	(10,600)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (1,209,700)</b>

Wastewater Fund. Transfers to the Internal Service Funds and Technology Replacement Fund will pay for items expensed in those funds. FY 2008 transfers total \$1,209,700 transferred to other funds within the City, as reflected in the accompanying table. These transfers are further explained within each fund.

## Reserve Fund Balance

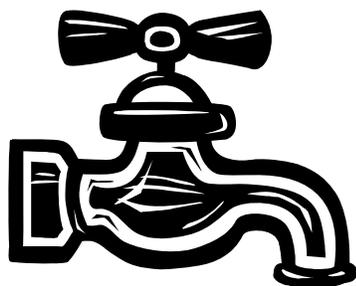
The City must issue debt to finance major projects of both the water and wastewater utilities. The City covenants to the bond buyers that we will maintain our rate structure in order to provide sufficient revenues to the utilities. The city must annually maintain “working capital” (current assets minus current liabilities) of at least 60 days. This is similar to the days of fund balance calculation in the General Fund. In addition, available revenues (revenues after operating expenditures are subtracted) must be at least 1.25 times the debt service requirements for the year. The City has an independent rate study conducted periodically to ensure that our rates are sufficient to meet these tests.



## Water and Wastewater Expenses by Classification

The largest expenses in this fund are for the purchase of water and for sewer treatment. These two items account for 32.8 percent of this fund’s budget. Additionally, 9.4 percent of the FY 2008 budget is allocated to system acquisition. Water is purchased from North Texas Municipal Water District under our member city “take or pay” contract. Annually the City allocates funds to be able to purchase the “right to serve” areas annexed into the city and served by one of the water supply corporations.

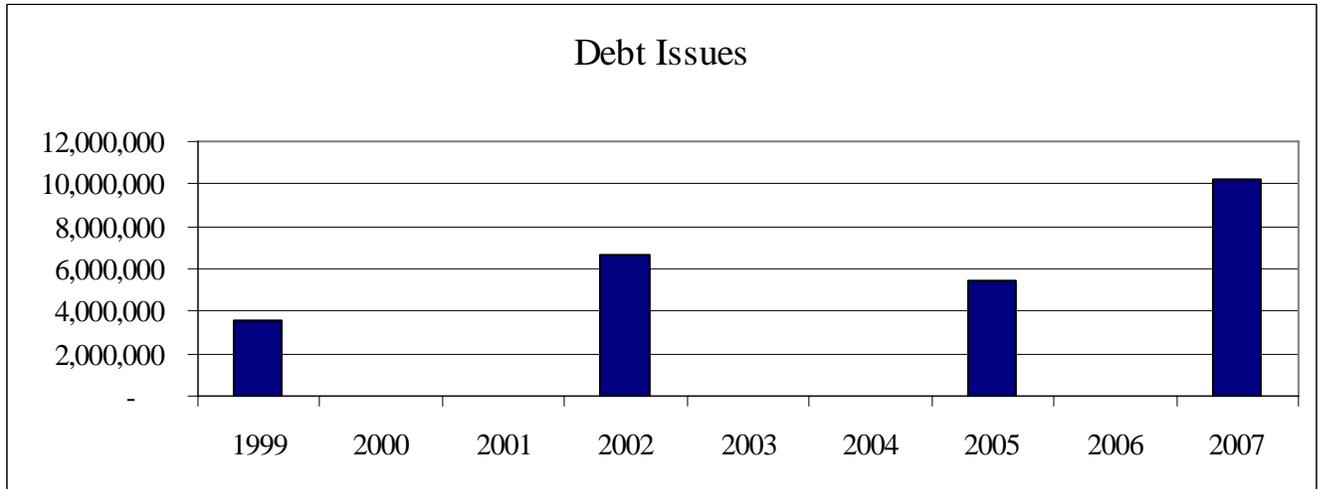
The district manages our Squabble Creek and Buffalo Creek Wastewater Treatment Plants by contract. They also financed the interceptor line which carries wastewater to the South Mesquite Treatment Plant and for which we pay both debt service and treatment costs.



	Amount	Percent of Total
Salaries & Benefits	\$2,887,600	18.58%
Contractual, Supplies, Operational, Utilities	8,158,250	52.50%
Capital Outlay	1,758,650	11.32%
Debt Service	2,734,800	17.60%
<b>Total FY 2008 Expenditures</b>	<b>\$15,539,300</b>	<b>100.00%</b>

## Debt Service

The City issues revenue bonds, backed by the revenues of the utilities for major capital projects such as a new water tower or sewer main project. Revenue bonds have been sold as project funding is anticipated.



## Utility Staffing

The City has budgeted a total of 34 positions in this fund, which staff the divisions as shown in the following table.

Division	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Proposed	Changes from FY 2007 to FY 2008
Utility Billing	3.0	8.0	8.0	8.0	8.0	
Water Operations	14.0	10.0	11.0	12.0	14.0	2.0
Wastewater Operations	8.0	8.0	10.0	11.0	12.0	1.0
<b>TOTAL WATER &amp; WASTEWATER FUND</b>	<b>25.0</b>	<b>26.0</b>	<b>29.0</b>	<b>31.0</b>	<b>34.0</b>	<b>3.0</b>

Included in the FY 2008 budget are 2 new positions, 1 each in Water and Wastewater Operations along with one position being upgraded in Water Operations. Additionally, one manager position is transferred to this fund temporarily.

## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Police Investigation Fund** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

**Special Crimes Fund** – established to account for revenues and expenditures related to a county-wide task force.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.



**City of Rockwall**

**FY 2006 – 2007**

**Annual  
Operating  
Budget**



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO: Mayor and Council Members**

**FROM: Julie Couch, City Manager**

**DATE: October 1, 2006**

**SUBJECT: FY2006-2007 Budget**

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Attached is the adopted Operating Budget for the fiscal year ending September 30, 2007 and the amended budget for the fiscal year ending September 30, 2006.

### Economic Conditions

FY 2007 reflects an improving local economy in many respects; however, there are some cautionary elements as well. From FY96-97 to FY 02-03 the tax base increased an average of 17% per year. The FY04 budget reflected a much slower economy for the City with a tax base growth of 8.2%. In FY05 the City experienced a growth in the tax base of 12.27%. In FY2006 the growth rate dropped to approximately 9.11%. This year the gross estimated value for taxable value is \$2,762,961,005, which includes the value of the property that is now under a tax freeze. The increase in the tax base for FY2007 is estimated at 13.55% with approximately a \$21,000 reduction in revenue attributable to the value associated with the tax freeze.

It is anticipated that sales tax will also continue to increase. The first phase of the Crossing was operational this year and it has made an impact on our sales tax revenues. In FY 2006 we are anticipating an increase of almost 15% in sales taxes over revenues in FY05. We have historically been conservative with sales tax projections given the volatility of the tax and the uncertainty this tax experiences. For the past three years we have seen sales tax receipts increase by 7.4%, 9.8%, and 15% respectively. However for the previous five years we experienced virtually no growth. This year we are anticipating some continued growth with the new retail space that has not yet been occupied, as well as continued increases in the new retail that opened this year. However, most of the space to be occupied is relatively small; with all of the larger anchors already open. We are projecting an increase of 11% in sales taxes for FY07. We do anticipate more significant increases in FY08 sales tax revenues with the anticipated opening of the second phase adjacent to the Crossing and the number of large retailers planned to occupy that space.

Population growth has experienced some slow down. Over the past several years we have experienced housing starts ranging from 800 units to 1,000 units per year. In FY06 it is anticipated that we will only see approximately 500 housing starts. The FY07 budget anticipates similar levels of construction next year.

Commercial growth has continued to be active in FY06. In addition to the Crossing we have seen the new Kroger center open this year as well as several office buildings in that area of the city. We anticipate that the new Presbyterian Hospital will be under construction in FY07 and be operational in FY08. That development should also spur some ancillary support growth as well.

### Debt Service and Tax Rate

As we indicated during last year's budget discussions, we would be issuing significant debt this year, which will impact the debt rate for FY07. We will be issuing 36,175,000 in debt in August which will significantly impact our debt rate. The City has not issued this level of debt in its history. As the Council is aware, we have been very aggressive in moving forward to complete the 2002 and 2005 bond projects and we are aggressively moving forward to complete the Bypass, which by itself is a 45 million dollar project. This year the tax rate will increase from 36.89 cents to 42.5 cents to accommodate this debt increase. The maintenance and operation tax rate is adopted at less than the FY06 rate.

### Budget Focus

Recognizing that we would be including a tax increase in the proposed budget, the operating expenditures have been reviewed in detail to include only expenditures that are deemed critical to performing our mission and to provide resources to maintain services.

Staffing - with the sustained growth the City continues to experience demands on staff. There are a total of 10.25 new positions in the General fund and a total of 2 new positions in the Water and Sewer fund. These positions are discussed in each department summary.

Salaries – as outlined in the City's salary administration policies, an aging factor is generally included in each year's budget, which is designed to ensure that the City remains competitive during the fiscal year. This factor is designed to ensure that salaries are in line with the anticipated salaries of the 15 market comparison cities going into the next budget year. This year an aging factor of 1% was adopted by Council, which should be in line with the average of other cities in our market. We also use a salary savings factor which assumes that over the course of the year there will be vacancies due to turnover or filling of new positions. This year the savings factor used is \$200,000. This is reflected across the budget in salary line items, simply because it is not known today where those vacancies will occur.

Reserve Expenditures - As typically done, there are several one time non-operating items proposed to be taken out of general fund reserves. Those items are one time expenses that would include funding for the C3 Consulting, downtown planning, LRE consulting and streets condition inventory. Additionally several transfers are being funded from reserves are explained in greater detail on the budget summaries.

There are several budget costs that can be found throughout the budget in all applicable departments. The cost of fuel has increased significantly and that impact is seen in all departments with operating vehicles.

The only significant new program is the proposed operational budget for the Harbor. We anticipate that the Harbor will be open in October of 2006. The costs for that new program are included in a separate department. There are also some changes recommended in the recreation budget which are attributable to the Harbor and the increased need for staffing.

Following is a summary of each department with any significant changes noted:

## General Fund

The General Fund reserve at the end of FY 2007 is estimated to be approximately, \$6.7 million. The City's adopted financial policies recommend a reserve of not less than 3 months of operating expenses and not more than 7 months of operating expenses should be maintained in reserve. This represents a reserve of approximately 4.3 months of operating expenses less the proposed one time, capital expenses.

## Revenues

The 2006-2007 General Fund budget includes total operating revenues of \$ 19,859,200, which is 9.6% over the expected revenues for FY2006. Property tax revenues for FY2007 are projected to increase by approximately 18% over FY 2006. This is due to an increase in property tax revenue due to the expanding tax base and increases in valuation. The increase in the tax rate is solely being used for the increase in the debt service.

As indicated, it is anticipated that sales tax revenue will increase by approximately \$900,000 over FY2006. We have estimated no significant changes in the franchise receipts or in fees. Our amended budget reflects a reduction in anticipated building permit fees from our original budget of \$1.3 million to \$925,000. We have anticipated permit revenues consistent with revenues reflected in FY2006 at \$989,000.

The Health permit line reflects an increase based on an anticipated increase in the fees we charge for this service. It has been several years since we raised health permits and it will be recommended to increase them.

Other revenues generally reflect anticipated growth, and economic conditions.

## Expenditures

Included in the transfers from the General Fund we are proposing to transfer approximately \$125,000 into the computer replacement fund and \$989,000 into the employee benefit fund for health benefits.

**New Positions** – Typically one of the most significant aspects of the budget is going to be the additional personnel needed to maintain service delivery to citizens. As described in each department budget there are a number of proposed positions in the budget for FY2007. There are a total of 10.25 positions funded for the full year in the General Fund and 2 positions in the Water and Sewer Fund. There are 3 positions proposed to be funded in April due to funding constraints.

**Mayor and Council** - This budget is proposed to remain generally at the same levels as were expended in the amended FY06 budget, other than we will only be funding one election and we have included the costs for Council compensation as approved by the Council.

**Administration** - One new position is added in this department to provide additional administrative support. We will be conducting our citizen survey next year. In addition, with the implementation of C3 we plan to fund the conduct of several citizen focus groups to better define the feedback we receive from the survey and to respond to very specific customer issues. This budget also reflects the additional expenses for our share of the emergency management coordination program that will be operated by the ES Corporation. That program has already been agreed to by the Council.

Administrative Services - The only significant increase in this budget is in consulting, which is where we have budgeted the consulting costs for C3.

Internal Operations– There are no significant operational changes in this department. Funds have been included to upgrade our telephone system in order to add additional lines.

Finance - There are no significant operational changes in this department.

Municipal Court - There are no significant operational changes in this department.

Fire – Significant efforts will continue next year to increase the number of volunteers. Funding is included to provide adequate shift coverage at stations and to increase our support service to the department with the addition of a maintenance position and to enhance recruitment of volunteers by increasing their shift incentive.

Fire Marshal - There are no significant operational changes in this department other than the addition of an inspection truck, to be funded with contractual obligations.

Police Administration – There are no significant operational changes in this department. We have moved the police IT and analyst positions to Records, as the IT staff manages those functions.

Communications – No significant operational changes are proposed

Police Patrol – 1 additional patrol officer position is funded in October and 2 patrol positions funded in April, due to budget constraints. These positions are proposed to continue current service levels with increased population and increased business locations.

Police Investigation – We are proposing to utilize one of our retired investigators to assist the department on a 10 hour a week basis. All of the clerical personnel have been moved from this budget to the new Police Records budget. There are no significant operational changes in this department.

Police Community Services – No significant operational changes are proposed.

Warrants – No significant operational changes are proposed.

Police Records - We have pulled the costs of operation of the Records division from the Police Administration budget and the CID budget to better account for the costs of that support function. No significant operational changes are proposed.

Planning –As the Council is aware, we have been working toward the implementation of a GIS system. The work to date has been to build a parcel map and to create a zoning overlay for the mapping. The work has been completed with in house staff and some outside assistance from COG. We are at a point where we will soon be ready to begin the full integration of GIS in other departments. We do not have the staff to accomplish this without increasing personnel.

Code Enforcement – There has been some discussion about funding consulting services or personnel as we move into our efforts in the 3 year annexation plan for Lake Rockwall Estates. We do not have a budget or recommendation as yet from the subcommittee; however, we wanted to reserve some funds for that program as it is developed. We have placed \$25,000 in consulting for that purpose. There are no other significant operational changes proposed in this department.

Inspections – There are no operational changes proposed other than the proposed addition of mobile computers for the inspectors, which will improve their efficiency and their ability to respond more quickly to their customers.

Animal Control – There are no significant operational changes in this department. We are proposing to replace a vehicle in the department.

Parks –We have added two additional positions to address our maintenance needs. We are continuing to add park land, which requires additional staff.

Harbor - We have developed an estimated budget that includes all of the items we feel will be necessary to maintain the new asset the city has in the Harbor. This includes one position to perform maintenance for the area, resources to conduct events, and general maintenance expenses.

Recreation – We have added a recreation superintendent which will oversee all of our recreation programs. Currently we have one person who does that as well as planning our events. We anticipate that we will be planning additional events at the Harbor over and above our current events.

Streets – There are no significant operational changes in this department. We have included funding for the development of a street condition inventory so that we can more effectively plan for street repairs and reconstruction.

Engineering – There are no significant operational changes in this department.

#### Water and Sewer Fund

Revenues – As reviewed previously, we will be including a rate increase of 6% in our water and wastewater rates as planned to accommodate the need for additional infrastructure.

#### Water and Sewer Fund Expenditures –

Utility Billing – There are no significant operational changes in this department.

Water Operations – One additional maintenance worker has been included as we have discussed.

Sewer Operations – There is one maintenance position included in the sewer department, again, as we have discussed previously.

#### Special Revenue Funds

Cemetery - The sale of cemetery lots is the primary revenue generated in this fund. No major changes are proposed.

Police Investigation - Budgeted revenues from this fund will be used for the Toys for Kids programs, as well as court security, court technology expenses and child safety projects. Revenues are received through donations, court fees, and police seizures.

Recreational Development - The revenue for this fund comes from the marinas and the golf course leases. A number of smaller capital repairs and purchases are proposed.

Radio Budget – We will be sharing operational expenses for the radio system with the City of Heath. In order to accurately account for these expenses a new budget has been created and will have a transfer from the General Fund and payments from the City of Heath as its revenue sources.

Street Improvements - Revenues from the collection of street assessments are the revenue for this fund. These funds are used to complete small capital improvement projects.

Hotel/Motel Tax - A number of requests have been submitted for funding from various groups within the City. These requests have been reviewed by the Council subcommittee and recommendations for funding were forwarded to the full Council.

Fire Equipment – The primary source of revenue for this fund is the payment from the County for fire calls.

Airport Special Revenue - In accordance with the Council's actions funding is included in next year's budget to provide the match to several identified grant opportunities to make the approved improvements at the airport

Recycling - Revenue levels are proposed at generally the same levels as FY2006, this is a marked increase from prior years due to the new contract provisions. The source of funds for this department is generated by a fee collected from the solid waste contractor under their contract.

Special Crimes Unit – This unit has replaced the state funded grant multi-jurisdictional task force. This will be detailed under separate cover.

Internal Service Funds - Both the Employee Benefits fund and the Worker's Compensation fund are self insured by the City. The city has in the past funded safety incentive pay out of this fund to reflect the excellent safety performance of the employees. The incentive pay has not been granted each year, only in those years in which a good safety record is maintained. This year we have experienced very few claims and the incentive pay is recommended.

The Rockwall Economic Development Corp. - This Corporation is a component organization of the City, which is funded by a one-half cent sales tax approved by the voters in 1995. The budget of the Corporation requires approval of the City Council and is presented as a blended Special Revenue Fund of the City.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	17,178,553	17,398,200	18,111,700	19,859,200
Total Operating Expenditures	15,415,860	16,905,950	17,287,265	19,027,500
Capital Reserve Expenditures	44,423	154,000	309,350	150,000
Excess Revenues Over (Under) Expenditures	1,718,270	338,250	515,085	681,700
Net Other Financing Sources (Uses)	(1,266,216)	(598,300)	(928,120)	(815,250)
Net Gain (Loss)	452,054	(260,050)	(413,035)	(133,550)
Fund Balance - Beginning	6,876,259	6,014,894	7,328,313	6,915,278
Fund Balance - Ending	7,328,313	5,754,844	6,915,278	6,781,728

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4100	Current Taxes	4,938,466	5,121,400	5,161,400	5,875,000
4105	Delinquent Taxes	64,586	65,000	65,000	65,000
4110	Penalty & Interest	54,651	40,000	45,000	40,000
<b>Total Property Taxes</b>		<b>5,057,703</b>	<b>5,226,400</b>	<b>5,271,400</b>	<b>5,980,000</b>
4150	Sales Taxes	7,159,643	7,600,000	8,157,000	9,058,000
4155	Beverage Taxes	73,265	75,000	81,000	83,000
<b>Total Sales Taxes</b>		<b>7,232,908</b>	<b>7,675,000</b>	<b>8,238,000</b>	<b>9,141,000</b>
4201	Electrical Franchise	1,079,857	1,075,000	1,200,000	1,200,000
4203	Telephone Franchise	155,362	155,000	155,000	155,000
4205	Gas Franchise	230,594	175,000	334,000	250,000
4207	Cable TV Franchise	130,523	120,000	131,000	135,000
4209	Garbage Franchise	118,907	105,000	132,000	140,000
<b>Total Franchise</b>		<b>1,715,242</b>	<b>1,630,000</b>	<b>1,952,000</b>	<b>1,880,000</b>
4250	Park & Recreation Fees	5,799	10,000	10,000	10,000
4251	Municipal Pool Fees	10,570	10,000	10,000	10,000
4253	Center Rentals	14,012	15,000	7,500	8,000
4260	Tax Certificate Fees	410	500	500	500
4270	Code Enforcement Fees	4,678	2,000	3,500	2,000
4280	Planning & Zoning Fees	37,401	40,000	30,000	45,000
4283	Construction Fees	181,554	150,000	200,000	210,000
4295	Fire - Plans	13,700	6,000	17,000	18,000
<b>Total Fees</b>		<b>268,125</b>	<b>233,500</b>	<b>278,500</b>	<b>303,500</b>

## Summary of Revenues, Cont'd.

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4300	Building Permits	1,405,591	1,300,000	925,000	1,000,000
4302	Fence Permits	36,810	30,000	30,000	32,000
4304	Electrical Permits	20,356	23,000	18,000	22,000
4306	Plumbing Permits	52,258	35,000	48,000	50,000
4308	Mechanical Permits	14,907	10,000	12,000	13,000
4310	Daycare Center Permits	3,002	2,500	3,000	3,000
4312	Health Permits	31,815	36,000	36,000	61,000
4314	Sign Permits	22,050	15,000	20,000	22,000
4320	Miscellaneous Permits	27,177	23,000	23,000	25,000
Total Permits		1,613,966	1,474,500	1,115,000	1,228,000
4400	Court Fines	410,309	350,000	400,000	410,000
4402	Court Fees	109,316	100,000	110,000	118,000
4404	Warrant Fees	63,610	55,000	61,000	58,000
4406	Court Deferral Fees	238,520	250,000	215,000	225,000
4408	Animal Control Fees	31,096	28,000	40,000	40,000
4410	Sale of Impounded Vehicle	-	-	-	-
Total Municipal Court		852,851	783,000	826,000	851,000
4001	Interest Earnings	118,074	125,000	165,000	200,000
4007	Sale of Supplies	2,953	3,500	3,500	3,500
4019	Other	133,448	40,000	55,000	50,000
Total Miscellaneous		254,474	168,500	223,500	253,500
4500	Grant Proceeds	7,539	-	-	-
4510	School Patrol	89,904	110,000	110,000	115,000
4520	County Contracts	20,992	20,000	20,000	20,000
4530	City Contracts	64,848	77,300	77,300	87,200
Total Intergovernmental		183,284	207,300	207,300	222,200
Total Revenues		17,178,553	17,398,200	18,111,700	19,859,200

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	398,400	450,000	567,000	515,000
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	14,134	20,000	20,000	52,000
From Special Crimes Unit	-	-	-	-
<b>Total Other Financing Sources</b>	<b>462,534</b>	<b>520,000</b>	<b>637,000</b>	<b>617,000</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	23,000	79,000	79,000	30,000
To Police Inv Fund			75,450	27,000
To Rec. Dev. Fund	547,000	-	-	-
To Radio Fund	-	-	-	91,200
To Fire Equipment Fund	-	-	-	-
To Special Crimes Unit	-	-	-	176,400
To Employee Benefit Fund (Ins.)	870,000	913,500	913,500	982,650
To Capital Projects Fund	100,000	-	371,370	-
To Tech. Replacement Fund	188,750	125,800	125,800	125,000
<b>Total Other Financing Uses</b>	<b>1,728,750</b>	<b>1,118,300</b>	<b>1,565,120</b>	<b>1,432,250</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(1,266,216)</b>	<b>(598,300)</b>	<b>(928,120)</b>	<b>(815,250)</b>

Airport Fund, Police Investigation Fund and Capital Projects Fund amended transfers and the Special Crimes Unit and Police Investigations proposed transfers are from reserves

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
10	01	Mayor/Council	78,114	88,450	108,365	113,300
10	05	Administration	1,370,812	1,166,200	1,392,300	1,389,150
10	06	Administrative Services	461,994	497,900	545,500	538,500
10	09	Internal Operations	892,195	972,700	997,800	992,550
15	11	Finance	819,131	840,700	862,900	896,550
15	15	Municipal Court	291,348	305,300	310,850	319,550
20	25	Fire Operations	800,817	924,500	939,800	1,101,150
20	29	Fire Marshal	294,307	371,000	367,800	358,350
30	31	Police Administration	630,411	745,300	742,350	742,850
30	32	Communications	551,044	628,300	601,850	657,050
30	33	Patrol	2,701,253	3,020,200	3,038,800	3,297,650
30	34	CID	609,223	617,600	640,700	480,350
30	35	Community Services	421,154	489,100	438,900	494,400
30	36	Warrants	124,058	184,300	197,800	201,600
30	37	Records	-	-	-	320,150
40	41	Planning	359,340	459,900	434,450	509,800
40	42	Code Enforcement	394,713	391,300	397,350	429,850
40	43	Building Inspections	615,803	712,000	674,200	775,950
40	44	Animal Services	313,143	378,000	378,350	400,850
45	45	Parks	1,104,213	1,216,300	1,429,600	1,403,250
45	46	Harbor O&M	-	-	49,000	375,400
45	47	Recreation	602,641	711,900	737,400	762,300
45	49	Streets	1,244,882	1,355,000	1,405,950	1,563,250
50	53	Engineering	779,685	984,000	904,600	1,053,700
			15,460,283	17,059,950	17,596,615	19,177,500
Less Capital Reserve			44,423	154,000	309,350	150,000
<b>Total Operating Expenditures</b>			<b>15,415,860</b>	<b>16,905,950</b>	<b>17,287,265</b>	<b>19,027,500</b>

Reserve Expenditures - Fiscal Year 2006

44,000	Transportation Study (amend to \$0)
40,000	Performance Evaluation Review (reallocated to C3 @ 81500)
20,000	Takeline Fencing (amend to \$0)
10,000	Covered Parking
40,000	Downtown Plan
9,350	Automatic Door Openers
49,000	Harbor Event
94,500	Space Planning

Reserve Expenditures - Fiscal Year 2007

C3 Project	70,000
Downtown plan	25,000
LRE consulting	25,000
Street consulting	30,000

## DIVISION SUMMARY

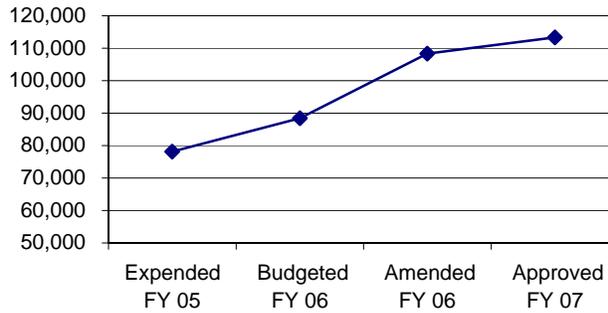
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

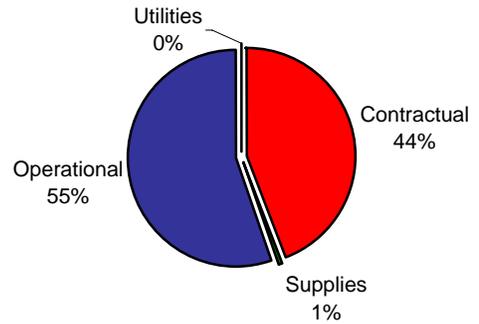
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	42,808	45,000	45,000	50,000
Supplies	-	600	600	600
Operational	35,306	42,850	62,215	62,700
Utilities	-	-	550	-
<b>Total</b>	<b>78,114</b>	<b>88,450</b>	<b>108,365</b>	<b>113,300</b>

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	01 Mayor/Council

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Manager Approved</b>
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**20 Contractual**

0221	INSURANCE-PUBLIC OFFICIAL	42,808	45,000	45,000	50,000
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<b>Contractual TOTAL . . . . . :</b>	<b>42,808</b>	<b>45,000</b>	<b>45,000</b>	<b>50,000</b>
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**30 Supplies**

0310	PRINTING & BINDING	0	300	300	300
0347	GENERAL MAINT. SUPPLY	0	300	300	300

<b>Supplies TOTAL . . . . . :</b>	<b>0</b>	<b>600</b>	<b>600</b>	<b>600</b>
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**40 Operational**

0401	COUNCIL COMPENSATION	1,050	1,150	9,215	22,500
0402	YOUTH ADVISORY COUNCIL	2,552	3,000	3,000	2,000
0404	ELECTION EXPENSES	3,827	7,000	18,300	8,000
0410	DUES & SUBSCRIPTIONS	7,837	8,200	8,200	8,500
0420	AWARDS	5,160	6,000	6,000	6,000
0428	OTHER	1,924	3,000	3,000	3,000
0430	TUITION & TRAINING	4,670	6,500	6,500	4,700
0436	TRAVEL	8,286	8,000	8,000	8,000

<b>Operational TOTAL . . . . . :</b>	<b>35,306</b>	<b>42,850</b>	<b>62,215</b>	<b>62,700</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	0	0	550	500
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<b>Utilities TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>550</b>	<b>500</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>78,114</b>	<b>88,450</b>	<b>108,365</b>	<b>113,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	05 Administration

### Expenditure Summary

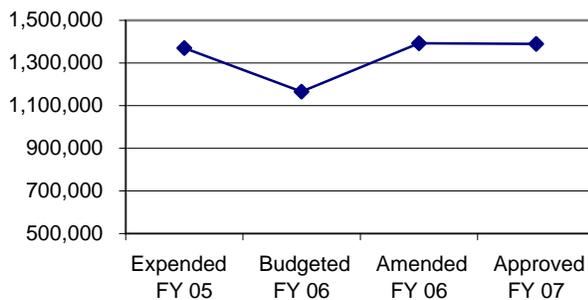
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	503,346	524,800	544,000	617,800
Contractual	802,343	564,500	767,400	696,250
Supplies	28,430	42,400	46,400	37,500
Operational	35,419	32,000	32,000	34,000
Utilities	1,274	2,500	2,500	3,600
Capital	-	-	-	-
<b>Total</b>	1,370,812	1,166,200	1,392,300	1,389,150

### Personnel Schedule

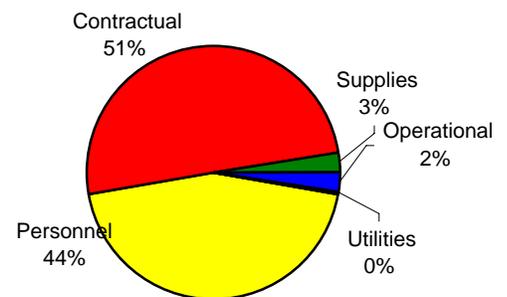
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
City Secretary	22	1	1
Management Analyst/Emergency Mgmt Coord	19	1	1
Management Analyst	19	-	1
Intern	-	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	225,358	235,200	252,000	264,300
0104	SALARIES & WAGES-CLERICAL	179,897	193,800	185,800	242,300

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0104**

**Management Analyst**

When the Internal Operations Manager left the City last year, the Assistant to the City Manager, Joey Boyd assumed that position. Joey has continued to provide assistance as a member of the Administration Department which had, prior to the change, been his full-time focus. While we have made this situation work, with increasing service requirements, a Management Analyst position is needed.

The increased service requirements in the Internal Operations Department have included administration of construction and operation of the radio system, several major construction planning and construction projects (fire, facilities planning), and numerous departmentally budgeted maintenance and facility related projects. In the Administration Department, the continuation of the Balanced Scorecard Strategic Planning Program, implementation of Customer Centered Government as a focus area, and a continuation of the customer communication enhancement requires additional assistance.

CITY MANAGER'S COMMENTS: Approved

<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>405,255</b>	<b>429,000</b>	<b>437,800</b>	<b>506,600</b>
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**15 Benefits**

0114	LONGEVITY PAY	3,483	3,700	3,600	4,000
0116	AUTO ALLOWANCE	12,000	13,500	13,500	13,500
0120	FICA & MEDICARE EXPENSE	31,718	27,900	33,400	35,700
0122	T.M.R.S. RETIREMENT EXP.	50,890	50,700	55,700	58,000

<b>Benefits TOTAL . . . . .</b>	<b>98,091</b>	<b>95,800</b>	<b>106,200</b>	<b>111,200</b>
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**20 Contractual**

0207	APPRAISAL & COLLECTION	126,907	133,000	139,000	150,000
0208	E.S. CORP CONTRACT	131,588	150,000	171,900	208,300

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0208**

**Emergency Services Corp. Programs**

Annually the City budgets our portion of the EMS contract which is administered by the Corporation. The annual budget will include both the ambulance subsidy and consultant's fees.

In addition the City will be considering participation in the budget for the Emergency Management Coordination program which will be considered by the entities in the next 30 - 60 days.

0211	LEGAL	338,948	100,000	275,000	150,000
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Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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0213	CONSULTING FEES	149,261	120,000	120,000	107,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213** **Consulting**

- \$ 5,000 Appraisals
- 25,200 Public Relations Writing
- 2,500 Environmental Studies
- 18,000 Citizen Survey/Focus Groups
- 6,000 Leadership Series
- 30,000 Process Audits
- 18,000 Newsletter Design (3) - Disapproved
- 14,000 Annual Report Design
- 8,000 Cable Channel Updates - Disapproved
- 7,000 Miscellaneous

The enhancements to the Cable Channels will allow the current programming to be interrupted in order to play videos of general interest to be played on a scheduled basis. At the end of the special programming the current scrolling program would restart without staff efforts.

CITY MANAGER'S COMMENTS: Approved.

CITY COUNCIL COMMENTS: Cable channel upgrades are disapproved and Newsletter funding is cut. Newsletter funding will remain at \$20,000 in printing and postage accounts.

0231	SERVICE-MAINT. CONTRACTS	4,018	7,200	7,200	21,550
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0231** **Service Contracts**

- \$17,000 Laserfiche SSMA
- 2,900 Copier
- 550 Mobile Data Service
- 1,100 Canon Scanner
- \$21,550 Total

0233	ADVERTISING	7,148	4,000	4,000	4,000
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0236	COMMUNITY SERVICES	30,521	37,600	37,600	42,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0236** **Community Service**

- 500 Rockwall Citizen Academy
- 20,000 KART
- 20,000 RCCOA
- 1,000 Posse Insurance
- 500 Christmas Parade

CITY COUNCIL COMMENTS: Art in Public Places funding of \$25,000 is approved in addition to above items.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0240 EQUIPMENT REPAIRS	453	500	500	500
0242 EQUIPMENT RENTAL & LEASE	5,744	5,800	5,800	5,800
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0242</b>				<b>Rental Contracts</b>
\$5,400 Copier				
400 Pagers				
0243 BUILDING LEASE	2,400	2,400	2,400	2,400
<b>Contractual TOTAL . . . . . :</b>	<b>796,988</b>	<b>560,500</b>	<b>763,400</b>	<b>692,250</b>

**30 Supplies**

0301 OFFICE SUPPLIES	3,402	3,000	3,000	3,000
0307 POSTAGE	11,631	12,500	12,500	11,500
CITY COUNCIL COMMENTS: Funding reduced by \$2,000				
0310 PRINTING & BINDING	13,259	26,400	30,400	22,500

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0310**

**Printing Projects**

\$ 6,900 Letterhead, Envelopes, Mailers  
 15,600 Newsletters (3)  
 7,500 Annual Report

CITY MANAGER'S COMMENTS: Approved

CITY COUNCIL COMMENTS: Funding to print annual report is disapproved.

0347 GENERAL MAINT. SUPPLY	138	500	500	500
<b>Supplies TOTAL . . . . . :</b>	<b>28,430</b>	<b>42,400</b>	<b>46,400</b>	<b>37,500</b>

**40 Operational**

0254 RECORDING FEES	5,356	4,000	4,000	4,000
0410 DUES & SUBSCRIPTIONS	10,946	11,000	11,000	11,000
0428 OTHER	5,509	4,000	4,000	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0428**

**Document Destruction**

It has been several years since documents have been destroyed. The Records Retention Schedules established by the State provide the timeframe by which documents must be retained. At the end of this period documents must be destroyed and certified as such. A company specializing in this service will be used to perform this service. The cost will be approximately \$2,000.

CITY MANAGER'S COMMENTS: Approved.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0430 TUITION & TRAINING	9,617	7,000	7,000	7,000
0436 TRAVEL	9,346	10,000	10,000	10,000

<b>Operational TOTAL . . . . .:</b>	<b>40,774</b>	<b>36,000</b>	<b>36,000</b>	<b>38,000</b>
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<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	1,274	2,500	2,500	3,600

**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0507** **Cell Phone - EMC**

An additional cell phone is needed for emergency management position and will include phone and data package.

CITY MANAGER'S COMMENTS: Approved

<b>Utilities TOTAL . . . . .:</b>	<b>1,274</b>	<b>2,500</b>	<b>2,500</b>	<b>3,600</b>
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<b>Administration TOTAL . . .:</b>	<b>1,370,812</b>	<b>1,166,200</b>	<b>1,392,300</b>	<b>1,389,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

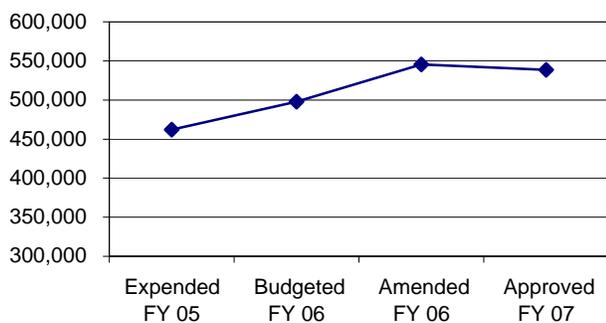
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	342,188	374,300	370,900	391,400
Contractual	48,813	46,100	97,100	81,100
Supplies	7,314	5,000	5,000	4,000
Operational	62,971	71,500	71,500	60,500
Utilities	707	1,000	1,000	1,500
<b>Total</b>	<b>461,993</b>	<b>497,900</b>	<b>545,500</b>	<b>538,500</b>

### Personnel Schedule

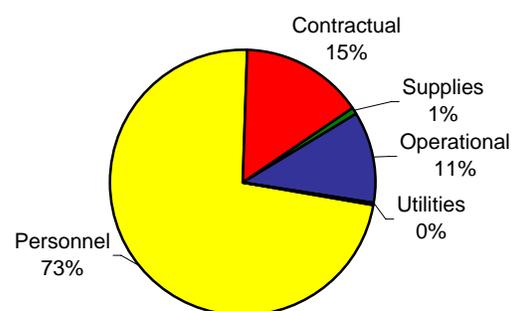
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Administrative Services Director	31	1	1
HR Supervisor	22	1	1
HR Specialist	13	1	1
Administrative Secretary	11	2	2

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Manager Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	87,490	92,400	93,200	99,400
0104	SALARIES & WAGES-CLERICAL	160,009	174,000	168,500	181,500
0109	SALARIES & WAGES-OVERTIME	410	2,000	1,000	2,000
0112	INCENTIVE PAY	37,787	50,000	50,000	50,000

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>285,696</b>	<b>318,400</b>	<b>312,700</b>	<b>332,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	600
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0113**

**Certification Pay Policy**

The funds allocated to this program support the City's strategic initiative (Balanced Scorecard-Council Focus Area "Staff Effectiveness"-Department Business Plan Initiatives 1) Employee Competency, and 2) Non-sworn Certification Pay) to provide for departmentally targeted incentives for non-sworn and sworn employees in order to promote and maintain a highly qualified workforce. Employees are able to enhance and improve their skills through continuing education and certification/licensing programs. Full-Time employees are eligible to receive certification, license, and education incentive pay as long as the criteria are met and targeted certifications, licenses, and education remain designated by the department in which the employee is employed. Departments may not include certifications, licenses, or other educational programs for an employee if it is a requirement of the position. Department directors are not eligible for the program.

The financial impact of this policy is reflected in the individual department budgets and is approximately \$20,000 for all non-sworn employees.

0114	LONGEVITY PAY	2,775	1,500	1,500	1,500
0116	AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120	FICA & MEDICARE EXPENSE	18,658	19,500	20,500	19,800
0122	T.M.R.S. RETIREMENT EXP.	32,058	31,900	33,200	33,600

<b>Benefits TOTAL . . . . :</b>	<b>56,491</b>	<b>55,900</b>	<b>58,200</b>	<b>58,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Manager Approved
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20 Contractual

0211	LEGAL	10,388	6,000	15,500	6,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0211**

**Personnel Law**

Amended Budget: Numerous issues requiring legal counsel have arisen including employee-related and volunteer firefighter-related topics, policy reviews, non-typical FMLA issues, one TWC hearing requiring attorney representation, Senate Bill 411, Government Code 142, Dept. of Labor/Wage & Hour (volunteer/part-time) issues, 4th Amendment implications to City's "Drug-free Workplace" policy, CERT Program criminal background investigations and FBI fingerprinting, HIPAA Gap Compliance Audit, INS compliance, and City's Fair Treatment Program.

Proposed Budget:

What can be anticipated for FY '06-'07 is counsel in the areas of any new immigration law, HIPAA compliance and audits, preparation for ADA implications on benefit programs, workers' compensation, and retiree health benefits.

0213	CONSULTING FEES	38,425	40,000	81,500	75,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0213**

**Consulting**

C3 Implementation as previously approved by City Council is amended into the current budget year and proposed budget year.

In addition some consulting and/or legal fees may be incurred with the Cable Franchise specifically as Senate Bill 5 and the new federal version move forward. \$5,000.

CITY MANAGER'S COMMENTS: Approved

0242	EQUIPMENT RENTAL & LEASE	0	100	100	100
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<b>Contractual TOTAL . . . . .:</b>	<b>48,813</b>	<b>46,100</b>	<b>97,100</b>	<b>81,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Manager Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	4,468	2,500	2,500	2,500
0310	PRINTING & BINDING	2,630	2,000	2,000	1,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0310**

**Printing**

At this time, employees are provided annually a legally required benefits document - the Summary Plan Description (SPD). This document is written in comprehensive, legal/insurance terminology and is difficult for most employees to decipher. In addition, we provide them with a one (1) page bullet-point summary of their selected plan benefits. However, it does not give them the information they most often need when using their insurance. In answer to employees' requests, we have designed (in-house) a user-friendly and readable booklet, organized in a logical sequence for their day-to-day use. We minimized the cost by creating this brochure within the department. Funds are needed to cover printing and binding, \$1,500.

CITY MANAGER'S COMMENTS: Approved.

CITY COUNCIL COMMENTS: Disapproved, budget reduced by \$2,500

0347	GENERAL MAINT. SUPPLY	217	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>7,315</b>	<b>5,000</b>	<b>5,000</b>	<b>4,000</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	5,328	4,000	4,000	3,500
0415	RECRUITING EXPENSES	3,236	4,000	4,000	1,000
0420	AWARDS	5,291	5,500	5,500	5,500
0422	EMPLOYEE ACTIVITIES	10,982	13,000	13,000	14,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0422**

**Employee Activities**

Various employee activities and events including the summer picnic, Christmas party, Health and Benefits Fair, Breakfast with the City Manager.

0428	OTHER	51	0	0	0
0430	TUITION & TRAINING	3,476	8,000	8,000	5,500
0432	EDUCATION REIMBURSEMENT	1,714	0	0	0

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Manager Approved
0435 EMPLOYEE DEVELOPMENT	28,832	32,000	32,000	26,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0435

Employee Development

City-wide required training, includes:

- Workplace Sexual Harassment
- Workplace Violence
- Diversity
- ESOL (English as 2nd Language) Program
- Spanish (for key employees)
- iLEAD Program Supervisor Certification Training
- Management Certification Training Program
- LEAD Program in Virginia for 2-4 mid-management employees
- HIPPA Compliance - annual communication/training
- City-wide tuition reimbursement program

New programs will include:

- Business Ethics/City Code of Conduct Program
- Department Orientation & Mentoring Program

CITY MANAGER'S COMMENTS: Approved

CITY COUNCIL COMMENTS: Funding reduced.

0436 TRAVEL	4,061	5,000	5,000	5,000
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<b>Operational TOTAL . . . . . :</b>	<b>62,971</b>	<b>71,500</b>	<b>71,500</b>	<b>60,500</b>
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50 Utilities

0507 CELLULAR TELEPHONE	707	1,000	1,000	1,500
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<b>Utilities TOTAL . . . . . :</b>	<b>707</b>	<b>1,000</b>	<b>1,000</b>	<b>1,500</b>
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<b>ADMINISTRATIVE SERVICES TOTAL</b>	<b>461,993</b>	<b>497,900</b>	<b>545,500</b>	<b>538,500</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 Administration	09 Internal Operations

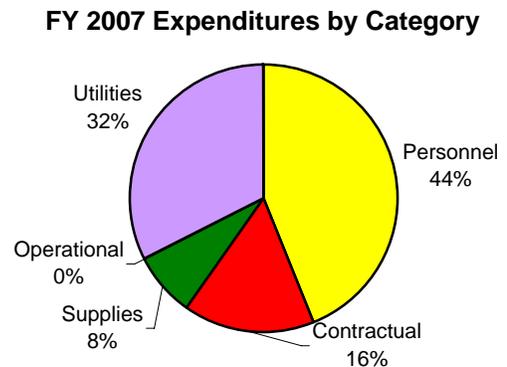
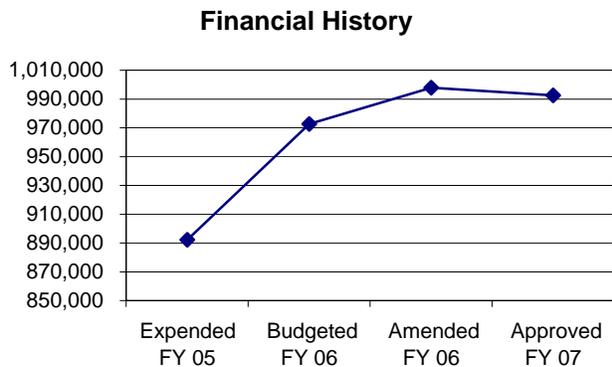
### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	372,376	417,750	406,150	435,600
Contractual	147,466	177,600	186,950	157,950
Supplies	63,390	62,000	75,350	75,300
Operational	6,580	7,000	7,000	1,500
Utilities	286,331	301,850	315,850	322,200
Capital	16,053	6,500	6,500	-
<b>Total</b>	<b>892,195</b>	<b>972,700</b>	<b>997,800</b>	<b>992,550</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Facilities Superintendent	20	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	2	2
Custodian	5	4	4

### Activity Trends



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Manager Approved
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**10 Salaries & Wages**

0104 SALARIES & WAGES-CLERICAL	36,061	38,100	39,000	41,600
0107 SALARIES & WAGES-LABOR	260,033	301,800	289,100	315,300
0109 SALARIES & WAGES-OVERTIME	11,056	8,000	6,000	6,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0109</b>				<b>Overtime</b>

CITY COUNCIL COMMENTS: Budget reduced by \$2,000

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>307,150</b>	<b>347,900</b>	<b>334,100</b>	<b>362,900</b>
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**15 Benefits**

0114 LONGEVITY PAY	1,675	2,350	2,350	2,800
0116 AUTO ALLOWANCE	0	0	0	0
0120 FICA & MEDICARE EXPENSE	24,053	26,000	26,500	27,200
0122 T.M.R.S. RETIREMENT EXP.	39,498	41,500	43,200	42,700

<b>Benefits TOTAL . . . . :</b>	<b>65,226</b>	<b>69,850</b>	<b>72,050</b>	<b>72,700</b>
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**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	72,595	88,700	88,700	79,050
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231**

**Service Maintenance Contracts**

Fire Alarms / Extinguishers	\$2,400
Pest Control	6,300
Outdoor Warning Sirens	5,500
Emergency Generators	4,500
Coffee Service	11,200
Bottled Water	2,750
Animal Control Office	4,000
Offsite Storage Unit	3,600
Elevators	4,300
Comm. Serv.Alarm System	550
Access and Security System	22,700
Telephone System	9,750
Mobile Data Service	500
Copier	1,000
Total	\$79,050

0237 UNIFORM SERVICE	3,654	4,000	4,000	4,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Manager Approved</b>
0240 EQUIPMENT REPAIRS	7,027	7,000	7,000	7,000
0242 EQUIPMENT RENTAL & LEASE	878	1,500	1,500	1,500
0244 BUILDING REPAIRS	49,555	60,000	69,350	50,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244**

**Phone System infrastructure, upgrades**

City Hall is at full capacity and does not have any additional phone lines. As we add additional staff, we'll need additional phone lines and possibly fax lines. The request is to run 100 additional new phone lines from the patch panel at The Center to the patch panel at City Hall. This addition could provide the additional needed capacity if City Hall is to be expanded in the future.

Installation of additional pairs, labor, equipment, materials - \$8840  
 Network integration, setup, testing, etc. - \$3167 Total \$12,000.  
 Little savings is realized by reducing the number of lines added.

The current PBX software is 5 years old. The release level we own will be discontinued on 12/19/06. Our version will still be supported but we will be charged more in annual service costs due to increased costs passed through from Nortel. Expansion of the current phone system cannot be accomplished without upgrading the phone software. We will shortly have to accommodate 2 new fire stations and the animal shelter. Amount Requested: \$14,000

CITY MANAGER'S COMMENTS: Approved.

CITY COUNCIL COMMENTS: Disapproved

0246 VEHICLE REPAIRS	2,880	2,500	2,500	2,500
0272 JANITORIAL SERVICES	10,878	13,900	13,900	13,900

<b>Contractual TOTAL . . . . .:</b>	<b>147,467</b>	<b>177,600</b>	<b>186,950</b>	<b>157,950</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,343	1,200	1,200	900
0323 SMALL TOOLS	2,300	3,500	3,500	2,000
0331 FUEL & LUBRICANTS	6,623	5,800	8,400	8,400
0335 PROPANE	15,597	16,000	17,250	19,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0335**

**Amended Line Item**

The price of fuels have increased this year.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Manager Approved</b>
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0345	CLEANING SUPPLIES	9,982	10,500	15,000	15,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0345** **Cost Increases**

Prices for all cleaning products have increased this year including trash bags and any products with a petroleum base. Floor Care products have increased dramatically.

0347	GENERAL MAINT. SUPPLY	27,544	25,000	30,000	30,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0347** **Amended Line Item**

This account catches almost everything dealing with building maintenance. As the facilities have gotten older, we've seen an increase in maintenance items needed.

Increase in line item to \$30,000

<b>Supplies TOTAL . . . . . :</b>	<b>63,389</b>	<b>62,000</b>	<b>75,350</b>	<b>75,300</b>
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**40 Operational**

0415	RECRUITING EXPENSES	591	1,500	1,500	0
0428	OTHER	519	500	500	0
0430	TUITION & TRAINING	750	3,000	3,000	1,000
0436	TRAVEL	4,720	2,000	2,000	500

<b>Operational TOTAL . . . . . :</b>	<b>6,580</b>	<b>7,000</b>	<b>7,000</b>	<b>1,500</b>
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**50 Utilities**

0501	ELECTRICITY	146,130	145,000	150,000	170,000
0507	CELLULAR TELEPHONE	1,659	6,150	6,150	4,200
0508	TELEPHONE SERVICE	102,700	122,700	122,700	105,000
0510	NATURAL GAS SERVICE	5,646	8,000	8,000	8,000
0513	WATER	30,197	20,000	29,000	35,000

<b>Utilities TOTAL . . . . . :</b>	<b>286,332</b>	<b>301,850</b>	<b>315,850</b>	<b>322,200</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	16,053	6,500	6,500	0
0617	RADIO EQUIPMENT	0	0	0	0

<b>Capital TOTAL . . . . . :</b>	<b>16,053</b>	<b>6,500</b>	<b>6,500</b>	<b>0</b>
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<b>INTERNAL OPERATIONS TOTAL :</b>	<b>892,197</b>	<b>972,700</b>	<b>997,800</b>	<b>992,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

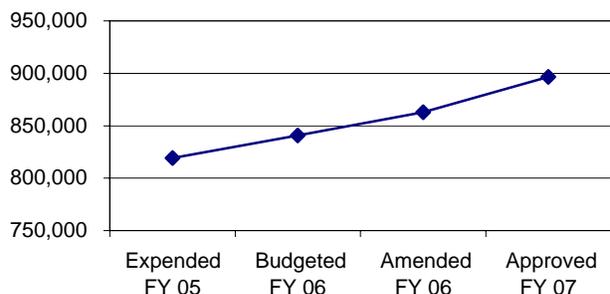
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	502,954	519,500	541,700	566,700
Contractual	240,126	240,200	240,200	247,650
Supplies	63,142	66,750	66,750	67,750
Operational	11,973	13,150	13,150	13,150
Utilities	935	1,100	1,100	1,300
<b>Total</b>	<b>819,131</b>	<b>840,700</b>	<b>862,900</b>	<b>896,550</b>

### Personnel Schedule

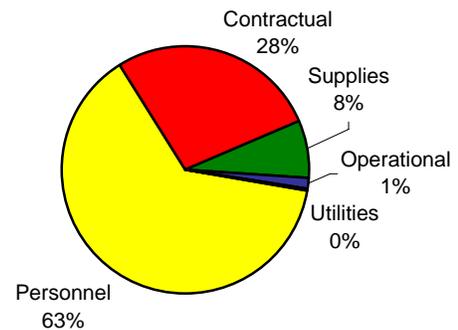
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Director of Finance	32	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	13	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	95,709	101,100	105,500	108,700
0104	SALARIES & WAGES-CLERICAL	311,854	324,700	339,500	357,900
0109	SALARIES & WAGES-OVERTIME	375	1,000	1,000	1,000

<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>407,938</b>	<b>426,800</b>	<b>446,000</b>	<b>467,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	900
0114	LONGEVITY PAY	2,723	3,200	3,200	3,800
0116	AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120	FICA & MEDICARE EXPENSE	30,779	30,200	30,200	33,500
0122	T.M.R.S. RETIREMENT EXP.	52,288	52,300	55,300	55,900
0128	UNEMPLOYMENT INS.	6,227	4,000	4,000	2,000

<b>Benefits TOTAL . . . . .</b>	<b>95,017</b>	<b>92,700</b>	<b>95,700</b>	<b>99,100</b>
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**20 Contractual**

0210	AUDITING	25,000	27,000	27,000	29,000
0217	IT SERVICE	79,381	70,000	70,000	68,800

**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0217**

**IT Support Contracts**

Datamax	\$40,000
Internet Service	6,600
TLETS Security Project	12,000
Document Storage Projects	10,000
Internet Server Redundancy	6,200

CITY MANAGER'S COMMENTS: Approved

CITY COUNCIL COMMENTS: Internet redundancy project is not approved.

0223	INSURANCE-SURETY BONDS	404	500	500	500
0225	INSURANCE-AUTOMOBILES	22,999	25,000	25,000	27,500
0227	INSURANCE-REAL PROPERTY	29,000	30,000	30,000	30,000
0228	INSURANCE-CLAIMS & DED.	16,691	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	31,949	26,000	26,000	30,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0231	SERVICE-MAINT. CONTRACTS	30,009	34,500	34,500	36,650
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**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0231** **Service Contracts**

\$ 22,500 New World Sys SSMA  
 5,530 IBM SSMA  
 8,100 Misc. Software  
 500 Copier  
 \$ 36,630 Total

Increased to include NetMotion SSMA

0233	ADVERTISING	1,035	1,000	1,000	1,000
0235	BANK CHARGES	740	3,000	3,000	1,000
0240	EQUIPMENT REPAIRS	267	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,651	2,700	2,700	2,700

**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0242** **Rental Contracts**

Copier \$2700

<b>Contractual TOTAL . . . . .</b>	<b>240,126</b>	<b>240,200</b>	<b>240,200</b>	<b>247,650</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,011	3,000	3,000	3,000
0303	COMPUTER SUPPLIES	16,927	17,000	17,000	17,000
0305	COPY MACHINE SUPPLY	9,384	13,000	13,000	11,000
0307	POSTAGE	28,931	29,000	29,000	32,000
0310	PRINTING & BINDING	3,994	4,000	4,000	4,000
0347	GENERAL MAINT. SUPPLY	895	750	750	750

<b>Supplies TOTAL . . . . .</b>	<b>63,142</b>	<b>66,750</b>	<b>66,750</b>	<b>67,750</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	2,784	3,150	3,150	3,150
0430	TUITION & TRAINING	4,048	5,000	5,000	5,000
0436	TRAVEL	5,142	5,000	5,000	5,000

<b>Operational TOTAL . . . . .</b>	<b>11,974</b>	<b>13,150</b>	<b>13,150</b>	<b>13,150</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	935	1,100	1,100	1,300
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<b>Utilities TOTAL . . . . .</b>	<b>935</b>	<b>1,100</b>	<b>1,100</b>	<b>1,300</b>
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<b>FINANCE TOTAL . . .</b>	<b>819,132</b>	<b>840,700</b>	<b>862,900</b>	<b>896,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

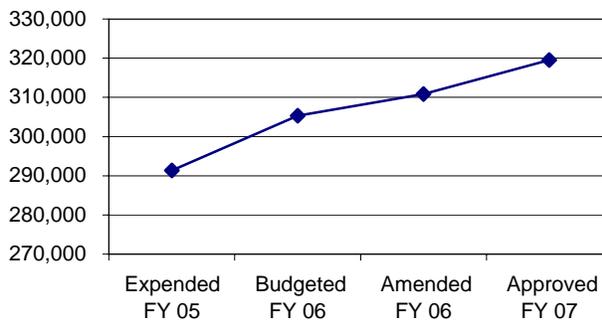
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	195,395	213,200	216,200	228,300
Contractual	87,261	81,350	83,850	83,000
Supplies	6,512	7,750	7,750	4,750
Operational	2,180	3,000	3,050	3,500
Capital	-	-	-	-
<b>Total</b>	<b>291,348</b>	<b>305,300</b>	<b>310,850</b>	<b>319,550</b>

### Personnel Schedule

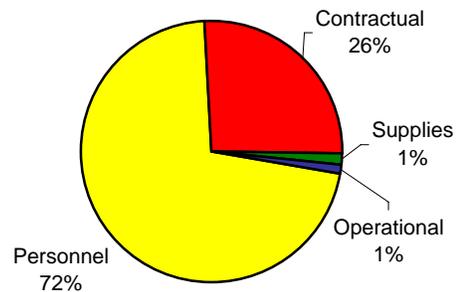
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	2
Deputy Municipal Court Clerk I	10	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	15 Finance	15 Municipal Court

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	59,087	62,000	64,700	68,300
0104	SALARIES & WAGES-CLERICAL	86,235	109,800	111,000	115,800
0109	SALARIES & WAGES-OVERTIME	15,899	5,500	3,500	5,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>161,221</b>	<b>177,300</b>	<b>179,200</b>	<b>189,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	600
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**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0113**

**Certification Pay**

The City of Rockwall has 2 of only 119 employees in the State of Texas who have achieved Level II Court Clerk Certification. This certification is in excess of their basic job requirements and qualifies under the City's Certification Pay Policy for incentive pay.

0114	LONGEVITY PAY	1,495	1,700	1,700	2,000
0120	FICA & MEDICARE EXPENSE	12,253	13,100	13,200	14,100
0122	T.M.R.S. RETIREMENT EXP.	20,427	21,100	22,100	22,000

<b>Benefits TOTAL . . . . .:</b>	<b>34,175</b>	<b>35,900</b>	<b>37,000</b>	<b>38,700</b>
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**20 Contractual**

0211	LEGAL	66,640	61,000	61,000	57,000
0229	INSURANCE-LIABILITY	1,311	1,400	1,400	1,400
0231	SERVICE-MAINT. CONTRACTS	4,896	5,250	5,250	11,200

**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0231**

**Service Contracts**

Incode SSMA \$10,200 (new software-higher fee than previous vendor)

Copier 1,000

0240	EQUIPMENT REPAIRS	0	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,403	5,700	5,700	5,400

**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0242**

**Rental Contracts**

Copier \$5400

0252	COLLECTION SERVICES	9,012	7,500	10,000	7,500
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<b>Contractual TOTAL . . . . .:</b>	<b>87,262</b>	<b>81,350</b>	<b>83,850</b>	<b>83,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	15 Municipal Court

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,563	1,500	1,500	1,500
0310	PRINTING & BINDING	4,633	5,500	5,500	2,500
0347	GENERAL MAINT. SUPPLY	316	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>6,512</b>	<b>7,750</b>	<b>7,750</b>	<b>4,750</b>
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**40 Operational**

0407	JURY EXPENSE	120	200	200	200
0410	DUES & SUBSCRIPTIONS	336	500	500	500
0415	RECRUITING EXPENSES	134	0	50	0
0428	OTHER	50	0	0	0
0430	TUITION & TRAINING	255	1,000	1,000	1,000
0436	TRAVEL	1,285	1,300	1,300	1,800

<b>Operational TOTAL . . . . . :</b>	<b>2,180</b>	<b>3,000</b>	<b>3,050</b>	<b>3,500</b>
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<b>MUNICIPAL COURT TOTAL . . . :</b>	<b>291,350</b>	<b>305,300</b>	<b>310,850</b>	<b>319,550</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

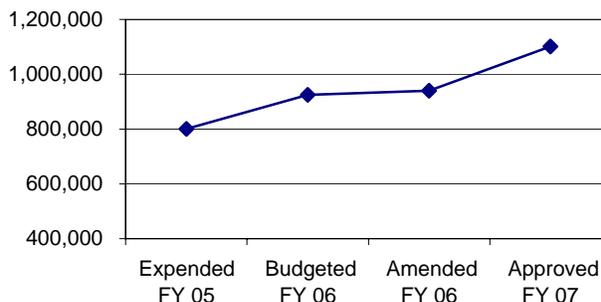
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	630,410	663,700	673,500	825,550
Contractual	83,626	141,500	141,500	130,050
Supplies	47,821	77,250	82,750	87,000
Operational	26,829	35,500	35,500	48,900
Utilities	1,616	2,300	2,300	2,450
Capital	10,516	4,250	4,250	7,200
<b>Total</b>	<b>800,817</b>	<b>924,500</b>	<b>939,800</b>	<b>1,101,150</b>

### Personnel Schedule

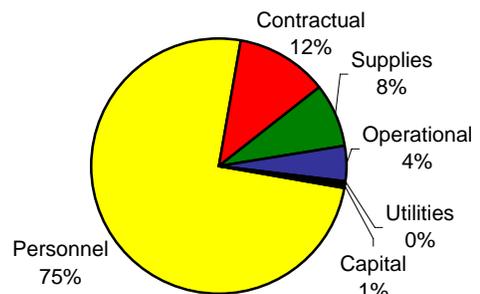
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Fire Chief	32	1	1
Lt. - Fire Training Officer/Maint. Supervisor	23	1	1
Firefighter/Maintenance Technician	16	1	2
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	88,421	93,500	95,900	102,300
0104 SALARIES & WAGES-CLERICAL	78,460	82,900	85,900	90,700
0107 SALARIES & WAGES-LABOR	247,336	253,500	253,500	356,500

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Driver/Operator Positions**

Driver/operator positions for each station are funded each day from 6:00 pm to 6:00 am. This driver program aids in maintaining fire department response times at an acceptable level. The program has been in place for 4 years.

The pay scale for the drivers has not changed since the inception of the program. In 2005, the publication "Independent Sector" reported the value of a volunteer is \$17.55/hour. We currently pay \$12.55 per hour in order to ensure 24 hour coverage of both stations. The requested amount of \$20.00 per hour is above this figure but the rate appears to be realistic based upon the job they do. We must assume the rate quoted above does not represent volunteer work in jobs as dangerous as firefighting and which do not require state Driver/Operator certification as we do. During the past four years the call volume, amount of equipment in each station and overall daily workload has steadily increased. Additionally, drivers are not eligible for the per call incentive for calls received while working a shift. Understanding the limitations that have been previously discussed in reference to labor laws, etc, we think it is time to move forward with the pay increase. The concern has centered on those drivers who could not drive after reaching the maximum allowed earnings.

Only non-certified firefighters are affected by this. Currently 22 of the 25 drivers are certified. We should not penalize the majority of drivers due to the limitations in place for 3 of them.

Increasing the hourly rate for these drivers will go a long way in helping to retain the drivers that we currently have, and recruiting additional qualified and hopefully certified volunteers. With the two new stations set to open within the next year, it is important that we add to the Driver pool so as to be able to staff these stations when they open. We believe that this increase in the hourly rate will certainly attract more volunteers who, once trained in our system, will be eligible to work as part time drivers for the City.

In addition the following are approved Holidays

- Martin L King Day    Memorial Day    Independence Day
- Labor Day            Thanksgiving Day    Thanksgiving Friday
- Christmas Eve        Christmas Day        New Year's Eve    New Year's Day

The rate of pay during a holiday shift would increase to \$30 per hour.

The cost for the Driver program is \$234,720; the above increased rates of pay would add an additional \$87,250.

CITY MANAGER'S COMMENTS: Approved.

CITY COUNCIL COMMENTS: Pay increase will be phased over two years. FY 07 hourly rate will be \$17.50 and \$26.25 for OT/Holiday.

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Driver Operator/Maintenance Technician**

We are proposing a second full time Driver Operator/Maintenance Technician to work Monday through Friday. We currently have 10 pieces of fire apparatus and will be adding 3 more apparatus before the end of the year. In addition, we have the Mobile Command Vehicle, two enclosed trailers (Haz-Mat and Fire Investigation), one flatbed mobile air trailer and we will be adding a 39ft Smoke Training trailer soon. The maintenance person is responsible for daily and monthly check on SCBA's. The two new fire stations will also add more daily duties. One Technician is not sufficient to maintain four stations and all the equipment that we will have shortly.

This person will also fill in a gap at one of the stations during the day, helping to fulfill our goal of having one station staffed at all times. The three hours per day that stations are not staffed are now being covered by the full time paid staff, taking away from their specific functions. The two technician positions would be alternated 6am to 2pm and 10am to 6pm in order to provide full station coverage.

Grade 16 Salary and Benefits: \$51,000

Uniform Services Cleaning: \$ 450

Uniforms Purchase: \$1,000

Bunker Gear \$2,500.

Portable Radio: \$ 2,566

CITY MANAGER'S COMMENTS: Approved.

0109	SALARIES & WAGES-OVERTIME	253	1,000	1,000	1,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>414,470</b>	<b>430,900</b>	<b>436,300</b>	<b>550,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	16,198	20,150	20,150	34,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0113**

**Certification Pay**

Certification pay for full time personnel who have achieved those above the basic level in fire suppression, fire inspections, fire/arson investigation, and peace officer and in those specialized areas such as instructor, driver/operator, hazardous material technician EMT or paramedic certifications as allowed under the City's policy.

Driver / Operator Certification: 2 @ 300.

Hazardous Material Technician Certification: 2 @ 300.

College Degree Pay 600.

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0113**

**Volunteer Certification Pay**

\$ 32,875.00 Volunteer Certification Pay Program

This is for volunteers who achieve and maintain fire certifications at the volunteer level or paid level. They include basic volunteer, intermediate volunteer, advanced volunteer, basic fire suppression, intermediate fire suppression, advanced fire suppression, master level fire suppression, driver/operator, hazardous material technician, and EMT or paramedic certification.

- \$ 75 (3) Basic Volunteer Certification
- 150 (1) Intermediate Volunteer Certification
- 225 Advance Volunteer Certification
- 300 (17) Basic Fire Suppression Certification & ECA Certification
- 375 (8) Intermediate Fire Suppression Certification & ECA Certif.
- 450 (3) Advance Fire Suppression Certification & ECA Certification
- 525 (2) Master Fire Suppression Certification & ECA Certification
- 300 (26) Driver / Operator Certification
- 200 (23) EMT or Paramedic Certification
- 300 (10) Hazardous Material Technician Certification
- 200 (13) Instructor Certification

The budget request is for \$28,875 which will cover the above listed certifications currently held by our volunteers. An additional \$4000 is requested to cover new certifications attained or those held by new volunteers who are recruited.

CITY MANAGER'S COMMENTS: Approved

0114	LONGEVITY PAY	950	1,250	1,250	1,600
0115	FIREMEN-INCENTIVE PAY	87,685	80,000	80,000	80,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115**

**Incentive Programs**

Volunteers are paid a per call incentive based on the number of fire calls they answer and the number of practice meetings they attend on an annual basis. The incentive encourages proper staffing. \$75,000.

Funds are budgeted to allow \$1,000 to be awarded to any volunteer who successfully completes the course requirements to become a Texas Commission on Fire Protection basic firefighter and EMT. This encourages firemen to invest their time and effort to further their knowledge becoming a better firefighter to serve the citizens of Rockwall. \$5,000.

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0116 AUTO ALLOWANCE	6,000	6,000	6,000	6,000
0120 FICA & MEDICARE EXPENSE	31,712	30,950	33,550	39,800
0122 T.M.R.S. RETIREMENT EXP.	34,263	34,300	36,100	40,600
0125 FIREMEN WATER DISCOUNT	3,434	5,950	5,950	5,950
0126 RETIREMENT-FIREMENS PENSION	35,699	54,200	54,200	66,400
<b>Benefits TOTAL . . . . .:</b>	<b>215,941</b>	<b>232,800</b>	<b>237,200</b>	<b>275,050</b>

**20 Contractual**

0213 CONSULTING FEES	6,770	10,000	10,000	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0213**

**Consultants**

\$1,500 Consultant to maintain and support software reports and write new reporting queries.

0222 DISABILITY INSURANCE	23,516	38,550	38,550	38,550
0231 SERVICE-MAINT. CONTRACTS	12,872	23,500	23,500	26,400

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231**

**Service Contracts**

Meteorlogix SSMA (Weather Software)	\$10,000			
Copier Maintenance	600			
DirecTV (mobile comm unit)	500			
Mobile Data Service	1,500			
MSA and PID Detectors	5,000			
Bi-monthly calibration				
Air Compressors and Cascade	8,800			
Station Quarterly Maint.				
and Yearly SCBA Testing				
	<hr/>			
	\$26,400			
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0237 UNIFORM SERVICE	845	2,000	2,000	1,650
0238 TRAINING REIMBURSEMENT	4,505	13,750	13,750	8,250
0240 EQUIPMENT REPAIRS	12,512	18,000	18,000	18,000
0242 EQUIPMENT RENTAL & LEASE	4,906	5,700	5,700	5,700

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0242**

**Rental Contracts**

Copier FS1 \$5700

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0246 VEHICLE REPAIRS	17,700	30,000	30,000	30,000
<b>Contractual TOTAL . . . . . :</b>	<b>83,626</b>	<b>141,500</b>	<b>141,500</b>	<b>130,050</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,932	2,500	2,500	2,500
0310 PRINTING & BINDING	622	750	750	500
0321 UNIFORMS	1,329	11,500	11,500	9,500
0323 SMALL TOOLS	0	0	0	0
0331 FUEL & LUBRICANTS	13,371	9,500	15,000	15,000
0347 GENERAL MAINT. SUPPLY	611	1,000	1,000	1,000
0378 FIRE PREVENTION SUPPLIES	936	2,000	2,000	1,000
0379 FIRE FIGHTING SUPPLIES	29,020	50,000	50,000	57,500

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0379**

**Replacement of Firefighting Supplies**

\$30,000 for all the supplies needed for firefighting activities and general replacement of small tools, hose, tarps which are damaged during the year. This also includes replacing supplies such as Class A foam, Micro Blade solution, that are used throughout the year.

\$25,000 for the bunker gear, boots, gloves, hoods and helmets for 5 new firemen as well as gate opener transmitters. In addition funds are needed for replacement gear for 5 existing firemen.

\$2,500 Bunker gear for new Maintenance position

CITY MANAGER'S COMMENTS: Approved

<b>Supplies TOTAL . . . . . :</b>	<b>47,821</b>	<b>77,250</b>	<b>82,750</b>	<b>87,000</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	2,412	3,100	3,100	3,100
0415 RECRUITING EXPENSES	2,773	2,600	2,600	16,000

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0415**

**Recruiting and Informational Brochure**

Funds are needed to produce and mail another department brochure. We received good response from our original brochure which was mailed in 2004 and 2006. The proposed brochure would be designed using in-house resources and then professionally printed and mailed. The estimated cost to print, tab and mail the brochures would be \$10,500.

\$3,000 Consultant to do background investigations

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0428	OTHER	431	1,300	1,300	1,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0428** **SCBA Mask Fit**

Respirator / SCBA mask fit test for firemen must be performed on a yearly basis to determine if the mask is still fitting the fireman's face and not allowing leaks around the face seal. This test is required by NFPA, OSHA 1910.120 and Texas Commission on Fire Protection.

0430	TUITION & TRAINING	9,934	15,000	15,000	15,000
0436	TRAVEL	11,279	13,500	13,500	13,500

<b>Operational TOTAL . . . . . :</b>	<b>26,829</b>	<b>35,500</b>	<b>35,500</b>	<b>48,900</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,616	2,300	2,300	2,450
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0507** **Cell Phones**

\$2,450 Operational

This covers the cost associated with the Fire Chief and Lieutenant cell phones, which are needed on the scene of emergencies, to enhance Staff Effectiveness and Community Safety. It also includes basic monthly service charge for the phone in the Mobile Command Unit.

<b>Utilities TOTAL . . . . . :</b>	<b>1,616</b>	<b>2,300</b>	<b>2,300</b>	<b>2,450</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	0	0	0	0
0617	RADIO EQUIPMENT	10,516	4,250	4,250	7,200

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0617** **Voice Pagers**

\$4,200 Replacement of 7 Motorola Voice Pagers with 5year warranty

\$3,000. Pagers for New Volunteers with 5 year warranty

CITY MANAGER'S COMMENTS: Approved.

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0617** **Mobile and Portable Radios**

\$15,600 New Mobile and Portable Radios with accessories

(5) Radios, belt clips, chargers, etc. will be provided to new volunteers.

(1) Portable radio with charger and mic for Mobile Command Vehicle

(1) Portable radio and accessories for new Maintenance position

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

<b>Capital TOTAL . . . . . :</b>	<b>10,516</b>	<b>4,250</b>	<b>4,250</b>	<b>7,200</b>
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<b>FIRE OPERATIONS TOTAL :</b>	<b>800,819</b>	<b>924,500</b>	<b>939,800</b>	<b>1,101,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

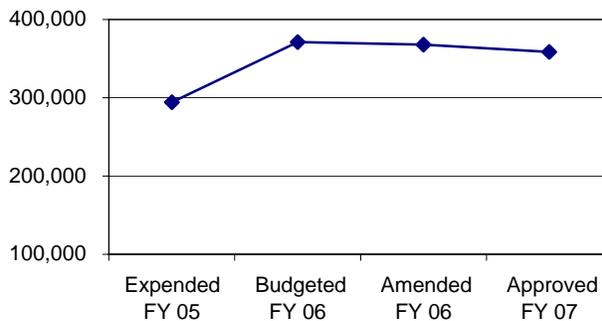
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	229,010	280,700	277,800	297,900
Contractual	6,857	16,100	13,100	10,600
Supplies	24,980	41,150	43,850	26,050
Operational	9,643	28,550	28,550	19,300
Utilities	3,629	4,500	4,500	4,500
Capital	20,189	-	-	-
<b>Total</b>	<b>294,307</b>	<b>371,000</b>	<b>367,800</b>	<b>358,350</b>

### Personnel Schedule

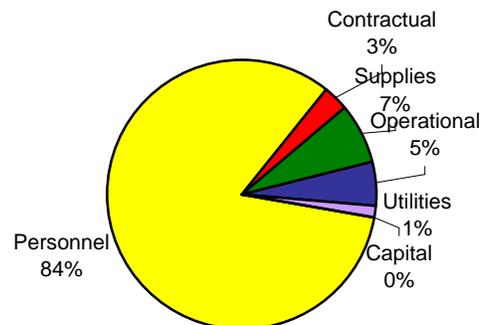
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Fire Marshal	23	1	1
Fire Inspector/Investigator	19	2	2
Fire Educator	19	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	68,073	71,900	70,900	76,000
0107	SALARIES & WAGES-LABOR	120,186	159,200	157,900	168,300
0109	SALARIES & WAGES-OVERTIME	631	1,000	1,000	1,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>188,890</b>	<b>232,100</b>	<b>229,800</b>	<b>245,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	807	2,150	1,250	3,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0113**

**Certification Pay**

It is important we encourage the few full time employees in this department to earn and maintain certifications such as Peace Officer, Haz-Mat Technician, Driver/Operator, Intermediate Arson Investigator, and college education.

- Driver / Operator Certification            3 @ 300
- Haz Mat Technician Certification        3 @ 300
- Intermediate Arson Investigator        2 @ 300
- Intermediate Peace Officer              1 @ 300
- Intermediate Inspector                  1 @ 300
- Advanced Inspector                      1 @ 300
- Bachelors' Degree                        1 @ 600

0114	LONGEVITY PAY	350	550	550	800
0120	FICA & MEDICARE EXPENSE	14,975	17,600	17,800	18,600
0122	T.M.R.S. RETIREMENT EXP.	23,986	28,300	28,400	29,300

<b>Benefits TOTAL . . . . .:</b>	<b>40,118</b>	<b>48,600</b>	<b>48,000</b>	<b>52,600</b>
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**20 Contractual**

0213	CONSULTING FEES	0	500	500	500
0231	SERVICE-MAINT. CONTRACTS	2,965	3,000	3,000	2,100

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0231**

**Service Contracts**

Mobile Data Service            \$2,100

0237	UNIFORM SERVICE	1,823	2,800	2,800	2,000
0240	EQUIPMENT REPAIRS	22	500	500	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0242 EQUIPMENT RENTAL & LEASE	120	3,000	0	3,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0242</b>				<b>Equipment Rental</b>
Rental fee of \$250 per month for indoor storage of the Safety Trailer purchased through grant funds. Actual amount will depend on delivery date of Trailer.				
0246 VEHICLE REPAIRS	1,727	5,800	5,800	2,000
0261 CRIME SCENE SERVICES	200	500	500	500
<b>Contractual TOTAL . . . . .</b>	<b>6,857</b>	<b>16,100</b>	<b>13,100</b>	<b>10,600</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,007	1,500	1,500	1,000
0310 PRINTING & BINDING	2,044	2,500	2,500	2,000
0321 UNIFORMS	1,719	2,000	2,000	1,900

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0321**

**Uniforms**

\$1,000 Replacement uniforms as needed for the Fire Marshal and three inspectors.

\$ 450 Shirts to be worn by the Citizens Fire Academy to identify their affiliation with the program and to be utilized as their uniform when participating in Department Activities.

\$ 450 Shirts to be worn by the CERT Team members to identify their affiliation with the program and to be utilized as their uniform when participating in drills and activities.

0323 SMALL TOOLS	422	500	500	100
0331 FUEL & LUBRICANTS	2,785	4,500	7,200	7,200
0347 GENERAL MAINT. SUPPLY	364	500	500	100
0373 INVESTIGATION SUPPLIES	2,699	3,000	3,000	1,000
0378 FIRE PREVENTION SUPPLIES	13,174	24,150	24,150	10,250

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378**

**Fire Prevention**

\$ 2,000 Citizen's Fire Academy

\$ 1,000 Clowning supplies

\$ 2,500 Fire Department Open House

\$ 2,000 Dalmatian supplies and vet bills

\$ 1,000 For hands-on disaster preparedness training for CERT teams.

\$ 1,750 The funds requested are in appreciation for the speaker who generously donated her time and story to speak to our students grades 7-12. Parkland Hospital will use the funds to send 5 burn victims to camp. This would be in the name of Gina Patterson.

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0379 FIRE FIGHTING SUPPLIES	764	2,500	2,500	2,500
<b>Supplies TOTAL . . . . .:</b>	<b>24,978</b>	<b>41,150</b>	<b>43,850</b>	<b>26,050</b>

<b>40 Operational</b>				
0409 GRANT MATCHING	0	10,700	10,700	0
0410 DUES & SUBSCRIPTIONS	643	750	750	2,200

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0410** **Dues and Subscriptions**

\$ 700 Dues for the Fire Marshal and three fire inspectors

Subscriptions for the Fire Marshal and three fire inspectors

- 675. NFPA Codes Subscription on-line
- 300 ICC 2006 Codes on CD-ROM
- 520 ICC 2006 Codes Book Set

CITY MANAGER'S COMMENTS: Approved

0415 RECRUITING EXPENSES	462	0	0	0
0430 TUITION & TRAINING	3,331	8,350	8,350	8,350
0436 TRAVEL	5,207	8,750	8,750	8,750

<b>Operational TOTAL . . . . .:</b>	<b>9,643</b>	<b>28,550</b>	<b>28,550</b>	<b>19,300</b>
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<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	3,629	4,500	4,500	4,500

<b>Utilities TOTAL . . . . .:</b>	<b>3,629</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
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<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	6,566	0	0	0
0617 RADIO EQUIPMENT	2,810	0	0	0

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0621 FIELD MACHINERY & EQUIPMENT	10,813	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0621** **SUV Emergency Equipment**

Funds are requested to purchase equipment for a SUV for use by one of the inspectors. He is currently driving the 3/4 ton truck which was purchased by the previous Fire Marshal. The truck could be better utilized in the Fire Suppression Division.

If the SUV is approved in the budget we will need to purchase the emergency equipment and decals for the vehicle. This will include light bar and other emergency lighting, siren, opticom emitter, UHF radio, VHF radio, portable radio with accessories and charger, striping, and console. \$14,000.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: Disapproved

0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0623** **New SUV for Fire Inspector**

Funds are requested to purchase an SUV for use by one of the Fire Inspectors. He is currently driving the 3/4 ton truck which was purchased by the previous Fire Marshal. The truck could be better utilized in the Fire Suppression Division where we have two enclosed trailers, one 16ft flatbed Mobile Air Trailer, and are expecting the 39ft Smoke Training trailer. Each of these trailers requires the truck to safely tow them to their locations. When the inspector is in the field it is not available to be used for these purposes.

We have many items such as hose, cones, foam, haz-mat supplies that must be transferred between stations, or to emergency scenes. We are currently utilizing personal vehicles to do this. Having the truck available at all times would eliminate the need for the use of personal vehicles. \$29,000.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: Disapproved

<b>Capital TOTAL . . . . . :</b>	<b>20,189</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>FIRE MARSHAL TOTAL :</b>	<b>294,304</b>	<b>371,000</b>	<b>367,800</b>	<b>358,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

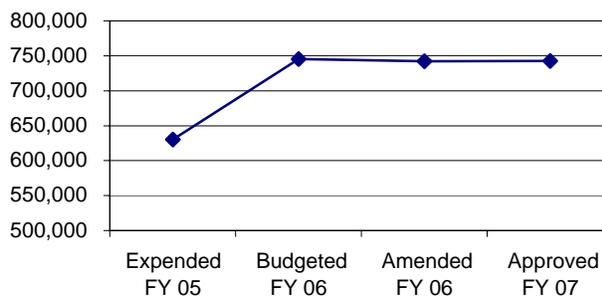
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	568,434	608,900	603,250	584,000
Contractual	40,638	62,300	62,300	61,250
Supplies	4,354	5,450	6,950	7,000
Operational	14,021	65,650	66,850	85,750
Utilities	2,965	3,000	3,000	4,850
Capital	-	-	-	-
<b>Total</b>	<b>630,411</b>	<b>745,300</b>	<b>742,350</b>	<b>742,850</b>

### Personnel Schedule

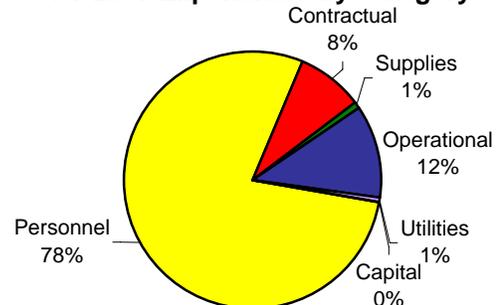
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Police Chief	32	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	3
Public Safety Computer Manager	22	1	-
Crime Analyst	16	1	-
Administrative Assistant	12	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditure by Category**



Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	99,577	105,300	104,300	111,000
0104	SALARIES & WAGES-CLERICAL	41,943	42,300	41,800	44,400
0107	SALARIES & WAGES-LABOR	312,045	345,100	345,900	325,500
0109	SALARIES & WAGES-OVERTIME	4,974	5,000	2,000	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>458,539</b>	<b>497,700</b>	<b>494,000</b>	<b>481,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	4,292	4,800	2,900	3,600
0114	LONGEVITY PAY	3,930	5,050	3,950	3,000
0116	AUTO ALLOWANCE	6,000	6,000	6,000	6,000
0120	FICA & MEDICARE EXPENSE	36,019	34,850	35,600	32,400
0122	T.M.R.S. RETIREMENT EXP.	59,655	60,500	60,800	57,600

<b>Benefits TOTAL . . . . .:</b>	<b>109,896</b>	<b>111,200</b>	<b>109,250</b>	<b>102,600</b>
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**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	23,597	25,000	25,000	27,500
0231	SERVICE-MAINT. CONTRACTS	65	500	500	500
0237	UNIFORM SERVICE	1,224	1,500	1,500	1,250
0240	EQUIPMENT REPAIRS	172	500	500	500
0242	EQUIPMENT RENTAL & LEASE	375	300	300	0
0246	VEHICLE REPAIRS	265	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	14,940	32,500	32,500	30,000
0265	MEDICAL SERVICE-PRISONER	0	1,000	1,000	500

<b>Contractual TOTAL . . . . .:</b>	<b>40,638</b>	<b>62,300</b>	<b>62,300</b>	<b>61,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	964	1,000	1,000	1,000
0310	PRINTING & BINDING	255	250	250	250
0321	UNIFORMS	579	1,200	1,200	1,000
0331	FUEL & LUBRICANTS	2,104	2,500	4,000	4,250
0347	GENERAL MAINT. SUPPLY	452	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>4,354</b>	<b>5,450</b>	<b>6,950</b>	<b>7,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**40 Operational**

0409	GRANT MATCHING	0	50,000	50,000	70,000
0410	DUES & SUBSCRIPTIONS	1,598	1,650	1,650	2,000
0415	RECRUITING EXPENSES	193	250	250	0
0420	AWARDS	262	750	750	750
0428	OTHER	743	1,000	2,200	1,000
0430	TUITION & TRAINING	3,816	4,500	4,500	4,500
0436	TRAVEL	7,410	7,500	7,500	7,500

<b>Operational TOTAL . . . . . :</b>	<b>14,022</b>	<b>65,650</b>	<b>66,850</b>	<b>85,750</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,965	3,000	3,000	4,850
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0507**

**Cell Phones**

Cell phones increase the efficiency of the Department from directing emergency field operations to correcting an office problem. This increase covers the upgrade of command staff phones. The upgraded phones allow us to do more comprehensive work away from the office without having to purchase a wireless laptop.

Lts. - 3 phones @ \$72 month \$2,600  
 Chiefs 2 phones @ \$94 month 2,250  
 \$4,850 total

<b>Utilities TOTAL . . . . . :</b>	<b>2,965</b>	<b>3,000</b>	<b>3,000</b>	<b>4,850</b>
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**60 Capital**

0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0623**

**Admin. Fleet Vehicle**

This Sedan will replace an old patrol car with high mileage, which becomes expensive to maintain. Life expectancy will range from 5 to 7 years as we have experienced with the other covert fleet cars in CID.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>POLICE ADMIN TOTAL :</b>	<b>630,414</b>	<b>745,300</b>	<b>742,350</b>	<b>742,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

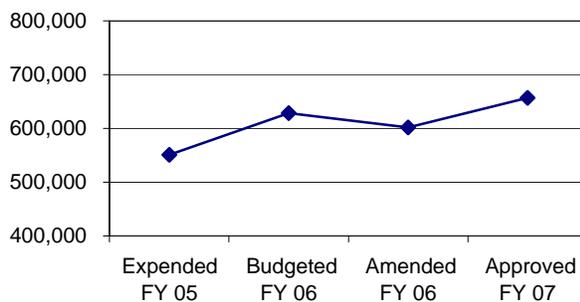
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	458,599	513,850	488,200	533,400
Contractual	83,568	102,100	102,100	112,700
Supplies	2,883	2,900	2,900	2,900
Operational	4,210	9,300	8,500	7,300
Utilities	86	150	150	750
Capital	1,698	-	-	-
<b>Total</b>	<b>551,044</b>	<b>628,300</b>	<b>601,850</b>	<b>657,050</b>

### Personnel Schedule

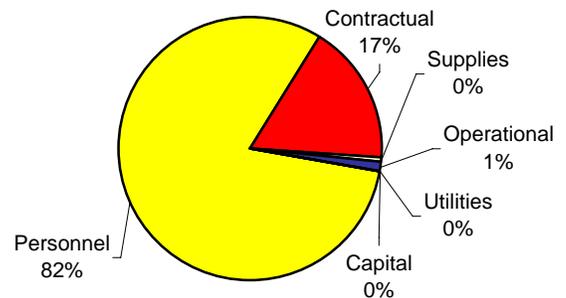
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Communications Supervisor	19	1	1
Communications Specialist	13	9	9

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	53,857	57,500	58,700	62,500
0104	SALARIES & WAGES-CLERICAL	289,202	340,800	311,400	352,500
0109	SALARIES & WAGES-OVERTIME	37,098	35,000	35,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>380,157</b>	<b>433,300</b>	<b>405,100</b>	<b>450,000</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,620	1,800	1,800	2,100
0120	FICA & MEDICARE EXPENSE	28,619	29,950	31,000	31,700
0122	T.M.R.S. RETIREMENT EXP.	48,204	48,800	50,300	49,600

<b>Benefits TOTAL . . . . .:</b>	<b>78,443</b>	<b>80,550</b>	<b>83,100</b>	<b>83,400</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	83,492	102,100	102,100	112,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231**

**Service Contracts**

New World SSMA	\$74,800
Travis Voice Audiolog SSMA	7,400
IBM SSMA	6,800
Mobile Data Service	12,300
Reverse 911 System	4,000
E-Ticket SSMA	7,400
Total	<u>\$112,700</u>

0242	EQUIPMENT RENTAL & LEASE	76	0	0	0
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<b>Contractual TOTAL . . . . .:</b>	<b>83,568</b>	<b>102,100</b>	<b>102,100</b>	<b>112,700</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,828	1,700	1,700	1,700
0310	PRINTING & BINDING	0	100	100	100
0321	UNIFORMS	596	600	600	600
0347	GENERAL MAINT. SUPPLY	459	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>2,883</b>	<b>2,900</b>	<b>2,900</b>	<b>2,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	32 Communications

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	0	2,000	2,000	2,000
0415 RECRUITING EXPENSES	853	1,000	200	0
0428 OTHER	163	300	300	300
0430 TUITION & TRAINING	1,294	3,000	3,000	2,500
0436 TRAVEL	1,901	3,000	3,000	2,500
<b>Operational TOTAL . . . . .:</b>	<b>4,211</b>	<b>9,300</b>	<b>8,500</b>	<b>7,300</b>

<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	86	150	150	750

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0507** **Supervisor Cell Phone**  
 This increase will allow the supervisor to remain in closer contact with Communications personnel outside her regular office hours.

<b>Utilities TOTAL . . . . .:</b>	<b>86</b>	<b>150</b>	<b>150</b>	<b>750</b>
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<b>60 Capital</b>				
0615 OFFICE MACHINERY & EQUIP	1,698	0	0	0

<b>Capital TOTAL . . . . .:</b>	<b>1,698</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>COMMUNICATIONS TOTAL . . .:</b>	<b>551,046</b>	<b>628,300</b>	<b>601,850</b>	<b>657,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

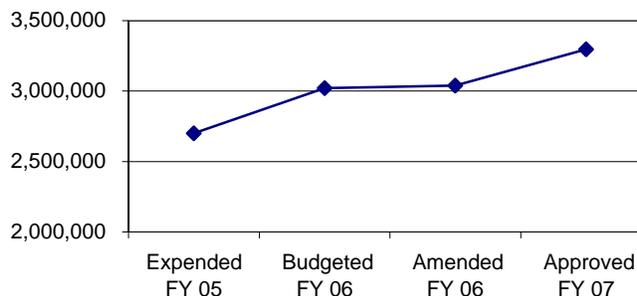
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	2,463,884	2,783,300	2,766,400	3,021,200
Contractual	63,609	74,200	74,200	75,900
Supplies	137,847	125,700	161,200	162,950
Operational	30,895	28,200	28,200	20,200
Utilities	5,018	1,200	1,200	4,500
Capital	-	7,600	7,600	12,900
<b>Total</b>	<b>2,701,253</b>	<b>3,020,200</b>	<b>3,038,800</b>	<b>3,297,650</b>

### Personnel Schedule

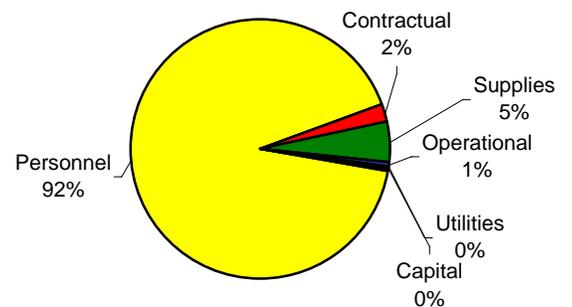
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	37	40

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	355,154	382,300	382,000	385,300
0107	SALARIES & WAGES-LABOR	1,454,307	1,764,600	1,711,000	1,962,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107**

**Additional Police Officers**

The rapid growth rate in Rockwall continues to challenge the infrastructure of the City, including Police services. The past three years calls for police service have increased at a higher rate than the population. This year calls for service are almost 5% higher than a year ago at this same time. Along with increased commercial development comes an increase in residential population estimated to be 31,125 by the end of this calendar year and will be over 33,000 by the end of the fiscal year.

Five additional police officer positions will maintain or slightly increase our ratio of 2.0 officers per 1,000 population. This ratio allows us to maintain a highly visible presence of Patrol officers to reduce crime and also allows us the flexibility to fill vacant positions without moving personnel from other units.

CITY MANAGER'S COMMENTS: Approved 4 positions, 2 are funded in October and 2 in April. 1 position is disapproved.

CITY COUNCIL COMMENTS: One October officer is cut, remaining officers are approved as recommended.

0108	OVERTIME-STEP	100,386	80,000	80,000	80,000
0109	SALARIES & WAGES-OVERTIME	111,460	100,000	100,000	100,000

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>2,021,307</b>	<b>2,326,900</b>	<b>2,273,000</b>	<b>2,527,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	20,140	17,500	21,100	20,000
0114	LONGEVITY PAY	9,941	10,200	10,200	13,300
0120	FICA & MEDICARE EXPENSE	152,760	162,900	176,400	179,700
0122	T.M.R.S. RETIREMENT EXP.	259,736	265,800	285,700	280,900

<b>Benefits TOTAL . . . . :</b>	<b>442,577</b>	<b>456,400</b>	<b>493,400</b>	<b>493,900</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	17,480	20,700	20,700	22,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0231**

**Service Contracts**

Copier \$1,800

New vehicle extended warranty 8 ea x \$2,550 = \$ 20,400

0240	EQUIPMENT REPAIRS	4,033	5,000	5,000	4,000
0242	EQUIPMENT RENTAL & LEASE	7,994	8,500	8,500	9,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0242**

**Rental Contracts**

Copier \$5,200

Pagers 4,500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0246 VEHICLE REPAIRS	34,102	40,000	40,000	40,000
<b>Contractual TOTAL . . . . . :</b>	<b>63,609</b>	<b>74,200</b>	<b>74,200</b>	<b>75,900</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,169	1,200	1,200	1,200
0310 PRINTING & BINDING	1,445	1,500	1,500	1,500
0315 TRAINING SUPPLIES	7,574	9,000	9,000	9,000
0321 UNIFORMS	45,768	45,000	45,000	43,750
0331 FUEL & LUBRICANTS	74,061	60,500	96,000	96,000
0347 GENERAL MAINT. SUPPLY	5,627	6,000	6,000	7,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0347**

**General Maintenance**

This item covers everything in cars not related to vehicle repair. It also covers other equipment items such as officer body mics, tapes, batteries, flashlight repairs, etc. We have seen some increased costs in these areas.

0376 POLICE CANINE EXPENSE	2,204	2,500	2,500	4,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0376**

**K/9**

The dissolution of the multi-county drug task force gave us the opportunity to bring two of those agents into the Patrol division. One of those officers is a K/9 officer who owns his own dog trained in narcotics detection. We gained a very highly trained officer and K/9 at no cost other than usual maintenance costs. This increase will cover those additional maintenance costs.

CITY MANAGER'S COMMENTS: Approved

<b>Supplies TOTAL . . . . . :</b>	<b>137,848</b>	<b>125,700</b>	<b>161,200</b>	<b>162,950</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	132	200	200	200
0415 RECRUITING EXPENSES	8,312	8,000	8,000	3,000
0428 OTHER	1,209	1,000	1,000	0
0430 TUITION & TRAINING	11,611	13,000	13,000	13,000
0432 EDUCATION REIMBURSEMENT	6,602	0	0	0
0436 TRAVEL	3,030	6,000	6,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>30,896</b>	<b>28,200</b>	<b>28,200</b>	<b>20,200</b>
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**50 Utilities**

0507 CELLULAR TELEPHONE	5,018	1,200	1,200	4,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0507** **Cell Phones**

Cell phones are a critical tool utilized by Patrol officers in the field to contact complainants, witnesses, and other police agencies outside the use of the police radio. The phones are additionally used to verify insurance coverage.

6 phones with basic service will be checked out during the shift and two (2) will be available for the sergeants.

CITY MANAGER'S COMMENTS: Approved

<b>Utilities TOTAL . . . . :</b>	<b>5,018</b>	<b>1,200</b>	<b>1,200</b>	<b>4,500</b>
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**60 Capital**

0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623** **New Vehicles**

The Department is requesting that a total of nine vehicles be purchased for 2007. This will maintain the fleet at its current size. Eight (8) Standard police cruisers and one 2007 Honda Police Motorcycle.

Two of the vehicles will be new builds and will require the full compliment of equipment while six will have equipment transferred from vehicles that will be passed down and/or removed from the fleet.

The Honda motorcycle will be replacing a Kawasaki motorcycle which has been in use for three years. The remaining Kawasaki will be replaced next year, allowing the department to utilize the vehicles for four years before auctioning them off.

The replacement pattern for the vehicles should help reduce the costs of repairing the fleet as the department grows and allows for vehicle assignments, an increased level of accountability, a higher visibility within our growing community, and a reduction of the costs of excessive wear and tear when multiple, random officers drive them.

Vehicular costs \$198,000 Equipment costs \$49,930

Equipment costs are a rough estimate and are provided with an expected 10% increase in freight charges due in large part to the rising costs of fuel. The final costs will be more than likely less than these estimated costs for the products.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0624 POLICE EQUIPMENT	0	7,600	7,600	12,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624**

**Police Equipment**

Tasers - 5 additional units will fully outfit all Patrol officers and Sgts. during overlap of shift changes. This will also include supplies, training cartridges, and extended warranties for these units and 6 previously purchased units without extended warranties. \$8,900.

Storage Security Panels - Our secure storage areas are overflowing. These heavy gauge fence panels consisting of 2 walls and a ceiling will allow us to construct a secure storage room within the shell space area. This storage room (18 x 11'6") will accommodate all our current needs and allow for some growth. \$4,000

CITY MANAGER'S COMMENTS: Approved

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>7,600</b>	<b>7,600</b>	<b>12,900</b>
<b>PATROL TOTAL . . .:</b>	<b>2,701,255</b>	<b>3,020,200</b>	<b>3,038,800</b>	<b>3,297,650</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	34 CID

### Expenditure Summary

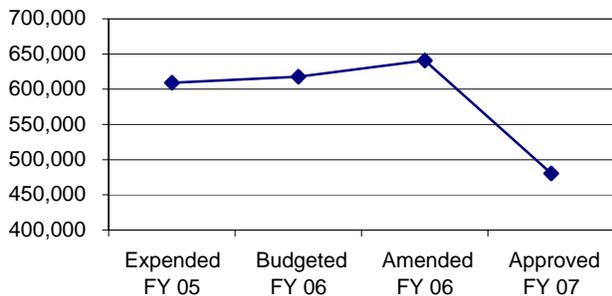
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	576,186	579,000	595,800	439,600
Contractual	12,785	15,000	15,750	14,000
Supplies	12,670	14,500	19,300	18,350
Operational	5,023	6,300	7,050	5,200
Utilities	2,560	2,800	2,800	3,200
Capital	-	-	-	-
<b>Total</b>	<b>609,223</b>	<b>617,600</b>	<b>640,700</b>	<b>480,350</b>

### Personnel Schedule

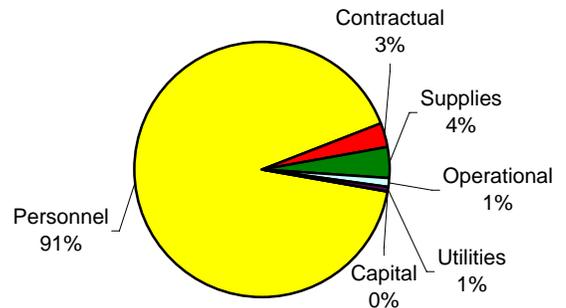
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Sergeant	-	1	1
Investigator	-	4	4
Investigator (PT)	-	-	1
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	-
Records Clerk II	11	1	-
Records Clerk I	9	1	-
Records Clerk I/Receptionist	9	1	-

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	62,717	55,000	60,200	65,100
0104	SALARIES & WAGES-CLERICAL	136,133	142,400	138,100	0
0107	SALARIES & WAGES-LABOR	261,827	273,000	282,400	294,100

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107**

**PT Investigator**

Although we have had several officers retire in the past two years, one has expressed an interest in working again on a part-time basis. Charles Simpson has a great deal of expertise in investigating financial and identity theft crimes. The number of these offenses continues to grow exponentially.

It would greatly benefit the Department and City to employ Mr. Simpson at a rate of pay equal to a "topped out" police officer for a maximum of 10 hours per week.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	4,034	4,000	5,400	4,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>464,711</b>	<b>474,400</b>	<b>486,100</b>	<b>363,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	7,014	5,400	5,400	3,600
0114	LONGEVITY PAY	6,422	5,900	4,600	3,900
0120	FICA & MEDICARE EXPENSE	37,824	36,600	38,300	27,500
0122	T.M.R.S. RETIREMENT EXP.	60,216	56,700	61,400	41,400

<b>Benefits TOTAL . . . . :</b>	<b>111,476</b>	<b>104,600</b>	<b>109,700</b>	<b>76,400</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,705	2,500	2,500	1,250
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0231**

**Service Contracts**

Copier \$ 2,500 (split with Records)

0240	EQUIPMENT REPAIRS	874	500	500	0
0242	EQUIPMENT RENTAL & LEASE	937	0	750	750

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0242**

**Rental Contracts**

Pagers \$750

0246	VEHICLE REPAIRS	4,314	4,000	4,000	4,000
0261	CRIME SCENE SERVICES	4,955	8,000	8,000	8,000

<b>Contractual TOTAL . . . . :</b>	<b>12,785</b>	<b>15,000</b>	<b>15,750</b>	<b>14,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,354	1,500	1,500	750
0310	PRINTING & BINDING	867	800	800	600
0321	UNIFORMS	3,609	4,000	4,000	4,000
0331	FUEL & LUBRICANTS	5,227	4,500	9,300	9,300
0347	GENERAL MAINT. SUPPLY	141	200	200	200
0373	INVESTIGATION SUPPLIES	1,472	3,500	3,500	3,500

<b>Supplies TOTAL . . . . . :</b>	<b>12,670</b>	<b>14,500</b>	<b>19,300</b>	<b>18,350</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	513	300	300	200
0415	RECRUITING EXPENSES	118	0	750	0
0428	OTHER	460	0	0	0
0430	TUITION & TRAINING	2,674	3,000	3,000	2,500
0436	TRAVEL	1,258	3,000	3,000	2,500

<b>Operational TOTAL . . . . . :</b>	<b>5,023</b>	<b>6,300</b>	<b>7,050</b>	<b>5,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,560	2,800	2,800	3,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0507**

**Cell Phones**

This includes the basic service for the detectives, sergeant, and the Crime scene technician. All of these employees are subject to call-back at any time.

<b>Utilities TOTAL . . . . . :</b>	<b>2,560</b>	<b>2,800</b>	<b>2,800</b>	<b>3,200</b>
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<b>CID TOTAL . . . :</b>	<b>609,225</b>	<b>617,600</b>	<b>640,700</b>	<b>480,350</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

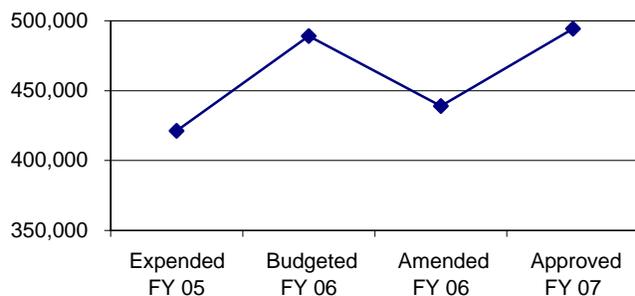
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	384,400	438,400	387,150	448,400
Contractual	17,863	27,800	27,800	26,450
Supplies	12,021	11,600	12,650	12,150
Operational	4,488	7,800	7,800	6,300
Utilities	2,382	3,500	3,500	1,100
Capital	-	-	-	-
<b>Total</b>	<b>421,154</b>	<b>489,100</b>	<b>438,900</b>	<b>494,400</b>

### Personnel Schedule

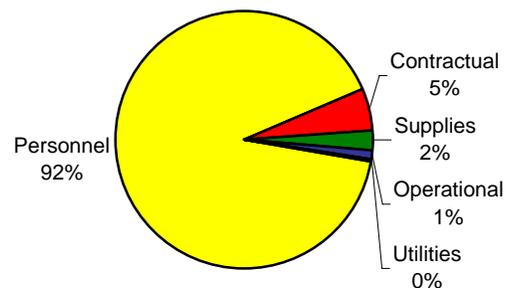
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Patrol Officer - School Liaison	-	4	4
Police Officer - D.A.R.E.	-	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	56,326	71,600	27,500	72,500
0107	SALARIES & WAGES-LABOR	246,862	282,200	278,600	291,300
0109	SALARIES & WAGES-OVERTIME	6,440	5,000	6,500	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0109**

**Overtime**

We have established more neighborhood crime watches this year and expect to do the same next year. This requires more time to be spent in the community, and not all of these hours can be flexed in the schedule. We are requesting an increase of \$1,000 for a total of \$6,000.

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>309,628</b>	<b>358,800</b>	<b>312,600</b>	<b>369,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	4,245	4,800	3,600	4,800
0114	LONGEVITY PAY	3,655	4,200	4,350	2,400
0120	FICA & MEDICARE EXPENSE	26,035	27,100	25,400	27,800
0122	T.M.R.S. RETIREMENT EXP.	40,838	43,500	41,200	43,600

<b>Benefits TOTAL . . . . . :</b>	<b>74,773</b>	<b>79,600</b>	<b>74,550</b>	<b>78,600</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,500	4,900	4,900	2,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0231**

**Service Contracts**

Copier \$ 2,500

0240	EQUIPMENT REPAIRS	40	500	500	500
0242	EQUIPMENT RENTAL & LEASE	722	5,400	5,400	5,050

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0242**

**Rental Contracts**

Copier \$4,420

Pagers 630

0243	BUILDING LEASE	13,841	14,000	14,000	15,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0243**

**Building Lease**

The cost of the lease has increased.

0246	VEHICLE REPAIRS	1,760	3,000	3,000	3,000
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<b>Contractual TOTAL . . . . . :</b>	<b>17,863</b>	<b>27,800</b>	<b>27,800</b>	<b>26,450</b>
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Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**30 Supplies**

0301 OFFICE SUPPLIES	514	700	1,000	1,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0301**

Office Supplies

We have increased our in-house training allowing us to save money on travel expenses. This increase will help support the supplies necessary for that additional training.

0310 PRINTING & BINDING	539	600	600	600
0321 UNIFORMS	3,130	3,000	3,000	2,500
0331 FUEL & LUBRICANTS	4,464	3,750	4,500	4,500
0347 GENERAL MAINT. SUPPLY	231	250	250	250
0370 COP PROGRAM SUPPLIES	964	1,000	1,000	1,000
0371 CRIME PREV. SUPPLIES	1,678	1,800	1,800	1,800

<b>Supplies TOTAL . . . . . :</b>	<b>11,520</b>	<b>11,100</b>	<b>12,150</b>	<b>11,650</b>
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**40 Operational**

0372 CPA PROGRAM SUPPLIES	500	500	500	500
0410 DUES & SUBSCRIPTIONS	169	500	500	500
0428 OTHER	0	300	300	300
0430 TUITION & TRAINING	1,464	3,000	3,000	2,000
0436 TRAVEL	2,855	4,000	4,000	3,500

<b>Operational TOTAL . . . . . :</b>	<b>4,988</b>	<b>8,300</b>	<b>8,300</b>	<b>6,800</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	2,382	3,500	3,500	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>2,382</b>	<b>3,500</b>	<b>3,500</b>	<b>1,100</b>
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<b>COMMUNITY SERVICES TOTAL :</b>	<b>421,154</b>	<b>489,100</b>	<b>438,900</b>	<b>494,400</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	36 Warrants

### Expenditure Summary

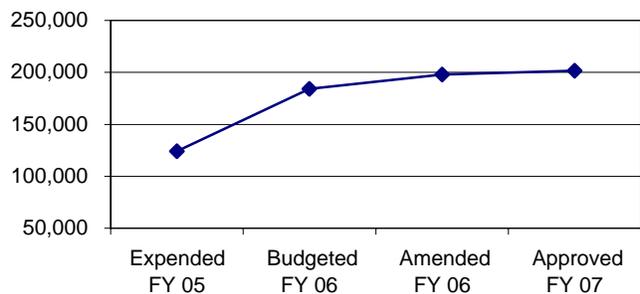
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	120,460	175,600	187,600	192,100
Contractual	268	1,400	1,400	2,400
Supplies	2,183	4,100	5,600	4,600
Operational	60	1,000	1,000	700
Utilities	1,087	2,200	2,200	1,800
Capital	-	-	-	-
<b>Total</b>	<b>124,058</b>	<b>184,300</b>	<b>197,800</b>	<b>201,600</b>

### Personnel Schedule

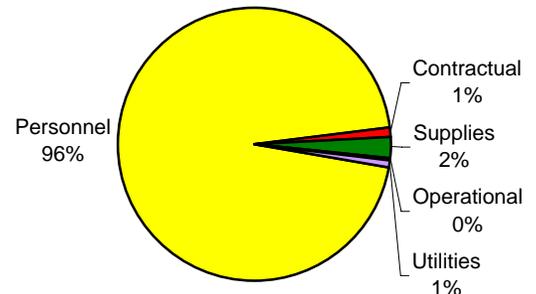
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Warrant Officer	-	2	2
Warrant Clerk	10	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	36,266	38,300	38,600	41,100
0107	SALARIES & WAGES-LABOR	57,701	104,900	113,000	116,200
0109	SALARIES & WAGES-OVERTIME	3,731	1,500	1,500	1,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>97,698</b>	<b>144,700</b>	<b>153,100</b>	<b>158,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	900	900	1,300	1,200
0114	LONGEVITY PAY	1,265	1,400	1,400	1,300
0120	FICA & MEDICARE EXPENSE	7,465	11,000	12,100	12,000
0122	T.M.R.S. RETIREMENT EXP.	13,132	17,600	19,700	18,800

<b>Benefits TOTAL . . . . .:</b>	<b>22,762</b>	<b>30,900</b>	<b>34,500</b>	<b>33,300</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	0	0	0	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0231**

Service Contracts

AccurInt Service \$1,500

New on line background search - information database

0240	EQUIPMENT REPAIRS	0	200	200	200
0242	EQUIPMENT RENTAL & LEASE	76	200	200	200

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0242**

Rental Contracts

Paggers \$160

0246	VEHICLE REPAIRS	192	1,000	1,000	500
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<b>Contractual TOTAL . . . . .:</b>	<b>268</b>	<b>1,400</b>	<b>1,400</b>	<b>2,400</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	217	300	300	300
0310	PRINTING & BINDING	248	300	300	300
0321	UNIFORMS	504	2,000	2,000	1,000
0331	FUEL & LUBRICANTS	1,215	1,500	3,000	3,000

<b>Supplies TOTAL . . . . .:</b>	<b>2,184</b>	<b>4,100</b>	<b>5,600</b>	<b>4,600</b>
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Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**40 Operational**

0428 OTHER	60	300	300	0
0430 TUITION & TRAINING	0	350	350	350
0436 TRAVEL	0	350	350	350

<b>Operational TOTAL . . . . . :</b>	<b>60</b>	<b>1,000</b>	<b>1,000</b>	<b>700</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,087	2,200	2,200	1,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,087</b>	<b>2,200</b>	<b>2,200</b>	<b>1,800</b>
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<b>WARRANTS TOTAL . . :</b>	<b>124,059</b>	<b>184,300</b>	<b>197,800</b>	<b>201,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	37 Records

### Expenditure Summary

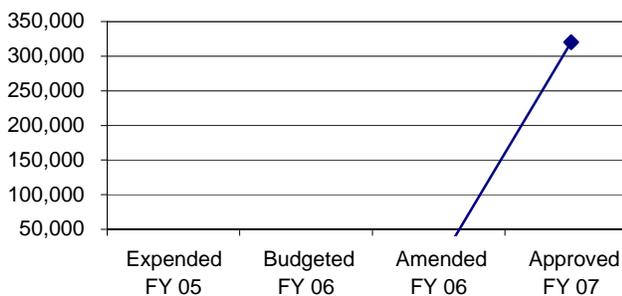
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	-	-	-	312,000
Contractual	-	-	-	2,250
Supplies	-	-	-	1,700
Operational	-	-	-	3,100
Utilities	-	-	-	1,100
Capital	-	-	-	-
<b>Total</b>	-	-	-	<b>320,150</b>

### Personnel Schedule

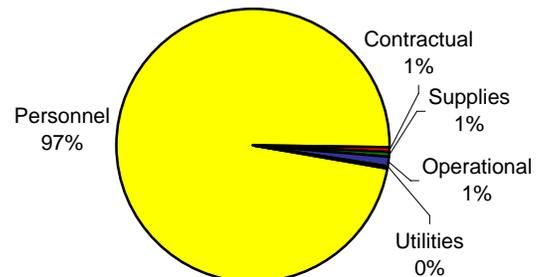
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Public Safety Computer Manager	22	-	1
Crime Analyst	16	-	1
Property and Evidence Technician	13	-	1
Records Clerk II	11	-	1
Records Clerk I	9	-	1
Records Clerk I/Receptionist	9	-	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	37 Records

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	0	0	73,900
0104	SALARIES & WAGES-CLERICAL	0	0	0	184,400
0109	SALARIES & WAGES-OVERTIME	0	0	0	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>258,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	600
0114	LONGEVITY PAY	0	0	0	2,200
0120	FICA & MEDICARE EXPENSE	0	0	0	19,700
0122	T.M.R.S. RETIREMENT EXP.	0	0	0	30,700

<b>Benefits TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53,200</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	0	0	0	1,250
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0231**

\$2,500 (split with CID)

0240	EQUIPMENT REPAIRS	0	0	0	500
0242	EQUIPMENT RENTAL & LEASE	0	0	0	0
0246	VEHICLE REPAIRS	0	0	0	500

<b>Contractual TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	0	0	0	750
0310	PRINTING & BINDING	0	0	0	200
0331	FUEL & LUBRICANTS	0	0	0	750

<b>Supplies TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,700</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	0	0	0	100
0430	TUITION & TRAINING	0	0	0	2,000
0436	TRAVEL	0	0	0	1,000

<b>Operational TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,100</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	0	0	0	1,100
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<b>Utilities TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,100</b>
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<b>RECORDS TOTAL . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>320,150</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	41 Planning

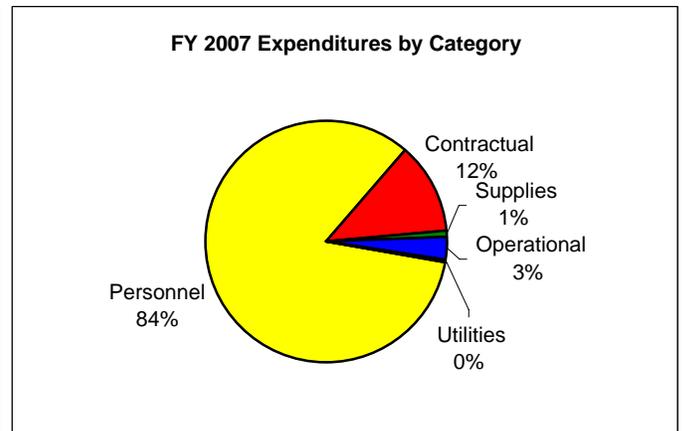
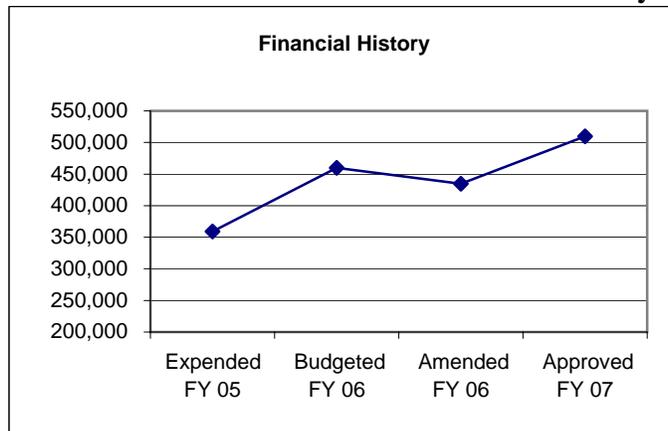
### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	297,541	347,950	325,200	426,100
Contractual	49,140	91,700	88,400	62,850
Supplies	3,267	4,400	4,400	3,800
Operational	8,939	15,250	15,650	16,250
Utilities	453	600	800	800
Capital	-	-	-	-
<b>Total</b>	<b>359,340</b>	<b>459,900</b>	<b>434,450</b>	<b>509,800</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	FY 06 <u>Approved</u>	FY 07 <u>Approved</u>
Planning and Zoning Director	31	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	-	1
Planner	20	1	1
Planning Technician	15	1	2
Planning & Zoning Coordinator	12	1	-

### Activity Trends



Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	87,490	92,500	93,200	99,500
0104	SALARIES & WAGES-CLERICAL	152,345	193,000	170,500	253,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0104**

**GIS Coordinator**

I am requesting to add a GIS Coordinator position. GIS is an emerging business for the Planning Department. Department staff has completed the parcel map and we have been able to create the coverage layers such as street centerlines, zoning, city owned properties, and the inclusion of the planometrics and aerials.

Further expansion of the layers will require additional staff time and take away from current duties. The new position would ultimately be responsible for managing and implementing GIS on a city-wide basis as well as our LandTrak database. Layers for water and sewer assets as well as expansion of the data available to residents and developers will enhance our level of customer service. Position is estimated to be a grade 22 - annual cost \$66,400.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	2,888	2,500	2,500	2,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>242,723</b>	<b>288,000</b>	<b>266,200</b>	<b>355,000</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,570	1,800	1,800	800
0116	AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120	FICA & MEDICARE EXPENSE	18,932	20,150	20,700	25,200
0122	T.M.R.S. RETIREMENT EXP.	31,316	35,000	33,500	42,100

<b>Benefits TOTAL . . . . .:</b>		<b>54,818</b>	<b>59,950</b>	<b>59,000</b>	<b>71,100</b>
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**20 Contractual**

0213	CONSULTING FEES	35,280	75,000	71,700	50,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213**

**Consulting**

The Downtown planning initiatives will continue by looking at the design of sidewalks, streetscapes, building facade enhancement, We anticipate revising the Comprehensive plan as well as the Historic Structures Survey in addition to utilizing our Historic Consultant.

- \$25,000 Downtown Planning
- 10,000 Comp Plan Update
- 10,000 General consulting
- 5,000 Historic consultant

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0231	SERVICE-MAINT. CONTRACTS	751	9,600	9,600	6,250
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231** **Service Contracts**

ESRI SSMA \$3,750

CAD SSMA 1,000

Copier 1,500

0233	ADVERTISING	3,998	2,500	2,500	2,500
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0242	EQUIPMENT RENTAL & LEASE	1,969	4,600	4,600	4,100
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0242** **Rental Contracts**

Xerox Copier \$4,080 (split with Engr)

<b>Contractual TOTAL . . . . . :</b>	<b>41,998</b>	<b>91,700</b>	<b>88,400</b>	<b>62,850</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,779	1,600	1,600	1,600
0310	PRINTING & BINDING	1,489	2,500	2,500	1,500
0347	GENERAL MAINT. SUPPLY	0	300	300	700

<b>Supplies TOTAL . . . . . :</b>	<b>3,268</b>	<b>4,400</b>	<b>4,400</b>	<b>3,800</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,578	1,400	1,400	1,850
0415	RECRUITING EXPENSES	0	500	900	500
0428	OTHER	0	1,000	1,000	0
0430	TUITION & TRAINING	3,965	8,100	8,100	8,500

**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0430** **Tuition and Training**

The training for the 2006-07 budget includes costs for P&Z training, Historic Board training, Texas and National APA conferences, CRW Training and miscellaneous training during year.

0436	TRAVEL	3,395	4,250	4,250	5,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0436** **Travel**

Travel expenses are anticipated for the Texas APA Conference and the National APA Conference in Philadelphia, TML and other statewide training that may occur during the year.

<b>Operational TOTAL . . . . . :</b>	<b>8,938</b>	<b>15,250</b>	<b>15,650</b>	<b>16,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	453	600	800	800
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<b>Utilities TOTAL . . . . . :</b>	<b>453</b>	<b>600</b>	<b>800</b>	<b>800</b>
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<b>PLANNING TOTAL . . :</b>	<b>352,198</b>	<b>459,900</b>	<b>434,450</b>	<b>509,800</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

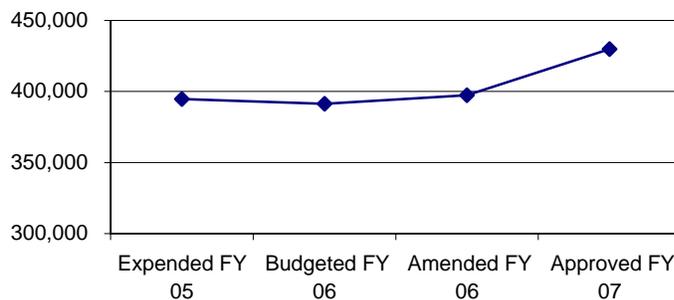
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	279,537	298,100	298,400	297,400
Contractual	91,436	67,600	71,600	102,600
Supplies	12,824	13,500	14,400	14,700
Operational	7,901	8,800	9,650	11,900
Utilities	3,014	3,300	3,300	3,250
Capital	-	-	-	-
<b>Total</b>	<b>394,713</b>	<b>391,300</b>	<b>397,350</b>	<b>429,850</b>

### Personnel Schedule

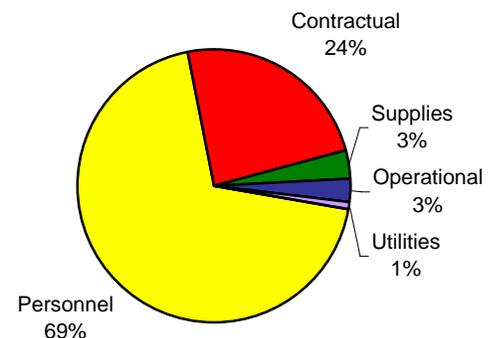
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

### Activity Trends

**Financial History**



**FY 2007 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	19,674	36,500	37,000	39,300
0107	SALARIES & WAGES-LABOR	201,283	206,000	200,700	199,600
0109	SALARIES & WAGES-OVERTIME	12,088	8,000	10,500	10,500

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0109**

**Overtime**

One Code Officer is scheduled to work a 4-hour shift every weekend. 4 hours per week @ 52 weeks. The Building & Standards Commission meets once a month from 6:00 P.M. until finished, usually around 8:30 or 9:00 P.M., and this meeting requires attendance of the Administrative Assistant, and typically at least two of the Code Officers.

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>233,045</b>	<b>250,500</b>	<b>248,200</b>	<b>249,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	300	0	1,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0113**

**Certification Pay**

As outlined within the City's new Certification, License, and Education Incentive Program, the Code Enforcement Department has identified selected certifications that are eligible for the incentive program.

Intermediate Code Enforcement Officer	300				
Advanced Code Enforcement Officer	300				
Housing & Property Maintenance Inspector	300				
Zoning Enforcement Officer	300				
Code Enforcement Administrator	300				
0114	LONGEVITY PAY	862	1,000	800	1,100
0120	FICA & MEDICARE EXPENSE	17,802	18,200	19,500	18,200
0122	T.M.R.S. RETIREMENT EXP.	27,828	28,100	29,900	26,900

<b>Benefits TOTAL . . . . :</b>	<b>46,492</b>	<b>47,600</b>	<b>50,200</b>	<b>48,000</b>
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**20 Contractual**

0213	CONSULTING FEES	28,000	0	0	25,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0213**

**LRE Consultant**

Consulting efforts will be needed during staff and Council sub-committee's continuing efforts to plan for annexation of Lake Rockwall Estates. Estimated at \$25,000.

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	40 Community Development	42 Code Enforcement

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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0231	SERVICE-MAINT. CONTRACTS	9,004	5,850	5,850	5,850
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0231** **Service Contracts**

Copier \$ 2,430

Mobile Data Service 3,420

0240	EQUIPMENT REPAIRS	250	250	250	250
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0242	EQUIPMENT RENTAL & LEASE	1,363	6,000	6,000	6,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0242** **Rental Contracts**

Copier \$2,700 (split with Bldg Insp)

Takeline - Boat rental & fuel (\$3300)

We plan on doing approximately 10 inspections of the takeline during the year. We will go once per month, excluding December and January. The use of the pontoon boat will cost \$300 per day, plus fuel costs, approximately \$50.00 per day.

0246	VEHICLE REPAIRS	3,332	3,500	3,500	3,500
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0255	CODE ENFORCEMENT CONTRACT	7,502	6,000	6,000	6,000
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0256	HEALTH INSPECTION SERVICE	41,055	38,000	42,000	48,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0256** **Health Inspections**

We have approximately 25 new eating establishments that have or will be opening up before October 2006. We are aware of at least 15 new restaurant sites planned for 2007. These 40 food service establishments will require a minimum of 80 routine inspections @ \$40 and 80 follow-up inspections @ \$30. The \$42,500 that we need to sustain current operations, plus the additional \$5,600 for new inspections totals \$48,100.

Staff will be coming forward with recommendations to increase our health inspection fees based on area survey data. This increased amount has been reflected in the General Fund revenues as presented.

CITY MANAGER'S COMMENTS: Approved

0257	DEMOLITION SERVICES	930	8,000	8,000	8,000
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<b>Contractual TOTAL . . . . .</b>	<b>91,436</b>	<b>67,600</b>	<b>71,600</b>	<b>102,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,718	3,500	3,500	3,500
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0310	PRINTING & BINDING	2,078	1,950	1,950	2,000
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0321	UNIFORMS	1,179	1,250	1,250	1,500
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0323	SMALL TOOLS	454	1,200	1,200	1,200
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Fund	Department	Division
01 General Fund	40 Community Development	42 Code Enforcement

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0325 SAFETY SUPPLIES	1,121	1,500	1,500	1,500
0331 FUEL & LUBRICANTS	4,150	3,600	4,500	4,500
0347 GENERAL MAINT. SUPPLY	124	500	500	500
<b>Supplies TOTAL . . . . .:</b>	<b>12,824</b>	<b>13,500</b>	<b>14,400</b>	<b>14,700</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,559	1,600	2,300	3,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0410**

**Dues & Subscriptions**

This includes re-certifications and association dues for department personnel. This also covers the Texas Department of Motor Vehicles subscription for license plate information, and LexisNexis access which we use to find information for court cases and citations.

\$ 360 Texas DMV Subscription

- 1800 LexisNexis Searches
- 440 State Code License
- 1040 AACE, CEAT, TEHA Memberships
- 110 Texas Local Government Code Books
- 110 Texas Environmental Code Books

0415 RECRUITING EXPENSES	884	0	150	0
0430 TUITION & TRAINING	2,702	4,000	4,000	4,800

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0430**

**Tuition**

This will cover required Continuing Education hours, as well as any additional certifications that may be sought for the department. In conjunction with Succession Planning, we will send two officers to obtain certifications at the CEAT Conference in 2007, at a cost of approximately \$500 each.

CRW Admin and report writing training for IT staff - \$1000

0436 TRAVEL	2,757	3,200	3,200	3,200
<b>Operational TOTAL . . . . .:</b>	<b>7,902</b>	<b>8,800</b>	<b>9,650</b>	<b>11,900</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	3,014	3,300	3,300	3,250
<b>Utilities TOTAL . . . . .:</b>	<b>3,014</b>	<b>3,300</b>	<b>3,300</b>	<b>3,250</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0612** **Computers**

We need to purchase 2 laptops, Dell Latitude Laptops (\$1800ea) These are replacements for the Panasonic Tough Books, which have been taken out of service. We also need two portable printers in order to set these units up as MDT's. We also need to purchase truck mounts for the 5 laptops that will be used as MDT units at \$550 each.

Request totals \$6,350.

CITY MANAGER'S COMMENTS: Approved, Financed through Contractual Obligations

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>CODE ENFORCEMENT TOTAL :</b>	<b>394,713</b>	<b>391,300</b>	<b>397,350</b>	<b>429,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	43 Inspections

### Expenditure Summary

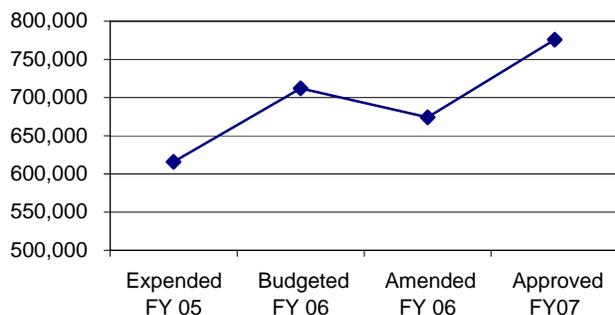
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	553,561	641,350	610,500	708,100
Contractual	33,654	33,150	27,400	34,600
Supplies	17,354	19,050	18,950	18,400
Operational	7,051	11,850	10,750	8,250
Utilities	4,182	6,600	6,600	6,600
Capital	-	-	-	-
<b>Total</b>	<b>615,803</b>	<b>712,000</b>	<b>674,200</b>	<b>775,950</b>

### Personnel Schedule

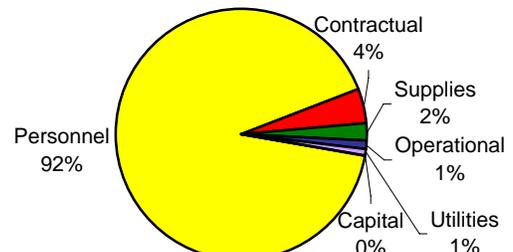
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Director of Building Inspections & Code Enforcement / Building Official	31	1	1
Building Inspections Supervisor	22	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	4	4
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	87,490	92,500	93,200	99,500
0104 SALARIES & WAGES-CLERICAL	72,180	76,300	76,900	81,900
0107 SALARIES & WAGES-LABOR	289,931	358,600	330,600	399,800
0109 SALARIES & WAGES-OVERTIME	5,032	3,000	2,750	3,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>454,633</b>	<b>530,400</b>	<b>503,450</b>	<b>584,200</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	0	2,450	0	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0113** **Certification Pay**

As outlined within the City's new Certification, License, and Education Incentive Program, the Code Enforcement Department has identified selected certifications that are eligible for the incentive program. Each certification qualifies for a \$300 incentive at a maximum of 3 per employee.

- Permit Technician Certification
- Residential Inspector Certification
- Residential Electrical Inspector Certif.
- Residential Mechanical Inspector Certif.
- Property Maint. Inspector
- Commercial Electrical Inspector
- Commercial Mechanical Certification
- Plans Examiner
- Residential Energy Certification
- Commercial Energy Certification

0114 LONGEVITY PAY	1,965	2,550	2,550	2,800
0116 AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120 FICA & MEDICARE EXPENSE	35,704	38,250	38,700	42,700
0122 T.M.R.S. RETIREMENT EXP.	58,260	64,700	62,800	69,400
<b>Benefits TOTAL . . . . .:</b>	<b>98,929</b>	<b>110,950</b>	<b>107,050</b>	<b>123,900</b>

Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**20 Contractual**

0213	CONSULTING FEES	14,088	7,000	7,000	7,000
0231	SERVICE-MAINT. CONTRACTS	14,337	19,000	15,250	20,450

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231**

**Service Contracts**

CRW SSMA	15,000
Copier	2,430
Mobile Data Service	<u>3,000</u>
<b>Total</b>	<b>\$20,430</b>

0240	EQUIPMENT REPAIRS	160	500	500	500
0242	EQUIPMENT RENTAL & LEASE	1,833	2,650	2,650	2,650

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0242**

**Rental Contracts**

Copier \$2,650 (split with Code Enf)

0246	VEHICLE REPAIRS	3,237	4,000	2,000	4,000
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<b>Contractual TOTAL . . . . . :</b>	<b>33,655</b>	<b>33,150</b>	<b>27,400</b>	<b>34,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,468	4,000	3,500	3,500
0310	PRINTING & BINDING	3,056	4,500	3,000	4,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0310**

**Custom Council and Brochure**

Costs associated with the new Custom Builders Council will be incurred in the next year as we develop our communication efforts with this customer group. Staff has developed a brochure which will be printed also to serve as a handy reference for our customers.

0321	UNIFORMS	1,343	1,750	1,550	1,000
0323	SMALL TOOLS	750	2,500	2,500	1,500
0325	SAFETY SUPPLIES	501	300	300	300
0331	FUEL & LUBRICANTS	8,124	5,500	7,600	7,600
0347	GENERAL MAINT. SUPPLY	110	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>17,352</b>	<b>19,050</b>	<b>18,950</b>	<b>18,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,115	2,250	2,250	2,250
0415	RECRUITING EXPENSES	344	1,000	3,000	0
0430	TUITION & TRAINING	2,870	5,000	3,500	3,500
0436	TRAVEL	722	3,600	2,000	2,500

<b>Operational TOTAL . . . . . :</b>	<b>7,051</b>	<b>11,850</b>	<b>10,750</b>	<b>8,250</b>
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Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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50 Utilities

0507 CELLULAR TELEPHONE	4,182	6,600	6,600	6,600
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<b>Utilities TOTAL . . . . .:</b>	<b>4,182</b>	<b>6,600</b>	<b>6,600</b>	<b>6,600</b>
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60 Capital

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0612**

**Mobile Trak-It**

Mobile Trakit allows Building Inspectors to download inspection results, information about permits, code enforcement cases and related inspections to a mobile data device. While in the field Inspectors can modify inspection information, record notes, print inspection tickets and upload the data into the Trakit database through wireless capabilities. This will provide real time information access to our customers. Funding includes CRW's interface with the mobile data devices we will purchase, training and implementation. \$15,000

Hardware will be needed to implement the Mobile program. We are researching a tablet device as laptops are too cumbersome to be carried onto construction sites. We are estimating \$21,000 for 7 units, chargers, etc.

CITY MANAGER'S COMMENTS: Approved. Software will be financed through Contractual Obligations and the Hardware is funded in the Technology Replacement Fund

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0612** **e TrakIt**

The Building Inspection Department is considering the implementation of either online or telephone access to permits and inspection. In order to ensure that we understand and then meet the needs of our builder community, we will be asking the Custom Builders Council to review the 2 programs outlined below and make recommendation which they would prefer to utilize. Based on their feedback we could bring the program back to Council for funding.

eTrakit:

To provide online inspection requests, review, and cancellations, CRW has developed eTrakit. eTrakit integrates Trakit with a web interface, which allows for both public and private access to our permit and inspection information. The public version allows building contractors to verify that a permit has been issued, request building inspections, and check the status of an inspection. The security model is built in such a way that only information the city wants to share can be made available on the eTrakit website. Funding includes CRW's website interface with Rockwall.com and training and implementation. \$15,000.

IVR Interactive:

This funding will purchase an IVR, Interactive Voice Response system. This system will allow callers to interact with our CRW database using a combination of spoken messages and telephone touch tones to input numbers. This is a flexible and customizable touch-tone interface for Interactive Voice Response (IVR). Callers can inquire about the status of plan check review, inspections and other project activity. Funding includes the necessary hardware from Tele-works \$55,000, an interface module supplied by CRW & Associates \$5,000, training and implementation. Total \$60,000.

CITY MANAGER'S COMMENTS: Approved pending Builders Council feedback. Financing would be available through Contractual Obligations.

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

0623 VEHICLES	0	0	0	0
<b>DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0623</b>				<b>Vehicles</b>

We will purchase one new ½ ton extended cab pickup, bed cover and emergency lighting system. This truck will replace a 1998 Ford Crown Victoria (61K Miles) that is currently being used by the Supervisor, Plans Examiner and members of the department when attending training classes. \$17,500.

CITY MANAGER'S COMMENTS: Approved, Financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>BUILDING INSPECTIONS TOTAL :</b>	<b>615,802</b>	<b>712,000</b>	<b>674,200</b>	<b>775,950</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

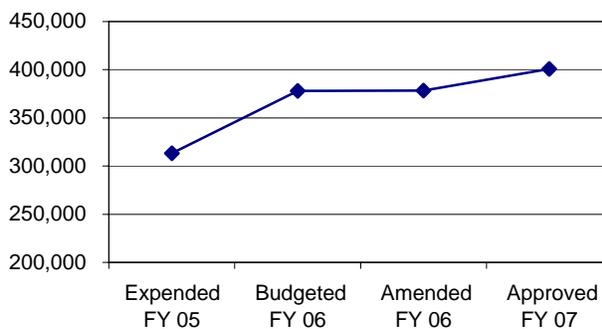
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	261,123	319,650	328,200	346,200
Contractual	27,085	27,700	20,400	24,700
Supplies	18,198	19,900	22,600	21,600
Operational	3,628	7,150	3,550	3,750
Utilities	2,591	3,600	3,600	3,600
Capital	519	-	-	1,000
<b>Total</b>	<b>313,142</b>	<b>378,000</b>	<b>378,350</b>	<b>400,850</b>

### Personnel Schedule

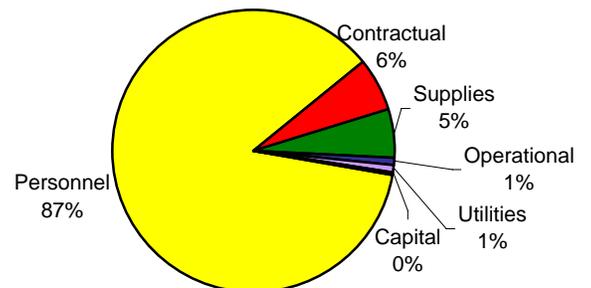
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Animal Control Supervisor	20	1	1
Animal Control Officer	12	5	5
Shelter Attendant	7	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	40 Community Development	44 Animal Services

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	46,425	49,100	51,300	54,600
0107 SALARIES & WAGES-LABOR	161,158	209,100	212,800	225,100
0109 SALARIES & WAGES-OVERTIME	6,756	6,700	6,300	6,700

<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>214,339</b>	<b>264,900</b>	<b>270,400</b>	<b>286,400</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	0	800	0	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0113** **Certification / Licenses Incentive Pay**

As outlined within the City's new Certification, License, and Education Incentive Program, the Code Enforcement Department has identified selected certifications that are eligible for the incentive program.

Advanced Animal Control Officer certification

Maximum of 5 certifications at \$300 = \$1500

0114 LONGEVITY PAY	2,595	2,900	3,000	3,400
0120 FICA & MEDICARE EXPENSE	16,810	19,550	21,000	21,400
0122 T.M.R.S. RETIREMENT EXP.	27,378	31,500	33,800	33,500

<b>Benefits TOTAL . . . . :</b>	<b>46,783</b>	<b>54,750</b>	<b>57,800</b>	<b>59,800</b>
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**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	2,400	3,600	600	600
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0231** **Service Contracts**

Amended Budget: Decrease due to cost of MDT Air Cards. Staff doesn't anticipate adding MDT's this year.

Proposed Budget: Copier \$600

0233 ADVERTISING	130	350	350	350
0240 EQUIPMENT REPAIRS	408	500	500	500
0242 EQUIPMENT RENTAL & LEASE	643	750	750	750

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0242** **Rental Contracts**

Copier \$260

Pagers 400

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0246 VEHICLE REPAIRS	2,546	2,500	1,200	2,500
0266 VETERINARY CONTRACTS	20,290	19,000	16,000	19,000
0270 WASTE DISPOSAL SERVICE	667	1,000	1,000	1,000
<b>Contractual TOTAL . . . . .</b>	<b>27,084</b>	<b>27,700</b>	<b>20,400</b>	<b>24,700</b>

**30 Supplies**

0301 OFFICE SUPPLIES	675	1,000	1,000	1,000
0310 PRINTING & BINDING	1,094	3,500	3,500	1,500
0321 UNIFORMS	4,401	3,600	3,600	3,600
0331 FUEL & LUBRICANTS	7,707	7,800	10,500	11,500
0347 GENERAL MAINT. SUPPLY	809	1,000	1,000	1,000
0375 ANIMAL SHELTER SUPPLY	3,512	3,000	3,000	3,000
<b>Supplies TOTAL . . . . .</b>	<b>18,198</b>	<b>19,900</b>	<b>22,600</b>	<b>21,600</b>

**40 Operational**

0410 DUES & SUBSCRIPTIONS	550	1,250	750	750
0415 RECRUITING EXPENSES	261	1,000	100	0
0428 OTHER	13	0	0	0
0430 TUITION & TRAINING	1,602	2,450	1,500	1,500
0436 TRAVEL	1,201	2,450	1,200	1,500
<b>Operational TOTAL . . . . .</b>	<b>3,627</b>	<b>7,150</b>	<b>3,550</b>	<b>3,750</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	2,591	3,600	3,600	3,600
<b>Utilities TOTAL . . . . .</b>	<b>2,591</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>

**60 Capital**

0610 FURNITURE & FIXTURES	0	0	0	1,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0610**

**File Cabinets**

We need to purchase some file cabinets, possibly a wide three drawer and two four drawer cabinets. We will use these to file and store records required by the State as well as animal records and bite reports.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0615 OFFICE MACHINERY & EQUIP	519	0	0	0
0623 VEHICLES	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0623**

**New 1/2 Ton Truck**

We will purchase one replacement unit for an existing 1999 Chevy van with approximately 76K miles. This vehicle has been used to pick up and store food donations and therefore has had a problem with mouse infestation causing bad odors and chewed up wires. Currently, the air conditioner is not working. We plan to purchase a half ton pickup, with a tow package. The vehicle will be used by the Supervisor, to pick up large traps and for commuting to classes. \$13,000.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0623**

**New 5' x 8' Trailer**

We will purchase a 5'x8' box trailer, to be used to pick up food donations from Wal Mart. We currently receive our entire food product from Wal Mart. We pick up the product from their store on a weekly basis and they regularly give us much more than we need for our operation. We in turn, end up donating some to other animal agencies.

We will utilize this trailer to pick up the product, transport it to our shelter, and unload what we need for our use and store the remainder until other agencies come to pick up their supply. We have traditionally used a van to do this; however, this has caused rodent challenges inside the van as well as around the facility. The box trailer should eliminate this challenge. \$3200 for a Wells Fargo 5'x8' model #SW8, with side door option.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

<b>Capital TOTAL . . . . .:</b>	<b>519</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
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<b>ANIMAL SERVICES TOTAL :</b>	<b>313,141</b>	<b>378,000</b>	<b>378,350</b>	<b>400,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	45 Parks

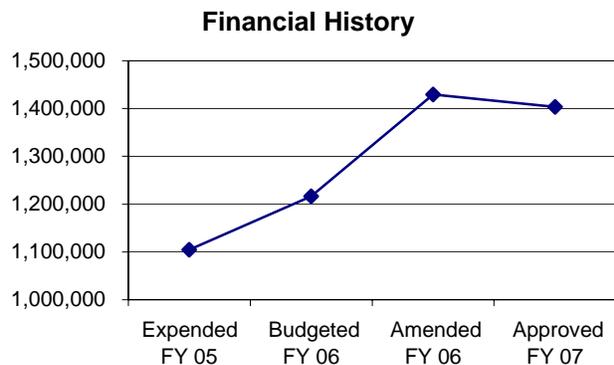
### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	670,142	724,400	735,700	821,400
Contractual	216,029	250,000	241,000	259,950
Supplies	125,328	142,200	323,200	189,200
Operational	9,603	33,200	33,200	33,200
Utilities	83,111	66,500	96,500	99,500
Capital	-	-	-	-
<b>Total</b>	<b>1,104,213</b>	<b>1,216,300</b>	<b>1,429,600</b>	<b>1,403,250</b>

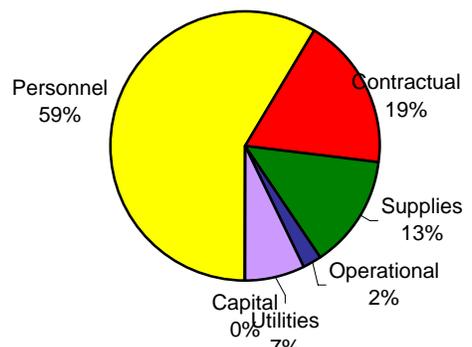
### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Parks Superintendent	23	1	1
Crew Leader	13	2	3
Irrigation/Pesticide Technician	13	1	1
Landscape Beautification Coordinator	13	1	1
Equipment Operator I	9	3	3
Maintenance Worker II	8	7	8
Maintenance Worker I	8	1	1
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends



#### FY 2007 Expenditures by Category



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	70,957	71,200	76,200	77,600
0107	SALARIES & WAGES-LABOR	463,627	515,500	516,300	593,400

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0107**

**Crew Leader Position**

Organizational changes in the Parks Department were made this year. A second mowing crew was established and a Special Projects Crew was created. To increase our efficiency, three person crews were established consisting of a crew leader, an Equipment Operator and a Maintenance Worker for the two mowing crews. Each crew has specific areas to be maintained and the crew leader is responsible for planning and accomplishing their assignments on a weekly basis. At this time, we have two crew leaders and three equipment operators.

When we went to two mowing crews, we were a crew leader short so we moved an equipment operator into the role of crew leader on a temporary basis which would become permanent contingent on job performance and City Council approval. Each crew includes part-time seasonal staff as well.

Request total is \$45,900 a pay grade 13

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0107**

**Maintenance Worker II Position**

We will have an additional 40 acres of developed neighborhood parks to maintain in the upcoming year as well the possible acquisition of a large tract of undeveloped land, all of which was approved in the 2005 CIP program. Although we will be maintaining the same amount of property, the level of maintenance is changed drastically. We continue to increase our level of maintenance but we will have a drop in service if we cannot physically complete the work. The Shores, Fox Chase, Emerald Bay and Hickory Ridge will increase the demand of the Parks Department a great deal and an additional Maintenance Worker position is necessary if we are to continue to meet or exceed the public's expectations. This position is a PG 8. \$33,500.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	18,747	16,000	16,000	16,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>		<b>553,331</b>	<b>602,700</b>	<b>608,500</b>	<b>687,000</b>
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**15 Benefits**

0114	LONGEVITY PAY	5,960	6,800	7,100	6,000
0120	FICA & MEDICARE EXPENSE	43,120	44,800	46,400	51,100
0122	T.M.R.S. RETIREMENT EXP.	67,731	70,100	73,700	77,300

<b>Benefits TOTAL . . . . .:</b>		<b>116,811</b>	<b>121,700</b>	<b>127,200</b>	<b>134,400</b>
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Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**20 Contractual**

0237	UNIFORM SERVICE	8,872	8,500	8,500	10,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0237**

**Line Item Increase**

This is a Line Item Increase contingent on the funding of the Crew Leader and Maintenance Worker II position.

0240	EQUIPMENT REPAIRS	16,928	13,000	13,000	16,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0240**

**Line Item Increase**

As of June 1, we have exceeded our Equipment Repair line item. Looking back at our expenses, there was not anything out of the ordinary, simply routine repairs.

0242	EQUIPMENT RENTAL & LEASE	7,231	12,000	12,000	12,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0242**

**Rental Contracts**

Pagers \$200

Various rentals including Portable restroom facilities, grinders, trenchers, chippers, etc.

0244	BUILDING REPAIRS	2,873	3,000	3,000	3,000
0245	POOL REPAIR & MAINT	0	0	0	0
0246	VEHICLE REPAIRS	7,457	6,500	6,500	6,500
0247	GROUNDS MAINTENANCE	172,669	206,000	197,000	209,950

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247**

**Add Additional Areas**

Due to recent development, we need to add a few areas to our contractual maintenance. The Summer Lee extension west of FM 740 and the adjacent detention pond, the medians on Clark Street, the Drainage Easement in the Shores Phases 5 & 6 and ROW along SH 276 to the new City limit are new areas that need to be added. The project cost is \$12,000.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0270	WASTE DISPOSAL SERVICE	0	1,000	1,000	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0270** **Brush and Tree Removal**

Each year we accumulate a large debris pile of trees, limbs and brush. It is very time consuming to chip or shred the material with a small chipper. This project is for the rental and service for a tub grinder one time annually to mulch the pile that accumulates. We will continue to grind much of the material we remove but the pile continues to grow and is an eyesore at the Service Center. The rental cost is \$3,500.

CITY MANAGER'S COMMENTS: Approved

CITY COUNCIL COMMENTS: Disapproved

<b>Contractual TOTAL . . . . .</b>	<b>216,030</b>	<b>250,000</b>	<b>241,000</b>	<b>259,950</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	400	500	500	500
0310	PRINTING & BINDING	200	200	200	200
0323	SMALL TOOLS	6,325	7,000	7,000	7,000
0325	SAFETY SUPPLIES	2,322	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	25,642	15,000	32,000	32,000
0333	CHEMICAL	10,420	8,500	8,500	31,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0333** **Expand Chemical Application Program**

We would like to expand our chemical application program a great deal to include pre and post emergent weed control, broadleaf control and fire ant control. We would be treating 110 acres of park land with a very complete application program. The outcome would be a much healthier, safer turf and much more aesthetically pleasing. We have also included applications of a growth regulator for certain areas. The requested increase is \$23,000.

CITY MANAGER'S COMMENTS: Approved

0341	CONSTRUCTION & REPAIR SUPPLY	23,682	45,000	45,000	45,000
0347	GENERAL MAINT. SUPPLY	21,273	23,000	28,000	28,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0347** **Line Item Increase**

As of June 1, this line item is over budget and we have not had any unusual items requiring maintenance. The amount requested is \$7,500.

Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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0349	AGRICULTURAL SUPPLIES	25,614	33,000	75,000	35,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0349** **Spring Color**

We currently plant two seasons of color, one in the Fall and one for the Summer. Each year at the Founders Day in April, the tulips have died out and the Summer annuals are not ready. This project is to plant 110 flats of annuals around the Square. The cost is \$2,000.

CITY MANAGER'S COMMENTS: Approved

0350	IRRIGATION SYS SUPPLIES	9,452	8,000	125,000	8,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0350** **Irrigation Controllers**

Amended Budget:

Council approved the purchase of an irrigation controller system to ensure the city's irrigation systems were properly programmed and were able to be modified quickly as we continued through the drought restrictions. In addition, the sprinkler heads in the 740 Ralph Hall Parkway medians were changed to release a larger droplet which would ensure the water reached the plants rather than spraying into the roadway. The projects were funded by the Water Department through a transfer of \$117,000 into the General Fund.

<b>Supplies TOTAL . . . . . :</b>	<b>125,330</b>	<b>142,200</b>	<b>323,200</b>	<b>189,200</b>
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**40 Operational**

0415	RECRUITING EXPENSES	481	500	500	500
0428	OTHER	66	0	0	0
0430	TUITION & TRAINING	2,620	3,500	3,500	3,500
0436	TRAVEL	400	3,200	3,200	3,200
0480	INMATE PROGRAM	6,037	26,000	26,000	26,000

<b>Operational TOTAL . . . . . :</b>	<b>9,604</b>	<b>33,200</b>	<b>33,200</b>	<b>33,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,849	4,500	4,500	4,500
0513	WATER	81,262	62,000	92,000	95,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0513** **Water Use Increase**

We have added a few large irrigated areas and will add four more neighborhood parks this year. As of June 1, we have reached our budgeted amount for this year. The increase is \$25,000.

<b>Utilities TOTAL . . . . . :</b>	<b>83,111</b>	<b>66,500</b>	<b>96,500</b>	<b>99,500</b>
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Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621**

**Flat Bed Trailer**

The beautification crew needs a trailer to carry soil materials and plant materials to their job sites. They borrow a trailer from the parks crews when available but scheduling has become an issue and has caused time delays. The project cost is \$1,200.

CITY MANAGER'S COMMENTS: Approved

CITY COUNCIL COMMENTS: Disapproved

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>PARKS TOTAL . . . :</b>	<b>1,104,217</b>	<b>1,216,300</b>	<b>1,429,600</b>	<b>1,403,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	46 Harbor O&M

### Expenditure Summary

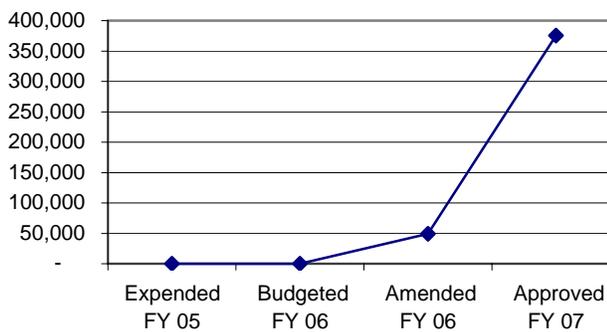
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	-	-	-	64,500
Contractual	-	-	-	84,700
Supplies	-	-	-	73,500
Operational	-	-	49,000	22,300
Utilities	-	-	-	130,400
Capital	-	-	-	-
<b>Total</b>	-	-	49,000	375,400

### Personnel Schedule

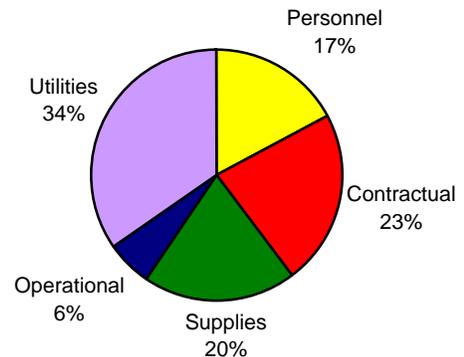
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Harbor Technician	13	-	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	0	0	0	34,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0107 Harbor Technician**

This is a new position that will be responsible for the maintenance of the public sector of the Harbor. Position will be responsible for daily cleaning, inspection and maintenance of the spray plaza and fountains, general painting, litter pick-up, pruning of landscape materials, general cleaning of the docks, concrete, stairways, bathrooms, landscape beds, parking lot (city owned) and other amenities. In addition to duties listed above, position will also be responsible for landscape maintenance contract compliance and be required to have a pesticide applicators license. Recommended pay grade is 13.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	0	0	0	24,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0109 Overtime Pay for Harbor Technician**

Because of the 24 hour on call nature of the position and the number of weekend events, overtime funds will be a necessity.

<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>58,000</b>
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**15 Benefits**

0120	FICA & MEDICARE EXPENSE	0	0	0	2,500
0122	T.M.R.S. RETIREMENT EXP.	0	0	0	4,000

<b>Benefits TOTAL . . . . . :</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>6,500</b>
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**20 Contractual**

0237	UNIFORM SERVICE	0	0	0	1,200
0240	EQUIPMENT REPAIRS	0	0	0	3,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0240 Equipment Repair Line Item**

Although everything will be new, if equipment fails, it will need to be replaced or repaired and funds must be allocated to keep the event area in 100% perfect working order. This amount may be too high or too low but we want to make sure that we can address all minor items.

0242	EQUIPMENT RENTAL & LEASE	0	0	0	1,500
0244	BUILDING REPAIRS	0	0	0	500
0245	POOL REPAIR & MAINT	0	0	0	1,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0245 Pool Repair Line Item**

With two large water displays with continuous moving water, minor repairs are expected over a year although they should be minimal.

Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0247 GROUNDS MAINTENANCE	0	0	0	76,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0247**

**Contractual Maintenance**

Project includes the weekly landscape maintenance including mowing, edging, trimming, weed removal, etc for 52 cycles. Cost is based on estimates provided by three contractors. Landscape maintenance contractual services are estimated at \$52,000.

Also included in the project is quarterly preventative maintenance by Greenscape Pump Services, the designer and installer of the fountain and pump systems. The quarterly fountain and spray plaza contract is \$19,500. An additional \$5,000 is budgeted for misc. services needed.

0270 WASTE DISPOSAL SERVICE	0	0	0	1,000
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<b>Contractual TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>84,700</b>
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**30 Supplies**

0310 PRINTING & BINDING	0	0	0	8,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0310**

**Printed Materials**

Pool chemical records, pesticide application records and general maintenance records. \$500.

Printed information will need to be available for general information regarding event schedules, rental information, etc. Project request is \$8,000.

0321 UNIFORMS	0	0	0	500
0323 SMALL TOOLS	0	0	0	13,400

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-032**

**Small Tools and Equipment**

Initial cost of equipment and supplies for maintenance of the Harbor.

- \$ 3,800 Gas powered pool vacuum
- 4,000 Hand tools, pool maintenance equipment
- 3,800 Walk behind pesticide applicator
- 800 Drop and broadcast fertilizer spreaders
- 1,000 Misc. small tools
- \$13,400**

Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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0325	SAFETY SUPPLIES	0	0	0	1,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0325** **Safety Supplies**

Safety supplies for the application of pesticides, working around pool chemicals and working in cold water during fountain repair and maintenance. We will also need a fire safe cabinet and OSHA fire safe gas cans. Total cost is \$1800.

0331	FUEL & LUBRICANTS	0	0	0	500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0331** **Fuel for Gas Powered Equipment**

Although we will not be using a road legal vehicle at the Harbor, we will be using gas powered equipment and a small utility vehicle on the site. Project cost is \$500.

0333	CHEMICAL	0	0	0	36,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0333** **Maintenance Chemicals**

A very detailed, chemical application program will be required to include six annual fertilization applications, annual fire ant control, post and pre-emergent weed control and a turf growth regulator. The landscape chemical budget is estimated at \$4,000.

We will also be maintaining the fountain water and the spray feature water to swimming pool quality and the chemical usage is based on estimates provided by Greenscape Pump Services. We will be prepared to adjust these figures with a year of history with the facility. The chlorine cost is estimated at \$27,360 and the carbon dioxide cost is estimated at \$1,950 for a total of \$29,310.

We added an additional \$3,500 for other chemicals such as algacide, defoamer, etc. The first year estimate for water chemicals is \$32,800.

0341	CONSTRUCTION & REPAIR SUPPLY	0	0	0	0
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0347	GENERAL MAINT. SUPPLY	0	0	0	3,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0347** **General Maintenance Supplies**

Project cost is \$3,000 for the purchase of lamps, trash bags, cleaning supplies, paper products, paint etc.

0349	AGRICULTURAL SUPPLIES	0	0	0	8,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0349** **Annual Plant Replacement & Winter Rye**

Project includes three annual color replacements (200 flats at \$9.00 per flat time three times annually), 137,800 SF of Rye grass (20# per 1000 SF @ .76) and \$1,000 allocated for perennial replacement. Total project cost is \$8,500.

Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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0350 IRRIGATION SYS SUPPLIES	0	0	0	500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0350** **Miscellaneous Irrigation Repair Supplies**  
 Allocation for supplies necessary to repair damage to irrigation system. Project amount is \$500.

<b>Supplies TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>73,500</b>
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**40 Operational**

0406 SPECIAL EVENTS	0	0	49,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0406** **Harbor Grand Opening Events**  
 Amended Budget:

Two events are scheduled to be held in early October. One will be a "by invitation only" event for dignitaries and the media. The second event will be for the public and will include a variety of food options, entertainment and conclude with a low level fireworks show. Costs for the event will be incurred in the current budget year.

Proposed Budget:

Additional events will be planned during the year requiring funds. Requested amount is \$20,000.

CITY COUNCIL COMMENTS: To be funded from Hotel/Motel Tax Revenues

0415 RECRUITING EXPENSES	0	0	0	500
0430 TUITION & TRAINING	0	0	0	500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0430** **Certified Pool Operator Tuition**

We would like to send the Harbor Technician to a class to become a Certified Pool Operator. Although not required by law, the course will provide valuable information on pool chemistry, winterizing, pumps and maintenance. The course is available locally.

0469 PROMOTION EXPENSE	0	0	0	21,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0469** **Banners and Pennants**

There are 23 light poles within the public portion of the project with double arm banner brackets and three of these also have double arm pennant brackets. The project request includes banners for four annual changeouts. Also included are four extra banners and three extra sets of pennants for wind and weather damage. The total project request is \$21,280.

<b>Operational TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>49,000</b>	<b>22,300</b>
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Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**50 Utilities**

0501 ELECTRICITY	0	0	0	110,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-6-0501** **Electrical Power**

This is an estimate of the annual electricity cost. At this time, we do not have an accurate expectation of what the actual cost will be.

0507 CELLULAR TELEPHONE	0	0	0	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0507** **Cell Phone for Harbor Tech**

The proposed Harbor Technician position is an on-call 24/7 position and will receive pool chemistry alarms via cell phone. The project cost is \$1,200.

0508 TELEPHONE SERVICE	0	0	0	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0508** **Phone Service for Pool SCADA System**

The chemical controllers will have the ability to send alarms to the technician and phone service must be available for this service. Project cost is \$1,200.

0513 WATER	0	0	0	18,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0513** **Irrigation and Facility Water**

The irrigation systems use fresh water and we must supply water for cleaning and rest rooms. Based on similar size facilities, the estimate is \$18,000.

<b>Utilities TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130,400</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>0</b>	<b>0</b>	<b>49,000</b>	<b>375,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

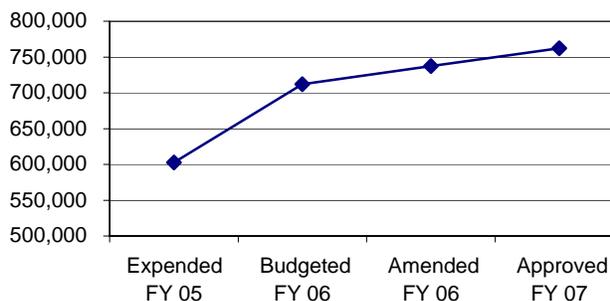
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	397,875	443,850	469,050	509,400
Contractual	21,568	48,050	48,050	45,150
Supplies	37,974	51,550	51,850	48,000
Operational	89,029	116,250	116,250	92,550
Utilities	56,194	52,200	52,200	67,200
Capital	-	-	-	-
<b>Total</b>	<b>602,641</b>	<b>711,900</b>	<b>737,400</b>	<b>762,300</b>

### Personnel Schedule

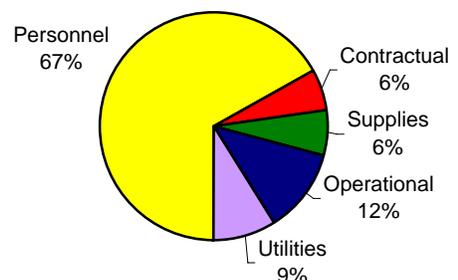
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Director of Parks & Recreation/Streets	32	1	1
Parks & Recreation Manager	25	1	1
Recreation Superintendent	23	-	1
Recreation Supervisor (chg title to Special Event Coord)	19	1	1
Recreation Coordinator	16	1	1
Administrative Assistant	12	1	1
Recreation Attendant (Permanent PT)	N/A	-	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	174,188	197,500	214,900	245,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0101**

**Recreation Superintendent**

The Harbor will open in the Fall of 2006 and additional special events will be held by the Parks and Recreation Department. The new position will allow the renaming of the Recreation Supervisor position to a Special Events Supervisor and the Superintendent will oversee all recreation programs including special events. The Parks Supt., the Recreation Supt. and the Landscape Beautification Coord. will report to the Parks and Recreation Manager.

Duties of the position will be supervision of the existing recreation staff, adult athletics, aquatics, Center supervision and scheduling. The Special Events Supervisor will coordinate the Concerts by the Lake (8), Movies in the Park (6), Fall Jazz Concerts (4), Holiday special events including Christmas, Easter, Fall Festival and all new events at the Harbor.

CITY MANAGER'S COMMENTS: Approved, position to be funded 4/1/07

0104	SALARIES & WAGES-CLERICAL	63,135	75,300	76,700	81,600
0107	SALARIES & WAGES-LABOR	97,452	104,500	104,500	104,300
0109	SALARIES & WAGES-OVERTIME	1,632	1,000	1,000	1,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>336,407</b>	<b>378,300</b>	<b>397,100</b>	<b>432,800</b>
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**15 Benefits**

0114	LONGEVITY PAY	900	850	850	1,200
0116	AUTO ALLOWANCE	3,000	4,200	4,200	4,200
0120	FICA & MEDICARE EXPENSE	27,211	27,000	30,400	30,200
0122	T.M.R.S. RETIREMENT EXP.	30,356	33,500	36,500	41,000

<b>Benefits TOTAL . . . . .:</b>	<b>61,467</b>	<b>65,550</b>	<b>71,950</b>	<b>76,600</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	5,174	5,600	5,600	6,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0231**

**Service Contracts**

Class SSMA \$4,000

Copier 2,000

0239	RECREATION CONTRACT	776	3,250	3,250	3,250
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
0242 EQUIPMENT RENTAL & LEASE	6,206	8,700	8,700	5,400
<b>DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0242</b>				<b>Rental Contracts</b>
Copier \$5,200				
Pagers 200				
0243 BUILDING LEASE	5,393	24,000	24,000	24,000
0245 POOL REPAIR & MAINT	3,818	6,000	6,000	6,000
0246 VEHICLE REPAIRS	200	500	500	500
<b>Contractual TOTAL . . . . .:</b>	<b>21,567</b>	<b>48,050</b>	<b>48,050</b>	<b>45,150</b>

**30 Supplies**

0301 OFFICE SUPPLIES	2,517	2,300	2,300	2,300
0307 POSTAGE	0	4,300	4,300	4,300
0310 PRINTING & BINDING	14,559	16,500	16,500	16,500
0321 UNIFORMS	1,700	2,100	2,100	2,100
0331 FUEL & LUBRICANTS	587	500	800	800
0333 CHEMICAL	7,373	5,500	5,500	7,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0333**

**Cost Increase for Pool Chemicals**

The cost of sodium hypochlorite (bleach) has increased from \$1.05 a gallon to near \$1.90 a gallon. The cost increase necessitates a line item increase of \$1,500.

0347 GENERAL MAINT. SUPPLY	350	4,850	4,850	2,500
0390 SWIMMING POOL SUPPLIES	987	2,500	2,500	2,500
0391 RECREATION PROG. SUPPLY	9,900	13,000	13,000	10,000

<b>Supplies TOTAL . . . . .:</b>	<b>37,973</b>	<b>51,550</b>	<b>51,850</b>	<b>48,000</b>
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**40 Operational**

0406 SPECIAL EVENTS	75,532	100,000	100,000	74,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406**

**Christmas Tree Lighting Program**

There has been much interest in making significant improvements to our annual Christmas Tree Lighting program. This program has been a low budget event and we want to enlarge the event, adding more activities, appeal to a wider group of participants and make an overall improvement to the event. Additional lighting and a significant increase in the games and activities will be planned. The increase required in the budget to complete the project is \$15,000.

CITY MANAGER'S COMMENTS: Approved

Additionally, The evening entertainment for the Founder's Day Event to be funded from Hotel/Motel tax revenues \$25,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	47 Recreation

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0410	DUES & SUBSCRIPTIONS	1,197	1,750	1,750	1,750
0415	RECRUITING EXPENSES	3,255	2,500	2,500	2,500
0428	OTHER	771	1,500	1,500	1,500
0430	TUITION & TRAINING	3,358	4,200	4,200	4,900

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0430** **Rocky Mountain Revenue School**

The Rocky Mountain Revenue School is a three year school dedicated to revenue production and best practices in Parks and Recreation. The school is absolutely the best offered in our profession. This line item increase is to send the Parks and Recreation Manager to begin the three year school which is held in February in Estes Park, CO. The tuition for the school is \$700.

CITY MANAGER'S COMMENTS: Approved

0436	TRAVEL	4,917	6,300	6,300	7,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0436** **Rocky Mountain Revenue School**

Directly related to the travel costs related to the Rocky Mountain Revenue School for the Parks and Recreation Manager. The costs for lodging, meals and travel is \$1,600.

CITY MANAGER'S COMMENTS: Approved

<b>Operational TOTAL . . . . .:</b>	<b>89,030</b>	<b>116,250</b>	<b>116,250</b>	<b>92,550</b>
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**50 Utilities**

0501	ELECTRICITY	53,742	50,000	50,000	65,000
0507	CELLULAR TELEPHONE	2,452	2,200	2,200	2,200

<b>Utilities TOTAL . . . . .:</b>	<b>56,194</b>	<b>52,200</b>	<b>52,200</b>	<b>67,200</b>
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<b>RECREATION TOTAL :</b>	<b>602,638</b>	<b>711,900</b>	<b>737,400</b>	<b>762,300</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	49 Streets

### Expenditure Summary

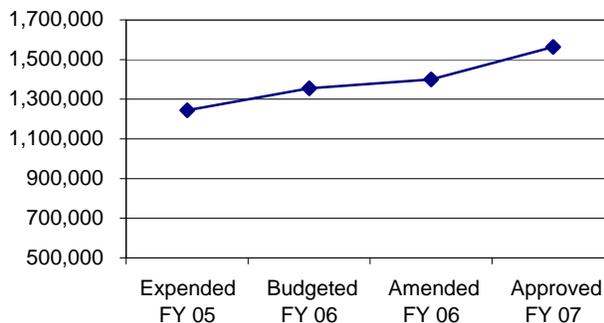
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	503,709	534,550	555,000	568,800
Contractual	50,806	53,950	53,950	82,750
Supplies	398,878	511,700	511,900	615,200
Operational	118	2,700	2,700	1,200
Utilities	290,872	252,100	277,100	292,100
Capital	500	-	-	3,200
<b>Total</b>	<b>1,244,882</b>	<b>1,355,000</b>	<b>1,400,650</b>	<b>1,563,250</b>

### Personnel Schedule

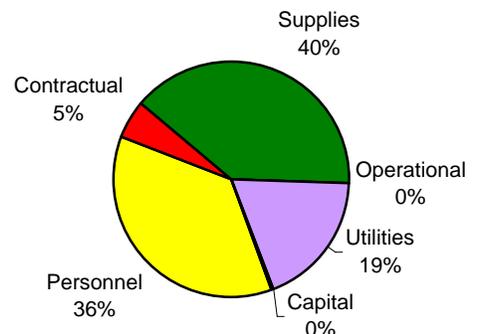
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Superintendent	23	1	1
Crew Leader	13	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	70,957	71,100	76,200	77,600
0107	SALARIES & WAGES-LABOR	330,256	360,700	368,000	383,200
0109	SALARIES & WAGES-OVERTIME	11,661	10,000	11,400	10,000

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>412,874</b>	<b>441,800</b>	<b>455,600</b>	<b>470,800</b>
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**15 Benefits**

0114	LONGEVITY PAY	6,295	6,900	6,900	7,600
0120	FICA & MEDICARE EXPENSE	31,651	32,950	35,300	35,300
0122	T.M.R.S. RETIREMENT EXP.	52,889	52,900	57,200	55,100

<b>Benefits TOTAL . . . . . :</b>	<b>90,835</b>	<b>92,750</b>	<b>99,400</b>	<b>98,000</b>
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**20 Contractual**

0213	CONSULTING FEES	0	0	0	30,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0213**

**Engineering Services**

One of the department's strategic initiatives identified in the department business plan is centered around developing a long term rehabilitation schedule based on street composition, age, current status and condition. We will then develop a 15-25 year schedule for street reconstruction based on the data collected. The completion of this initiative will be dependent on outside engineering services. The project cost is \$30,000.

**CITY MANAGER'S COMMENTS: Approved**

0237	UNIFORM SERVICE	6,066	4,000	4,000	4,000
0240	EQUIPMENT REPAIRS	6,915	6,000	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	599	2,200	2,200	1,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0242**

**Rental Contracts**

Pagers \$200

0246	VEHICLE REPAIRS	9,680	9,000	9,000	9,000
0270	WASTE DISPOSAL SERVICE	26,946	7,000	7,000	7,000
0271	LANDFILL MAINTENANCE	600	750	750	750
0275	CITY PRIDE PROGRAM	0	25,000	25,000	25,000

<b>Contractual TOTAL . . . . . :</b>	<b>50,806</b>	<b>53,950</b>	<b>53,950</b>	<b>82,750</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	326	500	500	500
0310	PRINTING & BINDING	25	100	100	100
0323	SMALL TOOLS	3,803	3,600	3,600	11,600

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0323**

**New and Replacement Tools**

\$4,000 4 weed eaters, 2 pole saws and 2 chain saws (replacements)

\$4,000 Request two new truck mounted generators for the bucket truck and Unit #147 to provide electrical power to the Sign crew. They often require power tools and don't have access to power.

\$1,000 The bucket truck is often used to trim branches and trees and is safer than a ladder or hoist. The truck is equipped with hydraulic lines enabling a hydraulic chain saw instead of gas powered unit. Starting a chain saw while in the bucket can be dangerous and the noise is disturbing to neighbors.

CITY MANAGER'S COMMENTS: Approved

0325	SAFETY SUPPLIES	799	3,500	3,500	3,500
0331	FUEL & LUBRICANTS	21,391	20,000	25,500	25,500
0333	CHEMICAL	58	200	200	200
0341	CONSTRUCTION & REPAIR SUPPLY	352,048	450,000	450,000	540,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341**

**Petroleum Product Increase**

The cost of asphalt has risen 33% in the last 12 months and may continue to rise. We use a large amount of asphalt each year and this 20% increase allows us complete the same amount of work during the next fiscal year. The project cost is \$540,000.

CITY MANAGER'S COMMENTS: Approved

0347	GENERAL MAINT. SUPPLY	5,740	6,000	6,000	6,000
0384	DRAIN. SYS. REPAIR SUPP	0	10,000	10,000	10,000
0392	SIGNS AND SIGNALS	14,688	17,800	17,800	17,800

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0392**

**Street Signage Changeover**

In concert with the Street Department Business Plan and recent legislation, we are in the process of changing the City street name signs to a larger text and sign. The new signs have a high quality reflective tape and have the City logo. The line item increase in the amount of \$5,000 should be adequate to complete the project during the fiscal year.

CITY MANAGER'S COMMENTS: Approved

CITY COUNCIL COMMENTS: Disapproved

<b>Supplies TOTAL . . . . .</b>	<b>398,878</b>	<b>511,700</b>	<b>517,200</b>	<b>615,200</b>
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Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**40 Operational**

0415 RECRUITING EXPENSES	118	500	500	0
0430 TUITION & TRAINING	0	1,000	1,000	500
0436 TRAVEL	0	1,200	1,200	700

<b>Operational TOTAL . . . . . :</b>	<b>118</b>	<b>2,700</b>	<b>2,700</b>	<b>1,200</b>
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**50 Utilities**

0504 STREET LIGHTING	289,331	250,000	275,000	290,000
0507 CELLULAR TELEPHONE	1,541	2,100	2,100	2,100

<b>Utilities TOTAL . . . . . :</b>	<b>290,872</b>	<b>252,100</b>	<b>277,100</b>	<b>292,100</b>
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	500	0	0	3,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Mud Jack Machine**

Due to the drought, we have had several areas where concrete has dropped causing trip hazards and rough surfaces. Instead of removing the concrete, rebuilding the subgrade and re-pouring a new concrete surface, we can lift the existing concrete to the design grade. This size machine will be appropriate for sidewalk and smaller concrete sections. It is not available for rent. The project cost is \$20,000.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations  
 CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **SCADA System for School Zone Lights**

With the growth of the school district, it is time to centralize the control of the school zone operated by the City. All existing lights will be retrofitted so new lights will not need to be purchased. Centralized control will allow for remote access, master control from a base area saving time and travel. The project cost is \$28,100.

CITY MANAGER'S COMMENTS: Disapproved. We will look at a more comprehensive SCADA system that may be able to manage this function as well as others in water, sewer, and facilities.

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Line and Street Grinder**

Our current unit is not working and needs to be replaced. The unit is used to grind streets where depressions exist and to remove paint markings for new paint application. The project cost is \$3,200.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

	2005	2006	2006	2007
<b>ACCOUNT</b>	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>City Council</b>
	<b>Expense</b>	<b>Budget</b>	<b>Budget</b>	<b>Approved</b>

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **1800 Gallon Water Tank**

The tank on our water truck is full of rust and has ruined the pump. The tank does not have a plastic liner; it rusted a great deal and has several leaks. Project includes a new, plastic lined tank and a new pump. The cost is \$13,200. The truck that carries the tank is in fine condition and needs no repairs currently.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations.

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623** **1 1/2 Ton Utility Bed Truck**

Need to replace unit #142 which is a 1 ton utility bed truck. The truck is too light for many applications and currently has 73,000 miles on the unit. The project cost is \$48,000 for the purchase of a 1 1/2 ton unit with the appropriate gear.

CITY MANAGER'S COMMENTS: Approved, Financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623** **1 1/2 ton Dump Truck**

Need to replace Unit #140 which is a 1994 model with 103,000 miles. We would transfer the use of this truck to the concrete crew for light hauling and the replacement truck would be used by the asphalt crew. Unit #146 would be sent to the auction. The project cost is \$42,000.

CITY MANAGER'S COMMENTS: Approved, Financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

<b>Capital TOTAL . . . . .:</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>3,200</b>
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<b>STREETS TOTAL . . :</b>	<b>1,244,883</b>	<b>1,355,000</b>	<b>1,405,950</b>	<b>1,563,250</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	50 Public Works	53 Engineering

### Expenditure Summary

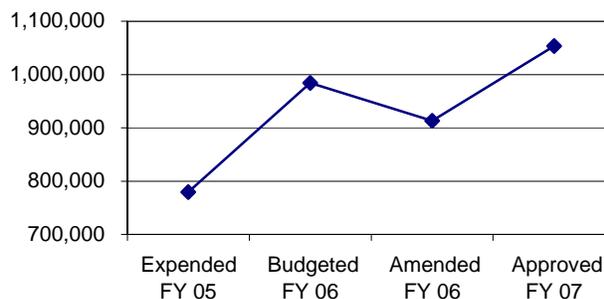
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	701,334	855,950	755,350	908,400
Contractual	49,779	79,850	114,100	95,900
Supplies	16,563	21,500	22,700	25,400
Operational	6,180	19,900	13,900	16,700
Utilities	5,153	6,800	6,800	7,300
Capital	676	-	-	-
<b>Total</b>	<b>779,685</b>	<b>984,000</b>	<b>912,850</b>	<b>1,053,700</b>

### Personnel Schedule

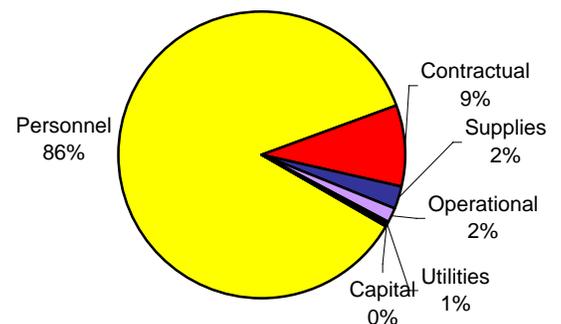
Position	Classification	FY 06 Approved	FY 07 Approved
City Engineer/Public Works Director	32	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Field Construction Coordinator	22	1	1
Senior Construction Inspector	19	1	1
Construction Inspector I	16	4	4
Customer Service Coordinator	12	1	1
Public Works Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	101,569	107,400	108,200	115,500
0104 SALARIES & WAGES-CLERICAL	209,667	275,100	234,000	292,100
0107 SALARIES & WAGES-LABOR	240,791	303,700	261,600	329,100
0109 SALARIES & WAGES-OVERTIME	24,797	30,000	20,000	20,000
<b>Salaries &amp; Wages TOTAL . . . . .</b>	<b>576,824</b>	<b>716,200</b>	<b>623,800</b>	<b>756,700</b>

<b>15 Benefits</b>				
0113 EDUCATION/CERTIFICATE PAY	0	0	0	600
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0113</b>				<b>Certification Pay</b>
Certification pay for Class C Water Distribution as provided in the City's policy for incentive: 2 at \$300				
	0			
0114 LONGEVITY PAY	4,639	4,550	4,550	5,100
0116 AUTO ALLOWANCE	4,200	4,200	4,200	4,200
0120 FICA & MEDICARE EXPENSE	42,730	47,500	46,500	53,600
0122 T.M.R.S. RETIREMENT EXP.	72,941	83,500	76,300	88,200
<b>Benefits TOTAL . . . . .</b>	<b>124,510</b>	<b>139,750</b>	<b>131,550</b>	<b>151,700</b>

<b>20 Contractual</b>				
0212 ENGINEERING SERVICES	30,720	40,000	70,000	60,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0212</b>				<b>Engineering Consultant</b>
Amended Budget:				
Staff is asked to review or use consultants to review a number of projects design, surveying, and drainage issues. Review of flood studies and lift stations have been extensive this year. Any surveying, soils testing or topos for non-CIP projects is paid in this budget as well.				
0213 CONSULTING FEES	10,672	10,000	29,250	12,000
0219 TRAFFIC PLANNING	0	15,000	0	7,000
0231 SERVICE-MAINT. CONTRACTS	1,968	4,400	4,400	8,300

<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231</b>				<b>Service Contracts</b>
Xerox Engr Copier \$3,300				
CAD SSMA 5,000				
Added additional CAD license for new Engineer				
0240 EQUIPMENT REPAIRS	249	500	500	500

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
0242 EQUIPMENT RENTAL & LEASE	2,417	6,100	6,100	4,250
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0242</b>				<b>Rental Contracts</b>
Xerox copier \$4,080 (split with Planning)				
Pagers \$ 150				
0243 BUILDING LEASE	942	850	850	850
0246 VEHICLE REPAIRS	2,811	3,000	3,000	3,000
<b>Contractual TOTAL . . . . . :</b>	<b>49,779</b>	<b>79,850</b>	<b>114,100</b>	<b>95,900</b>

**30 Supplies**

0301 OFFICE SUPPLIES	4,224	4,000	4,000	4,000
0310 PRINTING & BINDING	508	1,200	1,200	1,200
0321 UNIFORMS	0	1,000	1,000	1,000
0323 SMALL TOOLS	810	2,500	2,500	1,800

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0323**

**Small Tools**

Misc. Tools- \$150 per inspector+ \$750.  
 Laser Rangefinder- \$300.  
 Digital Camera (all inspectors will have one)- 3 at \$250 each= \$750.  
 TOTAL: \$1800

CITY MANAGER'S COMMENTS: Approved

0325 SAFETY SUPPLIES	251	400	400	1,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0325**

**Safety Supplies**

Misc. Safety Supplies- hardhats, vests, gloves \$400.  
 Truck Light Bar- 2 trucks at \$500 per truck \$1000.

0331 FUEL & LUBRICANTS	9,160	8,800	10,000	10,000
0341 CONSTRUCTION & REPAIR SUPPLY	1,328	3,100	3,100	5,500

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0341**

**Construction Supplies**

Survey Markers- 50 at \$21.10 each \$1,055.  
 Floodway Markers- 500 each at \$8.96 each \$4,480.  
 TOTAL: \$5,535

0347 GENERAL MAINT. SUPPLY	284	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>16,565</b>	<b>21,500</b>	<b>22,700</b>	<b>25,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	3,421	7,300	7,300	7,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0410**

**Dues, Subscriptions and Programs**

- NCTCOG Construction Standards- \$2,400.
- NCTCOG Stormwater Program- \$2,936.
- NCTCOG Public Works Program- \$1,200.
- PE Registration- 3 at \$235= \$705.
- APWA \$120.
- ASCE \$225.

0415 RECRUITING EXPENSES	477	2,000	2,000	0
0430 TUITION & TRAINING	984	5,600	2,600	7,200

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0430**

**Tuition**

Department training this year will include:

- Excavation Safety (Field Safety Training)
- Confined Space Entry (Field Safety Training)
- Storm Water Practices During Construction
- Concrete Technology
- Water Sampling and Field Analysis

All inspectors and field coordinator will attend these classes.

0436 TRAVEL	1,298	5,000	2,000	2,000
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<b>Operational TOTAL . . . . .:</b>	<b>6,180</b>	<b>19,900</b>	<b>13,900</b>	<b>16,700</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	5,153	6,800	6,800	7,300
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<b>Utilities TOTAL . . . . .:</b>	<b>5,153</b>	<b>6,800</b>	<b>6,800</b>	<b>7,300</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	676	0	0	0
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<b>Capital TOTAL . . . . .:</b>	<b>676</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>ENGINEERING TOTAL . . .:</b>	<b>779,687</b>	<b>984,000</b>	<b>912,850</b>	<b>1,053,700</b>
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## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Revenues	9,475,613	9,054,700	9,452,700	10,194,300
Operating Expenses	6,817,095	7,472,250	8,002,850	8,301,800
Depreciation & Amortization Expense	1,365,551	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>1,292,967</b>	<b>582,450</b>	<b>449,850</b>	<b>892,500</b>
Non-Operating Revenues	452,893	235,000	395,000	404,000
Non-Operating Expenses	594,632	848,795	848,795	884,750
<b>Non-Operating Income (Loss)</b>	<b>(141,739)</b>	<b>(613,795)</b>	<b>(453,795)</b>	<b>(480,750)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>1,151,229</b>	<b>(31,345)</b>	<b>(3,945)</b>	<b>411,750</b>
Net Transfers In (Out)	(1,276,400)	(995,000)	(1,217,000)	(1,172,050)
<b>Net Income (Loss)</b>	<b>(125,171)</b>	<b>(1,026,345)</b>	<b>(1,220,945)</b>	<b>(760,300)</b>
Retained Earnings - Beginning	27,563,624	27,251,674	27,438,453	26,217,508
<b>Retained Earnings - Ending</b>	<b>27,438,453</b>	<b>26,225,329</b>	<b>26,217,508</b>	<b>25,457,208</b>

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Available Operating Revenues:					
4601	Retail Water Sales	5,379,816	5,207,000	5,207,000	5,813,600
4603	Sewer Charges	2,046,443	2,308,300	2,308,300	2,609,800
4605	Pretreatment Charges	6,410	8,600	8,600	9,200
4607	Garbage Revenue	(739)	-	-	-
4609	HHW Fees	70,103	64,000	64,000	72,000
4610	Penalties	112,907	115,000	100,000	100,000
Total Utility Sales		7,614,939	7,702,900	7,687,900	8,604,600
4622	RCH Water Sales	374,219	303,500	483,500	400,000
4632	Blackland Water Sales	306,214	280,800	360,800	348,700
4650	City of Heath Water Sales	911,723	531,500	731,500	700,000
Total Contract Sales		1,592,156	1,115,800	1,575,800	1,448,700
4660	Water Taps	224,720	200,000	150,000	110,000
4662	Sewer Taps	37,656	32,000	32,000	25,000
Total Other Receipts		262,376	232,000	182,000	135,000
4665	Meter Rental Fees	6,142	4,000	7,000	6,000
Total Other Fees		6,142	4,000	7,000	6,000
<b>Total Operating Revenues</b>		<b>9,475,613</b>	<b>9,054,700</b>	<b>9,452,700</b>	<b>10,194,300</b>
Available Non-Operating Revenues					
4001	Interest Earnings	233,917	150,000	300,000	300,000
4019	Other	115,624	85,000	95,000	104,000
4035	Impact Fees	103,353	-	-	-
Total Non-Operating Revenue		452,893	235,000	395,000	404,000
<b>Total Available Revenues</b>		<b>9,928,507</b>	<b>9,289,700</b>	<b>9,847,700</b>	<b>10,598,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Transfers In				
Operating Transfers Out				
To General Fund	398,400	450,000	567,000	515,000
To Insurance Fund	563,000	500,000	605,000	618,000
To Worker's Comp Fund	300,000	30,000	30,000	30,000
To Capital Projects Fund	-	-	-	-
To Tech Replacement Fund	15,000	15,000	15,000	9,050
<b>Total Transfers Out</b>	<b>1,276,400</b>	<b>995,000</b>	<b>1,217,000</b>	<b>1,172,050</b>
<b>Net Operating Transfers</b>				
<b>In (Out)</b>	<b>(1,276,400)</b>	<b>(995,000)</b>	<b>(1,217,000)</b>	<b>(1,172,050)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	617,631	696,600	710,050	741,100
63 Water Operations	4,420,638	4,961,500	4,167,300	5,531,600
67 Sewer Operations	2,545,680	2,808,500	3,272,850	3,359,800
Total Dept. Expenses	7,583,949	8,466,600	8,150,200	9,632,500
Conversion to GAAP:				
Less Capital	766,854	994,350	147,350	1,330,700
Total Operating Expenses	6,817,095	7,472,250	8,002,850	8,301,800
Non Operating Expenses				
62 Long Term Debt	1,563,263	1,900,795	1,900,795	1,866,750
Conversion to GAAP:				
Less Debt Retirement	968,631	1,052,000	1,052,000	982,000
Total Non-Operating Expenses	594,632	848,795	848,795	884,750
<b>Total Expenses</b>	<b>7,411,727</b>	<b>8,321,045</b>	<b>8,851,645</b>	<b>9,186,550</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

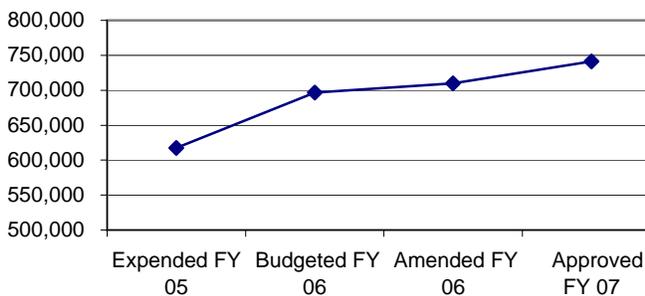
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	315,953	346,500	347,950	365,600
Contractual	157,742	190,500	190,500	201,400
Supplies	46,572	53,800	63,800	68,300
Operational	97,364	105,800	107,800	105,800
Capital	-	-	-	-
<b>Total</b>	<b>617,631</b>	<b>696,600</b>	<b>710,050</b>	<b>741,100</b>

### Personnel Schedule

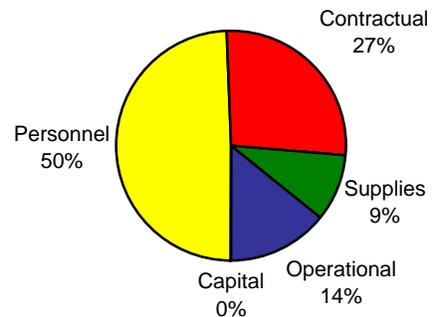
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	49,988	55,300	64,100	61,800
0104 SALARIES & WAGES-CLERICAL	85,777	100,500	94,600	102,300
0107 SALARIES & WAGES-LABOR	123,066	130,300	127,900	138,400
0109 SALARIES & WAGES-OVERTIME	1,278	1,500	1,500	1,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>260,109</b>	<b>287,600</b>	<b>288,100</b>	<b>304,000</b>
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**15 Benefits**

0114 LONGEVITY PAY	1,407	1,800	1,650	2,300
0120 FICA & MEDICARE EXPENSE	21,013	21,900	22,500	23,100
0122 T.M.R.S. RETIREMENT EXP.	33,425	35,200	35,700	36,200

<b>Benefits TOTAL . . . . .:</b>	<b>55,845</b>	<b>58,900</b>	<b>59,850</b>	<b>61,600</b>
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**20 Contractual**

0210 AUDITING	15,125	13,000	13,000	15,000
0213 CONSULTING FEES	3,950	0	0	0
0217 IT SERVICE	28,769	30,000	30,000	32,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0217**

**IT Service Contracts**

Datamax	\$13,200
Internet	2,500
Work Order Tracking	5,800
Internet Server Redundancy	8,500

CITY MANAGER'S COMMENTS: Approved

0223 INSURANCE-SURETY BONDS	300	400	400	400
0225 INSURANCE-AUTOMOBILES	12,020	15,000	15,000	17,500
0227 INSURANCE-REAL PROPERTY	12,000	15,000	15,000	15,000
0228 INSURANCE-CLAIMS & DED.	12,176	20,000	20,000	20,000
0229 INSURANCE-LIABILITY	12,999	13,000	13,000	15,000
0231 SERVICE-MAINT. CONTRACTS	54,951	72,600	72,600	75,600

**DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0231**

**Service Contracts**

New World Sys SSMA	\$13,200
IBM SSMA	1,200
Neopost Extractor	800
Data Prose	54,500 bill printing and presentment
Copier	1,500
Datamatic SSMA	4,000
SmartNet	400

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0235	BANK CHARGES	1,150	1,200	1,200	500
0240	EQUIPMENT REPAIRS	596	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	3,708	9,300	9,300	9,400

**DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0242**

Service Contracts

Copier \$2,640 (split with Finance)

Postage Machine 6,750

<b>Contractual TOTAL . . . . :</b>	<b>157,744</b>	<b>190,500</b>	<b>190,500</b>	<b>201,400</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,493	1,800	1,800	1,800
0307	POSTAGE	39,170	43,500	53,500	58,000
0310	PRINTING & BINDING	4,996	7,500	7,500	7,500
0347	GENERAL MAINT. SUPPLY	913	1,000	1,000	1,000

<b>Supplies TOTAL . . . . . :</b>	<b>46,572</b>	<b>53,800</b>	<b>63,800</b>	<b>68,300</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	81	300	300	300
0415	RECRUITING EXPENSES	128	0	2000	0
0430	TUITION & TRAINING	117	2,500	2,500	2,500
0436	TRAVEL	965	1,000	1,000	1,000
0450	BAD DEBT EXPENSE	42,685	30,000	30,000	30,000
0490	HOUSEHOLD HAZ WASTE DAY	53,387	72,000	72,000	72,000

<b>Operational TOTAL . . . . :</b>	<b>97,363</b>	<b>105,800</b>	<b>107,800</b>	<b>105,800</b>
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<b>Utility Billing TOTAL :</b>	<b>617,633</b>	<b>696,600</b>	<b>710,050</b>	<b>741,100</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Debt Service	1,563,263	1,900,795	1,900,795	1,866,750
<b>Total</b>	<b>1,563,263</b>	<b>1,900,795</b>	<b>1,900,795</b>	<b>1,866,750</b>

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Debt Service

ACCOUNT	2005	2006	2006	2007
	Actual Expense	Adopted Budget	Amended Budget	City Council Approved
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	2,682	7,000	7,000	3,600
0752 BOND - PRINCIPAL	573,631	765,000	765,000	785,000
0754 BOND - INTEREST	509,803	672,300	672,300	616,550
0772 NTMWD - PRINCIPAL	395,000	287,000	287,000	197,000
0774 NTMWD - INTEREST	82,148	169,495	169,495	264,600
<b>Debt Service TOTAL . . . . .:</b>	<b>1,563,264</b>	<b>1,900,795</b>	<b>1,900,795</b>	<b>1,866,750</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

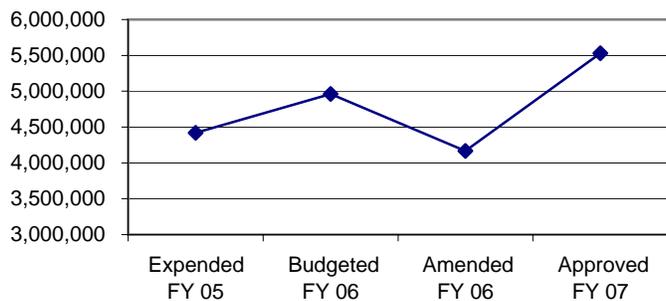
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	533,433	609,500	595,350	675,200
Contractual	2,602,896	2,775,850	2,794,150	2,958,100
Supplies	245,274	278,450	311,450	307,100
Operational	4,115	7,250	9,900	7,000
Utilities	322,337	304,600	329,600	329,600
Capital	712,584	985,850	126,850	1,254,600
<b>Total</b>	<b>4,420,638</b>	<b>4,961,500</b>	<b>4,167,300</b>	<b>5,531,600</b>

### Personnel Schedule

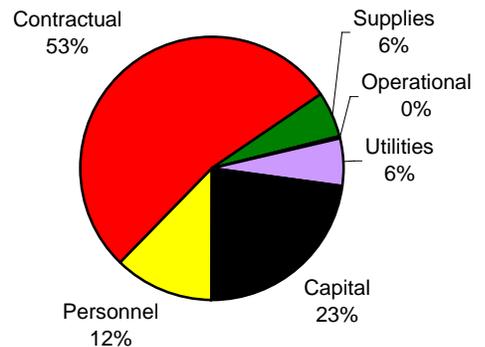
<u>Position</u>	<u>Classification</u>	<u>FY 06 Approved</u>	<u>FY 07 Approved</u>
Water/Wastewater Superintendent	24	1	1
Water Operations Manager	21	1	1
Pump Tech II	13	1	1
Crew Leader	13	1	1
Equipment Operator II	10	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	3	4

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	63,762	114,500	83,800	123,000
0107	SALARIES & WAGES-LABOR	295,924	324,700	343,000	369,800

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107**

**New Position**

Maintenance Worker II

Due to the growth of the City, we need an additional maintenance crew. The crew is 2 maintenance workers, an equipment operator and a crew chief. We will utilize the first hire this year as a valve person. We need to be working the valves in the City to keep them working correctly. We will be putting a valve operating plan together early next year. As we build the crew, we will utilize the new hires to catch up on our fire hydrant maintenance program. Grade 8

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	83,452	80,000	68,000	80,000
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<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>443,138</b>	<b>519,200</b>	<b>494,800</b>	<b>572,800</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	1,800
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0113**

**Certification Pay**

Certification pay for the following licenses or certifications:

Class C Water Distribution- 2 at \$300

Class B Water Distribution- 1 at \$300

Class B CDL- 1 at \$300

Class A CDL- 2 at \$300

TOTAL: \$1,800

0114	LONGEVITY PAY	2,390	3,000	3,250	3,900
0120	FICA & MEDICARE EXPENSE	32,755	33,500	37,500	37,700
0122	T.M.R.S. RETIREMENT EXP.	55,150	53,800	59,800	59,000

<b>Benefits TOTAL . . . . . :</b>	<b>90,295</b>	<b>90,300</b>	<b>100,550</b>	<b>102,400</b>
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**20 Contractual**

0211	LEGAL	40,667	25,000	25,000	40,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0211**

**Legal fees for CCN Acquisition**

This is for the attorney fees associated with CCN acquisition.

We will be acquiring at least 2 areas

TOTAL: \$25,000

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0213	CONSULTING FEES	46,352	30,000	30,000	30,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0213** **Engineering Services**

Engineering services for water availability for new subdivisions, CCN acquisition support, annexation impact on our system.

TOTAL: \$30,000

0231	SERVICE-MAINT. CONTRACTS	9,439	13,550	13,550	13,550
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231** **Service Contracts**

Copier \$400

0233	ADVERTISING	138	500	500	500
0237	UNIFORM SERVICE	7,195	8,000	8,000	8,250
0240	EQUIPMENT REPAIRS	8,999	8,000	8,000	8,000
0242	EQUIPMENT RENTAL & LEASE	2,761	11,500	11,500	17,500

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0242** **Service Contracts and Equipment Rental**

Pagers \$1,560

Copier 2,400 (Konica Bizhub 420 Digital)

Replace old copier (7 yrs old) becoming difficult to get repair parts.

Put up and take down and store Christmas tree on tower- 2 at \$1,000

Crane Rental to pull pump motor= \$11,500

TOTAL: \$17,500.

0244	BUILDING REPAIRS	11,097	24,000	24,000	31,500
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0244** **Bay Enclosures**

Funds are needed to enclose the open bays which face the west. They cannot be secured and we cannot keep the equipment out of the weather. This would allow for rolling doors and shelving. \$31,500.

CITY MANAGER'S COMMENTS: Approved

0246	VEHICLE REPAIRS	21,600	16,500	22,500	19,800
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0246** **Vehicle Repair and Maintenance**

Amended Budget:

Transmission Rebuilds required on 2 large trucks this year.

0258	SECURITY SERVICES	25,200	27,600	27,600	27,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0258** **Security Services**  
 Security Patrol: \$2,300 per month= \$27,600

0280	STATE PERMITS	8,518	13,000	13,000	14,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0280** **State Permits**  
 \$5,500 TDH Chemical Sampling  
 3,000 TCEQ Lead and Copper Sampling  
 5,500 State System Permit  
 TOTAL: \$14,000

0281	METER REPAIR & REPLACEMENT	17,020	15,000	10,000	15,000
0287	WATER PURCHASES	2,290,163	2,545,200	2,545,200	2,672,400
0288	WATERLINE REPAIR & REPLACEMENT	13,826	20,000	20,000	20,000
0289	RESERVOIR MAINT. & REPAIR	99,921	18,000	35,300	40,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289** **Reservoir Maintenance and Repair**  
 Amended Budget:  
 Paint 1MG Eastside Tank during construction of new storage tank  
 Clean 3MG Heath Tank due to sediment  
 Minor Tank Cleaning- Boydston and Southside at \$1,995 ea  
     Heath 3 MG done in 2006  
     New Springer 2 MG= \$1,995.  
 Tank Cleaning- Eastside 1 MG= \$3,600.  
 Rebuild Pump and Motor- 1 at Eastside and 1 at Heath, 2 at \$12,000ea  
 Spare Sump Pump- 1 at each pump station, 2 at \$325  
 Misc. Repairs= \$6,000.  
 TOTAL: \$40,000

CITY MANAGER'S COMMENTS: Approved

<b>Contractual TOTAL . . . . .:</b>	<b>2,602,896</b>	<b>2,775,850</b>	<b>2,794,150</b>	<b>2,958,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,386	1,700	1,700	1,700
0310	PRINTING & BINDING	4,811	5,000	15,000	11,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0310** **Printing**  
 Amended Budget:  
 Printing for Stage 3 Drought restrictions and supplemental mailings to promote conservation.

CCR printing approximately \$5,000.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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TOTAL: \$11,000

0323	SMALL TOOLS	3,660	3,250	5,750	3,900
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0323** **Small Tools**

- \$ 250 Valve Wrench Kit
- 740 Hach CL2 Test Kit- 2 at \$370
- 400 18V Dewalt Cordless Drill Set
- 600 Loop Calibrator (electric meter)
- 400 Rechargeable Flashlights(4)
- 570 3-inch Honda Pump (excavations)
- 380 1-inch Honda Pump (excavations)
- 105 Hand Pump- 3 at \$35 each
- 500 Misc. Hand Tools

CITY MANAGER'S COMMENTS: Approved

0325	SAFETY SUPPLIES	2,013	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	31,389	25,000	40,000	40,000
0333	CHEMICAL	1,617	2,000	2,500	2,500
0341	CONSTRUCTION & REPAIR SU	8,483	8,500	13,500	12,000
0347	GENERAL MAINT. SUPPLY	10,576	10,000	10,000	10,000
0380	FIRE HYDRANT MAINT SUPPLY	9,844	11,000	11,000	11,000
0381	WATER PIPE FITTINGS	23,221	25,000	25,000	28,000
0382	METER SUPPLIES	148,274	185,000	185,000	185,000

<b>Supplies TOTAL . . . . . :</b>	<b>245,274</b>	<b>278,450</b>	<b>311,450</b>	<b>307,100</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	494	1,000	1,000	1,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0410** **Dues**

- \$ 120 APWA (CT)
- 120 APWA (WE)
- 250 AWWA (CT)
- 510 Other

TOTAL: \$1,000

0415	RECRUITING EXPENSES	58	750	4,400	750
0430	TUITION & TRAINING	3,497	3,500	3,500	4,250

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0430** **Tuition and Training**  
 On-line CEU Course (to be split with Sewer Depart.)- 1/2 of \$2,500  
 Normal Tuition and Training= \$3,000.  
 TOTAL: \$4,250

0436	TRAVEL	66	2,000	1,000	1,000
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<b>Operational TOTAL . . . . . :</b>	<b>4,115</b>	<b>7,250</b>	<b>9,900</b>	<b>7,000</b>
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**50 Utilities**

0501	ELECTRICITY	305,952	290,000	315,000	315,000
0507	CELLULAR TELEPHONE	4,501	5,100	5,100	5,100
0508	TELEPHONE SERVICE	11,334	9,500	9,500	9,500
0513	WATER	549	0	0	0

<b>Utilities TOTAL . . . . . :</b>	<b>322,336</b>	<b>304,600</b>	<b>329,600</b>	<b>329,600</b>
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**60 Capital**

0603	BUILDINGS	0	108,350	108,350	0
0610	FURNITURE & FIXTURES	801	0	0	1,950

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0610** **Furniture**  
 \$ 800 Flat File for as-built plans  
 1,161 Storage Cabinet for Eastside Pump Station oil and grease  
 TOTAL: \$1,961

CITY MANAGER'S COMMENTS: Approved

0617	RADIO EQUIPMENT	0	5,000	5,000	5,100
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0617** **Radios for New Trucks**  
 Radio for new truck- 2 at \$2,550 each

CITY MANAGER'S COMMENTS: Approved

0621	FIELD MACHINERY & EQUIPMENT	0	0	0	2,550
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621** **Field Equipment**  
 \$ 1,525 EMS Pad Locator for line locates  
 1,000 Honda Generator for new truck  
 \$ 2,525 TOTAL

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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0623	VEHICLES	0	16,500	13,500	89,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0623** **Trucks**

\$41,000 Ford F-550 Diesel Truck, Crew Cab, closed bed with roll up door

\$48,000 (3) Ford F-150 Pickup, 6 cylinder, duty truck, behind cab tool box= \$48,000. 1 for Duty Truck and 2 meter techs

TOTAL: \$89,000

CITY MANAGER'S COMMENTS: Approved

0631	LINE EXTENSION & REPAIR	3,683	0	0	0
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0638	SYSTEM ACQUISITION	708,099	856,000	0	1,156,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0638** **System Acquisition**

We anticipate purchasing the right to serve from Mt. Zion Water Supply, Blackland Water Supply and RCH Water Supply this year. We budget \$300,000 annually and roll forward any unused funds each year.

<b>Capital TOTAL . . . . . :</b>	<b>712,583</b>	<b>985,850</b>	<b>126,850</b>	<b>1,254,600</b>
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<b>Water Operations TOTAL :</b>	<b>4,420,637</b>	<b>4,961,500</b>	<b>4,167,300</b>	<b>5,531,600</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

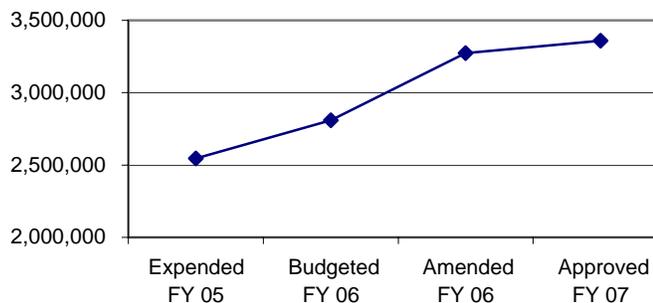
	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	373,225	483,825	452,425	529,800
Contractual	1,987,474	2,187,275	2,619,725	2,543,100
Supplies	60,852	59,350	79,850	109,400
Operational	2,319	2,250	3,050	4,100
Utilities	63,366	67,300	97,300	97,300
Capital	58,445	8,500	20,500	76,100
<b>Total</b>	<b>2,545,680</b>	<b>2,808,500</b>	<b>3,272,850</b>	<b>3,359,800</b>

### Personnel Schedule

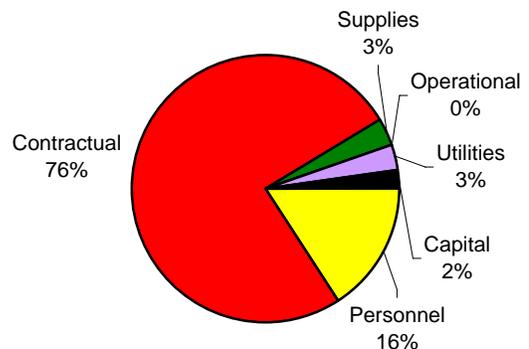
Position	Classification	FY 06 Approved	FY 07 Approved
Sewer Operations Manager	21	1	1
Pump Tech III	17	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	4	5

### Activity Trends

**Financial History**



**FY 2007 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**10 Salaries & Wages**

0107 SALARIES & WAGES-LABOR	279,166	46,500	340,675	416,500
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0107** **New Position**  
 Maintenance Worker II

Due to the growth of the City and additional TCEQ requirements, we need an additional maintenance crew. The crew is 2 maintenance workers, an equipment operator and a crew chief. We will be able to use the workers until the crew is formed to add additional help to the existing crew, to monitor our grease problem lines and manholes, and to do repairs investigations of possible inflow and infiltration areas. The monitoring and breakup (cleaning) of grease in existing lift stations can also be performed. Grade 8

CITY MANAGER'S COMMENTS: Approved

0109 SALARIES & WAGES-OVERTIME	28,908	332,500	33,700	27,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>308,074</b>	<b>379,000</b>	<b>374,375</b>	<b>443,500</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	0	0	0	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0113** **Certification Pay**  
 \$ 300 Class II Waste Water Collection  
 600 Class B CDL- 2 at \$300  
 300 Class A CDL  
 \$1,200 TOTAL

0114 LONGEVITY PAY	2,420	2,850	2,850	3,400
0120 FICA & MEDICARE EXPENSE	23,710	29,000	28,600	31,800
0122 T.M.R.S. RETIREMENT EXP.	39,021	46,500	46,600	49,900

<b>Benefits TOTAL . . . . :</b>	<b>65,151</b>	<b>78,350</b>	<b>78,050</b>	<b>86,300</b>
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**20 Contractual**

0213 CONSULTING FEES	27,607	22,400	44,400	33,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0213** **Consulting Fees**

Amended Budget:

Additional ETJ studies lift station reviews and drainage infiltration studies were performed this year.

Proposed Budget:

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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Consulting Services to study sewer needs for newly annexed or possible annex areas. Review of private lift stations. Surveying services for sewer projects that are not CIP funded. Sewer capacity determination for new subdivisions located in fringe areas within the City. \$18,000. Add 4 new lift stations to SCADA system- 4 at \$3750= \$15,000. TOTAL: \$33,000

CITY MANAGER'S COMMENTS: Approved

0231	SERVICE-MAINT. CONTRACTS	6,009	9,900	9,900	11,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231** **Service/Maintenance Contracts**

SCADA Software Support \$4,000  
 Generator Maintenance Agreement-  
     6 at \$671 ea                      4,026  
     2 tower type at \$920 ea        1,840  
     2 Mobile at \$920 ea            1,840  
 TOTAL: \$11,706

0233	ADVERTISING	0	250	250	250
0237	UNIFORM SERVICE	5,936	5,400	8,400	5,400
0240	EQUIPMENT REPAIRS	10,476	6,000	8,500	9,000
0242	EQUIPMENT RENTAL & LEASE	1,293	2,500	4,000	2,600

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0242** **Service Contracts**

Pagers \$600  
 1/2 of a new copier for water and sewer

0246	VEHICLE REPAIRS	10,208	5,000	10,000	10,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0246** **Vehicle Repair & Maintenance**

New Rear End for Unit 139= \$4,000.  
 Misc. Repair, washing,oil changes \$6,000.

0279	INDUSTRIAL PRE-TREATMENT	19,180	8,625	8,625	9,150
0282	LIFT STA. REPAIR & MAINTENANCE	47,194	190,000	271,450	32,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282** **Rebuild Lift Station and Pump Motor**

Amended Budget:  
 Lift Station at Chandlers Marina bid came in higher than estimated.  
 Rebuild pump and motor at 4 lift stations (2 pumps and motors at each)\$8,000 per station= \$32,000.

0284	SEWER LINE REPAIR & REPLACEMENT	9,861	10,000	327,000	130,000
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284**

**Sewer Line Repair/ Replacement**

Amended Budget:

- \$ 27,000 Seawall to protect line
- \$253,500 Emergency Repair - infiltration
- \$ 49,000 Engineering

As part of our plan with the TCEQ to address infiltration issues we are budgeting \$100,000 for repair/replacement of substandard lines. We will also need to budget I and I study/investigation money at \$30,000

TOTAL: \$130,000

0285	NO.TREATMENT PLANT-SQUABBLE	284,158	208,150	208,150	329,450
0286	SO.TREATMENT PLANT-BUFFALO C	557,557	386,750	386,750	610,500
0292	WASTEWATER TREATMENT	1,007,993	1,332,300	1,332,300	1,360,050

<b>Contractual TOTAL . . . . :</b>	<b>1,987,472</b>	<b>2,187,275</b>	<b>2,619,725</b>	<b>2,543,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	414	500	500	500
0323	SMALL TOOLS	3,138	2,850	3,850	2,900

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0323**

**Small Tools**

- \$ 720 2 - 31cc Honda Weed Eater(4 stroke)
- 621 2 - Ratchet Knockout Tools
- 1,350 Misc. Small Tools
- Internal PVC Pipe Cutter-
  - 4-inch at \$85 per each= \$85.
  - 6-inch at \$115 per each= \$115.

CITY MANAGER'S COMMENTS: Approved

0325	SAFETY SUPPLIES	6,483	2,000	4,000	2,600
0331	FUEL & LUBRICANTS	16,106	14,000	21,000	21,000
0333	CHEMICAL	4,200	5,000	5,000	5,000
0341	CONSTRUCTION & REPAIR SU	7,845	8,000	11,000	9,000
0347	GENERAL MAINT. SUPPLY	10,862	7,000	9,500	10,000
0385	LIFT STATION SUPPLIES	11,805	20,000	25,000	58,400

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0385**

**Lift Station Supplies**

Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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\$ 840 Zoom Modems for Lift Station Communication- 12 at \$70 ea  
 10,000 Misc. Parts for Lift Stations (floats, small pumps, panels)  
 28,800 Safety Grates for top of Lift Stations- 12 at \$2,400 ea  
 13,404 Lift Station Mixers (break up grease) 2 at \$6,702 ea  
 5,360 UPS Battery Backup for Lift Stations  
 \$58,404 TOTAL

CITY MANAGER'S COMMENTS: Approved

<b>Supplies TOTAL . . . . . :</b>	<b>60,853</b>	<b>59,350</b>	<b>79,850</b>	<b>109,400</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	320	450	450	600
0415 RECRUITING EXPENSES	920	150	150	250
0430 TUITION & TRAINING	1,078	1,150	2,150	2,750

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0430** **Tuition and Training**

On-line CEU Training- Split with Water Dept.- 1/2 of \$2,500  
 Misc. Training= \$1,500.  
 TOTAL: \$2,750

0436 TRAVEL	0	500	300	500
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<b>Operational TOTAL . . . . . :</b>	<b>2,318</b>	<b>2,250</b>	<b>3,050</b>	<b>4,100</b>
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**50 Utilities**

0501 ELECTRICITY	61,659	65,000	95,000	95,000
0507 CELLULAR TELEPHONE	1,706	2,300	2,300	2,300

<b>Utilities TOTAL . . . . . :</b>	<b>63,365</b>	<b>67,300</b>	<b>97,300</b>	<b>97,300</b>
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**60 Capital**

0617 RADIO EQUIPMENT	0	2,500	2,500	5,100
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0617** **Radios for New Trucks**

Radio for New Truck- 2 at \$2,550 each

CITY MANAGER'S COMMENTS: Approved

0621 FIELD MACHINERY & EQUIPMENT	51443	0	0	2,500
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621** **Field Equipment**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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Air Compressor for Unit 126 \$2,500

CITY MANAGER'S COMMENTS: Approved

0623	VEHICLES	0	0	0	56,500
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623** **Trucks**

\$32,000 F-350 1 Ton Diesel Truck, Dually, utility bed, for lift station service truck

24,500 F-250 3/4 Ton Truck, Service Body, for pump service truck

\$56,500 TOTAL

CITY MANAGER'S COMMENTS: Approved

0637	SCADA EQUIPMENT	7,002	6,000	18,000	12,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0637** **SCADA Equipment**

Amended Budget:

For unexpected lift station equipment (private development)

Proposed Budget:

SCADA Equipment- 3 subdivision stations at \$4,000 ea \$12,000.

CITY MANAGER'S COMMENTS: Approved

<b>Capital TOTAL . . . . . :</b>	<b>58,445</b>	<b>8,500</b>	<b>20,500</b>	<b>76,100</b>
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<b>Sewer Operations TOTAL . . :</b>	<b>2,545,678</b>	<b>2,782,025</b>	<b>3,272,850</b>	<b>3,359,800</b>
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## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	3,114,234	3,670,000	3,730,000	6,179,300
Total Expenditures	2,653,097	3,709,900	3,709,900	6,605,200
Excess Revenues Over (Under) Expenditures	461,138	(39,900)	20,100	(425,900)
Fund Balance - Beginning	694,759	883,109	1,155,896	1,175,996
Fund Balance - Ending	1,155,896	843,209	1,175,996	750,096

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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04 Debt Service
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Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	31,812	20,000	50,000	50,000
4100	Current Taxes	3,000,923	3,595,000	3,615,000	6,074,300
4105	Delinquent Taxes	48,137	30,000	35,000	30,000
4110	Penalty & Interest	33,363	25,000	30,000	25,000
<b>Total Revenues</b>		<b>3,114,234</b>	<b>3,670,000</b>	<b>3,730,000</b>	<b>6,179,300</b>

**SUMMARY OF EXPENDITURES**

**Fund**

04 Debt Service

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Debt Service	2,653,097	3,709,900	3,709,900	6,605,200
<b>Total Expenditures</b>	<b>2,653,097</b>	<b>3,709,900</b>	<b>3,709,900</b>	<b>6,605,200</b>

## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	09 Long Term Debt

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
750	Admin. Fees	5,063	10,000	10,000	10,800
752	Bonds - Principal	876,369	1,170,000	1,170,000	2,332,350
754	Bonds - Interest	530,000	974,000	974,000	2,760,200
762	Contractual Oblig.-Prin.	75,000	30,000	30,000	35,000
764	Contractual Oblig.-Int.	19,265	15,850	15,850	14,550
758	Tax Note - Princ.	-	70,000	70,000	-
766	Tax Note - Int.	3,500	3,500	3,500	-
768	Certificates - Principal	850,000	1,215,000	1,215,000	1,230,000
770	Certificates - Interest	425,114	221,550	221,550	222,300
<b>Total Debt Service</b>		<b>2,784,310</b>	<b>3,709,900</b>	<b>3,709,900</b>	<b>6,605,200</b>

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	-	90,915	90,915	365,600
Total Expenditures	-	710,925	710,925	910,250
Excess Revenues Over (Under) Expenditures	-	(620,010)	(620,010)	(544,650)
Net Other Financing Sources (Uses)	-	620,010	620,010	544,650
Net Gain (Loss)	-	-	-	-
Fund Balance - Beginning	-	-	-	-
Fund Balance - Ending	-	-	-	-

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	-	-	-	-
4100	Current Taxes	-	10,915	10,915	127,600
4105	Delinquent Taxes	-	-	-	-
4110	Penalty & Interest	-	-	-	-
4150	Sales Taxes	-	80,000	80,000	238,000
<b>Total Revenues</b>		-	90,915	90,915	365,600

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In:				
From Economic Development Cor	-	620,010	620,010	544,650
<b>Total Other Financing Sources</b>	-	620,010	620,010	544,650
Other Financing Uses				
<b>Total Other Financing Uses</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	-	620,010	620,010	544,650

\* Transfer in from Rockwall Economic Development Corporation is as contractually agreed for the second year's debt service payments in excess of available revenues.

**SUMMARY OF EXPENDITURES****Fund**

05 Harbor Debt Service

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Debt Service	-	710,925	710,925	910,250
Total Expenditures	-	710,925	710,925	910,250

## LONG TERM DEBT

Fund	Department	Division
05 Harbor Debt Service	90 Finance	09 Long Term Debt

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
750	Admin. Fees	-	-	-	2,400
752	Bonds - Principal	-	-	-	
754	Bonds - Interest	-	-	-	
762	Contractual Oblig.-Prin.	-	-	-	
764	Contractual Oblig.-Int.	-	-	-	
766	Tax Note - Int.	-	-	-	
768	Certificates - Principal	-	169,000	169,000	220,000
770	Certificates - Interest	-	541,925	541,925	687,850
<b>Total Debt Service</b>		-	710,925	710,925	910,250

## SUMMARY OF OPERATIONS

**Fund**

10 Cemetery

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	59,921	6,300	31,800	4,800
Total Expenditures	165,615	33,800	43,800	-
Excess Revenues Over (Under) Expenditures	(105,694)	(27,500)	(12,000)	4,800
Fund Balance - Beginning	196,909	51,209	91,215	79,215
Fund Balance - Ending	91,215	23,709	79,215	84,015

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	3,571	500	1,000	1,000
4050	Donations/Bequests	-	-	-	-
4720	Cemetery Receipts	55,525	5,000	30,000	3,000
4722	Registration & Permit Fees	825	800	800	800
Total Revenues		59,921	6,300	31,800	4,800

**SUMMARY OF EXPENDITURES****Fund**

10 Cemetery

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	12,746	20,000	30,000	-
Supplies	-	13,800	13,800	-
Capital	152,869	-	-	-
<b>Total</b>	<b>165,615</b>	<b>33,800</b>	<b>43,800</b>	<b>-</b>

<b>Fund</b>				
10 Cemetery				
<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
<b>20 Contractual</b>				
0213 CONSULTING FEES	8,966	0	0	0
0235 BANK CHARGES	0	0	0	0
0247 GROUNDS MAINTENANCE	3,780	20,000	30,000	0
<b>Contractual TOTAL . . . . .:</b>	<b>12,746</b>	<b>20,000</b>	<b>30,000</b>	<b>0</b>
<b>30 Supplies</b>				
0341 CONSTRUCTION & REPAIR SU	0	13,800	13,800	0
<b>Supplies TOTAL . . . . .:</b>	<b>0</b>	<b>13,800</b>	<b>13,800</b>	<b>0</b>
<b>60 Capital</b>				
0633 INFRASTRUCTURE IMPROVEMENT:	152,869	0	0	0
<b>Capital TOTAL . . . . .:</b>	<b>152,869</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cemetery Fund TOTAL . .:</b>	<b>165,615</b>	<b>33,800</b>	<b>43,800</b>	<b>0</b>

## SUMMARY OF OPERATIONS

**Fund**

11 Police Investigations

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	82,557	54,350	81,500	62,000
Total Expenditures	24,125	12,200	167,000	63,400
Excess Revenues Over (Under) Expenditures	58,432	42,150	(85,500)	(1,400)
Net Other Financing Sources (Uses)	(14,134)	(20,000)	55,450	(25,000)
Net Gain (Loss)	44,298	22,150	(30,050)	(26,400)
Fund Balance - Beginning	97,193	128,043	141,491	111,441
Fund Balance - Ending	141,491	150,193	111,441	85,041

## SUMMARY OF REVENUES

**Fund**

11 Police Investigations

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	2,161	350	1,500	2,000
4054	Donations - Police Activities	8,385	-	12,000	-
4055	Donations - Cops for Kids	6,719	4,000	1,000	2,000
4056	Donations - Animal Control	9,659	-	10,000	-
4059	Donations - Training/CERT	1,850	-	2,000	-
4415	Court Security Fee	22,378	20,000	22,000	22,000
4420	Technology Fee	27,280	24,000	29,000	32,000
4425	Child Safety Fines	4,125	6,000	4,000	4,000
Total Revenues		82,557	54,350	81,500	62,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Police Investigation

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	75,450	27,000
<b>Total Other Financing Sources</b>	-	-	75,450	27,000
Operating Transfers Out				
To General Fund	14,134	20,000	20,000	52,000
<b>Total Other Financing Uses</b>	14,134	20,000	20,000	52,000
<b>Net Other Financing Sources (Uses)</b>	(14,134)	(20,000)	55,450	(25,000)

**SUMMARY OF EXPENDITURES****Fund**

11 Police Investigation

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operations	7,607	10,200	300	-
Capital Outlay	16,518	2,000	166,700	63,400
<b>Total Expenditures</b>	<b>24,125</b>	<b>12,200</b>	<b>167,000</b>	<b>63,400</b>

## DIVISION SUMMARY

Fund	Department	Division
11 Police Investigations	30 Police	31 Police Administration

### Expenditure Summary

	Actual <u>04-05</u>	Budgeted <u>05-06</u>	Amended <u>05-06</u>	Adopted <u>06-07</u>
Operational	7,607	10,200	300	-
Capital	16,518	2,000	166,700	63,400
Total	<u>24,125</u>	<u>12,200</u>	<u>167,000</u>	<u>63,400</u>

<b>Fund</b>
11 Police Investigations

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>40 Operational</b>				
0430 TUITION & TRAINING	6,433	0	0	0
0462 D.A.R.E. EXPENSES	0	5,000	0	0
0464 ON MY OWN EXPENSES	0	200	200	0
0465 TOYS FOR KIDS EXPENSES	1,174	5,000	100	0
<b>Operational TOTAL . . . . .:</b>	<b>7,607</b>	<b>10,200</b>	<b>300</b>	<b>0</b>

**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	152,700	27,000
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**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0612** **Additional Ticket Writers**

As discussed with Council during the approval process for the Electronic Ticket Writers, we will add an additional 10 handhelds in order to allow each car to be assigned a unit rather than checking them out. This will save on wear and tear as they will be mounted securely in the cars until needed.

CITY MANAGER'S COMMENTS: Approved

0621 FIELD MACHINERY & EQUIPMENT	0	0	0	19,600
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**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0621** **School Zone Lights**

Purchase seven new school zone lights.  
One light is to replace the unit on the north end of Clark Street for Dobbs Elementary, three lights are for Utley Freshman Center and three lights are for the two new elementary schools. They are all solar powered. The cost is \$19,600.

CITY MANAGER'S COMMENTS: Approved. Funds are available from state mandated fees assessed on traffic tickets written in school zones.

0624 POLICE EQUIPMENT	498	2,000	14,000	0
0626 COURT SECURITY EQUIPMENT	16,020	0	0	16,800

**DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0626** **Speaker System**

Staff requests to change the glass in the court window area to bullet-proof glass with a speaker system. The current glass is inadequate for a court area and provides only a small round opening for customers to speak through. The customer is extremely hard to hear and so is the clerk.

Speakers would be installed in the new glass to facilitate easier communication between the parties.

CITY MANAGER'S COMMENTS: Approved, Court Security funds are available to pay for this project as is allowed under state statute.

<b>Capital TOTAL . . . . .:</b>	<b>16,518</b>	<b>2,000</b>	<b>166,700</b>	<b>63,400</b>
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<b>Police Investigations TOTAL EXPENSE . . :</b>	<b>24,125</b>	<b>12,200</b>	<b>167,000</b>	<b>63,400</b>
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## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	351,239	194,750	269,950	386,750
Total Expenditures	499,593	150,300	294,800	453,900
Excess Revenues Over (Under) Expenditures	(148,353)	44,450	(24,850)	(67,150)
Net Other Financing Sources (Uses)	526,474	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	378,121	(5,550)	(74,850)	(117,150)
Fund Balance - Beginning	38,691	375,991	416,812	341,962
Fund Balance - Ending	416,812	370,441	341,962	224,812

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	623	750	750	5,000
4019	Misc. Revenue	8	-	-	-
4050	Donations	-	-	10,400	-
4250	Recreation Program Fees	102,479	90,000	110,000	115,000
4253	The Center 7% Fee	948	1,000	500	750
4680	Developer Contributions	132,448	-	38,300	156,000
4700	Marina Leases	103,561	103,000	103,000	105,000
4750	Land Lease Revenues	11,172	-	7,000	5,000
Total Revenues		351,239	194,750	269,950	386,750

Amended Donations includes funds received from Old Town Assn for Lofland Park Train Project

Developer Contributions are collected when a development begins. Funds are held in escrow until needed for a project.

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In				
From General Fund	547,000	-	-	-
From 99 Bonds	29,474	-	-	-
<b>Total Other Financing Sources</b>	<b>576,474</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
To Kidzone	-	-	-	-
<b>Total Other Financing Uses</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>526,474</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

**SUMMARY OF EXPENDITURES****Fund**

12 Recreational Development

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	105,464	94,800	106,300	74,900
Supplies	1,544	25,500	25,500	40,000
Operations	-	-	-	70,000
Capital Outlay	392,584	30,000	163,000	269,000
<b>Total Expenditures</b>	<b>499,593</b>	<b>150,300</b>	<b>294,800</b>	<b>453,900</b>

## DIVISION SUMMARY

Fund	Department	Division
12 Recreational Development	45 Parks	45 Parks

### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	105,464	94,800	106,300	74,900
Supplies	1,544	25,500	25,500	40,000
Operational	-	-	-	70,000
Capital	392,584	30,000	163,000	269,000
<b>Total</b>	<b>499,593</b>	<b>150,300</b>	<b>294,800</b>	<b>453,900</b>

<b>Fund</b>
12 Recreational Development

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**20 Contractual**

0213 CONSULTING FEES	38,576	27,500	27,500	15,000
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0213** **Miscellaneous Park Consulting**

For the past six years, we have needed outside consulting services that were unexpected. These services may be related to a specific project or a prospective piece of property. This project will allow us to continue to use these services as needed. The project amount is \$15,000.

CITY MANAGER'S COMMENTS: Approved

0235 BANK CHARGES	0	300	300	300
0239 RECREATION CONTRACT	66,889	42,000	53,500	45,000
0245 POOL REPAIR & MAINT	0	25,000	25,000	14,600

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0245** **Pool Replastering**

We had several areas this Spring where the existing plaster has come off of the surface and the surface was pitted. Our crew tried to re-plaster these areas and the material has come off again. At this time, we believe we need to completely remove the existing plaster and re-apply new material. We received a quote from Pool Kare who has completed much of our work at both of our pools over the past twenty years. The cost of the re-plastering is roughly \$14,000.

CITY MANAGER'S COMMENTS: Approved

<b>Contractual TOTAL . . . . . :</b>	<b>105,465</b>	<b>94,800</b>	<b>106,300</b>	<b>74,900</b>
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**30 Supplies**

0391 RECREATION PROG. SUPPLY	1,544	25,500	25,500	0
0392 SIGNS AND SIGNALS	0	0	0	40,000

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0392** **Signage Change for Southside Park**

A group has made an appointment with the park Board to discuss renaming Southside Park to Gloria Williams Park. If a recommendation is made to the City Council by the Park Board supporting the change, we will need to change the existing sign. The project cost is \$6,000.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>
12 Recreational Development

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0392** **Park Signage Program**

This project, if funded, will create standardized signage to be used throughout all of our parks. The signage will be used to convey park policies, directional signs, trail locations and provide identification to our facilities and amenities. The first phase will include the design characteristics of the signs, 14 directional signs, a "downtown" wayfinder sign and a new entry sign to the Tuttle Complex. The project cost is \$14,000.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0392** **Christmas Decorations**

We get many requests each year to improve the quality and quantity of our Christmas decorations, especially on the Square. This project is for the purchase of several Christmas decorations that will be on and around the Square each year. The project cost is \$20,000

CITY MANAGER'S COMMENTS: Approved

<b>Supplies TOTAL . . . . . :</b>	<b>1,544</b>	<b>25,500</b>	<b>25,500</b>	<b>40,000</b>
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**40 Operational**

0409	GRANT MATCHING	0	0	0	70,000
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0409** **Boat Ramp Project Grant Match**

Of the \$400,000 project cost, we are responsible for 25% or 100,000. The funding source was included in the funds borrowed from the General Fund in 2005. We have paid a portion of this amount during this fiscal year. The project cost for this year is \$70,000.

CITY MANAGER'S COMMENTS: Approved

<b>Operational TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,000</b>
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**60 Capital**

0633	INFRASTRUCTURE IMPROVEMENT:	391,176	10,000	120,000	269,000
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **Yellowjacket Park Improvements**

As a part of our agreement with Lakepointe Church for the improvements made to Yellowjacket Park by the church, the City was to build a permanent rest room facility at the site. The rest room would be identical to the rest rooms built at Myers Park in 2004. We have been using portable units for the past several years and they have not provided the customer with the most positive experience.

The cost for the new rest room facility is \$90,000. Also included in the request is a shade structure to be built over the existing playground. The canopy would provide shade as well as protection from foul balls. The shade structure is \$13,000. We also need to expand the irrigation system to provide coverage for the landscaping near the perimeter of the park.

The total cost of the improvements is \$110,000 and is funded in full by development fees.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>
12 Recreational Development

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633 Henry M. Chandler Park Improvements**

The project is to install an automatic irrigation system at Henry M. Chandler Park. The park is used for recreational youth practices and provides a large open play area. The turf is in generally poor condition because of the lack of an irrigation system.

The cost to install the system using department labor is \$9,000, approximately \$6,000 of which will be funded by Park Equipment fees collected within the district.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633 Windmill Ridge Park Improvements**

The existing pavilion at Windmill Ridge Park is in need of repair. We propose to re-build the structure to be in line with other park pavilions at Myers Park. The reconstruction will cost \$20,000. We also propose to add site furnishing to both phases of the park, and would be the same equipment we are using in the current neighborhood park construction projects. The third phase of the improvements would add additional playground equipment and upgrade the existing pieces. The equipment and furnishing would total about \$26,000.

The total cost of the improvements is \$46,000 approximately \$40,000 is funded by development fees.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633 SH 66 Boat Ramp Parking Lot**

The Boat Ramp Parking lot is in poor condition and needs to be replaced. When the parking lot was last rebuilt, a chemical stabilization product was used and did not work properly. This project is to remove the existing parking lot and base and replace with a lime base and overly with asphalt.

The project cost is \$90,000.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633 Tuttle Field Re-Lamp**

The average lifespan of a ballfield lamp is 3,000 hours and we have many that are very close to the end of being functional. We replace several each year on an as needed basis but we believe we can be more efficient replacing all of the lamps on Fields 1-4 with new lamps and take the lamps that have been recently replaced on Fields 1-4 and use them to relamp fields 5 and 6. This should not have to be done again for 9-10 years.

The project cost is \$16,000.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>
12 Recreational Development

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **18 Hole Disc Golf Course**

Although disc golf has not scored high as a need compared to a lot of other facilities, it is a nice amenity to offer in a large community park such as Myers Park. Myers Park has large areas that are not suitable for other "mainstream" recreational opportunities but are very conducive to the creation of a disc golf course. The project includes the equipment and design and will be installed by our crews. Disc golf will serve a segment of our population that we typically do not serve and is a healthy form of exercise that doesn't require expensive equipment to participate or fees.

The total project cost is \$14,000.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633** **Downtown Landscape Improvements**

There was a great deal of emphasis this past year to improve the landscaping on the Square. A landscape plan was completed that is in concert with the downtown plan and has the approval of the downtown merchant's business association. The total cost of implementation is \$35,000 and we have completed approximately \$5,000 through this year's budget.

The project cost is \$30,000 to complete the remaining elements.

CITY MANAGER'S COMMENTS: Approved

0643	PLAYGROUND EQUIPMENT	1,408	20,000	43,000	0
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<b>Capital TOTAL . . . . .:</b>	<b>392,584</b>	<b>30,000</b>	<b>163,000</b>	<b>269,000</b>
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<b>REC DEV TOTAL EXPENSE . . :</b>	<b>499,593</b>	<b>150,300</b>	<b>294,800</b>	<b>453,900</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	-	-	-	31,600
Total Expenditures	-	-	-	158,000
Excess Revenues Over (Under) Expenditures	-	-	-	(126,400)
Net Other Financing Sources (Uses)	-	-	-	126,400
Net Gain (Loss)	-	-	-	-
Fund Balance - Beginning	-	-	-	-
Fund Balance - Ending	-	-	-	-

**SUMMARY OF REVENUES****Fund**

13 Radio System

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4530	City Contracts	-	-	-	31,600
	Total Revenues	-	-	-	31,600

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	-	91,200
*Expended in General Fund				35,200
Total Other Financing Sources	-	-	-	126,400
Net Other Financing Sources (Uses)	-	-	-	126,400

\* Employee salary is paid in the General Fund, however expense is needed in full in this fund to determine City of Heath match

**SUMMARY OF EXPENDITURES****Fund**

13 Radio System

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	-	-	-	67,500
Operational	-	-	-	6,300
Capital	-	-	-	84,200
<b>Total Expenditures</b>	-	-	-	<b>158,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
13 Radio System	50 Administration	51 Radio Operations

### Expenditure Summary

	<u>Actual</u> 04-05	<u>Budgeted</u> 05-06	<u>Amended</u> 05-06	<u>Adopted</u> 06-07
Contractual	-	-	-	67,500
Operational	-	-	-	6,300
Capital	-	-	-	84,200
<b>Total</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>158,000</u>

<b>Fund</b>
13 Radio System

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>20 Contractual</b>				
0213 CONSULTING FEES	0	0	0	67,500
<b>Contractual TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>67,500</b>

<b>40 Operational</b>				
0436 TRAVEL	0	0	0	6,300
<b>Operational TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,300</b>

<b>60 Capital</b>				
0612 COMPUTER EQUIPMENT	0	0	0	4,500
0617 RADIO EQUIPMENT	0	0	0	79,700
<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>84,200</b>

<b>Radio System TOTAL :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>158,000</b>
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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	167,434	19,200	25,300	15,300
Total Expenditures	36,889	313,000	-	276,000
Excess Revenues Over (Under) Expenditures	130,545	(293,800)	25,300	(260,700)
Fund Balance - Beginning	456,442	597,342	586,988	612,288
Fund Balance - Ending	586,988	303,542	612,288	351,588

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	6,864	1,500	7,600	7,600
4019	Misc. Revenue	5,897	-	-	0
4800	Assessments	20,146	15,000	5,000	5,000
4810	Assessments - Bourn St.	2,278	2,000	2,000	2,000
4812	Assessments-Emma Jane/Davy	684	700	700	700
4814	Assessments - Horizon Rd.	31,564	-	-	-
4816	Pro-Rata - RH Pkwy.	100,000	-	-	-
4818	Pro-Rata - Road Projects	-	-	10,000	-
Total Revenues		167,434	19,200	25,300	15,300

**SUMMARY OF EXPENDITURES****Fund**

14 Street Improvements

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Capital Outlay	36,889	313,000	-	276,000
Total Expenditures	36,889	313,000	-	276,000

## DIVISION SUMMARY

Fund	Department	Division
14 Street Improvements	50 Public Works	51 Administration

### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Capital Outlay	36,889	313,000	-	276,000
<b>Total</b>	<b>36,889</b>	<b>313,000</b>	<b>-</b>	<b>276,000</b>

<b>Fund</b>
14 Street Improvement Fund

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>60 Capital</b>				
0635 STREET CONSTRUCTION	36,889	313,000	0	276,000
<b>Capital TOTAL . . . . .:</b>	<b>36,889</b>	<b>313,000</b>	<b>0</b>	<b>276,000</b>

## SUMMARY OF OPERATIONS

**Fund**

15 Hotel/Motel

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	147,762	140,500	180,250	181,000
Total Expenditures	133,677	148,340	193,848	237,750
Excess Revenues Over (Under) Expenditures	14,085	(7,840)	(13,598)	(56,750)
Fund Balance - Beginning	79,326	106,226	93,411	79,813
Fund Balance - Ending	93,411	98,386	79,813	23,063

## SUMMARY OF REVENUES

**Fund**

15 Hotel/Motel

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	829	500	500	1,000
4019	Miscellaneous	-	-	750	-
4175	Motel Tax Receipts	146,933	140,000	179,000	180,000
Total Revenues		147,762	140,500	180,250	181,000

## SUMMARY OF EXPENDITURES

**Fund**

15 Hotel/Motel

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Supplies	-	-	-	
Operational	133,677	148,340	193,848	237,750
<b>Total Expenditures</b>	<b>133,677</b>	<b>148,340</b>	<b>193,848</b>	<b>237,750</b>

## DIVISION SUMMARY

Fund	Department	Division
15 Hotel/Motel	15 Finance	11 Fiscal Services

### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operational	133,677	148,340	193,848	237,750
Total	133,677	148,340	193,848	237,750

## HOTEL/MOTEL

<b>Fund</b>	<b>Department</b>	<b>Division</b>
15 Hotel/Motel	15 Finance	11 Fiscal Services

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operational					
470	Cultural Events Funding	25,700	32,900	35,900	33,230
471	Tourism Events Funding	94,900	97,940	108,448	131,520
472	Historical Events Funding	10,000	17,500	19,500	12,000
483	City Events	3,077	-	30,000	61,000
<b>Total Operational</b>		<b>133,677</b>	<b>148,340</b>	<b>193,848</b>	<b>237,750</b>
<b>Division Total</b>		<b>133,677</b>	<b>148,340</b>	<b>193,848</b>	<b>237,750</b>

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	92,471	79,000	85,800	79,000
Total Expenditures	122,321	83,450	82,000	44,150
Excess Revenues Over (Under) Expenditures	(29,849)	(4,450)	3,800	34,850
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(29,849)	(4,450)	3,800	34,850
Fund Balance - Beginning	102,087	40,387	72,237	76,037
Fund Balance - Ending	72,237	35,937	76,037	110,887

## SUMMARY OF REVENUES

**Fund**

16 Fire Operations

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	2,478	1,000	1,000	1,000
4019	Misc. Revenue	10,493	-	6,800	-
4050	Donations	1,500	-	-	-
4535	County Fire Calls	78,000	78,000	78,000	78,000
<b>Total Revenues</b>		<b>92,471</b>	<b>79,000</b>	<b>85,800</b>	<b>79,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

16 Fire Operations

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	-	-
<b>Total Other Financing Sources</b>	-	-	-	-
Net Other Financing Sources (Uses)	-	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**  
16 Fire Equipment

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Supplies	11,008	10,000	10,000	11,000
Operational	6,325	-	-	-
Capital Outlay	104,988	73,450	72,000	33,150
<b>Total Expenditures</b>	<b>122,321</b>	<b>83,450</b>	<b>82,000</b>	<b>44,150</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
16 Fire Equipment	20 Fire	27 Equipment

### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Supplies	11,008	10,000	10,000	11,000
Operational	6,325	-	-	-
Capital	104,988	73,450	72,000	33,150
<b>Total</b>	122,321	83,450	82,000	44,150

<b>Fund</b>
16 Fire Equipment Fund

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**30 Supplies**

0377 VOLUNTEER EXPENSES	11,008	10,000	10,000	11,000
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0377** **Volunteer Expenses**

\$ 11,000.00 - Volunteer Expenses - Operational

The expense is to cover the cost of food, flowers, soft drinks, and water. The funds are used to purchase water and drinks for fire emergencies, monthly dinner for volunteer's business meeting, annual BBQ dinner with retired firemen, volunteers, council, and commissioners, to purchase flowers for family members in the event of severe sickness or death, and any other cost approved by the majority vote of the volunteers at a monthly meeting.

<b>Supplies TOTAL . . . . . :</b>	<b>11,008</b>	<b>10,000</b>	<b>10,000</b>	<b>11,000</b>
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	26,915	59,650	50,000	33,150
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **New PASS Devices**

With funds from the current budget, we purchased individual PASS devices for each paid and volunteer firefighter. These PASS devices are an integral part of our operations and help to ensure on-scene accountability and ensure firefighter safety. These funds will be used to purchase a PASS device for each of the 5 new volunteers we expect to add to our department in the upcoming budget year. \$3,750

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **New helmets for all members**

This will provide replacement helmets for all paid and volunteer members of our department. Many of the firefighters are wearing their own personal helmets at this time, due to the fact they are not comfortable with the level of safety with the helmets issued by the department. Replacing all helmets would once again standardize the type of helmet work by our department. All helmets which are currently being used would be retained for the Citizen's Fire Academy.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Opticom Traffic Signals**

This is for new components for the Opticom Traffic Signals. The traffic signals need the Opticom equipment so that the fire trucks can control the signals for safety purposes and reduce response time. This equipment assists the Department in meeting the Strategic goal of maintaining acceptable fire response times which also provides for a safe community. At this time the State has not given us a complete list of upcoming projects. This will purchase equipment for two intersections. We do know that Ralph Hall Parkway and SH205 will be one of the intersections.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621**

**Ladder Truck Equipment**

If the new Ladder Truck is funded we must have the required loose equipment to meet the requirements of NFPA. This truck if approved will be paid for with C/O out of the 07-08 budget.

The equipment is also required to receive credit under the ISO regulations. This equipment will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623**

**Ladder Truck**

We request to purchase a Ladder Truck out of this year's budget. Station 3 & 4 will not be constructed and operational until 07-08. This will make room for the new ladder truck which is needed at Station 1. With the buildings that are over three stories we are required to have two ladder trucks within the city.

When the truck we have now has to be taken out of service we do not have ladder capabilities and don't have mutual aid which we call for a ladder truck.

It will take approximately 1 1/2 years to complete the specifications, bid and build the truck. This truck if approved would be paid for with C/O's out of the 07-08 budget.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

0650	FIRE EQUIPMENT	78,073	13,800	22,000	0
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<b>Capital TOTAL . . . . .:</b>	<b>104,988</b>	<b>73,450</b>	<b>72,000</b>	<b>33,150</b>
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<b>Fire Equipment TOTAL :</b>	<b>115,996</b>	<b>83,450</b>	<b>82,000</b>	<b>44,150</b>
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<b>Fund</b>
16 Fire Equipment Fund

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
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**30 Supplies**

0377 VOLUNTEER EXPENSES	11,008	10,000	10,000	11,000
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0377** **Volunteer Expenses**

\$ 11,000.00 - Volunteer Expenses - Operational

The expense is to cover the cost of food, flowers, soft drinks, and water. The funds are used to purchase water and drinks for fire emergencies, monthly dinner for volunteer's business meeting, annual BBQ dinner with retired firemen, volunteers, council, and commissioners, to purchase flowers for family members in the event of severe sickness or death, and any other cost approved by the majority vote of the volunteers at a monthly meeting.

<b>Supplies TOTAL . . . . . :</b>	<b>11,008</b>	<b>10,000</b>	<b>10,000</b>	<b>11,000</b>
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**60 Capital**

0621 FIELD MACHINERY & EQUIPMENT	26,915	59,650	50,000	33,150
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **New PASS Devices**

With funds from the current budget, we purchased individual PASS devices for each paid and volunteer firefighter. These PASS devices are an integral part of our operations and help to ensure on-scene accountability and ensure firefighter safety. These funds will be used to purchase a PASS device for each of the 5 new volunteers we expect to add to our department in the upcoming budget year. \$3,750

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **New helmets for all members**

This will provide replacement helmets for all paid and volunteer members of our department. Many of the firefighters are wearing their own personal helmets at this time, due to the fact they are not comfortable with the level of safety with the helmets issued by the department. Replacing all helmets would once again standardize the type of helmet work by our department. All helmets which are currently being used would be retained for the Citizen's Fire Academy.

CITY MANAGER'S COMMENTS: Approved

**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621** **Opticom Traffic Signals**

This is for new components for the Opticom Traffic Signals. The traffic signals need the Opticom equipment so that the fire trucks can control the signals for safety purposes and reduce response time. This equipment assists the Department in meeting the Strategic goal of maintaining acceptable fire response times which also provides for a safe community. At this time the State has not given us a complete list of upcoming projects. This will purchase equipment for two intersections. We do know that Ralph Hall Parkway and SH205 will be one of the intersections.

CITY MANAGER'S COMMENTS: Approved

<b>Fund</b>
16 Fire Equipment Fund

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621**

**Ladder Truck Equipment**

If the new Ladder Truck is funded we must have the required loose equipment to meet the requirements of NFPA. This truck if approved will be paid for with C/O out of the 07-08 budget.

The equipment is also required to receive credit under the ISO regulations. This equipment will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

0623	VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623**

**Ladder Truck**

We request to purchase a Ladder Truck out of this year's budget. Station 3 & 4 will not be constructed and operational until 07-08. This will make room for the new ladder truck which is needed at Station 1. With the buildings that are over three stories we are required to have two ladder trucks within the city.

When the truck we have now has to be taken out of service we do not have ladder capabilities and don't have mutual aid which we call for a ladder truck.

It will take approximately 1 1/2 years to complete the specifications, bid and build the truck. This truck if approved would be paid for with C/O's out of the 07-08 budget.

CITY MANAGER'S COMMENTS: Approved, financed through Contractual Obligations

CITY COUNCIL COMMENTS: The equipment purchases will be considered by Council in October 2006 and their approval determined at that time.

0650	FIRE EQUIPMENT	78,073	13,800	22,000	0
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<b>Capital TOTAL . . . . .:</b>	<b>104,988</b>	<b>73,450</b>	<b>72,000</b>	<b>33,150</b>
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<b>Fire Equipment TOTAL :</b>	<b>115,996</b>	<b>83,450</b>	<b>82,000</b>	<b>44,150</b>
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	9,501	8,900	10,800	8,900
Total Expenditures	26,345	96,500	94,000	47,350
Excess Revenues Over (Under) Expenditures	(16,844)	(87,600)	(83,200)	(38,450)
Net Other Financing Sources (Uses)	23,000	79,000	79,000	30,000
Net Gain (Loss)	6,156	(8,600)	(4,200)	(8,450)
Fund Balance - Beginning	39,938	27,238	46,094	41,894
Fund Balance - Ending	46,094	18,638	41,894	33,444

**SUMMARY OF REVENUES****Fund**

17 Airport Special Revenue

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	1,098	400	400	400
4750	Land Lease	4,212	4,000	4,000	4,000
4752	F.B.O. Lease	4,190	4,500	6,400	4,500
Total Revenues		9,501	8,900	10,800	8,900

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In From General Fund	23,000	79,000	79,000	30,000
Total Other Financing Sources	23,000	79,000	79,000	30,000
Net Other Financing Sources (Uses)	23,000	79,000	79,000	30,000

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	24,387	12,550	10,050	10,100
Supplies	-	12,250	12,250	2,250
Operational	-	66,700	66,700	30,000
Utilities	1,958	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>26,345</b>	<b>96,500</b>	<b>94,000</b>	<b>47,350</b>

## DIVISION SUMMARY

Fund	Department	Division
17 Airport Special Revenue	50 Public Works	51 Administration

### Expenditure Summary

	Actual <u>04-05</u>	Budgeted <u>05-06</u>	Amended <u>05-06</u>	Adopted <u>06-07</u>
Contractual	24,387	12,550	10,050	10,100
Supplies	-	12,250	12,250	2,250
Operational	-	66,700	66,700	30,000
Utilities	1,958	5,000	5,000	5,000
<b>Total</b>	<u>26,345</u>	<u>96,500</u>	<u>94,000</u>	<u>47,350</u>

<b>Fund</b>
17 Airport Special Revenue

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>20 Contractual</b>				
0213 CONSULTING FEES	17,021	2,500	0	0
0224 INSURANCE-WORKERS COMP	1,950	2,400	2,400	2,400
0227 INSURANCE-REAL PROPERTY	3,809	3,800	3,800	3,800
0229 INSURANCE-LIABILITY	1,270	2,750	2,750	2,800
0242 EQUIPMENT RENTAL & LEASE	237	500	500	500
0244 BUILDING REPAIRS	0	500	500	500
0280 STATE PERMITS	100	100	100	100
<b>Contractual TOTAL . . . . .</b>	<b>24,387</b>	<b>12,550</b>	<b>10,050</b>	<b>10,100</b>

<b>30 Supplies</b>				
0339 FUEL TANK REPAIRS	0	250	250	250
0341 CONSTRUCTION & REPAIR SUPPLY	0	12,000	12,000	2,000

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0341** **Request for Landscaping**

A new Airport entry sign is on order and will be installed this summer. An irrigation system was installed, but due to drought conditions, landscaping was not planned. In order to enhance the appearance of the entry way to the airport, it is requested that funds be budgeted to include the landscaping materials once drought conditions are back to normal. Landscaping - \$2,000 Total: \$2,000

CITY MANAGER'S COMMENTS: Approved

<b>Supplies TOTAL . . . . .</b>	<b>0</b>	<b>12,250</b>	<b>12,250</b>	<b>2,250</b>
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<b>40 Operational</b>				
0409 GRANT MATCHING	0	66,700	66,700	30,000

**DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409** **Grant Match**

50% Match for Routine Airport Maintenance Program (RAMP)

TXDOT Aviation grants funding for up to \$60,000 per airport for each fiscal year. The local government match is 50% of actual costs plus any excess costs over \$60,000. The program includes lesser cost airside and landside airport improvements.

The projects can include maintenance of existing facilities or new improvements. The following projects are suggested for consideration under this grant program:

1. Painting the hanger next to the terminal operations building
2. Painting hangar #2
3. Painting hangar #3
4. Construction of a tower for beacon
5. Herbicide program

CITY MANAGER'S COMMENTS: Approved

<b>Operational TOTAL . . . . .</b>	<b>0</b>	<b>66,700</b>	<b>66,700</b>	<b>30,000</b>
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<b>Fund</b>				
17 Airport Special Revenue				
<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	1,958	5,000	5,000	5,000
<b>Utilities TOTAL . . . . .:</b>	<b>1,958</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Airport TOTAL :</b>	<b>26,345</b>	<b>96,500</b>	<b>94,000</b>	<b>47,350</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b> 18 Recycling
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	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	9,293	9,100	22,900	24,100
Total Expenditures	341	8,000	13,000	6,000
Excess Revenues Over (Under) Expenditures	8,952	1,100	9,900	18,100
Fund Balance - Beginning	17,667	18,267	26,619	36,519
Fund Balance - Ending	26,619	19,367	36,519	54,619

## SUMMARY OF REVENUES

**Fund**

18 Recycling

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	192	100	100	100
4780	Recycling Revenue	9,101	9,000	22,800	24,000
<b>Total Revenues</b>		<b>9,293</b>	<b>9,100</b>	<b>22,900</b>	<b>24,100</b>

**SUMMARY OF EXPENDITURES****Fund**

18 Recycling

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operational	341	8,000	13,000	6,000
Total Expenditures	341	8,000	13,000	6,000

## DIVISION SUMMARY

Fund	Department	Division
18 Recycling	50 Public Works	51 Administration

### Expenditure Summary

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	-	-	-	-
Operational	341	8,000	13,000	6,000
<b>Total</b>	<u>341</u>	<u>8,000</u>	<u>13,000</u>	<u>6,000</u>

<b>Fund</b>
18 Recycling

<b>ACCOUNT</b>	<b>2005 Actual Expense</b>	<b>2006 Adopted Budget</b>	<b>2006 Amended Budget</b>	<b>2007 City Council Approved</b>
<b>40 Operational</b>				
0428 OTHER	0	5,000	10,000	5,000
0469 PROMOTION EXPENSE	341	3,000	3,000	1,000
<b>Operational TOTAL . . . . .:</b>	<b>341</b>	<b>8,000</b>	<b>13,000</b>	<b>6,000</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Special Crimes Unit

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	-	-	-	-
Total Expenditures	-	-	-	246,400
Excess Revenues Over (Under) Expenditures	-	-	-	(246,400)
Net Other Financing Sources (Uses)	-	-	-	246,400
Net Gain (Loss)	-	-	-	-
Fund Balance - Beginning	-	-	-	-
Fund Balance - Ending	-	-	-	-

**SUMMARY OF REVENUES****Fund**

26 Special Crimes Unit

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
4001	Interest Earnings	-	-	-	-
4550	Seizure Revenue	-	-	-	-
	Total Revenues	-	-	-	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Special Crimes Unit

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	-	246,400
Total Other Financing Sources	-	-	-	246,400
Net Other Financing Sources (Uses)	-	-	-	246,400

## SUMMARY OF EXPENDITURES

**Fund**

26 Special Crimes Unit

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Personnel	-	-	-	163,100
Contractual	-	-	-	48,300
Supplies	-	-	-	7,600
Operational	-	-	-	13,700
Utilities	-	-	-	13,700
<b>Total Expenditures</b>	-	-	-	<b>246,400</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
26 Special Crimes Unit	30 Police	31 Administration

### Expenditure Summary

	<u>Actual 04-05</u>	<u>Budgeted 05-06</u>	<u>Amended 05-06</u>	<u>Adopted 06-07</u>
Personnel	-	-	-	163,100
Contractual	-	-	-	48,300
Supplies	-	-	-	7,600
Operational	-	-	-	13,700
Utilities	-	-	-	13,700
<b>Total</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>246,400</u>

<b>Fund</b>
26 Special Crimes Unit

ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>10 Salaries &amp; Wages</b>				
0101 SALARIES & WAGES-SUPERVISOR	0	0	0	75,800
0107 SALARIES & WAGES-LABOR	0	0	0	58,200
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>134,000</b>
<b>15 Benefits</b>				
0114 LONGEVITY PAY	0	0	0	1,700
0118 CLOTHING ALLOWANCE	0	0	0	1,200
0120 FICA & MEDICARE EXPENSE	0	0	0	10,200
0122 T.M.R.S. RETIREMENT EXP.	0	0	0	16,000
<b>Benefits TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29,100</b>
<b>20 Contractual</b>				
0213 CONSULTING FEES	0	0	0	3,200
<b>DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0213</b>				<b>Service Contracts</b>
Alarm	500			
Internet	1,650			
Janitor	1,050			
0224 INSURANCE-WORKERS COMP	0	0	0	8,000
0229 INSURANCE-LIABILITY	0	0	0	4,000
0230 INSURANCE - HEALTH	0	0	0	9,100
0243 BUILDING LEASE	0	0	0	18,000
0246 VEHICLE REPAIRS	0	0	0	6,000
<b>Contractual TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,300</b>
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	0	0	0	1,500
0307 POSTAGE	0	0	0	200
0331 FUEL & LUBRICANTS	0	0	0	5,400
0373 INVESTIGATION SUPPLIES	0	0	0	500
<b>Supplies TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,600</b>

<b>Fund</b> 26 Special Crimes Unit
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ACCOUNT	2005 Actual Expense	2006 Adopted Budget	2006 Amended Budget	2007 City Council Approved
<b>40 Operational</b>				
0447 DRUG TESTING	0	0	0	500
0451 CONFIDENTIAL FUNDS-MISC	0	0	0	12,000
0453 GRANT-DIR. OPER. EXP.	0	0	0	200
0457 GRANT-TRAVEL	0	0	0	1,000
<b>Operational TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,700</b>
<b>50 Utilities</b>				
0501 ELECTRICITY	0	0	0	6,000
0507 CELLULAR TELEPHONE	0	0	0	3,500
0508 TELEPHONE SERVICE	0	0	0	4,200
<b>Utilities TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,700</b>
<b>Special Crimes TOTAL :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>246,400</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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31 Employee Benefits
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	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Total Revenues	391,863	325,000	363,000	375,000
Total Expenditures	1,685,661	1,800,500	1,800,500	2,004,300
Operating Income (Loss)	(1,293,798)	(1,475,500)	(1,437,500)	(1,629,300)
Non-Operating Revenues	10,263	7,000	18,000	15,000
Non-Operating Income (Loss)	10,263	7,000	18,000	15,000
Net Income (Loss) Before Transfers	(1,283,535)	(1,468,500)	(1,419,500)	(1,614,300)
Net Transfers In (Out)	1,433,000	1,518,500	1,518,500	1,600,650
Net Income (Loss)	149,465	50,000	99,000	(13,650)
Retained Earnings - Beginning	(79,371)	7,829	70,094	169,094
Retained Earnings - Ending	70,094	57,829	169,094	155,444

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Revenues					
4019	Miscellaneous	123,821	50,000	45,000	45,000
4850	Employee Contributions	268,041	275,000	318,000	330,000
<b>Total Operating Revenues</b>		<b>391,863</b>	<b>325,000</b>	<b>363,000</b>	<b>375,000</b>
Non-Operating Revenues					
4001	Interest Earnings	10,263	7,000	18,000	15,000
<b>Total Non-Operating Revenues</b>		<b>10,263</b>	<b>7,000</b>	<b>18,000</b>	<b>15,000</b>
<b>Total Revenues</b>		<b>402,126</b>	<b>332,000</b>	<b>381,000</b>	<b>390,000</b>

<b>SUMMARY OF OPERATING TRANSFERS</b>
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<b>Fund</b>
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31 Employee Benefits
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	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Transfers In				
From General Fund	870,000	913,500	913,500	982,650
From Water & Sewer Fund	563,000	605,000	605,000	618,000
Total Transfers In	1,433,000	1,518,500	1,518,500	1,600,650
Net Operating Transfers In (Out)	1,433,000	1,518,500	1,518,500	1,600,650

**SUMMARY OF EXPENSES****Fund**

31 Employee Benefits

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Expenses				
Contractual	-	300	300	300
Operations	1,685,661	1,800,200	1,800,200	2,004,000
Total Expenditures	1,685,661	1,800,500	1,800,500	2,004,300

## EMPLOYEE BENEFITS

<b>Fund</b>	<b>Department</b>	<b>Division</b>
31 Employee Benefits	15 Finance	11 Fiscal Services

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Proposed 06-07
<b>Contractual</b>					
235	Bank Charges	-	300	300	300
<b>Total Contractual</b>		-	300	300	300
<b>Operational</b>					
440	Administration Fees	119,863	115,200	115,200	144,000
441	Reinsurance Fees	152,137	160,000	160,000	160,000
442	Medical Claims	1,397,259	1,500,000	1,500,000	1,675,000
443	Life Ins. Premiums	16,401	25,000	25,000	25,000
<b>Total Operational</b>		1,685,660	1,800,200	1,800,200	2,004,000
<b>Division Total</b>		1,685,660	1,800,500	1,800,500	2,004,300

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Revenues	-	-	-	-
Operating Expenses	193,019	239,800	212,800	242,000
<b>Operating Income (Loss)</b>	<b>(193,019)</b>	<b>(239,800)</b>	<b>(212,800)</b>	<b>(242,000)</b>
Non-Operating Revenues	51,742	50,000	25,000	25,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>51,742</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(141,277)</b>	<b>(189,800)</b>	<b>(187,800)</b>	<b>(217,000)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(111,277)</b>	<b>(159,800)</b>	<b>(157,800)</b>	<b>(187,000)</b>
Retained Earnings - Beginning	1,594,656	1,488,506	1,483,380	1,325,580
<b>Retained Earnings - Ending</b>	<b>1,483,380</b>	<b>1,328,706</b>	<b>1,325,580</b>	<b>1,138,580</b>

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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32 Worker's Compensation
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Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Non-Operating Revenues					
4001	Interest Earnings	27,089	20,000	20,000	20,000
4019	Misc. Revenues	24,653	30,000	5,000	5,000
<b>Total Non-Operating Revenues</b>		<b>51,742</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Total Revenues</b>		<b>51,742</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 04-05	Budgeted 05-06	Amended 05-06	Adopted 06-07
Contractual	-	10,000	10,000	10,000
Operational	193,019	229,800	202,800	232,000
<b>Total Operating Expenses</b>	193,019	239,800	212,800	242,000
<b>Total Expenditures</b>	193,019	239,800	212,800	242,000

## WORKER'S COMPENSATION

Fund	Department	Division
32 Worker's Compensation	15 Finance	11 Fiscal Services

Account	Description	Actual 04-05	Budgeted 05-06	Amended 05-06	Proposed 06-07
<b>Contractual</b>					
213	Consulting Fees	-	10,000	10,000	10,000
<b>Total Contractual</b>		<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Operational</b>					
431	Safety Training	1,406	5,000	5,000	5,000
440	Administration Fees	79,511	87,000	63,000	82,000
444	Paid Losses	48,498	60,000	65,000	70,000
446	Safety Incentive	49,305	61,000	61,000	65,000
447	Drug Testing	14,300	16,800	8,800	10,000
<b>Total Operational</b>		<b>193,020</b>	<b>229,800</b>	<b>202,800</b>	<b>232,000</b>
<b>Division Total</b>		<b>193,020</b>	<b>239,800</b>	<b>212,800</b>	<b>242,000</b>

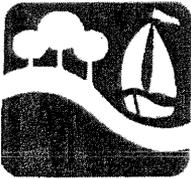


**CITY OF ROCKWALL**

*at Rockwall CityPlace*

**FY 2005 – 2006**

**ADOPTED ANNUAL  
BUDGET**



## CITY OF ROCKWALL, TEXAS MEMORANDUM

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**TO:** Mayor and Council Members  
**FROM:** Julie Couch, City Manager  
**DATE:** October 1, 2005  
**SUBJECT:** FY2005-2006 Budget

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Attached is the Adopted Operating Budget for the fiscal year ending September 30, 2006 and the amended budget for the fiscal year ending September 30, 2005.

### Economic Conditions

FY 2006 reflects a slowly improving local economy. From FY96-97 to FY 02-03 the tax base increased an average of 16% per year. The FY04 budget reflected a much slower economy for the City with a tax base growth of 8.2%. In FY05 the City experienced a growth in the tax base of 11.2%. It is estimated that growth in the tax base will continue at the same 11.2% rate. It is anticipated that sales tax will also continue to increase. We are anticipating the first phase of the Crossing will be open, however, we do not know how much of those sales will come from other sales not being made in competing stores in the City. Therefore we are being fairly conservative with estimated increases in overall sales. Overall general fund revenues are expected to increase by 6.3% over revenue received in FY05.

Population growth continues to be strong. The City will experience approximately 800 housing starts this fiscal year. The FY06 budget anticipates similar levels of construction next year.

Commercial growth has been very active in FY05. The Crossing will be open this year. We also have a great deal of commercial growth this year. The Harbor is under way. In addition we have significant office development underway at the new signature Kroger center and a small center going in on FM-740 north of I-30.

### Debt Service and Tax Rate

As we indicated during last year's budget discussions, we would be issuing significant debt this year, which will impact the debt rate for FY06. We issued \$8,653,000 in debt in August which impacted our debt rate. In the last ten years the City has issued debt in this range twice, in FY2000 and FY2001. The City was also experiencing tax base increases of 19% and 21% respectively. That level of tax base increase allowed the City to absorb those increases in debt without raising the tax rate. With a tax base growth of 11% and the growth needs the City is experiencing, absorbing this additional debt would adversely impact the City's ability to fund operational costs. This year the tax rate increased from 36 cents to 36.89 cents. The last year the tax rate was increased was in 1996 when the rate was increased by 7 cents to accommodate new debt.

## Budget Focus

Recognizing that we would be including a tax increase in the proposed budget, the operating expenditures were reviewed in detail to include expenditures that are deemed critical to performing our mission and to provide resources to maintain services.

Staffing - with the sustained growth the City continues to experience demands on staff. A number of positions were requested; however, with limited funding not all positions are included in the budget. These positions are discussed in each department summary.

Salaries – as outlined in the City's salary administration policies, an aging factor is generally included in each year's budget, which is designed to ensure that the City remains competitive during the fiscal year. This factor is designed to ensure that salaries are in line with the anticipated salaries of the 15 market comparison cities going into the next budget year. This year an aging factor of 2.5% was proposed. The information that we are receiving from other cities indicates an average adjustment of 2.5 to 3%. A .5% aging factor was approved by the Council and a market comparison will be conducted mid-year to determine if additional adjustments are warranted. We also use a salary savings factor which assumes that over the course of the year there will be vacancies due to turnover or filling of new positions. This year the savings factor used is \$130,000. This is reflected across the budget in salary line items, simply because it is not known today where those vacancies will occur.

Reserve Expenditures - As typically done, there are several one time non-operating items proposed to be taken out of general fund reserves. Those items are one time expenses that include funding for the COG transportation study, the update of our employee performance review process, development of the next phase of implementation of our downtown plan, the implementation of a city pride street banner program, and several smaller construction items.

There are several increased budget costs that can be found throughout the budget in all applicable departments. The cost of fuel has increased significantly and that impact is seen in all departments with operating vehicles. Another line item that has increased in each budget is vehicle maintenance. Included in the requested items was a position to be responsible for fleet maintenance. Currently each department is responsible for maintenance within their department and they must assign personnel to take on those tasks as their jobs permit. Consequently maintenance levels will vary depending on time availability of assigned personnel. While it is believed that a position to manage this function would ensure a much more consistent level of preventive maintenance and increase the life of our fleet vehicles, the position is not recommended due to funding constraints. However, we are going to attempt to assist departments by funding minimum levels of maintenance dollars and tracking those dollars in the finance department.

Following is a summary of each department with any significant changes noted:

## General Fund

The General Fund reserve at the end of FY 2005 is estimated to be approximately, \$5.7 million, which is a healthy reserve. The City's adopted financial polices recommend a reserve of not less than 3 months of operating expenses and not more than 7 months of operating expenses should be maintained in reserve. This represents a reserve of approximately 4.1 months of operating expenses less the proposed one time, planning and capital expenses.

## Revenues

The 2005-2006 General Fund budget includes total operating revenues of \$ 17,398,200, which is 2.2% over the expected revenues expenditures for FY2005. Property tax revenues for FY2006 are projected to increase by approximately \$318,000 over FY 2005. This is due to an increase in property tax revenue due to the expanding tax base and increases in valuation.

As indicated, it is anticipated that sales tax revenue will increase by \$500,000 over FY2005. We have estimated no significant changes in the franchise receipts or in fees. We have anticipated permit revenues consistent with revenues reflected in FY2005. We anticipate that construction levels will track levels for FY2005.

Other revenues generally reflect anticipated growth and economic conditions.

## Expenditures

Included in the transfers from the General Fund we are going to transfer approximately \$125,800 into the computer replacement fund and \$913,500 into the Employee Benefit fund for health benefits.

New Positions – In a community growing as rapidly as Rockwall one of the most significant aspects of the budget is going to be the additional personnel needed to maintain service delivery to citizens. As described in each department budget there were a number of proposed positions in the budget for FY2006. There are a total of 8 positions funded for the full year in the General Fund and 3 positions in the Water and Sewer Fund. There is 1 position that will be funded in February and 4 positions included in the budget that will not be funded until April 1 due to funding constraints.

Mayor and Council - This budget is proposed to remain generally at the same levels as were expended in the amended FY05 budget. We have included funding for a second election in November.

Administration - Shown in the consulting line item is \$44,000 for a transportation study. As the Council may remember, there is grant funding available for a number of programs on our behalf. One of the programs was funding to conduct a transportation study for Rockwall County. The City may choose to participate in this study and it is recommended that this be a reserve expense. The City's cost should be less than the \$44,000, as that is the cost for the entire county. The remainder of the expenses are in line with last year's budget.

Administrative Services – The major initiative approved in this department for FY2006 is the review and updating of our employee evaluation program. Funding for that initiative is also recommended as a one time reserve expense.

Internal Operations– There are no significant operational changes in this department.

Finance - There are no significant operational changes in this department.

Municipal Court – There are no significant operational changes in this department.

Fire – Significant efforts will continue next year to increase the number of volunteers. Funding reflects anticipated increases in new volunteers..

Fire Marshal – There are several new programs included in this budget. The Flash program is a comprehensive public education campaign to educate the public about fire prevention and about

the fire department. The program will include mailers, and other promotional material and the use of a fire dog (Flash) to promote the department and safety. A second program is the initiation of a CERT (Citizen's emergency Response Team) program. A number of cities have instituted such programs, which provide a volunteer group of citizens who would be trained to assist the City in emergencies.

Police Administration – There are no significant operational changes in this department.

Communications – One additional dispatcher position is included in the budget. There are no other significant operational changes.

Police Patrol – This year we have included 2 additional patrol officer positions funded in October and 3 patrol positions funded in April, due to budget constraints. With the addition of these officers an additional shift will be available and new vehicles are included to aid the new shift as well as replace existing cars. Funding is also included to begin the transition to digital recording equipment in the patrol cars. The first step is the replacement of the existing cameras with new equipment that can be upgraded in the future to digital operation.

Police Investigation – There are no significant operational changes in this department.

Police Community Services – Funding is included to purchase the Sky Watch surveillance unit, demonstrated to Council a few months ago. These costs would be funded with contractual obligations and financed over 4 years.

Warrants – With the switch to day court and the increased hours it has been difficult to provide court room security with only one warrant officer. On average court will be in session 15 hours a week. That requires two people to screen at the entrance and serve as bailiff in the court room. The addition of another warrant officer will allow the security to be covered as well as provide more hours to serve and collect warrants. The position will be a police officer who could be used in other police duties in emergency situations.

Planning – One additional position is included this year for a planning technician. No new positions have been added to this department since FY2000. Funding is included to continue the implementation of the Downtown plan. This is a one time expense and it is approved to be funded out of reserves.

Code Enforcement – There are no significant operational changes proposed in this department.

Inspections – We have added a senior building inspector position to respond to very specialized activities including the downtown area and to better respond to the custom building community. The position is funded mid year due to budget constraints.

Animal Control – We have added an additional animal control officer position in response to the recommendations of our departmental study completed last year.

Parks – We have added an additional maintenance position. We have significantly increased park land over the past several years. Our ability to access the prisoner program has not been as dependable as in the past and our workload continues to increase.

Recreation – There are no significant operational changes in this department.

Streets – Funding is included to initiate a targeted street sweeping program as part of the City Pride program. This element of the program is still being developed however, funding needed to be included to ensure that it would be available.

Engineering – There are 2 positions funded in this budget, an additional construction inspector and an engineer. Both positions are necessary due to the increased development and the City's capital program.

#### Water and Sewer Fund

Revenues – There are no significant changes in the revenue projected for this fund. A rate analysis has been completed and is under review.

Water and Sewer Fund Expenditures – We will begin paying debt service for the Buffalo Creek sewer line being built by NTMWD.

Utility Billing – There are no significant operational changes in this department.

Water Operations – One additional maintenance worker has been included. This position is due to the increased workload in the department and it will allow the ability to have two crews operating at the same time at different locations.

Sewer Operations – There are two positions included in the sewer department, an operations manager and a maintenance worker. The operations manager will mirror the operations manager position on the water side as a field supervisor and allow the Department Superintendent to function at a higher level to better manage the overall functions of the two departments. We have not added a maintenance position to this department since 1998.

#### Special Revenue Funds

Cemetery - The sale of cemetery lots is the primary revenue generated in this fund. No major changes are proposed.

Police Investigation - Budgeted revenues from this fund will be used for the D.A.R.E., On My Own, McGruff, canine, and Toys for Kids programs, as well as court security and technology expenses. Revenues are received through donations, and court security fees as well as the technology fee adopted last year.

Recreational Development - The revenue for this fund comes from the marinas and the golf course leases. A number of smaller capital repairs and purchases are proposed.

Street Improvements - Revenues from the collection of street assessments are the source of revenue for this fund. These funds are used to complete small capital improvement projects.

Hotel/Motel Tax - A number of requests were submitted for funding from various groups within the City. They were reviewed by the Council subcommittee and recommendations for funding were approved by the full Council.

Fire Equipment – The primary source of revenue for this fund is the payment from the County for fire calls.

Airport Special Revenue - In accordance with the Council's actions, funding is included in next year's budget to provide the match to several identified grant opportunities for improvements at the airport. As these expenses are capital one time expenses in nature it is recommended that they be funded out of reserves.

Recycling - Revenue levels are proposed at generally the same levels as FY2005. The source of funds for this department is generated by a fee collected from the solid waste contractor under their contract.

The Rockwall Economic Development Corp. - This Corporation is a component organization of the City, which is funded by a one-half cent sales tax approved by the voters in 1995. The budget of the Corporation requires approval of the City Council and is presented as a Special Revenue Fund of the City.

Internal Service Funds - Both the Employee Benefits fund and the Worker's Compensation fund are self insured by the City. The City has in the past funded safety incentive pay out of this fund to reflect the excellent safety performance of the employees. The incentive pay has not been granted each year, only in those years in which a good safety record is maintained. This year we have experienced exceptionally low claims and the incentive pay is recommended.

**ANALYSIS OF AD VALOREM TAXES**

**Fiscal Year 05-2006**

Total Taxable Value	\$ 2,436,442,948
Tax Rate Per \$100 Assessed Value	<u>0.3689</u>
Total Ad Valorem Tax Revenue	\$ 8,988,038
Estimated Collection Rate	<u>0.97</u>
Total Budgeted Tax Revenue	\$ 8,718,397

**ALLOCATION OF AD VALOREM TAXES**

	<u>Debt Service</u>	<u>Maintenance &amp; Operations</u>
Taxable Value	\$ 2,436,442,948	\$ 2,436,442,948
Tax Rate per \$100 Assessed Value	<u>0.1522</u>	<u>0.2167</u>
Total Ad Valorem Tax Revenue	\$ 3,708,266	\$ 5,279,772
Estimated Collection Rate	<u>0.97</u>	<u>0.97</u>
Total Budgeted Tax Revenue	\$ 3,595,018	\$ 5,121,379

**TAX RATE BREAKDOWNS**

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-2006</u>
Debt Service	0.1774	0.1606	0.1501	0.1361	0.1522
Maintenance & Operations	<u>0.1826</u>	<u>0.1982</u>	<u>0.2099</u>	<u>0.2239</u>	<u>0.2167</u>
	0.3600	0.3600	0.3600	0.3600	0.3689

## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	3,035,073	3,108,100	3,198,500	3,670,000
Total Expenditures	3,023,964	3,010,150	3,010,150	3,709,800
Excess Revenues Over (Under) Expenditures	11,109	97,950	188,350	(39,800)
Fund Balance - Beginning	683,650	704,800	694,759	883,109
Fund Balance - Ending	694,759	802,750	883,109	843,309

**SUMMARY OF REVENUES**

**Fund**

04 Debt Service

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	12,389	15,000	20,000	20,000
4100	Current Taxes	2,947,114	3,038,100	3,103,500	3,595,000
4105	Delinquent Taxes	40,542	30,000	45,000	30,000
4110	Penalty & Interest	35,029	25,000	30,000	25,000
<b>Total Revenues</b>		<b>3,035,073</b>	<b>3,108,100</b>	<b>3,198,500</b>	<b>3,670,000</b>

**SUMMARY OF EXPENDITURES**

**Fund**

04 Debt Service

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Debt Service	3,023,964	3,010,150	3,010,150	3,709,800
Total Expenditures	3,023,964	3,010,150	3,010,150	3,709,800

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	15,589,464	16,210,300	16,682,100	17,398,200
Total Operating Expenditures	14,347,772	15,564,200	15,622,265	16,905,950
Capital Reserve Expenditures	168,730	103,000	189,000	154,000
Excess Revenues Over (Under) Expenditures	1,072,962	543,100	870,835	338,250
Net Other Financing Sources (Uses)	(1,347,100)	(901,200)	(1,732,200)	(598,300)
Net Gain (Loss)	(274,138)	(358,100)	(861,365)	(260,050)
Fund Balance - Beginning	7,150,397	6,407,108	6,876,259	6,014,894
Fund Balance - Ending	6,876,259	6,049,008	6,014,894	5,754,844

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4100	Current Taxes	4,146,334	4,804,000	4,804,000	5,121,400
4105	Delinquent Taxes	52,442	65,000	65,000	65,000
4110	Penalty & Interest	48,948	35,000	39,000	40,000
Total Property Taxes		4,247,724	4,904,000	4,908,000	5,226,400
4150	Sales Taxes	6,523,623	6,800,000	7,100,000	7,600,000
4155	Beverage Taxes	69,603	75,000	73,300	75,000
Total Sales Taxes		6,593,226	6,875,000	7,173,300	7,675,000
4201	Electrical Franchise	1,029,526	1,050,000	1,079,000	1,075,000
4203	Telephone Franchise	153,170	160,000	155,000	155,000
4205	Gas Franchise	298,495	175,000	230,000	175,000
4207	Cable TV Franchise	127,481	120,000	120,000	120,000
4209	Garbage Franchise	93,484	105,000	105,000	105,000
Total Franchise		1,702,156	1,610,000	1,689,000	1,630,000
4250	Park & Recreation Fees	3,918	12,000	7,000	10,000
4251	Municipal Pool Fees	10,461	10,000	10,000	10,000
4253	Center Rentals	5,987	8,000	15,000	15,000
4260	Tax Certificate Fees	509	500	500	500
4270	Code Enforcement Fees	3,783	500	5,000	2,000
4280	Planning & Zoning Fees	42,796	30,000	30,000	40,000
4283	Construction Fees	193,796	175,000	175,000	150,000
4295	Fire - Plans	5,200	6,000	9,500	6,000
Total Fees		266,450	242,000	252,000	233,500

## Summary of Revenues, Cont'd.

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4300	Building Permits	1,414,525	1,250,000	1,375,000	1,300,000
4302	Fence Permits	35,200	30,000	30,000	30,000
4304	Electrical Permits	23,033	23,000	23,000	23,000
4306	Plumbing Permits	47,718	30,000	45,000	35,000
4308	Mechanical Permits	10,330	3,000	12,000	10,000
4310	Daycare Center Permits	2,850	2,500	2,500	2,500
4312	Health Permits	29,977	47,500	32,500	36,000
4314	Sign Permits	21,475	15,000	18,000	15,000
4320	Miscellaneous Permits	24,009	30,000	23,000	23,000
Total Permits		1,609,117	1,431,000	1,561,000	1,474,500
4400	Court Fines	402,022	350,000	350,000	350,000
4402	Court Fees	115,427	90,000	100,000	100,000
4404	Warrant Fees	58,386	55,000	45,000	55,000
4406	Court Deferral Fees	286,754	265,000	212,000	250,000
4408	Animal Control Fees	24,834	25,000	28,500	28,000
4410	Sale of Impounded Vehicle	-	-	-	-
Total Municipal Court		887,424	785,000	735,500	783,000
4001	Interest Earnings	41,684	125,000	125,000	125,000
4007	Sale of Supplies	4,771	3,500	3,500	3,500
4019	Other	63,814	50,000	50,000	40,000
Total Miscellaneous		110,268	178,500	178,500	168,500
4500	Grant Proceeds	8,186	-	-	-
4510	School Patrol	72,535	87,500	87,500	110,000
4520	County Contracts	19,376	20,000	20,000	20,000
4530	City Contracts	73,004	77,300	77,300	77,300
Total Intergovernmental		173,100	184,800	184,800	207,300
Total Revenues		15,589,464	16,210,300	16,682,100	17,398,200

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	355,000	398,400	398,400	450,000
From Recreational Development	35,000	50,000	50,000	50,000
From Court Security Fees	3,000	18,000	15,000	20,000
<b>Total Other Financing Sources</b>	<b>393,000</b>	<b>466,400</b>	<b>463,400</b>	<b>520,000</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	5,000	5,000	23,000	79,000
To Rec. Dev. Fund	-	500,000	547,000	-
To Fire Equipment Fund	-	-	-	-
To Employee Benefit Fund (Ins.)	745,000	750,000	870,000	913,500
To Capital Projects Fund	502,100	-	643,000	-
To Tech. Replacement Fund	488,000	112,600	112,600	125,800
<b>Total Other Financing Uses</b>	<b>1,740,100</b>	<b>1,367,600</b>	<b>2,195,600</b>	<b>1,118,300</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(1,347,100)</b>	<b>(901,200)</b>	<b>(1,732,200)</b>	<b>(598,300)</b>

\* Transfer to Capital Project Fund is for Fire Station #3 and 4 Design

Both the Amended transfer to Capital Project Fund and Proposed transfer to Airport Fund are from Reserves

## SUMMARY OF EXPENDITURES

**Fund**  
01 General

Dept.	Div.		Actual 03-04	Budgeted - 04-05	Amended 04-05	Approved 05-06
10	01	Mayor/Council	139,916	87,800	85,600	88,450
10	05	Administration	1,170,227	1,118,850	1,344,750	1,166,200
10	06	Administrative Services	421,148	487,500	475,675	497,900
10	09	Internal Operations	899,025	913,400	925,100	972,700
15	11	Finance	698,680	805,750	824,220	840,700
15	15	Municipal Court	253,797	282,950	281,750	305,300
20	25	Fire Operations	753,003	873,350	876,420	924,500
20	29	Fire Marshal	207,203	317,850	318,400	371,000
30	31	Police Administration	779,901	693,100	711,775	745,300
30	32	Communications	504,649	531,250	561,270	628,300
30	33	Patrol	2,519,442	2,698,800	2,658,490	3,020,200
30	34	CID	603,153	633,150	628,900	617,600
30	35	Community Services	457,211	483,100	434,600	489,100
30	36	Warrants	114,822	120,600	121,750	184,300
40	41	Planning	354,843	417,700	371,700	459,900
40	42	Code Enforcement	-	406,400	411,650	391,300
40	43	Building Inspections	898,244	619,600	630,250	712,000
40	44	Animal Services	225,065	299,000	317,475	378,000
45	45	Parks	978,484	1,093,600	1,106,350	1,216,300
45	47	Recreation	552,517	695,650	629,500	711,900
45	49	Streets	1,212,615	1,282,050	1,320,000	1,355,000
50	53	Engineering	772,559	805,750	775,640	984,000
<b>Total Expenditures</b>			<b>14,516,502</b>	<b>15,667,200</b>	<b>15,811,265</b>	<b>17,059,950</b>
Less Capital Reserve			168,730	103,000	189,000	154,000
<b>Total Operating Expenditures</b>			<b>14,347,772</b>	<b>15,564,200</b>	<b>15,622,265</b>	<b>16,905,950</b>

## Reserve Expenditures - Fiscal Year 2005 Original Budget

44,000 Transportation Study  
 34,000 Compensation Plan Review  
 25,000 Subdivision Ordinance - completion  
 500,000 Parks Projects

## Approved Amended Budget Items:

30,500 Relocate Utility Pole at SH 205 and Washington  
 8,500 Lighting - Police Building  
 47,000 Park Planning  
 643,000 Fire Station Design \* Shown in Other Financing

## Reserve Expenditures - Fiscal Year 2006

44,000 Transportation Study  
 40,000 Performance Evaluation Review  
 20,000 Takeline Fencing  
 10,000 Covered Parking  
 40,000 Downtown Plan  
 79,000 Airport transfer \* shown in  
 in Other Financing

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Contractual	42,326	48,000	48,000	45,000
Supplies	560	600	600	600
Operational	97,030	39,200	37,000	42,850
<b>Total</b>	<u>139,916</u>	<u>87,800</u>	<u>85,600</u>	<u>88,450</u>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 01 - GENERAL FUND</b>				
<b>Division 10 - GENERAL GOVERNMENT</b>				
<b>Department 01 - MAYOR/COUNCIL</b>				
<b>20 Contractual</b>				
0221 INSURANCE-PUBLIC OFFICIAL	42,326	48,000	48,000	45,000
<b>Contractual TOTAL . . . . . :</b>	<b>42,326</b>	<b>48,000</b>	<b>48,000</b>	<b>45,000</b>
<b>30 Supplies</b>				
0310 PRINTING & BINDING	336	300	300	300
0347 GENERAL MAINT. SUPPLY	224	300	300	300
<b>Supplies TOTAL . . . . . :</b>	<b>560</b>	<b>600</b>	<b>600</b>	<b>600</b>
<b>40 Operational</b>				
0401 COUNCIL COMPENSATION	1,050	1,150	1,150	1,150
0402 YOUTH ADVISORY COUNCIL	0	4,800	2,600	3,000
0404 ELECTION EXPENSES	0	4,500	4,500	7,000
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-01-0404</b>				<b>Elections Increase</b>
The city expects to conduct a bond election in November 2005 and the council member election in May 2006. This increase reflects election supplies for 2 elections.				
0408 SESQUICENTENNIAL EVENT	65,511	0	0	0
0410 DUES & SUBSCRIPTIONS	8,034	8,250	8,250	8,200
<b>DOCUMENTS FOR ACCOUNT . . . : 01-10-01-0410</b>				<b>Annual Dues</b>
<b>DUES &amp; SUBSCRIPTIONS</b>				
\$2,500 Tex21				
\$3,200 TML				
\$2,100 COG				
\$ 400 Metroplex Mayor				
\$8,200 Total				
0420 AWARDS	6,468	4,000	4,000	6,000
0428 OTHER	1,246	2,000	2,000	3,000
0430 TUITION & TRAINING	5,603	6,500	6,500	6,500
0436 TRAVEL	9,119	8,000	8,000	8,000
<b>Operational TOTAL . . . . . :</b>	<b>97,031</b>	<b>39,200</b>	<b>37,000</b>	<b>42,850</b>
<b>MAYOR/COUNCIL TOTAL :</b>	<b>139,917</b>	<b>87,800</b>	<b>85,600</b>	<b>88,450</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	10 General Government	05 Administration

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	439,310	502,350	496,650	524,800
Contractual	580,910	533,900	767,000	564,500
Supplies	20,957	42,500	42,500	42,400
Operational	46,948	37,000	37,000	32,000
Utilities	533	1,600	1,600	2,500
Capital	81,569	1,500	-	-
<b>Total</b>	<u>1,170,227</u>	<u>1,118,850</u>	<u>1,344,750</u>	<u>1,166,200</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
City Manager	-	1
Assistant City Manager	-	1
City Secretary	22	1
Internal Operations Manager	26	1
Management Analyst/Emergency Mgmt Coord	19	1
Intern	-	2

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 10 - GENERAL GOVERNMENT  
Department 05 - ADMINISTRATION

10 Salaries & Wages					
0101	SUPERVISOR	207,963	229,200	219,300	235,200
0104	CLERICAL	146,756	178,500	180,900	193,800
0109	OVERTIME	0	0	0	0

Salaries & Wages TOTAL . . . . . :		354,719	407,700	400,200	429,000
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15 Benefits					
0114	LONGEVITY PAY	3,050	3,400	3,400	3,700
0116	AUTO ALLOWANCE	10,500	10,500	12,000	13,500
0120	FICA & MEDICARE EXPENSE	26,773	31,750	31,450	27,900
0122	T.M.R.S. RETIREMENT EXP.	44,268	49,000	49,600	50,700

Benefits TOTAL . . . . . :		84,591	94,650	96,450	95,800
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20 Contractual					
0207	APPRAISAL & COLLECTION	121,573	133,000	133,000	133,000
0208	COUNTY AMBULANCE CONTRAC	121,589	132,000	132,000	150,000
0211	LEGAL	131,198	95,000	295,000	100,000
0213	CONSULTING FEES	161,680	116,400	147,100	120,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213 Consulting Projects

Amended budget:  
 Council approved funding to move the power pole at Goliad and Washington \$30,500.  
 A consultant will be retained at approximately \$30,000 to assist with public relations efforts related to the capital program.

Proposed Budget:  
 Transportation study with COG and HCCOA -- matching funds for study of a Park & Ride Facility and Service Planning area as part of the transportation grant approved in 2003. We have met with COG and they have a strong interest in conducting these studies. COG would issue the RFP and administer the study. The matching criteria is 80/20. This was budgeted last year but is not expected to happen before FY2006 \$44,000

Appraisals	5,000
Environmental	18,000
Employee Survey	6,000
Leadership Series	6,000
Process Audits	30,000
Miscellaneous	7,000
Updates to City Video	4,000

CITY MANAGER'S COMMENTS: Approved.

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved	
<b>Fund 01 - GENERAL FUND</b>					
<b>Division 10 - GENERAL GOVERNMENT</b>					
<b>Department 05 - ADMINISTRATION</b>					
0231	SERVICE-MAINT. CONTRACTS	3,471	4,200	4,200	7,200
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0231				Service Contracts	
Copier	\$5,300				
Scanner	1,100				
Air Card	720				
0233	ADVERTISING	2,198	4,000	4,900	4,000
0236	COMMUNITY SERVICES	28,207	37,600	37,600	37,600
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0236				Community Service Programs	
Rockwall Citizens' Academy -- 1500					
Hunt County Committee on Aging -- 18,400					
Rockwall County Committee on Aging -- 16,000					
The Possee Insurance -- 1,200					
Kiwanis Christmas Parade -- 500					
0240	EQUIPMENT REPAIRS	206	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,515	5,800	5,800	5,800
0243	BUILDING LEASE	2,400	2,400	2,400	2,400
<b>Contractual TOTAL . . . . . :</b>		<b>578,037</b>	<b>530,900</b>	<b>762,500</b>	<b>560,500</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	3,221	3,000	3,000	3,000
0307	POSTAGE	6,757	12,500	12,500	12,500
0310	PRINTING & BINDING	10,609	26,400	26,400	26,400
0347	GENERAL MAINT. SUPPLY	369	600	600	500
<b>Supplies TOTAL . . . . . :</b>		<b>20,956</b>	<b>42,500</b>	<b>42,500</b>	<b>42,400</b>
<b>40 Operational</b>					
0254	RECORDING FEES	2,873	3,000	4,500	4,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0254				Filing Fees	
The fees are increasing at the County Clerk's office for filing as well as the volume of pages which we file is increasing. Items such as annexation ordinances are relatively expensive to file.					
0410	DUES & SUBSCRIPTIONS	9,737	11,000	11,000	11,000
0422	EMPLOYEE ACTIVITIES	51	0	0	0
0428	OTHER	5,983	3,000	3,000	4,000
0430	TUITION & TRAINING	19,224	13,000	13,000	7,000
0432	EDUCATION REIMBURSEMENT	0	0	0	0
0436	TRAVEL	11,954	10,000	10,000	10,000
<b>Operational TOTAL . . . . . :</b>		<b>49,822</b>	<b>40,000</b>	<b>41,500</b>	<b>36,000</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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<u>Fund 01 - GENERAL FUND</u>				
<u>Division 10 - GENERAL GOVERNMENT</u>				
<u>Department 05 - ADMINISTRATION</u>				
50 Utilities				
0507 CELLULAR TELEPHONE	533	1,600	1,600	2,500
Utilities TOTAL . . . . . :	533	1,600	1,600	2,500
60 Capital				
0601 LAND	80,000	0	0	0
0615 OFFICE MACHINERY & EQUIP	1,569	1,500	0	0
Capital TOTAL . . . . . :	81,569	1,500	0	0
ADMIN TOTAL . . . :	1,170,227	1,118,850	1,344,750	1,166,200
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	06 Admin. Services

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	343,459	366,450	354,625	374,300
Contractual	9,832	40,100	40,100	46,100
Supplies	5,209	7,400	7,400	5,000
Operational	61,929	72,600	72,600	71,500
Utilities	720	950	950	1,000
<b>Total</b>	421,148	487,500	475,675	497,900

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Administrative Services Director	31	1
HR Supervisor	22	1
HR Specialist	13	1
Administrative Secretary	11	2

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
 Division 10 - GENERAL GOVERNMENT  
 Department 06 - ADMINISTRATIVE SERVICES

10 Salaries & Wages

0101	SUPERVISOR	84,785	88,350	87,500	92,400
0104	CLERICAL	161,351	169,400	159,600	174,000
0109	OVERTIME	496	2,000	1,000	2,000
0112	INCENTIVE PAY	43,214	50,000	50,000	50,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>289,846</b>	<b>309,750</b>	<b>298,100</b>	<b>318,400</b>

15 Benefits

0114	LONGEVITY PAY	1,510	1,800	2,775	1,500
0116	AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120	FICA & MEDICARE EXPENSE	18,623	19,600	18,850	19,500
0122	T.M.R.S. RETIREMENT EXP.	30,481	32,300	31,900	31,900
<b>Benefits TOTAL . . . . . :</b>		<b>53,614</b>	<b>56,700</b>	<b>56,525</b>	<b>55,900</b>

20 Contractual

0211	LEGAL	9,832	6,000	6,000	6,000
0213	CONSULTING FEES	0	34,000	34,000	40,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0213                      Performance Evaluation Development

Balanced Scorecard Strategic Initiative-Update a comprehensive performance evaluation program that incorporates accountability to the City's Balanced Scorecard program.

CITY MANAGER'S COMMENTS: Approved.

0242	EQUIPMENT RENTAL & LEASE	0	100	100	100
<b>Contractual TOTAL . . . . . :</b>		<b>9,832</b>	<b>40,100</b>	<b>40,100</b>	<b>46,100</b>

30 Supplies

0301	OFFICE SUPPLIES	4,473	4,000	4,000	2,500
0310	PRINTING & BINDING	735	3,000	3,000	2,000
0347	GENERAL MAINT. SUPPLY	0	400	400	500
<b>Supplies TOTAL . . . . . :</b>		<b>5,208</b>	<b>7,400</b>	<b>7,400</b>	<b>5,000</b>

40 Operational

0410	DUES & SUBSCRIPTIONS	6,638	6,000	6,000	4,000
0415	RECRUITING EXPENSES	3,869	12,000	12,000	4,000
0420	AWARDS	4,970	5,700	5,700	5,500

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 Approved
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**Fund 01 - GENERAL FUND**

**Division 10 - GENERAL GOVERNMENT**

**Department 06 - ADMINISTRATIVE SERVICES**

0422	EMPLOYEE ACTIVITIES	13,411	11,000	11,000	13,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0422** **Employee Activities**

This line item covers the various employee functions and activities the City sponsors such as the annual employee picnic, Christmas party, and other miscellaneous activities coordinated by the Employee Advisory/Employee Activities Committees. As our employee population increases, it is necessary to increase the funds to support these functions.

Christmas Luncheon	\$8,000
Employee Picnic	3,000
Breakfast with City Mgr.	500
Health Fair	1,000
Recognition Cards/Misc	500

0428	OTHER	623	500	500	0
0430	TUITION & TRAINING	2,594	5,000	5,000	8,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0430** **Tuition & Training**

Some members of the HR Staff will complete 2 HR related competencies this fiscal year, along with typical department staff travel to conferences such as TML, TMRS, and TMHRA.

0432	EDUCATION REIMBURSEMENT	0	2,400	2,400	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0432** **Education Reimbursement Accounts**

This expense has been budgeted across the departments when an employee takes college classes that are job related. This expense is being consolidated into the Admin Services budget, Employee Development line item. It is difficult to know when budgeting which departments will have employees registered for classes.

0435	EMPLOYEE DEVELOPMENT	24,057	25,000	25,000	32,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0435** **Employee Development**

This line item encompasses city-wide training and development for all employees for the required sexual harassment/workplace harassment and diversity training. In addition, to the "10 Danger Zones" Supervisory training there will be supervisory and management training available through NCTCOG for certification courses: Certificate of Professional Development-Supervision (5 Modules) and Management Development Series (5 Modules) Also, there is a growing need to provide Spanish courses for key employees, and ESOL-English for Speakers of Other Languages for some. This supports our strategic initiative in developing identified training needs.

In addition, 4 employees at mid-manager level will attend the LEAD training in VA.

Also, all college education reimbursement will be consolidated in this account.

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 10 - GENERAL GOVERNMENT

Department 06 - ADMINISTRATIVE SERVICES

0436 TRAVEL	5,766	5,000	5,000	5,000
Operational TOTAL . . . . . :	61,928	72,600	72,600	71,500

50 Utilities

0507 CELLULAR TELEPHONE	720	950	950	1,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0507 Cell Phone

The increase of \$50 is to anticipate any additional cost of services in the new PDA phone system from previous phone services.

Utilities TOTAL . . . . . :	720	950	950	1,000
ADMIN. SERVICES TOTAL :	421,148	487,500	475,675	497,900

## DIVISION SUMMARY

Fund	Department	Division
01 General	10 Administration	09 Internal Operations

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	388,545	436,600	448,000	417,750
Contractual	142,513	159,700	163,200	177,600
Supplies	47,251	53,200	60,500	62,000
Operational	5,030	7,000	8,000	7,000
Utilities	231,371	240,200	240,200	301,850
Capital	84,315	16,700	16,700	6,500
<b>Total</b>	<b>899,025</b>	<b>913,400</b>	<b>936,600</b>	<b>972,700</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Facilities Superintendent	20	1
Internal Operations Coordinator	14	1
Bldg. Maintenance Technician	8	3
Head Custodian	8	2
Custodian	5	4

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 Approved
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Fund 01 - GENERAL FUND

Division 10 - GENERAL GOVERNMENT

Department 09 - INTERNAL OPERATIONS

10 Salaries & Wages

0101	SUPERVISOR	57,801	61,050	59,550	0
0104	CLERICAL	33,833	36,400	36,100	38,100
0107	LABOR	217,931	255,700	260,100	301,800
0109	OVERTIME	10,143	7,500	11,500	8,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0109 Amended Budget

Much of the overtime allocation was used very quickly by the Facilities Superintendent and Admin. Secretary while covering projects and Council meetings in the absence of a Dept. Head. Department personnel have been encouraged to use comp time, but anticipating the summer, additional overtime will be needed. \$11,500

Salaries & Wages TOTAL . . . . . :	319,708	360,650	367,250	347,900
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15 Benefits

0114	LONGEVITY PAY	2,163	1,650	1,650	2,350
0116	AUTO ALLOWANCE	2,250	3,000	3,000	0
0120	FICA & MEDICARE EXPENSE	24,873	27,100	28,200	26,000
0122	T.M.R.S. RETIREMENT EXP.	39,551	44,200	47,900	41,500

Benefits TOTAL . . . . . :	68,837	75,950	80,750	69,850
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	66,401	72,800	72,800	88,700
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231 Service Contracts

Fire Alarms / Extinguishers	2,400			
Pest Control	3,000			
Outdoor Warning Sirens	5,000			
Emergency Generators	5,000			
Coffee Service	10,400			
Auto CAD Software	600			
Bottled Water	2,560			
Animal Control Office	2,400			
Off site storage units	3,396			
Radio System (old)	2,580			
Elevators	5,675			
Building Security-Comm Services	500			
Access Control System	22,655			
Telephone System	9,000			
Copier	1,000			
New radio system partial (3 months)	2,500	Batteries & software		

Interoperability Communications Study (the ability for public safety personnel to communicate across jurisdictional boundaries)

Licensing for 2 channels - \$5000

Consulting for Trott Communication - \$5000

Equipment / Installation - To be determined by COG at a later date.

CITY MANAGER'S COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 10 - GENERAL GOVERNMENT

Department 09 - INTERNAL OPERATIONS

0232	TEMPORARY LABOR SERVICES	2,537	0	0	0
0237	UNIFORM SERVICE	5,748	6,000	4,000	4,000
0240	EQUIPMENT REPAIRS	6,717	7,000	7,000	7,000
0242	EQUIPMENT RENTAL & LEASE	772	1,500	1,500	1,500
0244	BUILDING REPAIRS	53,494	50,000	61,500	60,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244 Covered parking for police vehicles

In the 2003-2004 budget, funds were approved to add covered parking on the south side of the police department. Those spaces are now covered. There are four spaces within the same parking lot, closest to Washington Street that are not covered. It is necessary to park police vehicles in the shade in order to protect the electronics in the cars. Request funds to construct canopy to cover four additional parking spaces. \$10,000

CITY MANAGER'S COMMENTS: Approved

0246	VEHICLE REPAIRS	2,056	2,500	2,500	2,500
0272	JANITORIAL SERVICES	4,789	19,900	13,900	13,900

Contractual TOTAL . . . . . : 142,514 159,700 163,200 177,600

30 Supplies

0301	OFFICE SUPPLIES	1,264	1,200	1,200	1,200
0323	SMALL TOOLS	2,505	2,500	2,500	3,500

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0323 Vacuums

3 new Windsor VSP14 Versamatic Plus vacuum cleaners (1 dedicated to FS #2, 2 others would replace vacuums purchased in 2002. (repairs on the 2 to be replaced would almost equal the purchase of new ones, old vacuums would be retained for spares) \$1000

CITY MANAGER'S COMMENTS: Approved

0331	FUEL & LUBRICANTS	5,429	4,500	5,800	5,800
0335	PROPANE	6,185	10,000	16,000	16,000
0345	CLEANING SUPPLIES	9,846	10,000	10,000	10,500
0347	GENERAL MAINT. SUPPLY	22,022	25,000	25,000	25,000

Supplies TOTAL . . . . . : 47,251 53,200 60,500 62,000

40 Operational

0415	RECRUITING EXPENSES	545	1,500	0	1,500
0428	OTHER	450	500	500	500
0430	TUITION & TRAINING	1,051	3,000	1,500	3,000

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 10 - GENERAL GOVERNMENT  
Department 09 - INTERNAL OPERATIONS

0436	TRAVEL	2,984	2,000	6,000	2,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0436 Budget Amendment

Facilities Superintendent and Asst to the City Manager have traveled to the radio system training, two more trips will be needed this year. These sessions are conducted only in VA, and are full week classes. Amend to \$6000

Operational TOTAL . . . . . :	5,030	7,000	8,000	7,000
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50 Utilities

0501	ELECTRICITY	111,032	125,000	125,000	145,000
0507	CELLULAR TELEPHONE	1,506	2,200	2,200	6,150

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0507 Smart Phones for Bldg. Maint. Techs

5 smart phones for Dept Head, Fac. Superintendent, 3 Bldg Maint Techs. As part of the IO Depts. strategic initiative to automate the dept and improve internal customer satisfaction, in this fiscal year, the Dept will move toward using the CRW work order/workflow management system.

A dedicated email for facility requests has been established and allows Bldg Maint Personnel to receive these requests in the field, increasing productivity and greater efficiency in daily operations.

5 phones, plus data service at \$500 each - \$2000 and monthly phone plan - \$4,150

CITY MANAGER'S COMMENTS: Approved

0508	TELEPHONE SERVICE	80,780	85,000	85,000	122,700
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0508 Increase in line item

New Digital Signaling Processors (DSP's) \$2,000

As part of the new radio system, special phone circuits have been installed. (T1 control point connectivity between the Rockwall tower site and the Heath tower site and from PD, FS#1 to the Telco hut at SBC.

(\$2,500 per month) - \$30,000 annual SBC charges.

CITY MANAGER'S COMMENTS: Approved

0510	GAS EXPENSE	13,838	8,000	8,000	8,000
0513	WATER	24,216	20,000	20,000	20,000

Utilities TOTAL . . . . . :	231,372	240,200	240,200	301,850
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 10 - GENERAL GOVERNMENT  
Department 09 - INTERNAL OPERATIONS

60 Capital

0603	BUILDINGS	56,815	0	0	0
0610	FURNITURE & FIXTURES	25,890	16,700	16,700	6,500

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0610 New Furniture

Desk	Internal Operations	350
Plan review table	Internal Operations	550
Chairs	Building Inspection	800
Chair & Desk	Animal Services	500
Chairs, credenza and bookshelf	CID	2,000
Chairs & meeting room Table	Community Services	<u>2,300</u>
Total		\$ <u>6,500</u>

CITY MANAGER COMMENTS: Approved

Modular Workstations:

Engineering/Planning/BI new positions	20,000
Police Admin Secretary & CID partitions	<u>6,300</u>
Total	\$26,300

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

0612	COMPUTER EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0612 New N Power Licenses

N Power Software operates locking/unlocking of all facility doors. Currently, only Police dispatch and Internal Ops Secretary have the software installed on their desktop computers. There is a need for one additional license to provide backup support in Internal Ops. Total: \$1,700

CITY MANAGER'S COMMENTS: Approved, funding is sufficient in the technology supply budget to cover this request.

0617	RADIO EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0617 Radios

Internal Ops reserve portable radio	10 each	\$23,000
Internal Ops portable	1 each	2,300
Fire Ops portable for new hires	10 each	25,400
Police Patrol mobile for new vehicles	2 each	6,200
Police Patrol portables for new hires	8 each	20,600
Police Patrol portable alarms	2 each	3,400
Police Patrol rapid chargers	2 each	1,100
Warrants portable for new position	1 each	2,600
Animal Services portable new position	1 each	2,600
Animal Services base units	2 each	<u>8,000</u>
Total		\$95,200

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 10 - GENERAL GOVERNMENT

Department 09 - INTERNAL OPERATIONS

0621	FIELD MACHINERY & EQUIPMENT	1,610	0	0	0
0623	VEHICLES	0	0	0	0

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0623 1/2 Ton Truck

The department is currently short 1 vehicle causing superintendent to drive his personal vehicle between City facilities. Staff proposes purchasing a 1/2 ton pickup for department's use.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

Capital TOTAL . . . . . :	84,315	16,700	16,700	6,500
INT. OPER. TOTAL :	899,027	913,400	936,600	972,700

## DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	11 Fiscal Services

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	411,497	481,400	499,870	519,500
Contractual	215,276	245,200	245,200	240,200
Supplies	61,633	66,750	66,750	66,750
Operational	9,824	11,500	11,500	13,150
Utilities	450	900	900	1,100
<b>Total</b>	<u>698,680</u>	<u>805,750</u>	<u>824,220</u>	<u>840,700</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Director of Finance	32	1
Purchasing Agent	22	1
Capital Projects Accountant	22	1
Network Administrator	22	1
Network Technology Technician	18	1
Finance Clerk - Payroll	13	1
Finance Clerk - A/P	13	1
Inventory Control Clerk	13	1



ACCOUNT		2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 01 - GENERAL FUND</b>					
<b>Division 15 - FINANCE</b>					
<b>Department 11 - FINANCE</b>					
0228	INSURANCE-CLAIMS & DED.	19,295	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	27,000	29,000	29,000	26,000
0231	SERVICE-MAINT. CONTRACTS	28,954	29,500	29,500	34,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0231</b>			<b>Service Contracts</b>		
New World Systems	\$22,500				
IBM	5,000				
Check Printer	1,000				
Copier	1,000				
Misc Software	5,000				
0233	ADVERTISING	1,886	1,000	1,000	1,000
0235	BANK CHARGES	2,633	3,000	3,000	3,000
0240	EQUIPMENT REPAIRS	90	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,976	2,700	2,700	2,700
<b>Contractual TOTAL . . . . . :</b>		<b>215,276</b>	<b>245,200</b>	<b>245,200</b>	<b>240,200</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	2,561	3,000	3,000	3,000
0303	COMPUTER SUPPLIES	18,218	17,000	17,000	17,000
0305	COPY MACHINE SUPPLY	8,209	13,000	13,000	13,000
0307	POSTAGE	28,900	29,000	29,000	29,000
0310	PRINTING & BINDING	3,176	4,000	4,000	4,000
0347	GENERAL MAINT. SUPPLY	569	750	750	750
<b>Supplies TOTAL . . . . . :</b>		<b>61,633</b>	<b>66,750</b>	<b>66,750</b>	<b>66,750</b>
<b>40 Operational</b>					
0410	DUES & SUBSCRIPTIONS	2,081	2,500	2,500	3,150
<b>DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0410</b>			<b>New Memberships</b>		
Two new memberships for purchasing					
NIGP	\$350				
NAPM	300				
0430	TUITION & TRAINING	4,682	5,000	5,000	5,000
0436	TRAVEL	3,061	4,000	4,000	5,000
<b>Operational TOTAL . . . . . :</b>		<b>9,824</b>	<b>11,500</b>	<b>11,500</b>	<b>13,150</b>
<b>50 Utilities</b>					
0507	CELLULAR TELEPHONE	450	900	900	1,100
<b>Utilities TOTAL . . . . . :</b>		<b>450</b>	<b>900</b>	<b>900</b>	<b>1,100</b>
<b>FINANCE TOTAL . . . . . :</b>		<b>698,681</b>	<b>805,750</b>	<b>824,220</b>	<b>840,700</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	15 Municipal Court

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	157,631	209,000	195,800	213,200
Contractual	83,783	63,400	75,400	81,350
Supplies	6,117	6,750	6,750	7,750
Operational	2,307	3,800	3,800	3,000
Capital	3,958	-	-	-
<b>Total</b>	<b>253,797</b>	<b>282,950</b>	<b>281,750</b>	<b>305,300</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Municipal Court Clerk Supervisor	20	1
Deputy Municipal Court Clerk II	12	2
Deputy Municipal Court Clerk I	10	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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**Fund 01 - GENERAL FUND**

**Division 15 - FINANCE**

**Department 15 - MUNICIPAL COURT**

**10 Salaries & Wages**

0101	SUPERVISOR	53,178	59,400	59,100	62,000
0104	CLERICAL	64,530	97,500	86,300	109,800
0109	OVERTIME	12,540	19,500	16,500	5,500
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>130,248</b>	<b>176,400</b>	<b>161,900</b>	<b>177,300</b>

**15 Benefits**

0114	LONGEVITY PAY	1,310	1,500	1,500	1,675
0120	FICA & MEDICARE EXPENSE	10,173	11,700	12,000	13,400
0122	T.M.R.S. RETIREMENT EXP.	15,899	19,400	20,400	21,500
<b>Benefits TOTAL . . . . . :</b>		<b>27,382</b>	<b>32,600</b>	<b>33,900</b>	<b>35,900</b>

**20 Contractual**

0211	LEGAL	58,752	48,000	60,000	61,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0211** **Legal Expenses**

This budget line item includes the contractual amount paid to Judge Kortemier as well as legal fees for the Prosecuting Attorney. As the City transitioned from night court dockets to daytime dockets, a miscalculation was made. Judge Kortemier chose to preside over a number of dockets that were not anticipated.

0229	INSURANCE-LIABILITY	1,311	2,000	2,000	1,400
0231	SERVICE-MAINT. CONTRACTS	4,493	4,700	4,700	5,250

**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0231** **Service Contracts**

Copier \$ 750  
Court Software 4,500

0240	EQUIPMENT REPAIRS	0	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,762	5,700	5,700	5,700
0252	COLLECTION SERVICES	13,466	2,500	2,500	7,500

**DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0252** **Collection Agency Charges**

Many of the outstanding warrants are turned over to a Collection Agency to pursue when it is deemed more likely they will have more success than the warrant officer. We typically budget lower expenses for this based on the understanding that any increase in the expense line is directly related (70%/30%) to an increase in court revenues.

<b>Contractual TOTAL . . . . . :</b>		<b>83,784</b>	<b>63,400</b>	<b>75,400</b>	<b>81,350</b>
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 15 - FINANCE</u>				
<u>Department 15 - MUNICIPAL COURT</u>				
30 Supplies				
0301	OFFICE SUPPLIES	1,262	1,500	1,500
0310	PRINTING & BINDING	4,434	4,500	5,500
0347	GENERAL MAINT. SUPPLY	422	750	750
Supplies TOTAL . . . . . :		6,118	6,750	7,750
40 Operational				
0407	JURY EXPENSE	360	200	200
0410	DUES & SUBSCRIPTIONS	359	500	500
0415	RECRUITING EXPENSES	141	500	0
0428	OTHER	79	200	0
0430	TUITION & TRAINING	569	1,400	1,000
0436	TRAVEL	800	1,000	1,300
Operational TOTAL . . . . . :		2,308	3,800	3,000
60 Capital				
0615	OFFICE MACHINERY & EQUIP	3,958	0	0
Capital TOTAL . . . . . :		3,958	0	0
COURTS TOTAL . . . :		258,798	282,950	305,300

## DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	25 Fire Operations

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	589,777	648,600	642,320	663,700
Contractual	83,142	119,200	129,200	141,500
Supplies	24,350	57,750	57,100	77,250
Operational	33,783	35,300	35,300	35,500
Utilities	1,766	2,000	2,000	2,300
Capital	20,184	10,500	10,500	4,250
<b>Total</b>	<b>753,003</b>	<b>873,350</b>	<b>876,420</b>	<b>924,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Fire Chief	32	1
Lt. - Fire Training Officer	23	1
Firefighter/Maintenance Technician	16	1
Administrative Assistant	15	1
Administrative Technician	11	1
Volunteer Firemen	N/A	49
Drivers (P/T)	N/A	

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
 Division 20 - FIRE  
 Department 25 - OPERATIONS

10 Salaries & Wages

0101	SUPERVISOR	84,646	89,200	88,420	93,500
0104	CLERICAL	65,788	78,950	78,450	82,900
0107	LABOR	241,169	240,500	247,300	253,500

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107

Driver/Operator Positions

In an ongoing effort to retain the high quality and experienced personnel, this program provides a driver/operator at both stations each evening from 6pm to 6am and 6am to 6pm shifts on weekends. This program aids in maintaining acceptable fire department response times as outlined in the internal process for the Balanced Scorecard as well as addressing the strategic goal of providing community safety staffing.

The approved rate of pay is \$150 per shift and overtime is paid for the following holidays: New Year's Day, MLK Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Friday, Christmas Eve, Christmas Day, New Year's Eve. (24 hour coverage is provided for holidays falling during the week). \$146,100.

STAFFING

COMPENSATION

6pm to 6am Sunday Thru Saturday 1 man each station
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\$150 per shift (12.50 hourly)	365 x 2 x \$150 \$ 109,500
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6am to 6pm Saturday and Sunday 1 man each station
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Same as above	104 x 2 x \$150 \$ 31,200
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6am to 6pm holidays  
1 man each station

6pm to 6am holidays  
1 man each station

(When full-time staff are off)

Monday - MLK Day

New Year's Eve

Thanksgiving Day

Monday - Memorial Day

New Year's Day

Thanksgiving Friday

Monday - July 4<sup>th</sup>

MLK Day

Christmas Day

Monday - Labor Day

Memorial Day

Labor Day

Thursday & Friday - Thanksgiving

Christmas Eve

July 4<sup>th</sup>

0109	OVERTIME	950	1,500	500	1,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>392,553</b>	<b>410,150</b>	<b>414,670</b>	<b>430,900</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 20 - FIRE</u>				
<u>Department 25 - OPERATIONS</u>				

15 Benefits

0113	EDUCATION/CERTIFICATE PAY	10,733	19,600	19,600	20,150
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0113 Certification Pay for Sworn & Non Sworn

This is for full time personnel who have achieved and maintain certifications above the basic level in fire suppression, fire inspections, fire/arson investigation, and peace officer and have certifications in special areas such as instructor, driver/operator, hazardous material technician, EMT or paramedic certifications. This program would address the goals of recruiting and retaining excellent employees by addressing incentives for non-sworn personnel.

\$600 (2) Driver/operator Certification \$300 year.

\$600 (2) Hazardous Material Technician Certification: \$300 year.

CITY MANAGER'S COMMENTS: A program has been developed and incentives will be funded as outlined in that program.

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0113 Firefighting Certifications

This is an ongoing program to compensate volunteer personnel who achieve and maintain fire certifications at the paid or volunteer level. This program helps achieve the goal of recruiting and retaining excellent employees and volunteers, while addressing the internal process of providing additional fire department incentives.

\$ 75	(1)	Basic volunteer certification
150	(1)	Intermediate Volunteer Certificataion
4800	(16)	Basic Fire Suppression Certificatin & ECA certification
1500	(4)	Intermediate Fire Suppression Certification & ECA Certif.
450	(1)	Advance Fire Suppression Certification & ECA Cert.
1050	(2)	Master Fire Supression Certification & ECA Cert.
4200	(14)	Driver/Operator Certifications
1500	(5)	Hazardous Material Technician Certifications
4800	(24)	EMT or Paramedic Certifications

CITY MANAGER'S COMMENTS: A program has been developed and incentives will be funded as outlined in that program.

0114	LONGEVITY PAY	640	850	950	1,250
0115	FIREMEN-INCENTIVE PAY	69,940	80,000	80,000	80,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115 Fire Incentive

This is an ongoing program that addresses the internal process of providing acceptable fire department response times but offering incentive pay for the volunteers. Additionally, this benefit aids in recruiting and retaining volunteers. Volunteers are paid based on how many calls and practice meetings were attended during the year.

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 20 - FIRE  
Department 25 - OPERATIONS

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115      Incentive one time payment

Funds to allow for a one time payment of \$1,000 to be awarded to any volunteer firemen who successfully complete the course requirements to become a Texas Commission on Fire Protection basic firefighter and EMT. This may encourage firemen to invest their time and effort to further their knowledge toward becoming a better firefighter to serve the citizens of Rockwall. \$5,000.

0116	AUTO ALLOWANCE	4,800	6,000	6,000	6,000
0120	FICA & MEDICARE EXPENSE	30,273	30,500	31,500	30,950
0122	T.M.R.S. RETIREMENT EXP.	27,706	32,400	34,100	34,300
0125	FIREMEN WATER DISCOUNT	4,358	5,500	5,500	5,950
0126	RETIREMENT-FIREMENS PENSION	48,774	63,600	50,000	54,200

Benefits TOTAL . . . . . :                    197,224            238,450            227,650            232,800

**20 Contractual**

0213	CONSULTING FEES	3,300	10,000	10,000	10,000
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0213                    Consulting Projects

Project to upgrade reporting capabilities \$5000  
Fire Plan review fees (offset by revenue) \$5000

0222	DISABILITY INSURANCE	17,626	17,750	27,750	38,550
0231	SERVICE-MAINT. CONTRACTS	4,678	18,500	18,500	23,500

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231                    Service Maintenance Agreements

\$4,855 Air Compressor and Fill Station  
\$1,500 Copier Maintenance  
\$3,000 Air Card Dues for MDT's  
\$9,100 Meterologic Software Annual Service  
\$5,000 MSA gas detectors \*

\*This price includes the service and calibration of the 2 detectors we currently own. Additionally requested is the lease of 1 - PID capable four gas detector. Grant funds will be requested in the next year to purchase the detector.

CITY MANAGER'S COMMENTS: Approved

0237	UNIFORM SERVICE	608	2,000	2,000	2,000
0238	TRAINING REIMBURSEMENT	8,422	13,750	13,750	13,750
0240	EQUIPMENT REPAIRS	14,923	16,000	16,000	18,000
0242	EQUIPMENT RENTAL & LEASE	810	6,200	6,200	5,700
0246	VEHICLE REPAIRS	32,775	35,000	35,000	30,000

Contractual TOTAL . . . . . :                    83,142            119,200            129,200            141,500

**30 Supplies**

0301	OFFICE SUPPLIES	2,952	2,000	2,000	2,500
0310	PRINTING & BINDING	294	750	750	750

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 20 - FIRE</u>				
<u>Department 25 - OPERATIONS</u>				

0321	UNIFORMS	1,866	5,500	2,000	11,500
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0321 Staff Uniforms

Volunteers are provided dress uniforms and one winter jacket, tee shirts, and caps as needed. The firefighters are regulated by NFPA and are required to have identification on their clothing showing the department, name and rank. They are also provided with a gate opener transmitter, which allows access to gated communities when needed.

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0321 Driver Uniforms

This is to purchase uniforms for the thirty volunteers working driver shifts. Currently the drivers are only required to wear a fire department t-shirt since they are not supplied work type uniform pants. We will purchase each driver two sets of pants, shorts and shirts. It is necessary to have two sets in the event that the driver is working multiple days in a week, or if we have a fire, they will need a change of clothing once they return to the station. Purchasing these uniforms, and requiring the drivers to wear them, will help the drivers present a more professional appearance during the time that they are working for the City. \$6,000.

CITY MANAGER'S COMMENTS: Approved at this time, but additional information may be considered prior to implementation of this program.

0331	FUEL & LUBRICANTS	7,667	6,500	9,350	9,500
0347	GENERAL MAINT. SUPPLY	718	1,000	1,000	1,000
0378	FIRE PREVENTION SUPPLIES	867	2,000	2,000	2,000
0379	FIRE FIGHTING SUPPLIES	9,987	40,000	40,000	50,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0379 Firefighting Supplies

This includes all the supplies needed for firefighting activities and general replacement of small tools, hose, and tarps which are damaged during the year. This also includes replacing supplies such as Class A foam and Micro Blade solution that are used throughout the year. The equipment is needed to provide a safe community and it is also regulated by NFPA as to the condition of the equipment. NFPA, Texas Commission on Fire Protection, and ISO, which determines the type of equipment, also regulate how it will be tested and how it is documented to show that it meets the regulatory requirements.

This also includes the bunker gear, boots, gloves, hoods and helmets for new firemen and replacements for existing firemen. The equipment is needed to provide a safe community and provide safety to the firemen. NFPA, Texas Commission on Fire Protection and ISO, which determine the type of equipment, also regulate how it will be tested and how it is documented to show it meets the regulatory requirements.

Supplies TOTAL . . . . . :	24,351	57,750	57,100	77,250
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 20 - FIRE  
Department 25 - OPERATIONS

40 Operational

0410	DUES & SUBSCRIPTIONS	2,000	2,500	2,500	3,100
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0410 Dues and Subscriptions

The memberships and subscriptions of these organizations enhance community safety by providing resources for new methods of responding to growth, new regulations and address the strategic goal of staff development through education and training of staff.

- TX Fire Protection Commission dues
- State Firemen's & Fire Marshal Association Dues
- State Firemen's & Fire Marshal Association Dept. Dues
- Texas Fire Chief Association Dues & Subscription
- Fire House dues and subscription
- Fire Engineering dues and subscription
- Fire Instructors Association of North Texas
- Texas Association of Fire Educators

0415	RECRUITING EXPENSES	11,697	3,200	3,200	2,600
0428	OTHER	131	1,100	1,100	1,300

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0428 Respirator/SCBA Mask Fit

Respirator/SCBA mask fit tests for firefighters is performed on a yearly basis to determine if the mask is still fitting the firemen's face and not allowing leaks around the face seal. This test is required by NFPA, OSHA 1910.120 and Texas Commission on Fire Protection.

0430	TUITION & TRAINING	13,589	15,000	15,000	15,000
0436	TRAVEL	6,366	13,500	13,500	13,500

<b>Operational TOTAL . . . . . :</b>	<b>33,783</b>	<b>35,300</b>	<b>35,300</b>	<b>35,500</b>
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50 Utilities

0507	CELLULAR TELEPHONE	1,766	2,000	2,000	2,300
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<b>Utilities TOTAL . . . . . :</b>	<b>1,766</b>	<b>2,000</b>	<b>2,000</b>	<b>2,300</b>
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60 Capital

0610	FURNITURE & FIXTURES	1,274	0	0	0
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 20 - FIRE  
Department 25 - OPERATIONS

0617	RADIO EQUIPMENT	15,155	10,500	10,500	4,250
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0617 Pagers

Replace existing motorola voice pagers  
Pagers for new firemen  
These assist the department in the goal of staff effectiveness through excellent internal communication while also striving to maintain the public safety through adequate response times. The communication of the calls is also a regulatory requirement under ISO.

0621	FIELD MACHINERY & EQUIP	3,755	0	0	0
<b>Capital TOTAL . . . . . :</b>		<b>20,184</b>	<b>10,500</b>	<b>10,500</b>	<b>4,250</b>
<b>FIRE OPERATIONS TOTAL :</b>		<b>753,003</b>	<b>873,350</b>	<b>876,420</b>	<b>924,500</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	29 Fire Marshal

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	163,626	235,100	236,400	280,700
Contractual	7,444	8,150	8,650	16,100
Supplies	20,864	26,850	26,100	41,150
Operational	12,341	18,850	18,350	28,550
Utilities	2,929	4,000	4,000	4,500
Capital	-	24,900	24,900	-
<b>Total</b>	<u>207,203</u>	<u>317,850</u>	<u>318,400</u>	<u>371,000</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Fire Marshal	23	1
Fire Inspector/Investigator	19	2
Fire Educator	19	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
 Division 20 - FIRE  
 Department 29 - FIRE MARSHAL

10 Salaries & Wages

0101	SUPERVISOR	63,155	68,700	68,100	71,900
0107	LABOR	69,872	123,750	124,250	159,200
0109	OVERTIME	1,231	2,000	1,000	1,000

Salaries & Wages TOTAL . . . . . :	134,258	194,450	193,350	232,100
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	1,350	3,600	3,600	2,150
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0113 Certification Pay

This is for full time personnel who have achieved and maintained certifications above the minimum required by their job description. This program would address the goals of Recruiting and Retaining Excellent Employees and Supporting Higher Education by addressing incentives for sworn and non-sworn personnel.

CITY MANAGER'S COMMENTS: A program has been developed and incentives will be funded as outlined in that program.

0114	LONGEVITY PAY	170	350	350	550
0120	FICA & MEDICARE EXPENSE	11,423	14,100	14,700	17,600
0122	T.M.R.S. RETIREMENT EXP.	16,424	22,600	24,400	28,300

Benefits TOTAL . . . . . :	29,367	40,650	43,050	48,600
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20 Contractual

0213	CONSULTING FEES	2,080	0	0	500
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0213 Consulting

This fee is for fire alarm and fire sprinkler plan review fees if done by a third party Engineering firm.

0231	SERVICE-MAINT. CONTRACTS	0	2,250	2,250	3,000
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0231 Air Card Dues

This is for air card dues of \$60 per month for 4 Mobile Data Terminals for the fire marshal and three fire inspectors.  
 Netmotion maint \$150

0237	UNIFORM SERVICE	1,219	2,800	2,800	2,800
0240	EQUIPMENT REPAIRS	2,130	500	500	500
0242	EQUIPMENT RENTAL & LEASE	338	600	600	3,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0242 Equipment Rental

Rental fee of \$250 per month for indoor storage of Safety Trailer purchased through grant funds. Actual amount will depend on delivery date of Trailer.

CITY MANAGER'S COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 20 - FIRE  
Department 29 - FIRE MARSHAL

0246	VEHICLE REPAIRS	1,657	1,500	2,000	5,800
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0246 Vehicle Modifications

Cost to modify unit 842 (Ford F250) to allow for this unit to safely and efficiently haul the 39-foot Fire Safety Trailer. Modifications include trailer break system, improved shocks, sway bars, and telescoping side mirrors. \$2,800

To equip unit 840 (Ford Explorer) with locking rear storage unit. The storage unit will provide security for equipment and organized storage arrangement that is needed due to the size of the unit. \$1,500 Also, standard vehicle repair needs for the department fleet.

CITY MANAGER'S COMMENTS: Approved

0261	CRIME SCENE SERVICES	20	500	500	500
<b>Contractual TOTAL . . . . . :</b>		<b>7,444</b>	<b>8,150</b>	<b>8,650</b>	<b>16,100</b>

30 Supplies

0301	OFFICE SUPPLIES	997	1,500	1,500	1,500
0310	PRINTING & BINDING	1,537	1,500	1,500	2,500

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0310 Juvenile Fire Setter

Intervention printing \$1,000  
 For printing posters and brochures for the Juvenile Fire Setter Intervention Program. Posters will be placed in each school to encourage students to report arson fires. The brochures will be available for parents and caregivers to explain the programs and offering assistance to them.

0321	UNIFORMS	1,900	2,000	2,000	2,000
0323	SMALL TOOLS	200	500	500	500
0331	FUEL & LUBRICANTS	2,712	4,500	3,750	4,500
0347	GENERAL MAINT. SUPPLY	0	500	500	500
0373	INVESTIGATION SUPPLIES	2,661	3,500	3,500	3,000
0378	FIRE PREVENTION SUPPLIES	9,788	10,350	10,350	24,150

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378 Fire Prevention Activities

\$1,500 Host Citizen's Fire Academy  
 \$2,200 Clowns' makeup, costumes, and props -Characterization Program  
 \$1,800 3rd Annual Open House

CITY MANAGER'S COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
=====				
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 20 - FIRE</u>				
<u>Department 29 - FIRE MARSHAL</u>				

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378

FLASH Program

FLASH (Firefighters Teaching Lessons on Awareness for Safety and Health) program includes fire prevention programs such as Citizen's Fire Academy, Remember When (older adult's fire and fall prevention program), Rockwall University, plan review documents covering fire safety construction, fire sprinklers, fire alarms and other areas.

\$3,100 Dalmation Dog to use as a training aid promoting fire and life safety messages to support our programs. The dog will be included in education presentations and the Clown program.

\$2,500 Promotional items, giveaways to promote the "FLASH" program, including Fire Prevention Month, Senior Safety Family Emergency and Weather Preparedness and other. In addition the following printed materials and mailings will be prepared.

\$1,500 Logo Design and printing for inclusion in Citizen's Fire Academy, Remember When, Rockwall University and other program materials.

\$3,000 Printing (5) 4"x3" fire prevention and safety ads throughout year in (4) Rockwall newspapers to promote new programs and campaigns.

\$5,900 Print and prep 4 different 6" x 11" postcards specifically designed and targeted by age and location within the City of Rockwall to reach our high-risk target population with valuable fire and life safety information.

Total Program Cost \$16,000.

CITY MANAGER'S COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378

CERT Program

\$1,650 Custom imprinted CERT kits. The kits will include a hard hat safety vest, flashlight, work gloves, goggles, blanket, whistle, first-aid kit, and ID badge.

\$ 600 Training materials printed, bound, and assembled in-house for the CERT Team program.

\$1,000 Hands-on disaster preparedness training for CERT team.

Program Cost \$3,250

CITY MANAGER'S COMMENTS: Approved



ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 20 - FIRE</u>				
<u>Department 29 - FIRE MARSHAL</u>				
50 Utilities				
0507 CELLULAR TELEPHONE	2,929	4,000	4,000	4,500
Utilities TOTAL . . . . . :	2,929	4,000	4,000	4,500
60 Capital				
0612 COMPUTER EQUIPMENT	0	8,500	8,500	0
0617 RADIO EQUIPMENT	0	5,500	5,500	0
0621 FIELD MACHINERY & EQUIP	0	10,900	10,900	0
Capital TOTAL . . . . . :	0	24,900	24,900	0
FIRE MARSHAL TOTAL :	207,202	317,850	318,400	371,000

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	31 Administration

### Expenditure Summary

	<u>Actual</u> 03-04	<u>Budgeted</u> 04-05	<u>Amended</u> 04-05	<u>Approved</u> 05-06
Personnel	663,326	567,500	587,325	608,900
Contractual	49,980	55,300	53,900	62,300
Supplies	3,596	3,750	3,750	5,450
Operational	60,172	63,750	64,000	65,650
Utilities	2,826	2,800	2,800	3,000
Capital	-	-	-	-
<b>Total</b>	<u>779,901</u>	<u>693,100</u>	<u>711,775</u>	<u>745,300</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Police Chief	32	1
Lieutenant	-	3
Public Safety Computer Manager	22	1
Crime Analyst	16	1
Administrative Assistant	12	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 30 - POLICE

Department 31 - POLICE ADMINISTRATION

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10 Salaries & Wages

0101	SUPERVISOR	91,273	100,500	99,600	105,300
0104	CLERICAL	40,378	41,750	42,000	42,300
0107	LABOR	398,921	307,550	329,850	345,100
0109	OVERTIME	6,912	6,000	6,000	5,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>537,484</b>	<b>455,800</b>	<b>477,450</b>	<b>497,700</b>

15 Benefits

0113	EDUCATION/CERTIFICATE PAY	4,799	4,800	4,400	4,800
0114	LONGEVITY PAY	9,355	6,250	3,925	5,050
0116	AUTO ALLOWANCE	6,000	6,000	6,000	6,000
0120	FICA & MEDICARE EXPENSE	38,318	35,350	35,150	34,850
0122	T.M.R.S. RETIREMENT EXP.	67,369	59,300	60,400	60,500
<b>Benefits TOTAL . . . . . :</b>		<b>125,841</b>	<b>111,700</b>	<b>109,875</b>	<b>111,200</b>

20 Contractual

0226	INSURANCE-LAW ENFORCEMENT	25,095	25,000	23,600	25,000
0231	SERVICE-MAINT. CONTRACTS	0	500	500	500

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0231 Service Contract

Copier \$500

0237	UNIFORM SERVICE	1,050	1,500	1,500	1,500
0240	EQUIPMENT REPAIRS	251	500	500	500
0242	EQUIPMENT RENTAL & LEASE	796	800	800	300
0246	VEHICLE REPAIRS	888	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	21,410	25,000	25,000	32,500

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0263 Increased Prisoner Costs

Rockwall County is increasing their costs for housing "Class C" prisoners from \$45 to \$75. Averaging 35 prisoners per month @ \$75 each our annual cost will be \$31,500. The City partnered with the County to fund an AFIS system, the City's annual maintenance is \$1,000.

0265	MEDICAL SERVICE-PRISONER	490	1,000	1,000	1,000
<b>Contractual TOTAL . . . . . :</b>		<b>49,980</b>	<b>55,300</b>	<b>53,900</b>	<b>62,300</b>

30 Supplies

0301	OFFICE SUPPLIES	816	1,000	1,000	1,000
0310	PRINTING & BINDING	48	250	250	250

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 31 - POLICE ADMINISTRATION

0321	UNIFORMS	1,028	500	500	1,200
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0321 Replacement/Dress Uniform

This will allow for replacement uniforms and a Dress Uniform for the Chief of Police.

0331	FUEL & LUBRICANTS	1,384	1,500	1,500	2,500
0347	GENERAL MAINT. SUPPLY	319	500	500	500

Supplies TOTAL . . . . . :		3,595	3,750	3,750	5,450
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40 Operational

0409	GRANT MATCHING	50,000	50,000	50,000	50,000
0410	DUES & SUBSCRIPTIONS	1,082	1,250	1,500	1,650
0415	RECRUITING EXPENSES	0	250	250	250
0420	AWARDS	0	750	750	750
0428	OTHER	950	1,000	1,000	1,000
0430	TUITION & TRAINING	1,816	4,000	4,000	4,500

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0430 Training/Travel

Both line items, tuition and travel, have increased costs since last year. We have also added the Crime Analyst to our staff.

0436	TRAVEL	6,324	6,500	6,500	7,500
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Operational TOTAL . . . . . :		60,172	63,750	64,000	65,650
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50 Utilities

0507	CELLULAR TELEPHONE	2,826	2,800	2,800	3,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0507 Service Change

As a result of the new radio system installation, all Police Dept. Cellular phone service will be Cingular Wireless. Nextel Cell phones will be cancelled. Five (5) phones will remain in the budget. (Chief, 3-Lt.s, 1-IT), including data service for the Chief.

Utilities TOTAL . . . . . :		2,826	2,800	2,800	3,000
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POL ADMIN TOTAL :		779,898	693,100	711,775	745,300
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	32 Communications

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	415,940	436,400	466,420	513,850
Contractual	81,844	83,950	83,950	102,100
Supplies	2,080	3,000	3,000	2,900
Operational	2,981	6,000	6,000	9,300
Utilities	338	150	150	150
Capital	1,467	1,750	1,750	-
<b>Total</b>	<u>504,649</u>	<u>531,250</u>	<u>561,270</u>	<u>628,300</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Communications Supervisor	19	1
Communications Specialist	13	9

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 32 - COMMUNICATIONS

10 Salaries & Wages

0101	SUPERVISOR	51,043	54,900	55,400	57,500
0104	CLERICAL	255,513	278,500	288,200	340,800

DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104                      New Telecommunications Officer I

The recently completed communications efficiency study calls for an added telecommunications officer due to growth and added call loads. The new position would be added to a swing shift when calls are at their highest. Recommended Pay Grade 11.

CITY MANAGER'S COMMENTS: Approved

0109	OVERTIME	39,500	30,000	45,000	35,000
Salaries & Wages TOTAL . . . . . :		346,056	363,400	388,600	433,300

15 Benefits

0114	LONGEVITY PAY	1,030	1,500	1,620	1,800
0120	FICA & MEDICARE EXPENSE	26,823	27,000	28,500	29,950
0122	T.M.R.S. RETIREMENT EXP.	42,030	44,500	47,700	48,800
Benefits TOTAL . . . . . :		69,883	73,000	77,820	80,550

20 Contractual

0231	SERVICE-MAINT. CONTRACTS	81,758	83,850	83,850	102,100
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231                      Service Contracts

New World Systems \$69,600  
 IBM 6,500  
 Mobile Data 18,500  
 Digital Recorder 7,500  
 Increase due to Digital Recorder system was upgraded & expanded to be compatible with new radio system. Additional licenses for New World Systems MDT's added.

0242	EQUIPMENT RENTAL & LEASE	85	100	100	0
Contractual TOTAL . . . . . :		81,843	83,950	83,950	102,100

30 Supplies

0301	OFFICE SUPPLIES	1,454	1,700	1,700	1,700
0310	PRINTING & BINDING	71	100	100	100
0321	UNIFORMS	250	600	600	600
0347	GENERAL MAINT. SUPPLY	305	600	600	500
Supplies TOTAL . . . . . :		2,080	3,000	3,000	2,900

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 30 - POLICE</u>				
<u>Department 32 - COMMUNICATIONS</u>				
40 Operational				
0410	DUES & SUBSCRIPTIONS	0	0	2,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0410			Dues and subscriptions	
Several memberships have been paid but were paid from several other lines. This is an attempt to organize those under one heading. APCO Memberships for 2. Cole's online telephone information for tele-communicators Annual TCLEDDS renewal.				
0415	RECRUITING EXPENSES	149	1,000	1,000
0428	OTHER	119	300	300
0430	TUITION & TRAINING	789	1,500	3,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0430			Increase in tuition	
An increase in tuition is being sought due to added manpower and newer employees. "Powerphone" courses will be made available to each Communications Officer which should help them during crisis calls for service.				
0432	EDUCATION REIMBURSEMENT	1,366	1,200	0
0436	TRAVEL	557	2,000	3,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0436			Travel	
An increase is necessary for the additional dispatcher and for local travel reimbursement.				
Operational TOTAL . . . . . :		2,980	6,000	9,300
50 Utilities				
0507	CELLULAR TELEPHONE	338	150	150
Utilities TOTAL . . . . . :		338	150	150
60 Capital				
0612	COMPUTER EQUIPMENT	0	0	0
DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0612			Touch screen monitors	
Touch screen monitors will allow for quicker entering and access of information into the radio system during emergency calls for service. This will enhance the efficiency and effectiveness of communications officers as they perform their duties. Each monitor is \$2,000 Total request \$6,000.				
CITY MANAGER COMMENTS: Approved, financed through Technology Replacement Fund.				
0615	OFFICE MACHINERY & EQUIP	1,467	1,750	0
Capital TOTAL . . . . . :		1,467	1,750	0
COMMUNICATIONS TOTAL . . . :		504,647	531,250	628,300

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	33 Patrol

### Expenditure Summary

	<u>Actual</u> 03-04	<u>Budgeted</u> 04-05	<u>Amended</u> 04-05	<u>Approved</u> 05-06
Personnel	2,320,018	2,493,900	2,434,040	2,783,300
Contractual	70,026	66,500	66,500	74,200
Supplies	98,589	104,200	124,700	125,700
Operational	21,669	28,200	27,250	28,200
Utilities	6,590	6,000	6,000	1,200
Capital	2,550	-	-	7,600
<b>Total</b>	<u>2,519,442</u>	<u>2,698,800</u>	<u>2,658,490</u>	<u>3,020,200</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Patrol Sergeant	-	6
Patrol Officer	-	37

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
 Division 30 - POLICE  
 Department 33 - PATROL

10 Salaries & Wages

0101	SUPERVISOR	368,194	390,800	353,200	382,300
0107	LABOR	1,370,133	1,510,800	1,462,000	1,764,600

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107 Additional Police Officers

Rockwall continues to grow at a very fast pace with conservative estimates adding 2,500 residents each year. That will bring our population to about 30,000 in 2006. Calls for police service are also increasing faster than the population and to date are 16.2% higher than this time last year, which saw an overall increase of 12.2% for the year. Two years ago our staffing level fell to 2.0 officers per 1,000 population. We feel that is the minimum standard to effectively provide police services to this community.

Five additional police officer positions will maintain the 2.0 ratio and will allow us the flexibility to fill our vacant internal positions without diminishing our high visibility presence in Patrol.

CITY MANAGER'S COMMENTS: Approved

0108	OVERTIME-STEP	73,889	75,000	80,000	80,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0108 OT STEP

\$80,000 will accommodate the increase in area to conduct traffic enforcement

0109	OVERTIME	93,129	90,000	107,000	100,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109 Overtime

Increase will allow for additional areas to patrol and Holiday Crime prevention initiative as conducted last year.

Salaries & Wages TOTAL . . . . . :	1,905,345	2,066,600	2,002,200	2,326,900
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	17,384	17,500	18,500	17,500
0114	LONGEVITY PAY	14,964	12,100	9,940	10,200
0120	FICA & MEDICARE EXPENSE	147,454	150,800	150,800	162,900
0122	T.M.R.S. RETIREMENT EXP.	234,872	246,900	252,600	265,800

Benefits TOTAL . . . . . :	414,674	427,300	431,840	456,400
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 33 - PATROL

20 Contractual

0231	SERVICE-MAINT. CONTRACTS	19,278	16,000	16,000	20,700
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0231                      Service & Maintenance Contracts

8 new Ford Crown Vic patrol cars Extended warranties \$2,400 x 8 = \$19,200  
 Copier                      1,500

0240	EQUIPMENT REPAIRS	3,411	5,000	5,000	5,000
0242	EQUIPMENT RENTAL & LEASE	9,305	8,500	8,500	8,500

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0242                      Copier Rental

Copier \$5,300  
 Misc Equipment Rentals \$400  
 Pager rentals 2,800

0246	VEHICLE REPAIRS	38,032	37,000	37,000	40,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0246                      Vehicle Repair Increase

This increase is based on projected increase in Patrol fleet size by two vehicles to the following: 19 Ford Crown Vics (16 Patrol, 1 K-9 1 Sgt, 1 Academy), 1 Ford Expedition, 1 Chev Camaro, 1 Ford Mustang, & 2 Kawasaki motorcycles. Historically insufficient funds have been budgeted for repairs. The Finance Dept has prepared estimates for each department based on fleet size.

Contractual TOTAL . . . . . :	70,026	66,500	66,500	74,200
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30 Supplies

0301	OFFICE SUPPLIES	1,226	1,200	1,200	1,200
0310	PRINTING & BINDING	1,383	1,500	1,500	1,500
0315	TRAINING SUPPLIES	6,423	6,000	8,000	9,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315                      Increase in Training Supplies

With the implementation of the AR-15 rifle and the TASER programs last year, the cost of .223 ammunition for proficiency training and qualification, as well as TASER cartridges for annual TASER recertification have placed a greater demand on the coming year's supply needs. We have also increased the size of the Dept.

0321	UNIFORMS	29,263	42,000	45,000	45,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0321                      High Gear Training Suit

The Department initiated a defensive tactics program last year. Officers are trained with full contact in reality based training. Additional training suits will reduce down time in changing and cleaning of the existing suits. 4 additional suits requested. \$4,500 can be absorbed in requested budget.

CITY MANAGER COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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**Fund 01 - GENERAL FUND**

**Division 30 - POLICE**

**Department 33 - PATROL**

0331	FUEL & LUBRICANTS	51,693	45,000	60,500	60,500
0347	GENERAL MAINT. SUPPLY	6,348	6,000	6,000	6,000
0376	POLICE CANINE EXPENSE	2,254	2,500	2,500	2,500
<b>Supplies TOTAL . . . . . :</b>		<b>98,590</b>	<b>104,200</b>	<b>124,700</b>	<b>125,700</b>

**40 Operational**

0410	DUES & SUBSCRIPTIONS	25	200	200	200
0415	RECRUITING EXPENSES	7,631	10,000	8,000	8,000
0428	OTHER	805	1,000	1,000	1,000
0430	TUITION & TRAINING	5,843	10,000	10,000	13,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0430** **Increased Training**

There are three new sergeants that will attend the Police School of Supervision this fall at a cost of \$1,000 per sergeant. In addition, we are requesting five additional officers, some of which will go to one of two local police academies. The costs vary between \$1,000 and \$1,500 per officer.

0432	EDUCATION REIMBURSEMENT	4,464	4,000	5,050	0
0436	TRAVEL	2,900	3,000	3,000	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0436** **Increased Travel**

Officers are required to complete 40 hours of in-service training every two years. These courses are typically held in various locations around the metroplex and last a full day. The course(s) vary in length from 1 day to a full week. Travel will be required for 3 new sergeant's to attend Supervision school.

<b>Operational TOTAL . . . . . :</b>		<b>21,668</b>	<b>28,200</b>	<b>27,250</b>	<b>28,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	6,590	6,000	6,000	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0507** **Service Change**

As a result of the new radio system installation, all Police Dept. Cellular phone service will be Cingular Wireless. Patrol phone count will be reduced from 11 phones back to 2 Sgt. phones. Nextel phones will be cancelled.

<b>Utilities TOTAL . . . . . :</b>		<b>6,590</b>	<b>6,000</b>	<b>6,000</b>	<b>1,200</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0612** **Laptop/Mounts**

These laptops and mounts are needed for 2 additional patrol cars. Cost: \$6,400

**CITY MANAGER COMMENTS:** Approved, funded through Technology Replacement Fund



ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND				
<u>Division 30 - POLICE</u>				
<u>Department 33 - PATROL</u>				

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 TASERS

The TASER system was implemented this year with five initial units. The TASER is a less than lethal force alternative when an offender resists an officer's attempt to arrest the subject. An additional 5 TASERS and training cartridges would allow all Patrol officers to be trained with the TASER system and increase the chance that an officer has an acceptable alternative in the continuum of force spectrum. We currently have 11 officers trained to carry the TASER. Continuing the initial implementation substantially increases the chance that several officers on each shift are trained and carrying a TASER and that at least one such equipped officer responds to every call. Cost: \$7,050.

CITY MANAGER COMMENTS: Approved financed through Contractual Obligations

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 Video Cameras for Patrol Cars

Currently, the fleet of Patrol cars and some of Community Services are equipped with Kustom Signal Eyewitness video cameras that record all traffic stops, pursuits, and virtually any disturbance call (especially family violence calls) that we respond to. In addition to the State mandated review of traffic stops for racial profiling documentation, the systems are vital for criminal case prosecutions and assisting with customer complaints on officers. The current Kustom systems are aged, with many 4-7 years old. Some of the systems have been "cannibalized" and are hybrids with parts of older systems used to control repair costs. Kustom's most recent effort to improve quality has not reduced repair costs. This technology now requires repairs at the factory by the manufacturer instead of the local repair shop. Repair costs for the Kustom systems since 1-16-04 is approx \$5,119 (this is from the local repair shop & does not include what we have paid the manufacturer when the local shop cannot repair the problem.

This year, we are evaluating Mobile-Vision, a competitor to Kustom Signal. According to repair estimates from the local repair shop, the Mobile-Vision systems experience failure and need repair only about 10% as often as the Kustom systems do. The Mobile-Vision system is more reliable and has better quality, especially with the camera and picture quality, than the Kustom system does. However, the industry is moving toward digital recording, which provides excellent picture resolution and recording; outstanding sound recording; multiple track recording for multiple users; less space needed for system hardware (eliminates RAM drive and VHS vault); remarkable data storage, transfer, review, management, duplication; and the amount of time, both by officers and supervisors returning to the station to replace VHS or RAM DVD's (as well as managing this media and ultimately taking time to review recordings for racial profiling reports) could be dramatically reduced by migrating to digital recording. To totally migrate to a digital wireless system for 16 cameras is:

Kustom Signal approximately \$138,000

Mobile Vision approximately \$102,681

The computer management package for both companies requires a stand alone terabyte server that would then merge into our computer network. This technology allows wireless downloading every time a patrol car comes into the police station parking lot, reducing time that both officers and supervisors spend removing and replacing recording media and reducing supervisor time reviewing the recorded data. Because of the cost to fully implement this plan, we propose a two stage implementation that

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 30 - POLICE</u>				
<u>Department 33 - PATROL</u>				

would prepare us for the industry standard, as well as immediately improve our recording quality and reduce our growing repair costs. We would replace all Kustom systems with Mobile-Vision VHS systems. This is an "open architect" system, meaning only the recording system itself would be replaced in the next phase (VHS replaced by rugged digital recorder). We would immediately improve recording quality and reliability and save the largest portion of the expense for the following budget year (2007). The Sheriff's office has already switched to these new cameras.

Total Cost for implementation of 16 cameras: \$48,000 (16 @ \$3,000)

CITY MANAGER COMMENTS: Approved, phase I cameras will be financed with Contractual Obligations. Phase II costs will be reviewed by IT staff and considered in fiscal year 2007 budget.

COUNCIL COMMENTS: Funding should be transferred from Court Security or Technology for this when debt is issued.

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 Replacement Radar for Motorcycles

The current Stalker Radar units on the 2 Kawasaki motorcycles are the original radar units when the program was started in 1996. The control panels and housings are worn out. This has led to instability in the radar mounts with the possibility of the unit falling to the pavement. The batteries are not holding adequate charges any longer. Improved radar is now available and helps eliminate target interference and improve the officer's accuracy in measuring vehicle speed and resulting enforcement activity. Cost of 2 Radar Units: \$4,400

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

Capital TOTAL . . . . . :	2,550	0	0	7,600
PATROL TOTAL . . . :	2,519,443	2,698,800	2,658,490	3,020,200

## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	34 CID

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	565,989	596,850	588,700	579,000
Contractual	12,563	14,850	15,850	15,000
Supplies	11,374	11,600	14,500	14,500
Operational	3,543	7,050	7,050	6,300
Utilities	2,900	2,800	2,800	2,800
Capital	6,785	-	-	-
<b>Total</b>	603,153	633,150	628,900	617,600

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Sergeant	-	1
Investigator II	-	2
Investigator I	-	2
Public Safety Officer/Crime Scene Tech.	14	1
Property and Evidence Technician	13	1
Records Clerk II	11	1
Records Clerk I	9	1
Records Clerk I/Receptionist	9	1

ACCOUNT		2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 01 - GENERAL FUND</b>					
<b>Division 30 - POLICE</b>					
<b>Department 34 - CRIMINAL INVESTIGATIONS</b>					
<b>10 Salaries &amp; Wages</b>					
0101	SUPERVISOR	70,795	71,400	75,100	55,000
0104	CLERICAL	130,189	137,600	136,400	142,400
0107	LABOR	257,241	275,800	261,900	273,000
0109	OVERTIME	3,556	4,000	4,000	4,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>461,781</b>	<b>488,800</b>	<b>477,400</b>	<b>474,400</b>
<b>15 Benefits</b>					
0113	EDUCATION/CERTIFICATE PAY	5,422	5,400	7,250	5,400
0114	LONGEVITY PAY	5,260	5,850	5,850	5,900
0120	FICA & MEDICARE EXPENSE	35,473	36,600	36,600	36,600
0122	T.M.R.S. RETIREMENT EXP.	58,053	60,200	61,600	56,700
<b>Benefits TOTAL . . . . . :</b>		<b>104,208</b>	<b>108,050</b>	<b>111,300</b>	<b>104,600</b>
<b>20 Contractual</b>					
0231	SERVICE-MAINT. CONTRACTS	2,195	2,300	2,300	2,500
<b>DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0231</b>				<b>Service Agreements</b>	
Copier		\$2,500			
0240	EQUIPMENT REPAIRS	155	400	400	500
0242	EQUIPMENT RENTAL & LEASE	557	650	650	0
0246	VEHICLE REPAIRS	3,123	3,500	4,500	4,000
0261	CRIME SCENE SERVICES	6,534	8,000	8,000	8,000
<b>Contractual TOTAL . . . . . :</b>		<b>12,564</b>	<b>14,850</b>	<b>15,850</b>	<b>15,000</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	1,222	1,500	1,500	1,500
0310	PRINTING & BINDING	660	800	800	800
0321	UNIFORMS	3,554	4,000	4,000	4,000
0331	FUEL & LUBRICANTS	2,945	1,600	4,500	4,500
0347	GENERAL MAINT. SUPPLY	30	200	200	200
0373	INVESTIGATION SUPPLIES	2,963	3,500	3,500	3,500
<b>Supplies TOTAL . . . . . :</b>		<b>11,374</b>	<b>11,600</b>	<b>14,500</b>	<b>14,500</b>
<b>40 Operational</b>					
0410	DUES & SUBSCRIPTIONS	412	300	300	300
0415	RECRUITING EXPENSES	140	0	0	0
0428	OTHER	547	750	750	0
0430	TUITION & TRAINING	1,619	3,000	3,000	3,000
0436	TRAVEL	825	3,000	3,000	3,000
<b>Operational TOTAL . . . . . :</b>		<b>3,543</b>	<b>7,050</b>	<b>7,050</b>	<b>6,300</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 34 - CRIMINAL INVESTIGATIONS

50 Utilities				
0507 CELLULAR TELEPHONE	2,900	2,800	2,800	2,800

DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0507 Service Change

As a result of the new radio system installation, all Police Dept. Cellular phone service will be Cingular Wireless. Nextel Cell phones will be cancelled. Five (5) phones will remain assigned in CID

Utilities TOTAL . . . . . :	2,900	2,800	2,800	2,800
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60 Capital

0610 FURNITURE & FIXTURES	190	0	0	0
0612 COMPUTER EQUIPMENT	0	0	0	0

DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0612 Laptop computer

Laptop will give detectives NCIC/TCIC information in the field and will allow them the ability to take statements and write supplements immediately, increasing their efficiency.

CITY MANAGER COMMENTS: Approved, funded through Tech Replacement Fund

0623 VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0623 2 Four Door Sedans

These vehicles will replace old patrol cars with high mileage that are very expensive to maintain. Life expectancy will be at least 5 years as it has been with the other covert vehicles in CID.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

0624 POLICE EQUIPMENT	6,595	0	0	0
Capital TOTAL . . . . . :	6,785	0	0	0
CID TOTAL . . . . . :	603,155	633,150	628,900	617,600

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	35 Community Services

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	422,047	444,550	395,350	438,400
Contractual	17,205	18,200	19,200	27,800
Supplies	9,427	10,050	10,750	11,100
Operational	5,030	6,800	5,800	8,300
Utilities	3,502	3,500	3,500	3,500
Capital	-	-	-	-
<b>Total</b>	457,211	483,100	434,600	489,100

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Sergeant - Juvenile/Crime Prevention	-	1
Patrol Officer - School Liaison	-	4
Police Officer - D.A.R.E.	-	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 35 - COMMUNITY SERVICES

10 Salaries & Wages

0101	SUPERVISOR	60,706	71,400	56,300	71,600
0107	LABOR	275,140	285,800	258,200	282,200
0109	OVERTIME	6,274	6,000	6,000	5,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>342,120</b>	<b>363,200</b>	<b>320,500</b>	<b>358,800</b>

15 Benefits

0113	EDUCATION/CERTIFICATE PAY	4,741	4,800	4,300	4,800
0114	LONGEVITY PAY	4,090	4,550	3,650	4,200
0120	FICA & MEDICARE EXPENSE	27,673	27,300	25,000	27,100
0122	T.M.R.S. RETIREMENT EXP.	43,422	44,700	41,900	43,500
<b>Benefits TOTAL . . . . . :</b>		<b>79,926</b>	<b>81,350</b>	<b>74,850</b>	<b>79,600</b>

20 Contractual

0231	SERVICE-MAINT. CONTRACTS	1,749	1,800	1,800	4,900
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0231 Service Contracts

This increase will cover the extended warranty for the truck to pull the "Sky Box" \$2,400  
 Copier \$2,500

0240	EQUIPMENT REPAIRS	262	500	500	500
0242	EQUIPMENT RENTAL & LEASE	660	900	900	5,400

DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0242 Copier Lease

The copier in the storefront is a hand-me-down from CID that is very old. The vendor stated they don't make replacement parts for the model anymore. A Konica Color copier would allow us to reproduce new literature in a more cost effective manner. This copier would be available for use by other city departments as well, saving printing dollars in other budgets. \$5,400.

0243	BUILDING LEASE	13,368	14,000	14,000	14,000
0246	VEHICLE REPAIRS	1,166	1,000	2,000	3,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0246 Vehicle Repair

The fifth dept. position will be filled throughout this budget requiring necessary repairs for all assigned vehicles, which are older patrol vehicles. In the Spring, 2 of these vehicles will be replaced with two '04 patrol cars.

<b>Contractual TOTAL . . . . . :</b>		<b>17,205</b>	<b>18,200</b>	<b>19,200</b>	<b>27,800</b>
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30 Supplies

0301	OFFICE SUPPLIES	457	700	700	700
0310	PRINTING & BINDING	623	600	600	600

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 35 - COMMUNITY SERVICES

0321	UNIFORMS	2,473	3,000	3,000	3,000
0331	FUEL & LUBRICANTS	3,729	2,750	3,450	3,750
0347	GENERAL MAINT. SUPPLY	11	200	200	250
0370	COP PROGRAM SUPPLIES	312	1,000	1,000	1,000
0371	CRIME PREV. SUPPLIES	1,821	1,800	1,800	1,800
<b>Supplies TOTAL . . . . . :</b>		<b>9,426</b>	<b>10,050</b>	<b>10,750</b>	<b>11,100</b>

40 Operational

0372	CPA PROGRAM SUPPLIES	337	500	500	500
0410	DUES & SUBSCRIPTIONS	466	500	500	500
0428	OTHER	278	300	300	300
0430	TUITION & TRAINING	579	1,500	1,500	3,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0430 Training new SRO's

This increase will allow us to fund the 40 hour basic training for the two new SRO's, as well as State mandated training for everyone in the unit.

0436	TRAVEL	3,371	4,000	3,000	4,000
<b>Operational TOTAL . . . . . :</b>		<b>5,031</b>	<b>6,800</b>	<b>5,800</b>	<b>8,300</b>

50 Utilities

0507	CELLULAR TELEPHONE	3,502	3,500	3,500	3,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0507 Service Change

As a result of the new radio system installation, all Police Dept. Cellular phone service will be Cingular Wireless. Sgt. And Crime Prevention Officer will have cell phones. Nextel cell phones will be cancelled.

<b>Utilities TOTAL . . . . . :</b>		<b>3,502</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
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60 Capital

0623	VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0623 2006 3/4 ton P.U. truck

Crew cab 3/4 ton truck has the necessary size to pull the "Sky Box". It is also large enough to accommodate members of the unit to special functions while hauling other equipment or training supplies.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 35 - COMMUNITY SERVICES

0624	POLICE EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0624 Sky Watch Surveillance Unit

The "Sky Watch" surveillance unit is a mobile crime prevention tool utilized by many police departments. The compartment, somewhat larger than a phone booth, raises to 24 feet and provides visibility into areas far from the immediate vicinity. It also is an extremely effective crime prevention tool especially of vehicle crimes, which is one of our biggest problems in Rockwall. \$52,000.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

Capital TOTAL . . . . . :	0	0	0	0
COMMUNITY SERVICES TOTAL :	457,210	483,100	434,600	489,100

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	30 Police	36 Warrants

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	111,908	115,300	116,450	175,600
Contractual	895	1,300	1,300	1,400
Supplies	871	1,900	1,900	4,100
Operational	106	1,000	1,000	1,000
Utilities	1,043	1,100	1,100	2,200
Capital	-	-	-	-
<b>Total</b>	114,822	120,600	121,750	184,300

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Warrant Officer	-	2
Warrant Clerk	10	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 30 - POLICE  
Department 36 - WARRANTS

10 Salaries & Wages

0104	CLERICAL	34,193	36,600	36,250	38,300
0107	LABOR	56,185	57,200	57,700	104,900

DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0107 Addl. Warrant Officer

The Municipal Court currently utilizes one police officer to maintain security for the Court. This officer is sometimes the Warrant officer who is on-duty, but many times is an off-duty officer receiving an overtime rate. The Judge has voiced concerns about the level of safety in the courtroom, since the metal detector cannot be used if only one person is processing the docket.

In addition, the increasing number of officers ultimately impacts the warrants workload since it is estimated that up to 33% of all tickets will go to warrants. Salary and benefits total \$56,500

CITY MANAGER'S COMMENTS: Approved. A transfer from the Court Security fee revenue of \$20,000 will cover about 35% of this expense.

0109	OVERTIME	823	500	300	1,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0109 Overtime

There could be additional expenses with the Marshals, not from Court time, but in prisoner transfers. An increase to \$1,500 should be adequate.

<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>91,201</b>	<b>94,300</b>	<b>94,250</b>	<b>144,700</b>
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	900	900	900	900
0114	LONGEVITY PAY	1,145	1,250	1,250	1,400
0120	FICA & MEDICARE EXPENSE	7,173	7,150	7,350	11,000
0122	T.M.R.S. RETIREMENT EXP.	11,488	11,700	12,700	17,600

<b>Benefits TOTAL . . . . . :</b>		<b>20,706</b>	<b>21,000</b>	<b>22,200</b>	<b>30,900</b>
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20 Contractual

0240	EQUIPMENT REPAIRS	0	200	200	200
0242	EQUIPMENT RENTAL & LEASE	85	100	100	200

DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0242 pagers

This increase includes a basic pager for the new Officer.

0246	VEHICLE REPAIRS	810	1,000	1,000	1,000
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<b>Contractual TOTAL . . . . . :</b>		<b>895</b>	<b>1,300</b>	<b>1,300</b>	<b>1,400</b>
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 30 - POLICE</u>				
<u>Department 36 - WARRANTS</u>				
<b>30 Supplies</b>				
0301	OFFICE SUPPLIES	158	300	300
0310	PRINTING & BINDING	0	300	300
0321	UNIFORMS	0	500	2,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0321				uniforms
This would include 3 sets of uniforms for the new officer along with replacement uniforms for the Warrant Officer.				
0331	FUEL & LUBRICANTS	713	800	1,500
<b>Supplies TOTAL . . . . . :</b>		<b>871</b>	<b>1,900</b>	<b>4,100</b>
<b>40 Operational</b>				
0428	OTHER	0	300	300
0430	TUITION & TRAINING	106	350	350
0436	TRAVEL	0	350	350
<b>Operational TOTAL . . . . . :</b>		<b>106</b>	<b>1,000</b>	<b>1,000</b>
<b>50 Utilities</b>				
0507	CELLULAR TELEPHONE	1,043	1,100	2,200
DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0507				Warrants Cell Phones
1 new phone for the new position				
<b>Utilities TOTAL . . . . . :</b>		<b>1,043</b>	<b>1,100</b>	<b>2,200</b>
<b>WARRANTS TOTAL . . :</b>		<b>114,822</b>	<b>120,600</b>	<b>121,750</b>
				<b>184,300</b>

## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	41 Planning

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	255,999	290,650	294,450	347,950
Contractual	85,850	111,100	61,300	91,700
Supplies	3,096	4,400	4,400	4,400
Operational	8,728	10,950	10,950	15,250
Utilities	591	600	600	600
Capital	580	-	-	-
<b>Total</b>	<u>354,843</u>	<u>417,700</u>	<u>371,700</u>	<u>459,900</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Planning and Zoning Director	31	1
Planning and Zoning Manager	23	1
Planner	20	1
Planning Technician	15	1
Planning & Zoning Coordinator	12	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 40 - COMMUNITY DEVELOPMENT</u>				
<u>Department 41 - PLANNING</u>				

10 Salaries & Wages

0101	SUPERVISOR	80,678	88,300	87,500	92,500
0104	CLERICAL	125,520	150,500	150,100	193,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0104

Planning Tech Position

I am requesting to add position for our department. The Planning Technician would allow staff to better manage the continuous rise in the number of development applications, coupled with the increased job duties that other planning staff members have taken on. These duties have included G.I.S. mapping, meetings with the Downtown Merchants Association and other meetings with clients and committees. As our department continues to implement GIS applications, it is very time consuming developing, updating and administering the program. Currently one of the Planners is functioning as the GIS person, but additional assistance is needed to develop the system and maps. We would look to the Planning Technician position to perform a variety of technical tasks including reviewing and processing applications and providing technical assistance to the Planners. This time is spent preparing notification maps, power point presentations, and other tasks. The Planning Technician would be responsible for many of these tasks as well. Position is estimated to be a grade 13.

CITY MANAGER'S COMMENTS: Approved

0109	OVERTIME	2,128	1,000	2,800	2,500
Salaries & Wages TOTAL . . . . . :		208,326	239,800	240,400	288,000

15 Benefits

0114	LONGEVITY PAY	1,732	1,600	1,600	1,800
0116	AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120	FICA & MEDICARE EXPENSE	16,923	17,750	18,650	20,150
0122	T.M.R.S. RETIREMENT EXP.	26,018	28,500	30,800	35,000
Benefits TOTAL . . . . . :		47,673	50,850	54,050	59,950

20 Contractual

0213	CONSULTING FEES	65,706	75,000	40,000	75,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213

Consultants

\$15,000 Miscellaneous studies  
40,000 Downtown planning initiatives including form based zoning standards and expansion of the CBD.  
15,000 GIS project continuation with NCTCOG  
5,000 Historic Preservation consultant

CITY MANAGER'S COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
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**Fund 01 - GENERAL FUND**

**Division 40 - COMMUNITY DEVELOPMENT**

**Department 41 - PLANNING**

0219	TRAFFIC PLANNING	10,272	20,000	15,000	0
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0219 Traffic Consultant

This line is being moved to the Engineering budget, at the same amount as prior budget.

0231	SERVICE-MAINT. CONTRACTS	1,874	9,000	2,200	9,600
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231 Service Contracts

Copier (Engr)           \$1,400  
 Auto Cad software     1,600  
 GIS software           6,600

0233	ADVERTISING	3,828	2,500	2,500	2,500
0242	EQUIPMENT RENTAL & LEASE	4,169	4,600	1,600	4,600

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0242 Copier Lease

Engineering Copier \$4,600 - new copier was not received until late in FY 05 budget year.

<b>Contractual TOTAL . . . . . :</b>	<b>85,849</b>	<b>111,100</b>	<b>61,300</b>	<b>91,700</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,830	1,600	1,600	1,600
0310	PRINTING & BINDING	1,265	2,500	2,500	2,500
0347	GENERAL MAINT. SUPPLY	0	300	300	300

<b>Supplies TOTAL . . . . . :</b>	<b>3,095</b>	<b>4,400</b>	<b>4,400</b>	<b>4,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,295	1,200	1,200	1,400
0415	RECRUITING EXPENSES	81	0	0	500
0428	OTHER	374	1,000	1,000	1,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0428 Other

These funds are generally used for shirt purchases for P&Z members and unforeseen miscellaneous training for Boards, Commission and staff members.

0430	TUITION & TRAINING	3,654	4,750	4,750	8,100
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0430 Training

The training for the 2005-06 budget includes costs for P&Z training, Historic Board training, Texas APA Conference, National APA Conference, CRW Training and miscellaneous training during the year.

CITY MANAGER'S COMMENTS: Approved.

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 40 - COMMUNITY DEVELOPMENT  
Department 41 - PLANNING

0436	TRAVEL	3,324	4,000	4,000	4,250
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0436 Travel

Travel expenses are anticipated for the Texas APA Conference, the National APA Conference in San Antonio. We would like to take some of the Commission to the Texas APA Conference and possibly to the National APA, since it is in Texas. Travel for the new staff member training as well.

Operational TOTAL . . . . . :	8,728	10,950	10,950	15,250
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50 Utilities

0507	CELLULAR TELEPHONE	591	600	600	600
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Utilities TOTAL . . . . . :	591	600	600	600
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60 Capital

0610	FURNITURE & FIXTURES	100	0	0	0
0612	COMPUTER EQUIPMENT	480	0	0	0

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0612 Computers

We would need a new computer and Auto Cad Light software for the Tech position, estimated at approximately \$2,500.

CITY MANAGER COMMENTS: Approved, funded in the Technology Replacement fund.

Capital TOTAL . . . . . :	580	0	0	0
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PLANNING TOTAL . . . :	354,842	417,700	371,700	459,900
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	-	278,250	275,250	298,100
Contractual	-	105,050	110,950	67,600
Supplies	-	10,500	12,850	13,500
Operational	-	9,300	9,300	8,800
Utilities	-	3,300	3,300	3,300
Capital	-	-	-	-
<b>Total</b>	<u>-</u>	<u>406,400</u>	<u>411,650</u>	<u>391,300</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Code Enforcement Supervisor	20	1
Code Enforcement Officer	15	3
Code Enforcement Coordinator	12	1
Parking Enforcement Officer	7	0.5

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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<u>Fund 01 - GENERAL FUND</u>				
<u>Division 40 - COMMUNITY DEVELOPMENT</u>				
<u>Department 42 - CODE ENFORCEMENT</u>				

10 Salaries & Wages

0104	CLERICAL	0	28,400	19,600	36,500
0107	LABOR	0	197,100	197,100	206,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0107 New Code Officer

We haven't added a new Officer position in the department since 2002. In the fall, 2001, we had a property maintenance survey conducted, which at that time we had 7,582 structures within the city limits. We have added about 3300 single family structures since that time. In addition, we have added 70 commercial structures. We have seen a 45% increase in the number of structures the department must inspect.

The department also processes Sign permits, Special Events permits and presented about half a dozen sign variance requests to the Council. Subleasing of the takeline will commence soon and spur increased activity in the Takeline area. Enforcement of the Takeline Ordinance will be a unique enforcement effort, requiring a greater amount of time than normal inspections.

We feel that the increase in workload from approximately 2500 properties per Officer to 3700 properties each justifies a new position.

CITY MANAGER'S COMMENTS: Disapproved.

0109	OVERTIME	0	8,000	12,000	8,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0109 Overtime

Amended Budget

One Code Officer is scheduled to work a 4-hour shift every weekend The Building & Standards Commission meets once a month from 6pm to 9pm or so - the AA, Supervisor and at least two code officers attend the meeting.

In order to effectively administer the Trak-It system, the system administrator must normally work before or after regular business hours in order to perform the software maintenance. Approximately 3 hours per week is spent on these duties.

Salaries & Wages TOTAL . . . . . :	0	233,500	228,700	250,500
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	0	300	300	300
0114	LONGEVITY PAY	0	750	750	1,000
0120	FICA & MEDICARE EXPENSE	0	17,500	17,600	18,200
0122	T.M.R.S. RETIREMENT EXP.	0	26,200	27,900	28,100

Benefits TOTAL . . . . . :	0	44,750	46,550	47,600
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 40 - COMMUNITY DEVELOPMENT  
Department 42 - CODE ENFORCEMENT

**20 Contractual**

0213	CONSULTING FEES	0	28,000	28,000	0
0231	SERVICE-MAINT. CONTRACTS	0	9,200	9,200	5,850

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0231** **Service Agreements**

6 Air Cards at \$60 per month for mobile data equipment and copier maint  
 Air Cards \$ 4,320  
 Copier 1,500

0240	EQUIPMENT REPAIRS	0	250	250	250
0242	EQUIPMENT RENTAL & LEASE	0	6,800	3,200	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0242** **Rentals**

Konica Copier lease \$2,700  
 Boat rental \$3,300 (for takeline enforcement)

0246	VEHICLE REPAIRS	0	2,800	2,800	3,500
0255	CODE ENFORCEMENT CONTRACT	0	15,000	18,000	6,000

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0255** **Forced Mowing**

We have decreased this item by \$2500 last year was the first year to have this item without the R.O.W. mowing contract. We realized that we could reduce this account this year.

0256	HEALTH INSPECTION SERVICE	0	35,000	35,000	38,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0256** **Health Inspections**

We budgeted \$35,000 in the 2004/05 budget, but will exceed that amount by approximately \$3000. In the next year we will be adding several more food service establishments, such as TGIFriday's, Burger Street, Steak N Shake, Albertson's, Signature Kroger, and the Harbor. We will also be adding additional daycare or two that will require additional inspections.

0257	DEMOLITION SERVICES	0	8,000	14,500	8,000
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<b>Contractual TOTAL . . . . . :</b>		<b>0</b>	<b>105,050</b>	<b>110,950</b>	<b>67,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	0	2,500	3,750	3,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0301** **Office Supplies**

Additional supplies were needed this year to set up the new coordinator's cube and filing systems.

0310	PRINTING & BINDING	0	1,950	1,950	1,950
0321	UNIFORMS	0	1,250	1,250	1,250

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 40 - COMMUNITY DEVELOPMENT  
Department 42 - CODE ENFORCEMENT

0323	SMALL TOOLS	0	500	500	1,200
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0323 Small Tools

\$220 Digital PH Meter for commercial pool inspections  
 \$230 Certified Light Meter (to measure lumens or candle power regarding lighting complaints, right now we do not have an effective or accurate way to justify enforcement of a lighting violation)  
 \$450 Disto Lite Laser Measurcer (when new pole signs are installed, we do not have an accurate way to measure the size of the sign to ensure that the correct size sign was installed)

0325	SAFETY SUPPLIES	0	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	0	2,500	3,600	3,600
0347	GENERAL MAINT. SUPPLY	0	300	300	500

Supplies TOTAL . . . . . :		0	10,500	12,850	13,500
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40 Operational

0410	DUES & SUBSCRIPTIONS	0	1,600	1,600	1,600
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0410 Dues & Subscriptions

This includes re-certifications and association dues for department personnel. This also covers the Texas Department of Motor Vehicles subscription for license plate information.

0415	RECRUITING EXPENSES	0	1,500	1,500	0
0428	OTHER	0	0	0	0
0430	TUITION & TRAINING	0	3,000	3,000	4,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0430 Tuition

Report Writer training for the Trak-It Administration duties will cost \$1000.

0436	TRAVEL	0	3,200	3,200	3,200
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Operational TOTAL . . . . . :		0	9,300	9,300	8,800
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50 Utilities

0507	CELLULAR TELEPHONE	0	3,300	3,300	3,300
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Utilities TOTAL . . . . . :		0	3,300	3,300	3,300
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CODE ENFORCEMENT TOTAL :		0	406,400	411,650	391,300
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	43 Inspections

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	718,042	554,600	562,400	641,350
Contractual	132,863	32,350	34,350	33,150
Supplies	24,587	14,550	16,050	19,050
Operational	15,267	12,800	12,150	11,850
Utilities	7,485	5,300	5,300	6,600
Capital	-	-	-	-
<b>Total</b>	898,244	619,600	630,250	712,000

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Director of Building Inspections & Code Enforcement / Building Official	31	1
Building Inspections Supervisor	22	1
Plans Examiner	17	1
Senior Building Inspector	19	1
Building Inspector	16	4
Property Maintenance Inspector	16	1
Permit Technician	12	2

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 40 - COMMUNITY DEVELOPMENT  
Department 43 - BUILDING INSPECTIONS

10. Salaries & Wages

0101	SUPERVISOR	80,195	88,300	87,800	92,500
0104	CLERICAL	67,425	72,500	72,200	76,300
0107	LABOR	430,039	292,500	295,900	358,600

DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0107

New Building Inspector

Staff requests to add an additional Building Inspector. Currently, we have several custom home developments within the City, requiring a unique and greater level of service. In 2003, we permitted 45 new custom homes. In 2004, we permitted 50 new custom homes. If our current trend continues, custom home permits should approach 82 permits, an 82% increase in a 24 month period. We understand the time required to meet Custom Home Builders needs for permitting and inspections is much greater than for production homes. In the department's business plan we are committed to host a breakfast roundtable discussion with the Custom Home Builders and hope to gain some additional insight and understanding so we can better serve them in the future.

Commercial permit activity is also experiencing a sharp increase. While in 2003, we permitted 19 new commercial structures and 11 in 2004, we expect to permit 50 commercial structures this year. In addition, the takeline subleasing program will begin soon and will involve projects in the area, with very unique inspection needs such as "view corridors", etc.

I would like to hire this position as a Senior Inspector in order to allow a person to take a leading role regarding issues that come up in the field, in addition to duties described above. Currently our inspections staff supervisor is responsible for all plan review, permitting and inspection functions. This new position could assist the Supervisor in resolving challenges that arise in the field.

Total cost \$47,000.

CITY MANAGER'S COMMENTS: Approved, funded 4/1/06

0109	OVERTIME	16,806	3,000	5,500	3,000
Salaries & Wages TOTAL . . . . . :		594,465	456,300	461,400	530,400

15 Benefits

0113	EDUCATION/CERTIFICATE PAY	0	2,450	2,450	2,450
0114	LONGEVITY PAY	1,910	2,000	2,000	2,550
0116	AUTO ALLOWANCE	3,000	3,000	3,000	3,000
0120	FICA & MEDICARE EXPENSE	46,273	33,750	34,950	38,250
0122	T.M.R.S. RETIREMENT EXP.	72,394	57,100	58,600	64,700
Benefits TOTAL . . . . . :		123,577	98,300	101,000	110,950

20 Contractual

0213	CONSULTING FEES	18,668	7,000	14,000	7,000
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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**Fund 01 - GENERAL FUND**

**Division 40 - COMMUNITY DEVELOPMENT**

**Department 43 - BUILDING INSPECTIONS**

0231	SERVICE-MAINT. CONTRACTS	11,200	17,950	14,450	19,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231 Service Agreements

7 Air Cards at \$60 per month for mobile data equipment \$ 5,000

CRW Software	12,500
Copier	1,500

0240	EQUIPMENT REPAIRS	723	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,144	3,300	1,800	2,650

DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0242 Copier Lease

Copier \$2,640

0246	VEHICLE REPAIRS	6,609	3,600	3,600	4,000
0255	CODE ENFORCEMENT CONTRACT	56,597	0	0	0
0256	HEALTH INSPECTION SERVICE	30,613	0	0	0
0257	DEMOLITION SERVICES	3,400	0	0	0

<b>Contractual TOTAL . . . . . :</b>	<b>129,954</b>	<b>32,350</b>	<b>34,350</b>	<b>33,150</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	5,512	3,250	4,000	4,000
0310	PRINTING & BINDING	4,309	3,500	3,500	4,500

DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0310 Printing & Binding

In addition to routine printing needs, we are designing a public brochure and expect to print 2500 for distribution. This is an initiative in our business plan.

0321	UNIFORMS	2,708	1,750	1,750	1,750
0323	SMALL TOOLS	3,614	500	500	2,500

DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0323 Small Tools

We will need the following for the new Senior Inspector position:

Hand tools - \$100  
 Arc Fault Tester - \$150  
 Digital camera - \$500  
 Miscellaneous items - \$600

We also need Smart Levels for inspecting slopes on handicap ramps sidewalks, grading, and driveways. \$1175.

0325	SAFETY SUPPLIES	342	1,250	500	300
0331	FUEL & LUBRICANTS	7,595	4,000	5,500	5,500
0347	GENERAL MAINT. SUPPLY	489	300	300	500

<b>Supplies TOTAL . . . . . :</b>	<b>24,569</b>	<b>14,550</b>	<b>16,050</b>	<b>19,050</b>
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 40 - COMMUNITY DEVELOPMENT  
Department 43 - BUILDING INSPECTIONS

40 Operational

0410	DUES & SUBSCRIPTIONS	2,436	3,200	3,200	2,250
0415	RECRUITING EXPENSES	1,305	1,000	1,000	1,000
0430	TUITION & TRAINING	6,410	5,000	4,750	5,000
0436	TRAVEL	5,115	3,600	3,200	3,600
Operational TOTAL . . . . . :		15,267	12,800	12,150	11,850

50 Utilities

0507	CELLULAR TELEPHONE	7,432	5,300	5,300	6,600
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DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0507 Cell Phones

We will have nine cell phones in our department. We budget \$55 per month for each cell phone. The Senior Inspector will utilize an unlimited minutes plan at \$85. per month and an additional \$300. for the Directors data usage.

Utilities TOTAL . . . . . :	7,432	5,300	5,300	6,600
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60 Capital

0612	COMPUTER EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0612 Computers

We are adding one new position, which will require the purchase of a computer.  
\$1,200

CITY MANAGER COMMENTS: Approved, funded through Technology Replacement Fund

0623	VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0623 New Vehicles

New Ford ½ ton pickup truck, bed cover and emergency lights for the new construction inspector position \$16,500.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

Capital TOTAL . . . . . :	0	0	0	0
BLDG. INSP TOTAL :	895,264	619,600	630,250	712,000

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	189,710	251,100	261,750	319,650
Contractual	21,978	24,200	26,300	27,700
Supplies	10,503	13,750	18,325	19,900
Operational	1,188	2,900	4,050	7,150
Utilities	1,597	2,950	2,950	3,600
Capital	88	4,100	4,100	-
<b>Total</b>	<u>225,065</u>	<u>299,000</u>	<u>317,475</u>	<u>378,000</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Animal Control Supervisor	20	1
Animal Control Officer	12	5
Shelter Attendent	7	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended City Manager Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 40 - COMMUNITY DEVELOPMENT

Department 44 - ANIMAL SERVICES

10 Salaries & Wages

0101	SUPERVISOR	45,301	46,800	46,400	49,100
0107	LABOR	105,524	157,100	161,600	209,100

DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0107 New Animal Services Officer

Staff requests one additional Animal Services Officer. The growth of the City and increase in our population, as well as the newly annexed areas, equates to a sizable increase in the Department's workload. This position should greatly enhance our ability to provide service to our customers.

An identified best practice to determine the correct staffing levels for animal shelters, says that the optimum staffing would be 1 officer for each 8 kennels/cages, with a minimum staffing at 1 officer per 10 kennels/cages. Currently, we have a total of 50 kennels and cages and employ 4 Officers. An appropriate number would be 5 Officers with this method. I believe the need for this position is immediate. We want to consider extending the hours which the shelter is open to the public, including evening and additional weekend hours. This allows the public to come and retrieve or adopt the animals. With our level of staffing, I am not comfortable with extending our hours; however I believe if we add this additional position, we can adjust our hours to be more accommodating and available to our customers.

In conjunction with a Department Strategic Initiative to enhance public education, this position will allow us to schedule and host a greater number of public educational opportunities. We want to hold regular events at the schools and certain community groups, such as Home Owner Association events. First year cost for salary, etc. \$40,800.

CITY MANAGER'S COMMENTS: Approved

0109	OVERTIME	5,318	3,500	6,500	6,700
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0109 OVERTIME

We made a change this year, requiring the payment of overtime rather than accumulation of comp time. The extra hours are attributable to after hours calls for loose animals, bite calls, etc.

Salaries & Wages TOTAL . . . . . :	156,143	207,400	214,500	264,900
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	0	800	800	800
0114	LONGEVITY PAY	2,355	2,600	2,600	2,900
0120	FICA & MEDICARE EXPENSE	12,023	15,100	16,350	19,550
0122	T.M.R.S. RETIREMENT EXP.	19,189	25,200	27,500	31,500

Benefits TOTAL . . . . . :	33,567	43,700	47,250	54,750
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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**Fund 01 - GENERAL FUND**

**Division 40 - COMMUNITY DEVELOPMENT**

**Department 44 - ANIMAL SERVICES**

**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	800	3,300	2,400	3,600
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0231 Service Contracts

MDT Air Cards \$3,000  
Copier 600

0233	ADVERTISING	0	350	350	350
0240	EQUIPMENT REPAIRS	587	500	500	500
0242	EQUIPMENT RENTAL & LEASE	384	550	550	750

DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0242 Equipment Rentals

New copier lease and pagers.

0246	VEHICLE REPAIRS	1,970	2,500	2,500	2,500
0266	VETERINARY CONTRACTS	17,411	16,000	19,000	19,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0266 Veterinary Contracts

The slight increase is due to newly annexed areas.

0270	WASTE DISPOSAL SERVICE	825	1,000	1,000	1,000
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<b>Contractual TOTAL . . . . . :</b>		<b>21,977</b>	<b>24,200</b>	<b>26,300</b>	<b>27,700</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	563	500	800	1,000
0310	PRINTING & BINDING	377	500	1,000	3,500

DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0310 Printing & Binding

There are various items (applications, forms, etc.) that we have copied ourselves that we need to begin to have professionally printed. Additionally, I am adding \$2500 to cover the cost of producing the Department's full color brochure that is a measure, in our business plan.

0321	UNIFORMS	2,633	4,500	5,000	3,600
0331	FUEL & LUBRICANTS	4,624	3,000	6,275	7,800

DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0331 Fuel & Lube

This represents a 15% increase in fuel costs and an increase in fuel used in order to conduct pro-active neighborhood services. In addition, we are adding a sixth vehicle.

0347	GENERAL MAINT. SUPPLY	767	750	750	1,000
0375	ANIMAL SHELTER SUPPLY	1,539	4,500	4,500	3,000

<b>Supplies TOTAL . . . . . :</b>		<b>10,503</b>	<b>13,750</b>	<b>18,325</b>	<b>19,900</b>
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 01 - GENERAL FUND</b>				
<b>Division 40 - COMMUNITY DEVELOPMENT</b>				
<b>Department 44 - ANIMAL SERVICES</b>				

**40 Operational**

0410	DUES & SUBSCRIPTIONS	35	250	550	1,250
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0410 Dues & Subscriptions

This will cover license and certification renewal fees, as well as any annual Association dues. Department employees have to pay AACA and NACA Association dues. All Animal Control Officers pay a yearly State Animal Control license registration fee.

0415	RECRUITING EXPENSES	988	0	200	1,000
0428	OTHER	0	300	300	0
0430	TUITION & TRAINING	125	1,350	1,500	2,450

DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0430 Training & Travel

All Animal Control Officers are required to obtain continuing education hours. Also, we have two existing employee's who will take a prep class, to prepare for their License exam. Our Supervisor will plan to attend an Annual State conference. In the past, with limited staffing, we weren't always able to schedule class time. With our staff levels increased, we will have more opportunities, to allow staff to go to classes. We will plan to obtain a greater level of education and certifications.

0436	TRAVEL	40	1,000	1,500	2,450
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Operational TOTAL . . . . . : 1,188      2,900      4,050      7,150

**50 Utilities**

0507	CELLULAR TELEPHONE	1,597	2,950	2,950	3,600
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0507 Cell Phones

\$50 per month for each cell phone. We will have six (6) cell phones in the department, with the addition of the new officer.

Utilities TOTAL . . . . . : 1,597      2,950      2,950      3,600

**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612 Computers

New officer will require the purchase of a computer.

CITY MANAGER COMMENTS: Approved, funded in the Technology Replacement Fund.

0615	OFFICE MACHINERY & EQUIP	0	500	500	0
0617	RADIO EQUIPMENT	0	3,100	3,100	0
0621	FIELD MACHINERY & EQUIP	0	500	500	0

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 40 - COMMUNITY DEVELOPMENT

Department 44 - ANIMAL SERVICES

0623	VEHICLES	88	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0623 New Vehicles

One unit with animal transport cages for the new Officer. In addition we need to consider replacing the 1999 Chevy van with approximately 65,000 miles. While it is not a high mileage vehicle it was not designed for this use and has not held up to it. The interior is rusting through in areas due to the frequent cleanings required. It also is poorly designed for the animal cages which were installed in it.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations.

Capital TOTAL . . . . . :	88	4,100	4,100	0
ANIMAL SERVICES TOTAL :	225,063	299,000	317,475	378,000

## DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	45 Parks

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	552,875	642,550	668,400	724,400
Contractual	200,756	244,900	242,500	250,000
Supplies	114,334	109,200	114,400	142,200
Operational	9,964	30,450	14,850	33,200
Utilities	97,559	66,500	66,200	66,500
Capital	2,995	-	-	-
<b>Total</b>	<u>978,484</u>	<u>1,093,600</u>	<u>1,106,350</u>	<u>1,216,300</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Parks Superintendent	23	1
Crew Leader	13	2
Irrigation Technician	13	1
Landscape Beautification Coordinator	13	1
Equipment Operator I	9	3
Maintenance Worker II	8	7
Maintenance Worker I	8	1
Maintenance Worker (Temporary)	-	6

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 01 - GENERAL FUND</b>				
<b>Division 45 - PARKS AND RECREATION</b>				
<b>Department 45 - PARKS</b>				

**10 Salaries & Wages**

0101	SUPERVISOR	69,463	70,750	70,950	71,200
0107	LABOR	366,165	448,900	463,400	515,500

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0107 3 Maintenance Worker Positions

Request to add three full time Maintenance Worker II positions to keep up with growth. Our Park acreage has increased to almost 450 acres and the expectations continue to increase, without significant additions to the crews. A beatification crew was added last year to specifically focus on color bed maintenance and downtown projects. Larger special events projects also place a heavy demand on this hard working department. Request total \$98,000.

CITY MANAGER'S COMMENTS: Approved 1 position to be funded 2/1/06.

0109	OVERTIME	22,169	10,000	17,500	16,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0109 Overtime Increase

We have been involved in additional special events and are needed to work more on weekends to keep up with trash and keep facilities clean and presentable. If we are able to hire additional Maintenance Workers, they will be scheduled to work weekends to offset some of the overtime required for these events.

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>457,797</b>	<b>529,650</b>	<b>551,850</b>	<b>602,700</b>
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**15 Benefits**

0114	LONGEVITY PAY	5,210	6,000	5,950	6,800
0120	FICA & MEDICARE EXPENSE	35,423	41,300	42,500	44,800
0122	T.M.R.S. RETIREMENT EXP.	54,446	65,600	68,100	70,100

<b>Benefits TOTAL . . . . . :</b>	<b>95,079</b>	<b>112,900</b>	<b>116,550</b>	<b>121,700</b>
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**20 Contractual**

0237	UNIFORM SERVICE	4,316	5,900	7,100	8,500
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0237 Uniforms

This line item increase allows for uniforms for the 3 new employees requested as Parks Maintenance Workers.

0240	EQUIPMENT REPAIRS	21,722	13,000	12,000	13,000
0242	EQUIPMENT RENTAL & LEASE	10,194	12,000	10,500	12,000
0244	BUILDING REPAIRS	2,000	3,000	3,000	3,000
0245	POOL REPAIR & MAINT	0	0	0	0

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 45 - PARKS AND RECREATION</u>				
<u>Department 45 - PARKS</u>				

0246	VEHICLE REPAIRS	3,893	4,000	4,900	6,500
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0246 Line Item Increase

Request increase in the line item by \$2,500 to cover the repairs of aging fleet.

0247	GROUNDS MAINTENANCE	158,629	206,000	204,000	206,000
0270	WASTE DISPOSAL SERVICE	0	1,000	1,000	1,000

Contractual TOTAL . . . . . :		200,754	244,900	242,500	250,000
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30 Supplies

0301	OFFICE SUPPLIES	196	500	500	500
0310	PRINTING & BINDING	148	200	200	200
0323	SMALL TOOLS	4,494	7,000	7,000	7,000
0325	SAFETY SUPPLIES	1,105	2,000	2,100	2,000
0331	FUEL & LUBRICANTS	17,400	15,000	18,600	15,000
0333	CHEMICAL	9,052	8,500	8,500	8,500
0341	CONSTRUCTION & REPAIR SUPPLY	39,556	25,000	25,000	45,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0341 Takeline Fences

When the decision was made to sublease the takeline area to adjacent homeowners, there was also a decision made to install 6' high wrought iron fences to separate public and private areas. There were four areas identified as requiring fencing. These included the area separating the Harbor Bay Marina from Lakeside Village, the south side of SH 66, the north side of the SH 66 Boat Ramp facility and the south side of the Shores CC. During discussions with the homeowners regarding the subleasing process, the Council became aware of the need to fence the property line between Lakeside Village and Turtle Cove. The project cost is \$20,000.

CITY MANAGER COMMENTS: Approved

0347	GENERAL MAINT. SUPPLY	16,178	18,000	19,500	23,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0347 Line Item Increase

An Increase is necessary for aging facilities and higher maintenance standards. The increase will cover the costs of replacing older equipment and amenities, repairing vandalized equipment and keeping playground facilities in compliance with national standards. The increase requested is \$7,000.

CITY MANAGER COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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<u>Fund 01 - GENERAL FUND</u>				
<u>Division 45 - PARKS AND RECREATION</u>				
<u>Department 45 - PARKS</u>				

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0347 — Infield Conditioner

For the past six years, we have added a calcined clay product to the infields at Tuttle Park. The clay product reduces compaction, improves drainage and makes the fields safer. We have been adding the product every other year and it has been recommended that we make this an annual practice in an effort to reduce the amount of clay dust that goes into the air. The calcined clay is a larger and heavier product. The clay when it is broke down tends to stay on the fields when the field is maintained or in high winds. The dust from the typical ballfield clay has caused problems for Continental Pet by getting into the turbines that move air into their facility. The project cost is \$11,000.

CITY MANAGER COMMENTS: Approved

0349	AGRICULTURAL SUPPLIES	16,306	25,000	25,000	33,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0349 Program Supplies

After a full year of the Beautification Crew in place, the annual cost of the program supplies is clearer. The estimated cost of supplies needed for the beautification is \$22,000 and we spend an additional \$8,000 for general park related agricultural supplies such as sod, winter Rye Grass, etc. The breakdown for the beautification program is as follows:

Spring Flowers:	700 Flats
Fall Flowers:	500 Flats
Tulips:	17,000 Bulbs
Perennials and Caladiums:	\$1,200
Bedding Soil:	50 yards
Mulch	2,250 Cubic Feet
Landscape Stone Edging	\$2,500

CITY MANAGER COMMENTS: Approved

0350	IRRIGATION SYS SUPPLIES	9,899	8,000	8,000	8,000
Supplies TOTAL . . . . . :		114,334	109,200	114,400	142,200

40 Operational

0415	RECRUITING EXPENSES	1,020	500	250	500
0428	OTHER	43	250	250	0
0430	TUITION & TRAINING	485	2,500	2,350	3,500

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0430 Tuition for NPSI Program

Tuition increase to allow training and testing for National Playground Safety Inspector Program. The program and test is offered twice a year in Texas, once at the SW Parks Training Institute and once at the Texas Recreation and Parks Annual Institute. This is identified as an initiative on the Parks and Recreation Department Business Plan. The project cost is \$1,000

CITY MANAGER COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 45 - PARKS AND RECREATION</u>				
<u>Department 45 - PARKS</u>				

0436	TRAVEL	1,169	1,200	1,000	3,200
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0436 Travel to SW Parks Institute

Travel and lodging for two people to the SW Parks Institute to attend the National Playground Safety Inspector training and test, given twice annually in Texas. The testing and certification is identified as a strategic initiative on the department business plan. Project cost is \$1,000.

0480	INMATE PROGRAM	7,246	26,000	11,000	26,000
Operational TOTAL . . . . . :		9,963	30,450	14,850	33,200

50 Utilities

0501	ELECTRICITY	6,193	0	0	0
0507	CELLULAR TELEPHONE	1,454	4,500	4,200	4,500
0513	WATER	89,912	62,000	62,000	62,000
Utilities TOTAL . . . . . :		97,559	66,500	66,200	66,500

60 Capital

0621	FIELD MACHINERY & EQUIP	2,995	0	0	0
DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621			250 Gallon Chemical Spray Unit		

Request to replace old unit that is in need of total refurbishment. We believe it will be cheaper in the long run to replace the unit. In order to improve the turf quality on our ballfields and municipal grounds, the application of chemicals is necessary. Our current equipment has kept us from being able to spray effectively. The project cost is \$3,500.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621		Utility Vehicle		
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Request is for the purchase of a small utility vehicle with a dump bed, similar to a John Deere Gator. The unit will be used at the Harbor site for inspectors and staff to move around the site and off-site for special events. \$8,000.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

0623	VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623		3/4 ton Crew Cab Pick Up Truck		
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Request to add a new 3/4 ton pick up truck with a crew cab. The crew cab will be used for a mowing crew which normally consists of three to four people. During the summer months, the extra cab space is necessary to transport additional field employees. An entire mowing crew can be moved with one vehicle during the remainder of the year. Anticipated cost includes the light bar, tool box, back up alarm and other safety equipment. \$28,000

CITY MANAGER COMMENTS: Disapproved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 45 - PARKS AND RECREATION  
Department 45 - PARKS

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623 . . . . . 1 1/2 ton Truck with Dump Bed

The proposed truck with dump bed will be used for small loads of dirt, gravel, etc when necessary and will be used extensively for hauling trash and debris. The bed is much larger and will reduce the number of trips. It will also be used a great deal when the inmates are on site to clear underbrush and tree limbs. The vehicle cost is \$37,000. This vehicle is a near duplicate of the vehicle requested by the Street Department and can be shared between the departments.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations.

Capital TOTAL . . . . . :	2,995	0	0	0
PARKS TOTAL . . . :	978,481	1,093,600	1,106,350	1,216,300

## DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	47 Recreation

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	425,557	454,100	406,300	443,850
Contractual	28,353	47,750	31,300	48,050
Supplies	40,090	43,650	43,650	51,550
Operational	23,182	107,950	106,250	116,250
Utilities	35,333	42,200	52,000	52,200
Capital	-	-	-	-
<b>Total</b>	<u>552,517</u>	<u>695,650</u>	<u>639,500</u>	<u>711,900</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Director of Parks & Recreation/Streets	32	1
Parks & Recreation Manager	25	1
Recreation Supervisor	19	1
Recreation Coordinator	16	1
Administrative Assistant	12	1
Part-Time Recreation Attendants	N/A	2
Summer Swim Coach	N/A	1
Part-Time Recreation Assistant	N/A	1
Lifeguards (Part-time Temp.)	N/A	12
Softball Director (Part-time Temp.)	N/A	1
Youth Program Coordinator (Part-time Temp.)	N/A	4
Youth Program Assistants (Part-time Temp.)	N/A	4

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 45 - PARKS AND RECREATION  
Department 47 - RECREATION

10 Salaries & Wages -

0101	SUPERVISOR	188,024	205,600	178,700	197,500
0104	CLERICAL	67,244	75,800	63,200	75,300
0107	LABOR	104,998	104,000	102,100	104,500
0109	OVERTIME	1,639	1,000	1,200	1,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>361,905</b>	<b>386,400</b>	<b>345,200</b>	<b>378,300</b>

15 Benefits

0114	LONGEVITY PAY	805	1,000	900	850
0116	AUTO ALLOWANCE	3,000	3,000	3,000	4,200

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0116 Auto Allowance Increase

Increase in auto allowance due to Street Department responsibilities and increase in fuel costs. Increase requested is \$1200.

CITY MANAGER COMMENTS: Approved

0120	FICA & MEDICARE EXPENSE	28,173	29,200	26,400	27,000
0122	T.M.R.S. RETIREMENT EXP.	31,674	34,500	30,800	33,500
<b>Benefits TOTAL . . . . . :</b>		<b>63,652</b>	<b>67,700</b>	<b>61,100</b>	<b>65,550</b>

20 Contractual

0231	SERVICE-MAINT. CONTRACTS	3,680	5,300	5,300	5,600
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DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0231 Service Contracts

Fitness Equipment (The Center) \$ 900  
Class Software 2,500  
Copier 2,200

0239	RECREATION CONTRACT	2,718	3,250	3,000	3,250
0242	EQUIPMENT RENTAL & LEASE	8,222	8,700	8,300	8,700

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0242 Misc Lease Agreements

Copier \$5,700  
Misc Equipment rentals \$3,000  
Total: \$8,700

0243	BUILDING LEASE	9,040	24,000	9,000	24,000
0245	POOL REPAIR & MAINT	2,984	6,000	5,500	6,000
0246	VEHICLE REPAIRS	1,708	500	200	500
<b>Contractual TOTAL . . . . . :</b>		<b>28,352</b>	<b>47,750</b>	<b>31,300</b>	<b>48,050</b>



ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 45 - PARKS AND RECREATION  
Department 47 - RECREATION

0410	DUES & SUBSCRIPTIONS	1,491	1,750	1,750	1,750
0415	RECRUITING EXPENSES	1,799	2,500	2,800	2,500
0428	OTHER	2,080	1,500	1,000	1,500
0430	TUITION & TRAINING	3,134	2,400	2,400	4,200

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0430 TEAMS Conference

Request is to attend the Travel Events and Managing Sports (TEAMS) 2005 conference and Expo in November. The TEAMS conference is where events and potential host sites meet to locate national events for the upcoming years. As we look to begin programming the Harbor, TEAMS looks like an opportunity worth pursuing. The 2005 event is in Florida in November. Registration is \$795 and the travel costs are estimated at \$1000. The total project cost is \$1795.

CITY MANAGER COMMENTS: Approved

0436	TRAVEL	3,030	4,300	5,300	6,300
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DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0436 NRPA Annual Conference

The National Recreation and Park Association Annual Conference will be in San Antonio in 2005. We would like to take advantage of this opportunity to get some excellent training for the recreation staff members with minimal travel costs. Project cost is \$2,000.

CITY MANAGER COMMENTS: Approved

Operational TOTAL . . . . . :	23,181	107,950	106,250	116,250	
50 Utilities					
0501	ELECTRICITY	33,337	40,000	50,000	50,000
0507	CELLULAR TELEPHONE	1,997	2,200	2,000	2,200
Utilities TOTAL . . . . . :	35,334	42,200	52,000	52,200	
RECREATION TOTAL :	552,514	695,650	639,500	711,900	

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	49 Streets

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	472,537	501,700	500,050	534,550
Contractual	50,960	48,950	48,950	53,950
Supplies	475,500	500,400	510,200	511,700
Operational	1,020	2,200	2,000	2,700
Utilities	209,305	222,100	252,100	252,100
Capital	3,294	6,700	6,700	-
<b>Total</b>	<b>1,212,615</b>	<b>1,282,050</b>	<b>1,320,000</b>	<b>1,355,000</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Superintendent	23	1
Crew Leader	13	2
Equipment Operator II	11	2
Equipment Operator I	10	1
Maintenance Worker II	8	5

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 45 - PARKS AND RECREATION  
Department 49 - STREET DEPARTMENT

10 Salaries & Wages

0101	SUPERVISOR	68,965	70,700	70,950	71,100
0107	LABOR	308,562	332,000	328,900	360,700
0109	OVERTIME	9,404	10,000	10,000	10,000
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>386,931</b>	<b>412,700</b>	<b>409,850</b>	<b>441,800</b>

15 Benefits

0114	LONGEVITY PAY	6,515	6,500	6,300	6,900
0120	FICA & MEDICARE EXPENSE	31,273	31,000	31,500	32,950
0122	T.M.R.S. RETIREMENT EXP.	47,818	51,500	52,400	52,900
<b>Benefits TOTAL . . . . . :</b>		<b>85,606</b>	<b>89,000</b>	<b>90,200</b>	<b>92,750</b>

20 Contractual

0237	UNIFORM SERVICE	4,096	19,000	4,000	4,000
0240	EQUIPMENT REPAIRS	12,186	0	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	1,715	2,200	2,200	2,200
0246	VEHICLE REPAIRS	7,775	10,000	9,000	9,000
0270	WASTE DISPOSAL SERVICE	25,000	17,000	27,000	7,000
0271	LANDFILL MAINTENANCE	189	750	750	750
0275	STREET SWEEPING	0	0	0	25,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0275                      Initiate Street Sweeping Program

Request to begin a new street sweeping program under the City Pride Initiative. Efforts will initially be concentrated in the Central Business District and expanded as necessary. Service will be provided by an outside contractor. Project cost is estimated at \$25,000.

CITY MANAGER COMMENTS: Approved

<b>Contractual TOTAL . . . . . :</b>		<b>50,961</b>	<b>48,950</b>	<b>48,950</b>	<b>53,950</b>
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30 Supplies

0301	OFFICE SUPPLIES	234	500	400	500
0310	PRINTING & BINDING	0	100	100	100
0323	SMALL TOOLS	1,297	3,600	3,600	3,600
0325	SAFETY SUPPLIES	1,795	1,000	900	3,500

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0325                      Safety Cones

Request is for the purchase of 400 road safety cones. Many of our cones have been damaged; have lost their safety coloring due to sunlight and road debris and need to be replaced. Request \$2,500.

CITY MANAGER COMMENTS: Approved

0331	FUEL & LUBRICANTS	15,404	14,000	24,200	20,000
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND

Division 45 - PARKS AND RECREATION

Department 49 - STREET DEPARTMENT

0333	CHEMICAL	0	200	200	200
0341	CONSTRUCTION & REPAIR SU	431,475	450,000	450,000	450,000
0347	GENERAL MAINT. SUPPLY	5,301	6,000	5,800	6,000
0384	DRAIN. SYS. REPAIR SUPP	708	10,000	10,000	10,000
0392	SIGNS AND SIGNALS	19,286	15,000	15,000	17,800

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0392 Street Name Sign Changes

Line item increase for the purchase of sign blades to comply with mandated changes in the Manual of Unified Traffic Control Devices. By 2007, all street name signs with a speed limit of more than 25 mph must have six inch text on a nine inch blade. The changeout began in 2005 and will continue through 2007. Additional cost to the line item is \$5,000.

CITY MANAGER COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0392 Street Banner Program

Over the past 24 months, we have installed several light poles in the medians including Ralph Hall Parkway, FM 740 and SH 66. In total, we have 80 median light poles. This project is for the purchase of brackets and four sets of banners for each pole. The brackets will mount to the pole and have slots for two banners each. Banners can be customized with logo or generic for seasons, etc.

The City bucket truck will allow staff to change out the banners as necessary without truck rental or an outside contractor. The project includes the purchase of 80 brackets at \$80 each (\$6,400) and the purchase of 8 banners for each pole at \$95 each (\$60,800). Total project cost is estimated at \$67,200.

CITY MANAGER COMMENTS: Approved

COUNCIL COMMENTS: Not Approved

Supplies TOTAL . . . . . :	475,500	500,400	510,200	511,700
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40 Operational

0415	RECRUITING EXPENSES	131	0	200	500
0428	OTHER	102	0	0	0
0430	TUITION & TRAINING	371	1,000	800	1,000
0436	TRAVEL	416	1,200	1,000	1,200

Operational TOTAL . . . . . :	1,020	2,200	2,000	2,700
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50 Utilities

0504	STREET LIGHTING	207,438	220,000	250,000	250,000
0507	CELLULAR TELEPHONE	1,867	2,100	2,100	2,100
0513	WATER	0	0	0	0

Utilities TOTAL . . . . . :	209,305	222,100	252,100	252,100
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 45 - PARKS AND RECREATION  
Department 49 - STREET DEPARTMENT

60 Capital					
0617	RADIO EQUIPMENT	3,294	6,200	6,200	0
0621	FIELD MACHINERY & EQUIPM	0	500	500	0

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621                      Replace Paint Striping Machine

Request to replace paint striping machine. Our current unit mixes paint and water in the tank and when the tank is not completely emptied, the disposal of the paint and the clean up is a problem. The new unit will spray directly from a 5 gallon bucket of paint and can be re-sealed. Clean up is reduced and there is not any disposal of any unused paint. The cost is \$4,500.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

0623	VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623    1 1/2 ton Crew Cab Truck w/ Utility Bed

Request to replace 1997 Ford truck with 65,500 miles. Current truck unit is #142. New vehicle includes towing package, crane and safety equipment. Unit #142 burns premium fuel. Project request is \$35,300.

CITY MANAGER COMMENTS: Disapproved

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623                      3/4 ton pick up

Request to replace Unit #141 which is a 1995 model pick-up with 120,000 miles and currently driven by the Superintendent Cost \$23,600

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations.

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623                      4 1/2 ton Dump Truck

Request is to replace Unit #144 which is a 1989 model dump truck. Although the vehicle has only 25,000 miles on it, it is in need of a major repairs and a complete paint job. Replacement cost is \$44,000.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623                      12' Motor Grader

Request to replace a 1980 model unit with 4,500 hours. The piece of equipment is used monthly at a minimum for general maintenance and upkeep of several dirt roads in the city limits. Because of the age parts are difficult to acquire and needed more frequently. Unit was rebuilt in 1997. Project cost is \$120,000.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 45 - PARKS AND RECREATION  
Department 49 - STREET DEPARTMENT

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623 Front End Loader

Request to add a second front end loader available to the Parks and Streets Departments. The current unit is a 1997 model and has 4,500 hours of use. It has had transmission problems and can still be used but it is not in the condition necessary to travel across the streets and roadways. Its primary use would be around the shop and yard to move materials. The new machine would be used off-site. The cost of the new unit is \$88,500.

CITY MANAGER COMMENTS: Disapproved. Will be reconsidered in a future budget.

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623 1 1/2 ton truck with dump bed

This request is to replace unit #146 which is a 1994 model and has 99,000 miles. The truck is used daily for moving small loads of material and other jobs that are too small for the larger dump truck. The proposed unit is a 1 1/2 ton extended cab with a tool box located behind the cab and a dump bed. The unit cost is \$36,000.

CITY MANAGER COMMENTS: Disapproved

Capital TOTAL . . . . . :	3,294	6,700	6,700	0
STREETS TOTAL . . . . . :	1,212,617	1,282,050	1,320,000	1,355,000

## DIVISION SUMMARY

Fund	Department	Division
01 General	50 Public Works	53 Engineering

### Expenditure Summary

	Actual <u>03-04</u>	Budgeted <u>04-05</u>	Amended <u>04-05</u>	Approved <u>05-06</u>
Personnel	665,385	704,200	683,390	855,950
Contractual	78,373	63,250	55,450	79,850
Supplies	15,109	14,250	17,350	21,500
Operational	7,842	17,950	13,350	19,900
Utilities	5,850	5,300	5,300	6,800
Capital	-	800	800	-
<b>Total</b>	<u>772,559</u>	<u>805,750</u>	<u>775,640</u>	<u>984,000</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
City Engineer/Public Works Director	32	1
Engineer II	24	2
Engineer Designer	22	1
Field Construction Coordinator	22	1
Senior Construction Inspector	19	1
Construction Inspector I	16	4
Customer Service Coordinator	12	1
Public Works Coordinator	12	1

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>				
<u>Division 50 - PUBLIC WORKS</u>				
<u>Department 53 - ENGINEERING</u>				

10 Salaries & Wages

0101	SUPERVISOR	96,155	102,500	101,600	107,400
0104	CLERICAL	202,055	213,700	207,200	275,100
0107	LABOR	237,711	254,400	232,700	303,700

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0107 Additional Inspector

The department needs to add an additional construction inspector to keep up with the growing number of projects in various stages of construction. This department's inspectors check streets, drainage, water and sewer construction on all subdivision, commercial and industrial projects as well as inspecting all capital improvement projects such as Clark and Lakeshore.

During 2004, we had 32 new construction starts and are already at 30 for the first 6 months of 2005. With 50 active construction sites at various stages of progress. Our inspectors keep daily logs of work done at each site, analyze testing reports, and maintain project data, and maintenance period reviews Capital Improvement projects require daily monitoring of quantities installed as well as a considerable amount of time spent on public relations in the affected areas. Once completed a 2 year maintenance period is monitored by the inspectors.

CITY MANAGER'S COMMENTS: Approved.

0109	OVERTIME	13,472	12,000	20,000	30,000
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0109 Overtime

Saturday Rounds- 52 Weeks at 8 Hours per Week= 416 Hours  
 Sunday Rounds- 15 Weeks at 4 Hours per Week= 60 Hours  
 Daily Overtime- 52 Weeks at 10 Hours per Week= 520 Hours  
 Total- \$30,000.

Salaries & Wages TOTAL . . . . . :	549,393	582,600	561,500	716,200
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15 Benefits

0114	LONGEVITY PAY	4,125	4,800	4,640	4,550
0116	AUTO ALLOWANCE	4,200	4,200	4,200	4,200
0120	FICA & MEDICARE EXPENSE	40,297	42,100	41,950	47,500
0122	T.M.R.S. RETIREMENT EXP.	67,369	70,500	71,100	83,500

Benefits TOTAL . . . . . :	115,991	121,600	121,890	139,750
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20 Contractual

0212	ENGINEERING SERVICES	53,959	40,000	35,000	40,000
0213	CONSULTING FEES	12,994	10,000	10,000	10,000

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0213 Consulting Services

Flood Study Review- \$5000.  
 Miscellaneous consulting projects \$5000.

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 01 - GENERAL FUND  
Division 50 - PUBLIC WORKS  
Department 53 - ENGINEERING

0219	TRAFFIC PLANNING	0	0	0	15,000
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0219 Traffic Planning

This line item has been moved from Planning. Periodic traffic impact analysis studies are completed, particularly in association with proposed subdivisions.

0231	SERVICE-MAINT. CONTRACTS	3,005	4,100	4,100	4,400
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231 Service Agreements

Engineering Copier \$1,400  
Autocad Upgrade \$3,000  
Total: \$4,400

0240	EQUIPMENT REPAIRS	150	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,713	6,000	2,500	6,100

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0242 Equip/Copier Rental

Copier Lease \$4,600  
Misc. Equipment Rental- \$1500

0243	BUILDING LEASE	927	150	850	850
0246	VEHICLE REPAIRS	2,625	2,500	2,500	3,000

<b>Contractual TOTAL . . . . . :</b>		<b>78,373</b>	<b>63,250</b>	<b>55,450</b>	<b>79,850</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	4,758	4,000	4,000	4,000
0310	PRINTING & BINDING	1,181	1,200	1,200	1,200
0321	UNIFORMS	761	1,000	1,000	1,000
0323	SMALL TOOLS	214	750	750	2,500

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0323 Small Tools

\$1,050 Smart Levels for inspectors - Check slopes on construction projects and barrier free ramps.

\$1,250 Digital Cameras for inspectors - Document issues, construction work, bring info into office for review by Engineers, etc.

\$ 250 Measuring Wheels - measure distances and calculate construction quantities

0325	SAFETY SUPPLIES	194	400	400	400
0331	FUEL & LUBRICANTS	7,402	5,000	8,100	8,800
0341	CONSTRUCTION & REPAIR SU	0	1,400	1,400	3,100

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0341 Survey Markers

75 C35DB 3-1/2" Bronze Survey Markers at \$15 each= \$1125  
500 RBD 5325 3-1/4" Floodway Markers at \$4 each= \$2000  
Total: \$3,125

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 01 - GENERAL FUND</b>				
<b>Division 50 - PUBLIC WORKS</b>				
<b>Department 53 - ENGINEERING</b>				
0347 GENERAL MAINT. SUPPLY	598	500	500	500
<b>Supplies TOTAL . . . . . :</b>	<b>15,108</b>	<b>14,250</b>	<b>17,350</b>	<b>21,500</b>
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	4,743	7,350	7,350	7,300
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0410</b>			<b>Dues &amp; Subscriptions</b>	
NCTCOG Construction Standards- \$2400				
NCTCOG Stormwater Program- \$2900				
NCTCOG Public Works Program- \$1200				
PE Registration x 2 - \$470				
APWA (AW)- \$120				
ASCE (AW)- \$225				
0415 RECRUITING EXPENSES	0	0	400	2,000
0430 TUITION & TRAINING	1,510	5,600	2,600	5,600
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0430</b>				<b>Tuition</b>
Inspector Training-				
Trench and Confined Space Entry				
Storm Water Practices During Const.				
Managing Mult. Projects and Deadlines				
Engineering Continuing Ed.				
0436 TRAVEL	1,590	5,000	3,000	5,000
<b>Operational TOTAL . . . . . :</b>	<b>7,843</b>	<b>17,950</b>	<b>13,350</b>	<b>19,900</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	5,850	5,300	5,300	6,800
<b>DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0507</b>				<b>Cell Phone</b>
Cell phones are carried by 5 field inspectors, field coordinators, 2 Engineers and Director				
<b>Utilities TOTAL . . . . . :</b>	<b>5,850</b>	<b>5,300</b>	<b>5,300</b>	<b>6,800</b>

ACCOUNT		2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 01 - GENERAL FUND</u>					
<u>Division 50 - PUBLIC WORKS</u>					
<u>Department 53 - ENGINEERING</u>					
60 Capital					
0610	FURNITURE & FIXTURES	0	800	800	0
0612	COMPUTER EQUIPMENT	0	0	0	0
DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0612					Computers
Upgrade Autocad Stations- 2 at \$3750= \$7500					
2- Dell 380 Intel Pentium 4 Processor 571 Computers with 24" monitor.					
*Details available.					
New Engineer position desktop = \$3,800					
New Construction Inspector Teleclient = \$900					
CITY MANAGER COMMENTS: Approved, funded through Technology Replacement Fund					
0623	VEHICLES	0	0	0	0
DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0623					New Truck
New 1/2 Ton extended cab pickup for new inspector- \$16,500					
CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations.					
Capital TOTAL . . . . . :		0	800	800	0
ENGINEERING TOTAL . . :		772,558	805,750	775,640	984,000

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 03-04	Budgeted 04-05	Amended — 04-05	Proposed 05-06
Operating Revenues	8,178,412	8,140,700	8,848,400	9,054,700
Operating Expenses	5,194,576	5,668,250	6,667,825	7,472,250
Depreciation & Amortization Expense	1,265,432	550,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>1,718,405</b>	<b>1,922,450</b>	<b>1,180,575</b>	<b>582,450</b>
Non-Operating Revenues	801,325	215,000	277,000	235,000
Non-Operating Expenses	601,264	1,372,200	763,125	785,000
<b>Non-Operating Income (Loss)</b>	<b>200,061</b>	<b>(1,157,200)</b>	<b>(486,125)</b>	<b>(550,000)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>1,918,466</b>	<b>765,250</b>	<b>694,450</b>	<b>32,450</b>
Net Transfers In (Out)	(867,500)	(926,400)	(1,006,400)	(995,000)
<b>Net Income (Loss)</b>	<b>1,050,966</b>	<b>(161,150)</b>	<b>(311,950)</b>	<b>(962,550)</b>
Retained Earnings - Beginning	26,512,659	18,294,586	27,563,624	27,251,674
<b>Retained Earnings - Ending</b>	<b>27,563,624</b>	<b>18,133,436</b>	<b>27,251,674</b>	<b>26,289,124</b>

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Available Operating Revenues:					
4601	Retail Water Sales	4,473,918	4,975,000	4,975,000	5,207,000
4603	Sewer Charges	1,923,123	2,001,000	2,001,000	2,308,300
4605	Pretreatment Charges	5,454	8,700	6,900	8,600
4607	Garbage Revenue	(23,963)	-	-	-
4609	HHW Fees	61,486	62,500	67,000	64,000
4610	Penalties	127,121	115,000	115,000	115,000
Total Utility Sales		6,567,139	7,162,200	7,164,900	7,702,900
4622	RCH Water Sales	270,513	250,000	310,000	303,500
4632	Blackland Water Sales	244,888	250,000	310,000	280,800
4650	City of Heath Water Sales	794,948	300,000	800,000	531,500
Total Contract Sales		1,310,349	800,000	1,420,000	1,115,800
4660	Water Taps	253,024	150,000	220,000	200,000
4662	Sewer Taps	43,150	25,000	37,000	32,000
Total Other Receipts		296,174	175,000	257,000	232,000
4665	Meter Rental Fees	4,750	3,500	6,500	4,000
Total Other Fees		4,750	3,500	6,500	4,000
<b>Total Operating Revenues</b>		<b>8,178,412</b>	<b>8,140,700</b>	<b>8,848,400</b>	<b>9,054,700</b>
Available Non-Operating Revenues					
4001	Interest Earnings	172,981	150,000	162,000	150,000
4019	Other	278,894	65,000	115,000	85,000
4035	Impact Fees	349,450	-	-	-
Total Non-Operating Revenue		801,325	215,000	277,000	235,000
<b>Total Available Revenues</b>		<b>8,979,737</b>	<b>8,355,700</b>	<b>9,125,400</b>	<b>9,289,700</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water &amp; Sewer

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Operating Transfers In				
Operating Transfers Out				
To General Fund	355,000	398,400	398,400	450,000
To Insurance Fund	475,000	483,000	563,000	500,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Capital Projects Fund	-	-	-	-
To Tech Replacement Fund	7,500	15,000	15,000	15,000
<b>Total Transfers Out</b>	<b>867,500</b>	<b>926,400</b>	<b>1,006,400</b>	<b>995,000</b>
<b>Net Operating Transfers In (Out)</b>	<b>(867,500)</b>	<b>(926,400)</b>	<b>(1,006,400)</b>	<b>(995,000)</b>

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 03-04	Budgeted 04-05	Amended 04-05 --	Proposed 05-06
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	419,060	647,550	641,930	696,600
63 Water Operations	3,529,739	5,067,350	4,444,350	4,961,500
67 Sewer Operations	1,533,318	1,765,150	2,348,995	2,808,500
Total Dept. Expenses	5,482,117	7,480,050	7,435,275	8,466,600
Conversion to GAAP:				
Less Capital	287,542	1,811,800	767,450	994,350
Total Operating Expenses	5,194,576	5,668,250	6,667,825	7,472,250
Non Operating Expenses				
62 Long Term Debt	1,491,260	2,755,600	1,928,125	1,842,000
Conversion to GAAP:				
Less Debt Retirement	889,996	1,383,400	1,165,000	1,057,000
Total Non-Operating Expenses	601,264	1,372,200	763,125	785,000
Total Expenses	5,795,840	7,040,450	7,430,950	8,257,250

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

### Expenditure Summary

	<u>Actual</u> 03-04	<u>Budgeted</u> 04-05	<u>Amended</u> 04-05	<u>Approved</u> 05-06
Personnel	136,654	335,850	330,230	346,500
Contractual	138,524	168,400	168,400	190,500
Supplies	47,631	42,500	42,500	53,800
Operational	89,572	100,800	100,800	105,800
Capital	6,679	-	-	-
<b>Total</b>	<u>419,060</u>	<u>647,550</u>	<u>641,930</u>	<u>696,600</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Utility Billing Supervisor	20	1
Customer Service Representative	9	3
Meter Technician	9	4

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 02 - WATER & SEWER FUND  
Division 60 - UTILITY SERVICES  
Department 61 - BILLING SERVICES

10 Salaries & Wages

0101	SUPERVISOR	51,807	54,800	61,000	55,300
0104	CLERICAL	61,523	96,300	90,500	100,500
0107	LABOR	0	125,800	121,600	130,300
0109	OVERTIME	46	1,500	1,500	1,500
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>113,376</b>	<b>278,400</b>	<b>274,600</b>	<b>287,600</b>

15 Benefits

0114	LONGEVITY PAY	760	1,550	1,330	1,800
0120	FICA & MEDICARE EXPENSE	8,773	21,200	20,200	21,900
0122	T.M.R.S. RETIREMENT EXP.	13,745	34,700	34,100	35,200
<b>Benefits TOTAL . . . . . :</b>		<b>23,278</b>	<b>57,450</b>	<b>55,630</b>	<b>58,900</b>

20 Contractual

0210	AUDITING	13,000	13,000	13,000	13,000
0213	CONSULTING FEES	11,000	0	0	0
0217	IT SERVICE	24,173	30,000	30,000	30,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0217      Technology Service/Support Agreements

Information Technology support:  
 Datamax                    \$13,200  
 IBM                            900  
 Internet                    2,600  
 Misc IT projects            5,300  
 Website Upgrades          8,000  
 Total                            30,000

0223	INSURANCE-SURETY BONDS	400	400	400	400
0225	INSURANCE-AUTOMOBILES	10,000	12,000	12,000	15,000
0227	INSURANCE-REAL PROPERTY	12,000	12,000	12,000	15,000
0228	INSURANCE-CLAIMS & DED.	16,068	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	12,046	13,000	13,000	13,000
0231	SERVICE-MAINT. CONTRACTS	35,626	61,400	61,400	72,600

DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0231      Service Contracts

New World Systems            \$13,250  
 IBM                                1,000  
 DataProse                    51,500      increased due to growth and online bill presentment  
 Meter Read                    3,750  
 Copier                            1,500  
 SmartNet                        400  
 Mail Extractor                1,200

0235	BANK CHARGES	150	1,200	1,200	1,200
0240	EQUIPMENT REPAIRS	0	1,000	1,000	1,000

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved	
<b>Fund 02 - WATER &amp; SEWER FUND</b>					
<b>Division 60 - UTILITY SERVICES</b>					
<b>Department 61 - BILLING SERVICES</b>					
0242	EQUIPMENT RENTAL &-LEASE	4,061	4,400	4,400	9,300
DOCUMENTS FOR ACCOUNT . . . . : 02-60-61-0242				Equipment Rentals	
Copier \$2800					
Postage Machine/Meter \$6,500					
Lease of a new postage machine. The postal service has changed their barcoding system/metered postage stamp and as a result our postage machine will not be compatible with the new metered postage requirements.					
0283	CONTRACT METER READING	0	0	0	0
<b>Contractual TOTAL . . . . . :</b>		<b>138,524</b>	<b>168,400</b>	<b>168,400</b>	<b>190,500</b>
<b>30 Supplies</b>					
0301	OFFICE SUPPLIES	1,537	1,500	1,500	1,800
0307	POSTAGE	41,440	35,000	35,000	43,500
0310	PRINTING & BINDING	4,181	5,000	5,000	7,500
0347	GENERAL MAINT. SUPPLY	473	1,000	1,000	1,000
0389	RECYCLING BINS	0	0	0	0
<b>Supplies TOTAL . . . . . :</b>		<b>47,631</b>	<b>42,500</b>	<b>42,500</b>	<b>53,800</b>
<b>40 Operational</b>					
0410	DUES & SUBSCRIPTIONS	0	300	300	300
0415	RECRUITING EXPENSES	71	0	0	0
0430	TUITION & TRAINING	0	2,500	2,500	2,500
0436	TRAVEL	0	1,000	1,000	1,000
0450	BAD DEBT EXPENSE	178	30,000	30,000	30,000
0490	HOUSEHOLD HAZ WASTE DAY	45,856	67,000	67,000	72,000
<b>Operational TOTAL . . . . . :</b>		<b>46,105</b>	<b>100,800</b>	<b>100,800</b>	<b>105,800</b>
<b>60 Capital</b>					
0615	OFFICE MACHINERY & EQUIP	6,679	0	0	0
<b>Capital TOTAL . . . . . :</b>		<b>6,679</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>UTILITY BILLING TOTAL :</b>		<b>375,593</b>	<b>647,550</b>	<b>641,930</b>	<b>696,600</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	62 Long Term Debt

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Debt Service	1,491,260	2,755,600	1,928,125	1,842,000
<b>Total</b>	1,491,260	2,755,600	1,928,125	1,842,000

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 02 - WATER &amp; SEWER FUND</u>				
<u>Division 60 - UTILITY SERVICES</u>				
<u>Department 62 - DEBT SERVICE</u>				
70 Debt Service				
0750	BOND ADMINISTRATION FEES	5,982	7,000	7,000
0752	BOND - PRINCIPAL	520,000	770,000	770,000
0754	BOND - INTEREST	479,129	578,300	608,500
0772	NTMWD - PRINCIPAL	369,996	613,400	287,000
0774	NTMWD - INTEREST	338,765	786,900	169,500
Debt Serv TOTAL . . . . . :		1,491,876	2,755,600	1,928,125
DEBT SERVICE TOTAL :		1,491,876	2,755,600	1,842,000

## DIVISION SUMMARY

Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Personnel	669,930	518,450	531,400	609,500
Contractual	2,257,326	2,639,900	2,664,900	2,775,850
Supplies	137,952	265,350	270,750	278,450
Operational	4,272	8,650	6,150	7,250
Utilities	176,354	183,800	264,300	304,600
Capital	283,904	1,451,200	706,850	985,850
<b>Total</b>	<b>3,529,739</b>	<b>5,067,350</b>	<b>4,444,350</b>	<b>4,961,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Water/Wastewater Superintendent	24	1
Water Operations Manager	21	1
Pump Tech II	13	1
Crew Leader	13	1
Equipment Operator II	10	1
Pump Tech I	10	1
Fire Hydrant Tech	10	2
Maintenance Worker II	8	3

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 02 - WATER &amp; SEWER FUND</b>				
<b>Division 60 - UTILITY SERVICES</b>				
<b>Department 63 - WATER OPERATIONS</b>				

**10 Salaries & Wages**

0101	SUPERVISOR	143,826	114,800	74,400	114,500
0107	LABOR	354,253	283,900	288,700	324,700

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107 Maintenance Worker

Water Maintenance position is needed to keep up with maintenance needs of our growing system of lines, pumps, etc.

CITY MANAGER'S COMMENTS: Approved

0109	OVERTIME	50,205	34,000	79,000	80,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0109 Overtime

Amended Budget:

A significant number of SCADA problems and line breaks, along with regularly scheduled duty rounds has caused overtime to increase. Repairs are being undertaken to provide this doesn't reoccur allowing the overtime figure to be reduced for next budget year.

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>548,284</b>	<b>432,700</b>	<b>442,100</b>	<b>519,200</b>
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**15 Benefits**

0114	LONGEVITY PAY	6,866	4,250	2,400	3,000
0120	FICA & MEDICARE EXPENSE	44,023	29,100	32,700	33,500
0122	T.M.R.S. RETIREMENT EXP.	70,756	52,400	54,200	53,800

<b>Benefits TOTAL . . . . . :</b>	<b>121,645</b>	<b>85,750</b>	<b>89,300</b>	<b>90,300</b>
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**20 Contractual**

0211	LEGAL	17,726	25,000	25,000	25,000
0213	CONSULTING FEES	47,306	26,000	46,000	30,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0213 Combine Accounts

It has not been beneficial to track engineering separately from consulting, so we are combining the 2 expense lines. We will be negotiating our wholesale contract and other acquisitions which which require engineering, valuation and legal expenses.

0231	SERVICE-MAINT. CONTRACTS	5,277	8,300	13,300	13,550
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231 Service Contracts

Tank Inspections- 5 at \$695 each= \$3475  
 Generator Maintenance- 3 at \$670 each= \$2010  
 Cathodic Protection of Tanks- 3 at \$350 each= \$1050  
 Public Works Copier- \$800  
 Engineering Copier- \$2200  
 Water Wonderwear Upgrade (SCADA program)- \$4000  
 Total: \$13,540

ACCOUNT		2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 02 - WATER &amp; SEWER FUND</b>					
<b>Division 60 - UTILITY SERVICES</b>					
<b>Department 63 - WATER OPERATIONS</b>					
0233	ADVERTISING	93	1,000	1,000	500
0237	UNIFORM SERVICE	6,221	8,000	8,000	8,000
0240	EQUIPMENT REPAIRS	6,866	8,000	8,000	8,000
0242	EQUIPMENT RENTAL & LEASE	4,965	11,500	8,500	11,500
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0242</b>				<b>Equipment Rental</b>	
Misc. Equipment Rental (includes crane rental to pull pump motors)					
Previous years included Copier lease cost and that lease has been fulfilled.					
0244	BUILDING REPAIRS	14,852	24,000	24,000	24,000
0246	VEHICLE REPAIRS	12,223	8,000	16,000	16,500
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0246</b>				<b>Vehicle Repair</b>	
New Transmission for Truck- 1 at \$2500					
Unit #132 Suspension Work- \$1500					
Unit #130 Rear Re-build-\$8000					
Tire Replacement (small)- 1 set at \$300.00 per set= \$300					
Tire Replacement (large)- 4 sets at \$550.00 per set= \$2200					
Misc. Repair- \$2000					
Total: \$16,500					
0258	SECURITY SERVICES	25,200	25,200	25,200	27,600
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0258</b>				<b>Security Services</b>	
Add one location to security patrol- SH276 Water Tower					
New price- \$2300 per month= \$27,600					
Total: \$27,600					
0280	STATE PERMITS	4,050	11,000	11,000	13,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0280</b>				<b>State Permits</b>	
TDH Chemical Sampling- \$5500					
TCEQ Lead and Copper Sampling- \$2500					
State System Permit- \$5000					
Total: \$13,000					
0281	METER REPAIR & REPLACEMENT	8,408	20,000	15,000	15,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0281</b>				<b>Meter Repair and Testing</b>	
Meter Repair- \$9400					
Meter Testing- 4 times a year at \$1400 per set of tests- \$5600					
0287	WATER PURCHASES	2,075,077	2,300,000	2,300,000	2,545,200
0288	WATERLINE REPAIR & REPL	6,916	20,000	20,000	20,000
0289	RESERVOIR MAINT. & REPAIR	22,145	143,900	143,900	18,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289</b>				<b>Reservoir Maintenance and Repair</b>	
Clean Inside of Storage Tank- 4 at \$1995 Each= \$7980					
Rebuild Pump Motor- 1 at \$4000 Each= \$4000					
Misc. Repairs- \$6000					
<b>Contractual TOTAL . . . . . :</b>		<b>2,257,325</b>	<b>2,639,900</b>	<b>2,664,900</b>	<b>2,775,850</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<b>Fund 02 - WATER &amp; SEWER FUND</b>				
<b>Division 60 - UTILITY SERVICES</b>				
<b>Department 63 - WATER OPERATIONS</b>				
<b>30 Supplies</b>				
0301 OFFICE SUPPLIES	1,415	1,100	1,100	1,700
DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0301				Filing Cabinet
New filing cabinet \$600.				
0310 PRINTING & BINDING	3,495	3,500	3,500	5,000
DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0310				Water Quality Report
The report has grown in length and number to be printed				
0323 SMALL TOOLS	3,438	3,250	3,250	3,250
DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0323				Small Tools
3-inch Water Pump (on 1 ton truck)- 1 at \$800				
Metal Detectors for Valve Boxes (Fisher M-97)- 2 at \$558 = \$1,166				
25 Pound Concrete Chipper Hammer- 1 at \$500 Each= \$500				
Pipe Cutting Chain Saw (to cut services)- 1 at \$850				
0325 SAFETY SUPPLIES	2,025	2,000	2,000	2,000
0331 FUEL & LUBRICANTS	23,940	20,000	25,400	25,000
0333 CHEMICAL	646	1,000	1,000	2,000
0341 CONSTRUCTION & REPAIR SUPPLY	8,854	8,500	8,500	8,500
0347 GENERAL MAINT. SUPPLY	9,519	7,000	7,000	10,000
0380 FIRE HYDRANT MAINT SUPPLY	8,960	10,000	10,000	11,000
0381 WATER PIPE FITTINGS	20,962	25,000	25,000	25,000
0382 METER SUPPLIES	54,698	184,000	184,000	185,000
DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0382				Firefly Program
Subdivision retrofits, 450 @ \$125 (with lids)			\$ 59,375	
New 5/8" Meters, 800 @ \$135 (for new houses)			108,000	
New 1" Meters, 50 @ \$175 (for new houses or business)			8,750	
New 2" Meters, 25 @ \$340 (for new business)			8,500	
Other miscellaneous fittings, etc.				
CITY MANAGER'S COMMENTS: Approved				
Supplies TOTAL . . . . . :	137,952	265,350	270,750	278,450
<b>40 Operational</b>				
0410 DUES & SUBSCRIPTIONS	380	1,000	1,000	1,000
0415 RECRUITING EXPENSES	950	1,500	1,000	750
0430 TUITION & TRAINING	1,911	3,650	3,650	3,500
0436 TRAVEL	311	2,500	500	2,000
Operational TOTAL . . . . . :	3,552	8,650	6,150	7,250

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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**Fund 02 - WATER & SEWER FUND**

**Division 60 - UTILITY SERVICES**

**Department 63 - WATER OPERATIONS**

**50 Utilities**

0501	ELECTRICITY	161,588	170,000	250,000	290,000
0507	CELLULAR TELEPHONE	3,808	3,700	4,200	5,100

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0507** **Increase in Phones and Service**  
 1 new phone for Water Operations Manager position add wireless data service to Water Superintendent phone  
 Total: \$ 900

0508	TELEPHONE SERVICE	10,639	9,500	9,500	9,500
0513	WATER	319	600	600	0

<b>Utilities TOTAL . . . . . :</b>	<b>176,354</b>	<b>183,800</b>	<b>264,300</b>	<b>304,600</b>
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**60 Capital**

0603	BUILDINGS	0	108,350	0	108,350
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0603** **Security Measures**

These security improvements at the water facilities were budgeted for fiscal year 2005. We have applied for grant funding for which the determination is imminent. We have not proceeded with the projects until we determine if the funding will be available and the standards expected by the granting agency.

- Heath Pump Station: \$30,000
- Service Center: \$47,200
- Southside Elevated Tank: \$13,300
- Boydston Elevated Tank: \$16,700
- FM 549 Booster Pump: \$1150

Due to this timing, we will budget this expense in the new year and amend it out of the current budget year.

**CITY MANAGER'S COMMENTS: Approved**

0610	FURNITURE & FIXTURES	780	850	850	0
0612	COMPUTER EQUIPMENT	0	6,000	6,000	0
0617	RADIO EQUIPMENT	2,386	0	0	5,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0617** **Radios**

New Radios (for 2 new people)- 2 at \$2500 Each= \$5000

0621	FIELD MACHINERY & EQUIPM	14,436	0	0	0
0623	VEHICLES	39,103	0	0	16,500

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0623** **Truck**

1/2 Ton Regular Cab for Water Operations Position to be filled in FY 2006. \$16,500

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 02 - WATER & SEWER FUND

Division 60 - UTILITY SERVICES

Department 63 - WATER OPERATIONS

0631	LINE EXTENSION/RELOCATION	227,200	80,000	0	0
0638	SYSTEM ACQUISITION	0	1,256,000	700,000	856,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0638 System Acquisition

\$300,000 is set aside each year to acquire the right to serve areas in the City that are served by private water systems. We anticipate purchasing areas from RCH, Mt. Zion and Blackland Water Supply Corp. this year. Unused funds are carried forward each year to allow us to accumulate adequate resources for these efforts.

Capital TOTAL . . . . . :	283,905	1,451,200	706,850	985,850
WATER OPER TOTAL :	3,529,017	5,067,350	4,444,350	4,961,500

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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

### Expenditure Summary

	<u>Actual</u> 03-04	<u>Budgeted</u> 04-05	<u>Amended</u> 04-05	<u>Approved</u> 05-06
Personnel	351,020	380,950	372,620	483,825
Contractual	1,061,251	908,150	1,788,625	2,187,275
Supplies	55,614	46,750	58,850	59,350
Operational	2,347	2,600	2,200	2,250
Utilities	49,192	66,100	66,100	67,300
Capital	13,895	360,600	60,600	8,500
<b>Total</b>	<u>1,533,318</u>	<u>1,765,150</u>	<u>2,348,995</u>	<u>2,808,500</u>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Sewer Operations Manager	21	1
Pump Tech III	17	1
Crew Leader	13	1
Equipment Operator II	11	1
Pump Tech I	10	1
Infiltration Technician	10	1
Maintenance Worker II	8	4

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved	
<u>Fund 02 - WATER &amp; SEWER FUND</u>					
<u>Division 60 - UTILITY SERVICES</u>					
<u>Department 67 - SEWER OPERATIONS</u>					
<b>10 Salaries &amp; Wages</b>					
0107	LABOR	266,157	293,600	282,900	378,475
DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0107				New Person	
Sewer Maintenance Worker I/II, Grade 7/8					
This is the first of three new Maintenance positions in Sewer Department in the next three years as determined in our Rate Study.					
CITY MANAGER'S COMMENTS: Approved					
0109	SALARIES & WAGES-OVERTIM	24,478	25,000	25,000	27,000
DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0109				Overtime	
Overtime- \$27,000.00					
Total: \$27,000.00					
<b>Salaries &amp; Wages TOTAL . . . . . :</b>		<b>290,635</b>	<b>318,600</b>	<b>307,900</b>	<b>405,475</b>
<b>15 Benefits</b>					
0114	LONGEVITY PAY	2,944	3,050	2,420	2,850
0120	FICA & MEDICARE EXPENSE	21,823	22,500	23,000	29,000
0122	T.M.R.S. RETIREMENT EXP.	35,619	36,800	39,300	46,500
<b>Benefits TOTAL . . . . . :</b>		<b>60,386</b>	<b>62,350</b>	<b>64,720</b>	<b>78,350</b>
<b>20 Contractual</b>					
0213	CONSULTING FEES	13,056	13,000	31,000	22,400
DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0213				Consulting Services	
It has not been beneficial to track engineering separately from consulting, so we are combining the 2 expense lines .					
Amended Budget: Consulting services have been used this year to study treatment needs for newly annexed areas.					
Add four Lift Stations into SCADA System- 4 at \$3350= \$13,400					
0231	SERVICE-MAINT. CONTRACTS	6,210	9,200	9,200	9,900
DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231				Service/Maintenance Contracts	
Generator Maintenance Agreement-					
6 at \$671 Each= \$4026					
2 (mobile) at \$920 Each= \$1840					
SCADA Software Support- \$4000					
0233	ADVERTISING	0	0	0	250
0237	UNIFORM SERVICE	4,677	4,800	4,800	5,400

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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**Fund 02 - WATER & SEWER FUND**

**Division 60 - UTILITY SERVICES**

**Department 67 - SEWER OPERATIONS**

0240	EQUIPMENT REPAIRS	9,506	10,000	10,000	6,000
0242	EQUIPMENT RENTAL & LEASE	763	2,500	2,500	2,500
0246	VEHICLE REPAIRS	6,083	5,000	10,000	5,000
0279	INDUSTRIAL PRE-TREATMENT	8,754	8,050	8,050	8,625
0282	LIFT STA. REPAIR & MAINT	15,706	15,000	45,000	190,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282 Lift Station Repair

Rebuild Chandlers Marina Lift Station- \$150,000  
 Replace the entire station- wet well and pumps.  
 Driveway at Kroger Lift Station for all weather access- \$6750  
 Driveway at Harlan Park Lift Stat. for all weather access- \$22,950  
 Could be used as section of a trail or Park Dept. access.  
 Total: 179,700

0284	SEWER LINE REPAIR & RPCM	555	10,000	10,000	10,000
0285	NO.TREATMENT PLANT-SQUAB	277,698	269,350	269,350	208,150
0286	SO.TREATMENT PLANT-BUFFA	490,230	470,000	470,000	386,750
0292	WASTEWATER TREATMENT	2,475-	91,250	918,725	1,332,300

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0292 Regional Treatment Line Costs

The regional sewer line expense began in fiscal year 2005. It was anticipated at budget time last year that we would be able to carry this line as an asset with related debt service for the project. Numerous discussions were held with our current and prior auditors to attempt to work this out. We were not successful in having this shared sewer line declared our asset. Therefore the related expenses are not shown as debt service but rather as an operating expense for wastewater treatment. The debt service budget has been amended to reduce the expected costs and transfer those to the expense line item. It has zero net effect.

Contractual TOTAL . . . . . :	830,763	908,150	1,788,625	2,187,275
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**30 Supplies**

0301	OFFICE SUPPLIES	544	500	500	500
0323	SMALL TOOLS	1,852	2,850	2,850	2,850
0325	SAFETY SUPPLIES	1,732	6,400	6,400	2,000
0331	FUEL & LUBRICANTS	12,048	10,000	14,100	14,000
0333	CHEMICAL	4,023	5,000	5,000	5,000
0341	CONSTRUCTION & REPAIR SU	7,581	6,000	8,000	8,000
0347	GENERAL MAINT. SUPPLY	7,267	7,000	10,000	7,000
0385	LIFT STATION SUPPLIES	20,567	9,000	12,000	20,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0385 Lift Station Supplies

Flygt Portable Mixer-  
 Kroger Lift Station- 1 at \$4839  
 Mims Lift Station- 1 at \$4839

Supplies TOTAL . . . . . :	55,614	46,750	58,850	59,350
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ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved	
<b>Fund 02 - WATER &amp; SEWER FUND</b>					
<b>Division 60 - UTILITY SERVICES</b>					
<b>Department 67 - SEWER OPERATIONS</b>					
<b>40 Operational</b>					
0410	DUES & SUBSCRIPTIONS	155	450	450	450
0415	RECRUITING EXPENSES	705	0	100	150
0430	TUITION & TRAINING	952	1,150	1,150	1,150
0436	TRAVEL	535	1,000	500	500
<b>Operational TOTAL . . . . . :</b>		<b>2,347</b>	<b>2,600</b>	<b>2,200</b>	<b>2,250</b>
<b>50 Utilities</b>					
0501	ELECTRICITY	48,618	65,000	65,000	65,000
0507	CELLULAR TELEPHONE	573	1,100	1,100	2,300
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0507</b>					<b>Increase in phones and service</b>
1 new phone for Sewer Operations Manager position and increase service for Sewer on call duty phone Total: \$ 1,200					
<b>Utilities TOTAL . . . . . :</b>		<b>49,191</b>	<b>66,100</b>	<b>66,100</b>	<b>67,300</b>
<b>60 Capital</b>					
0617	RADIO EQUIPMENT	0	0	0	2,500
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0617</b>					<b>Radio</b>
Radio for new person- 1 at \$2500.00 per Each Total: \$2500.00					
0621	FIELD MACHINERY & EQUIPMENT	0	50,100	50,100	0
0623	VEHICLES	817	0	0	0
0631	LINE EXTENSION/RELOCATION	0	300,000	0	0
0637	SCADA EQUIPMENT	13,078	10,500	10,500	6,000
<b>Capital TOTAL . . . . . :</b>		<b>13,895</b>	<b>360,600</b>	<b>60,600</b>	<b>8,500</b>
<b>SEWER OPER TOTAL . . . :</b>		<b>1,302,831</b>	<b>1,765,150</b>	<b>2,348,995</b>	<b>2,808,500</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	131,959	4,100	25,300	6,300
Total Expenditures	-	32,000	171,000	33,800
Excess Revenues Over (Under) Expenditures	131,959	(27,900)	(145,700)	(27,500)
Fund Balance - Beginning	64,950	193,300	196,909	51,209
Fund Balance - Ending	196,909	165,400	51,209	23,709

## SUMMARY OF REVENUES

**Fund**  
10 Cemetery

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	559	500	500	500
4050	Donations/Bequests	123,000	-	-	-
4720	Cemetery Receipts	7,800	3,000	24,000	5,000
4722	Registration & Permit Fees	600	600	800	800
<b>Total Revenues</b>		<b>131,959</b>	<b>4,100</b>	<b>25,300</b>	<b>6,300</b>

## SUMMARY OF EXPENDITURES

**Fund**  
10 Cemetery

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Contractual	-	32,000	19,000	20,000
Supplies	-	-	-	13,800
Capital	-	-	152,000	-
<b>Total</b>	-	32,000	171,000	33,800

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
10 Cemetery	45 Parks	49 Cemetery

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Contractual	-	32,000	19,000	20,000
Supplies	-	-	-	13,800
Capital	-	-	152,000	-
<b>Total</b>	-	32,000	171,000	33,800

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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=====  
Fund 10 - CEMETERY FUND  
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20 Contractual

0213	CONSULTING FEES	0	8,000	9,000	0
0247	GROUNDS MAINTENANCE	0	24,000	10,000	20,000

DOCUMENTS FOR ACCOUNT . . . : 10-45-49-0247 Monument Restorations

The City's contractor, Vandagriff Monument Co., is continuing to restore many of the older headstones in the cemetery. A large number of the stones had degraded to the point of being unsightly and unsafe. This budget amount will allow the contractor to complete work in the oldest section of the cemetery as well as various repairs in other sections.

CITY MANAGER'S COMMENTS: Approved to continue this project.

Contractual TOTAL . . . . . :	0	32,000	19,000	20,000
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30 Supplies

0341	CONSTRUCTION & REPAIR SUPPLIES	0	0	0	13,800
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DOCUMENTS FOR ACCOUNT . . . : 10-45-49-0341 Signage / Seating

Staff proposes erecting signage designating the section names in the Cemetery. Often it is difficult to give directions within the grounds with no signage in place. This will allow us to erect 10 solar lights in an historic style with signage matching that of the street signs in Old Town. The light poles are expected to cost \$1300 each. In addition, staff proposes purchasing 2 small benches to be placed near the fountain.

CITY MANAGER'S COMMENTS: Approved.

Supplies TOTAL . . . . . :	0	0	0	13,800
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60 Capital

0633	INFRASTRUCTURE IMPROVEMENT	0	0	152,000	0
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Capital TOTAL . . . . . :	0	0	152,000	0
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CEMETERY TOTAL . . . . . :	0	32,000	171,000	33,800
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<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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11 Police Investigations
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	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	73,202	54,350	72,050	54,350
Total Expenditures	21,409	12,200	26,200	12,200
Excess Revenues Over (Under) Expenditures	51,793	42,150	45,850	42,150
Net Other Financing Sources (Uses)	(3,000)	(18,000)	(15,000)	(20,000)
Net Gain (Loss)	48,793	24,150	30,850	22,150
Fund Balance - Beginning	48,400	86,993	97,193	128,043
Fund Balance - Ending	97,193	111,143	128,043	150,193

## SUMMARY OF REVENUES

**Fund**

11 Police Investigations

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	499	350	350	350
4050	Donations - Law Enforcement	-	-	-	-
4051	Donations - D.A.R.E.	-	-	-	-
4054	Donations - Police Activities	9,977	-	8,500	-
4055	Donations - Toys for Tots	5,183	4,000	6,700	4,000
4056	Donations - Animal Control	5,252	-	6,500	-
4058	Donations - McGruff	-	-	-	-
4059	Donations - Training	2,550	-	-	-
4415	Court Security Fee	24,002	24,000	20,000	20,000
4420	Technology Fee	20,488	20,000	24,000	24,000
4425	Child Safety Fines	5,250	6,000	6,000	6,000
Total Revenues		73,202	54,350	72,050	54,350

<b>SUMMARY OF OPERATING TRANSFERS</b>
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<b>Fund</b>
-------------

11 Police Investigation
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	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operating Transfers Out To General Fund	3,000	18,000	15,000	20,000
<b>Total Other Financing Uses</b>	<b>3,000</b>	<b>18,000</b>	<b>15,000</b>	<b>20,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(3,000)</b>	<b>(18,000)</b>	<b>(15,000)</b>	<b>(20,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Police Investigation

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operations	9,736	10,200	7,700	10,200
Capital Outlay	11,673	2,000	18,500	2,000
<b>Total Expenditures</b>	<b>21,409</b>	<b>12,200</b>	<b>26,200</b>	<b>12,200</b>

## DIVISION SUMMARY

Fund	Department	Division
11 Police Investigations	30 Police	31 Police Administration

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operational	9,808	10,200	7,700	10,200
Capital	11,673	2,000	18,500	2,000
<b>Total</b>	<b>21,481</b>	<b>12,200</b>	<b>26,200</b>	<b>12,200</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved	
=====					
Fund 11 - POLICE INVESTIGATION FUND					
=====					
40 Operational					
0430	TUITION & TRAINING	1,499	0	6,500	0
0460	SEIZURES EXPENDED	0	0	0	0
0462	D.A.R.E. EXPENSES	3,828	5,000	0	5,000
0464	ON MY OWN EXPENSES	227	200	0	200
0465	TOYS FOR KIDS EXPENSES	4,182	5,000	1,200	5,000
Operational TOTAL . . . . . :		9,736	10,200	7,700	10,200
60 Capital					
0624	POLICE EQUIPMENT	4,993	2,000	2,000	2,000
0626	COURT SECURITY EQUIPMENT	6,680	0	16,500	0
Capital TOTAL . . . . . :		11,673	2,000	18,500	2,000
=====					
POLICE INVESTIGATIONS TOTAL:		21,409	12,200	26,200	12,200
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## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	216,144	186,250	354,750	194,750
Total Expenditures	411,339	530,300	514,450	150,300
Excess Revenues Over (Under) Expenditures	(195,195)	(344,050)	(159,700)	44,450
Net Other Financing Sources (Uses)	(95,000)	450,000	497,000	(50,000)
Net Gain (Loss)	(290,195)	105,950	337,300	(5,550)
Fund Balance - Beginning	328,886	170,086	38,691	375,991
Fund Balance - Ending	38,691	276,036	375,991	370,441

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	968	750	750	750
4019	Misc. Revenue	12,000	-	-	
4250	Recreation Program Fees	99,657	85,000	92,000	90,000
4253	The Center 7% Fee	458	500	1,000	1,000
4680	Developer Contributions	-	-	161,000	-
4700	Marina Leases	103,061	100,000	100,000	103,000
<b>Total Revenues</b>		<b>216,144</b>	<b>186,250</b>	<b>354,750</b>	<b>194,750</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Other Financing Sources				
Operating Transfers In				
From General Fund	-	500,000	547,000	-
<b>Total Other Financing Sources</b>	-	500,000	547,000	-
Operating Transfers Out				
To General Fund	35,000	50,000	50,000	50,000
To Kidzone	60,000	-	-	-
<b>Total Other Financing Uses</b>	95,000	50,000	50,000	50,000
<b>Net Other Financing Sources (Uses)</b>	<b>(95,000)</b>	<b>450,000</b>	<b>497,000</b>	<b>(50,000)</b>

\* Amended transfers include the following:

500,000 Loan from General Fund Reserves for major projects

47,000 CIP recommended Park Planning projects at Dalton Rd. and Caruth Lake

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Contractual	85,977	30,300	65,300	94,800
Supplies	11,805	-	1,550	25,500
Operations	183,000	-	-	-
Capital Outlay	130,557	500,000	447,600	30,000
<b>Total Expenditures</b>	<b>411,339</b>	<b>530,300</b>	<b>514,450</b>	<b>150,300</b>

## DIVISION SUMMARY

Fund	Department	Division
12 Recreational Development	45 Parks	45 Parks

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Contractual	85,977	30,300	65,300	94,800
Supplies	11,805	-	1,550	25,500
Operational	183,000	-	-	-
Capital	130,557	500,000	447,600	30,000
<b>Total</b>	<b>411,339</b>	<b>530,300</b>	<b>514,450</b>	<b>150,300</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 12 - RECREATIONAL DEVELOPMENT</u>				
<u>Division 45 - PARKS AND RECREATION</u>				
<u>Department 45 - PARKS</u>				

20 Contractual

0213	CONSULTING FEES	15,748	0	20,000	27,500
0235	BANK CHARGES	0	300	300	300
0239	RECREATION CONTRACT	69,259	30,000	45,000	42,000
0245	POOL REPAIR & MAINT	0	0	0	25,000

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0245 Municipal Pool Repair

Re-tile pool at Myers Park. Current tiles are cracking and some are missing. Current tile has been discontinued. Project Total: \$25,000

CITY MANAGER COMMENTS: Approved

0246	VEHICLE REPAIRS	0	0	0	0
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Contractual TOTAL . . . . . : 85,007 30,300 65,300 94,800

30 Supplies

0391	RECREATION PROG. SUPPLY	11,805	0	1,550	25,500
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DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0391 Event Equipment

1. Purchase a Bounce House that will be used for special events and available for rent when not used by the City. We rent inflatable play structures several times a year and although we will still have to rent for larger events, we can use this at several smaller events. Cost is \$2,300.

2. Dance Revolution is an interactive video game that uses dance as a tool for exercise. Participants follow a video screen and dance on a pad that measures response time and accuracy. The pace continues to increase and participants are getting an excellent aerobic workout. The game system has been documented as a welcome solution to youth obesity. The game will be used at all special events. Cost \$3,200.

3. The department began a "Movies In the Park" series that was successful and we are planning on continuing the program. In 2004, we rented a screen at a cost of \$2000 (four shows) and we would like to move forward with the purchase of our own screen. Availability became an issue in 2004 and we see many opportunities to use the screen for future events when the Harbor opens. Cost is \$8,000.

CITY MANAGER'S COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0391 Site Amenities for Myers Pool

\$800 for the purchase of ashtrays and a bicycle rack for Myers Pool  
 \$10,925 Purchase and installation of two 20' "Coolbrellas" and one  
 18' x 36' shade structures for Myers Pool

CITY MANAGER'S COMMENTS: Approved

Supplies TOTAL . . . . . : 11,805 0 1,550 25,500

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 12 - RECREATIONAL DEVELOPMENT  
Division 45 - PARKS AND RECREATION  
Department 45 - PARKS

40 Operational

0409	GRANT MATCHING	183,000	0	0	0
Operational TOTAL . . . . . :		183,000	0	0	0

60 Capital

0633	INFRASTRUCTURE IMPROVEMENT	29,803	500,000	447,600	10,000
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DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633 Amended Budget

The General Fund advanced Rec Development \$500,000 in FY04-05, with repayment to occur over a ten-year period.

The following projects are expected to be completed this year:  
 \$244,500 3 Restrooms in Myers Park  
 \$ 40,000 Renovate Myers Park Ballfield Pavillion  
 \$ 25,000 Additional Parking at Myers Park Phase III  
 Additionally, developer escrows have been transferred for the Hickory Ridge Park project. \$138,100 is expected to complete the project this year.

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633 Irrigation System

Upgrade irrigation system at Tuttle Park. The current system is a pneumatic system that operates the valves. Leak detection in this old system is difficult causing the system to be down longer than necessary. Replace valves with electric valves.  
 Project cost: \$10,000

CITY MANAGER'S COMMENTS: Approved

0641	TRAIL DEVELOPMENT	40,700	0	0	0
0643	PLAYGROUND EQUIPMENT	60,054	0	0	20,000

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0643 Playground Safety Surfacing

Fibar material to replace material due to compaction and usage.  
 Project cost is \$20,000

Capital TOTAL . . . . . :		130,557	500,000	447,600	30,000
REC DEVELOPMENT TOTAL . . . :		410,369	530,300	514,450	150,300

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## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	228,698	8,900	140,900	19,200
Total Expenditures	-	313,000	-	313,000
Excess Revenues Over (Under) Expenditures	228,698	(304,100)	140,900	(293,800)
Fund Balance - Beginning	227,744	517,182	456,442	597,342
Fund Balance - Ending	456,442	213,082	597,342	303,542

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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14 Street Improvements
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Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	2,980	1,000	1,000	1,500
4800	Assessments	163,590	5,000	5,000	15,000
4810	Assessments - Bourn St.	2,097	2,200	2,200	2,000
4812	Assessments-Emma Jane/Davy	716	700	700	700
4814	Assessments - Horizon Rd.	-	-	32,000	-
4816	Pro-Rata - RH Pkwy.	59,315	-	100,000	-
<b>Total Revenues</b>		<b>228,698</b>	<b>8,900</b>	<b>140,900</b>	<b>19,200</b>

**SUMMARY OF EXPENDITURES****Fund**

14 Street Improvements

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Capital Outlay	-	313,000	-	313,000
Total Expenditures	-	313,000	-	313,000

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
14 Street Improvements	50 Public Works	51 Administration

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Capital Outlay	-	313,000	-	313,000
<b>Total</b>	-	313,000	-	313,000

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 14 - STREET IMPROVEMENTS FUND				
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60 Capital

0635	STREET CONSTRUCTION	0	313,000	0	313,000
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DOCUMENTS FOR ACCOUNT . . . : 14-50-51-0635                      Airport Road Curve Realignment

Engineering has been completed on the project to realign the Airport Road curve. Staff has been working to complete right of way acquisition in the 2005 fiscal year. The project will be bid and constructed in the new budget year.

CITY MANAGER'S COMMENTS: Approved

Capital TOTAL . . . . . :	0	313,000	0	313,000
STREET IMPROVEMENTS TOTAL. :	0	313,000	0	313,000

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	67,029	66,000	83,500	79,000
Total Expenditures	98,700	145,200	145,200	83,450
Excess Revenues Over (Under) Expenditures	(31,671)	(79,200)	(61,700)	(4,450)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(31,671)	(79,200)	(61,700)	(4,450)
Fund Balance - Beginning	133,757	98,408	102,087	40,387
Fund Balance - Ending	102,087	19,208	40,387	35,937

## SUMMARY OF REVENUES

**Fund**

16 Fire Operations

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	1,451	1,000	1,000	1,000
4019	Misc. Revenue	-	-	3,500	-
4050	Donations	578	-	1,000	-
4535	County Fire Calls	65,000	65,000	78,000	78,000
<b>Total Revenues</b>		<b>67,029</b>	<b>66,000</b>	<b>83,500</b>	<b>79,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**  
16 Fire Operations

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Other Financing Sources				
Operating Transfers In				
From General Fund	-	-	-	-
<b>Total Other Financing Sources</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	-	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Supplies	10,600	10,000	10,000	10,000
Operational	-	-	-	-
Capital Outlay	88,099	135,200	135,200	73,450
<b>Total Expenditures</b>	<b>98,700</b>	<b>145,200</b>	<b>145,200</b>	<b>83,450</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
16 Fire Equipment	20 Fire	27 Equipment

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Supplies	10,600	10,000	10,000	10,000
Operational	-	-	-	-
Capital	88,099	135,200	135,200	73,450
<b>Total</b>	<b>98,700</b>	<b>145,200</b>	<b>145,200</b>	<b>83,450</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
<u>Fund 16 - FIRE EQUIPMENT FUND</u>				
<u>Division 20 - FIRE</u>				
<u>Department 27 - EQUIPMENT</u>				

30 Supplies

0377	VOLUNTEER EXPENSES	10,600	10,000	10,000	10,000
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DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0377 Volunteer Expense

The funds are used to purchase water and drinks for fire emergencies, monthly dinner for volunteer's business meeting, annual BBQ dinner with retired firemen, volunteers, council and commissions, and any other cost approved by the majority vote of the volunteers. \$10,000

Supplies TOTAL . . . . . :		10,600	10,000	10,000	10,000
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60 Capital

0621	FIELD MACHINERY & EQUIP	88,099	55,200	55,200	59,650
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DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621 PASS devices

Purchase the T-Pass two way PASS devices for each firefighter and the command base LCD-T3 for instant monitoring of on-scene personnel. The Fire Department does not currently have in place an accountability system. We have tried several different systems that we have devised within our department, but none seem to work consistently. The challenge with volunteers arriving from all different directions, and in separate vehicles at separate times is something that we have not been able to overcome to get a good system implemented. Another problem we face is that not everyone has a PASS device. We carry Scott SCBA's with integrated PASS devices on all of our equipment; however, we do not have enough SCBA's for each Firefighter on scene to have their own.

Purchasing the LCD-3 command base would solve our problem of on-scene accountability. The implementation of a proven system as well as having all firefighters equipped with PASS devices would be a huge step in our department meeting NFPA requirements. \$51,500

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621 Equipment for New Pumper

New Pumper Equipment for the truck that replaces the 1974 Pumper. \$90,000

CITY MANAGER COMMENTS: Approved financed through Contractual Obligations

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621 Fast Attack Grass Truck

New Grass Truck Equipment for the truck that will replace the 1970 model grass truck currently being used. \$40,000.

CITY MANAGER COMMENTS: Approved financed through Contractual Obligations

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
=====				
<u>Fund 16 - FIRE EQUIPMENT FUND</u>				
<u>Division 20 - FIRE</u>				
<u>Department 27 - EQUIPMENT</u>				

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621                      Opticom Traffic Signal Components

New components for the Opticom traffic signals located at Horizon Road and Ralph Hall, Horizon Road and FM 549, and SH 205 and FM 549. The traffic signals need the Opticom equipment so that the fire trucks can control the signals for safety purposes and reduce response times. This equipment assists the Department in meeting the strategic goal of maintaining acceptable fire response times that provide for a safe community.    \$15,900

CITY MANAGER COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621                      Solar Powered Opticom

New components needed to install a Solar Powered Opticom activated Fire Station flashing light at the intersection of Horizon Road and Rockwall Parkway. This would enhance the intersection for safety purposes and reduce response time. This equipment assists the Department in meeting the Strategic goal of maintaining acceptable fire response times which also provides for a safe community.    \$11,750

CITY MANAGER COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621                      VCP Equipment

We have ordered the Vehicle Command Post (VCP) out of 2004 UASI Grant. Additional funding will outfit the unit with necessary technology, communication and safety equipment. This equipment will be installed in and around the vehicle compartments. Once the unit is received in late September 2005, measurements of all vehicle compartments will be taken to assure proper fit when ordering this additional equipment. \$32,000

CITY MANAGER COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621                      Radios for 2 new trucks

Radios for new pumper and grass truck. Both trucks will have mobile, portable, portable charger, repeater, installation, accessories charger, repeater and accessories for UHF and mobile radio only for VHF.    \$17,325

CITY MANAGER COMMENTS: Approved financed through Contractual Obligations

0623	VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623                      New Pumper

In last year's budget, we stated that we needed to replace the 1974 pumper. We knew it would not be received until the 2005-2006 budget year. The council approved the purchase of this truck. We are expecting the truck to be delivered in the 2005-06 budget year. This truck is required under NFPA as well as required to get credit under the ISO requirements. This truck will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community.    \$400,000.

CITY MANAGER COMMENTS: Approved financed through Contractual Obligations

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 16 - FIRE EQUIPMENT FUND  
Division 20 - FIRE  
Department 27 - EQUIPMENT

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0623 New Grass Truck

The CIP Committee approved the request to purchase a Large Rescue Vehicle out of this year's budget. Stations 3 and 4 will not be constructed and operational until 07-08 if the bond passes. We do not have room for the new large rescue vehicle in station 1 or 2. We recommend moving the Fast Attack grass truck from 06-07 to 05-06. The grass truck will be replacing the 1970 model grass truck we currently operate. This truck will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community. The fire department has applied for a Cost sharing (10%) grant through the Texas Forest Service. If the grant is received, our share would be \$24,000. The grant period is 3 years. \$240,000.

CITY MANAGER COMMENTS: Approved, financed through Contractual Obligations should the grant be awarded.

0650	FIRE EQUIPMENT	0	80,000	80,000	13,800
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DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0650 Building Repairs

- \$4,000 Construct another office in the upstairs old training room for the Public Educator/Inspector.
- \$4,300 Add electrical components to Fire Stations 1 and 2 to complete both stations' alerting system.
- \$5,500 Add speakers and sound components to fire stations 1 and 2 to complete the station alerting system.

Capital TOTAL . . . . . :	88,099	135,200	135,200	73,450
FIRE EQUIPMENT TOTAL :	98,699	145,200	145,200	83,450

## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	10,521	8,900	8,900	8,900
Total Expenditures	20,966	54,700	44,600	96,500
Excess Revenues Over (Under) Expenditures	(10,445)	(45,800)	(35,700)	(87,600)
Net Other Financing Sources (Uses)	5,000	5,000	23,000	79,000
Net Gain (Loss)	(5,445)	(40,800)	(12,700)	(8,600)
Fund Balance - Beginning	45,383	29,781	39,938	27,238
Fund Balance - Ending	39,938	(11,019)	27,238	18,638

**SUMMARY OF REVENUES****Fund**

17 Airport Special Revenue

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	469	400	400	400
4750	Land Lease	4,011	4,000	4,000	4,000
4752	F.B.O. Lease	6,041	4,500	4,500	4,500
Total Revenues		10,521	8,900	8,900	8,900

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Other Financing Sources				
Operating Transfers In From General Fund	5,000	5,000	23,000	79,000
Total Other Financing Sources	5,000	5,000	23,000	79,000
Net Other Financing Sources (Uses)	5,000	5,000	23,000	79,000

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Contractual	12,776	25,950	36,850	12,550
Supplies	5,454	23,750	2,750	12,250
Operational	-	-	-	66,700
Utilities	2,736	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>20,966</b>	<b>54,700</b>	<b>44,600</b>	<b>96,500</b>

## DIVISION SUMMARY

Fund	Department	Division
17 Airport Special Revenue	50 Public Works	51 Administration

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Contractual	12,776	25,950	36,850	12,550
Supplies	5,454	23,750	2,750	12,250
Operational	-	-	-	66,700
Utilities	2,736	5,000	5,000	5,000
<b>Total</b>	<b>20,966</b>	<b>54,700</b>	<b>44,600</b>	<b>96,500</b>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 17 - AVIATION FUND

Division 50 - PUBLIC WORKS

Department 51 - MUNICIPAL SERV-ADMIN.

20 Contractual

0213	CONSULTING FEES	5,500	0	15,000	2,500
0224	INSURANCE-WORKERS COMP	1,770	2,400	2,400	2,400
0227	INSURANCE-REAL PROPERTY	3,809	3,800	3,800	3,800
0229	INSURANCE-LIABILITY	1,270	2,750	2,750	2,750
0235	BANK CHARGES	0	0	0	0
0242	EQUIPMENT RENTAL & LEASE	0	2,500	500	500
0244	BUILDING REPAIRS	427	14,400	12,300	500
0280	STATE PERMITS	0	100	100	100
<b>Contractual TOTAL . . . . . :</b>		<b>12,776</b>	<b>25,950</b>	<b>36,850</b>	<b>12,550</b>

30 Supplies

0339	FUEL TANK REPAIRS	50	250	250	250
0341	CONSTRUCTION & REPAIR SU	5,404	23,500	2,500	12,000

DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0341

Airport Entry Signage

In order to enhance the appearance of the entry way to the airport, it is requested that a new monument sign be added. The proposed sign would be the same as what is currently used in the City parks and at other facilities.

Rock, transport, base and engraving - \$6,000

Lighting/installation - \$4,000

Landscaping and irrigation - \$2,000

CITY MANAGER COMMENTS: Approved

<b>Supplies TOTAL . . . . . :</b>		<b>5,454</b>	<b>23,750</b>	<b>2,750</b>	<b>12,250</b>
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40 Operational

0409	GRANT MATCHING	0	0	0	66,700
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409

10% Match Non-Primary Entitlement Fund

Funds are available through the NPE Fund, which are grant funds specifically entitled for our airport by the FAA and administered by TxDOT Aviation. The Rockwall Municipal Airport has been authorized to receive \$366,667. The funds are available as follows:

03-04 \$150,000

04-05 \$150,000

05-06 \$ 66,667

The funds allocated for 03-04 will expire at the end of the 06-07 fiscal year.

The Airport Subcommittee has identified the following projects for consideration under this program and will be making a formal recommendation to the Council in July.

1. Parking Apron Reconstruction / Fuel Island Overlay

2. Taxiway Reconstruction / Striping

3. PAPI Navigational System

Match Request: \$36,700

CITY MANAGER COMMENTS: Approved

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
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Fund 17 - AVIATION FUND

Division 50 - PUBLIC WORKS

Department 51 - MUNICIPAL SERV-ADMIN.

DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409 50% Match Routine Airport Maintenance

50% Match for Routine Airport Maintenance Program (RAMP)  
 TxDOT Aviation grants funding of up to \$60,000 per airport for each fiscal year. The local government match is 50% of actual costs plus any excess of \$60,000 total costs. The program includes lower cost airside and landside airport improvements. The projects can include maintenance of existing facilities or for new improvements. The Airport Subcommittee has identified the following projects for consideration under this program and will be making a formal recommendation to Council in July.

1. Repair roof on the maintenance shop
  2. Construction of a tower for beacon
  3. Herbicide program
  4. Runway re-striping
- Match Request: \$30,000

CITY MANAGER COMMENTS: Approved

Operational TOTAL . . . . . :	0	0	0	66,700
50 Utilities				
0501 ELECTRICITY	2,736	5,000	5,000	5,000
Utilities TOTAL . . . . . :	2,736	5,000	5,000	5,000
AIPOINT TOTAL . . . . . :	20,966	54,700	44,600	96,500

**SUMMARY OF OPERATIONS**

**Fund**

18 Recycling

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	8,753	8,600	8,600	9,100
Total Expenditures	2,514	8,000	8,000	8,000
Excess Revenues Over (Under) Expenditures	6,239	600	600	1,100
Fund Balance - Beginning	11,428	12,029	17,667	18,267
Fund Balance - Ending	17,667	12,629	18,267	19,367

## SUMMARY OF REVENUES

**Fund**

18 Recycling

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
4001	Interest Earnings	91	100	100	100
4780	Recycling Revenue	8,662	8,500	8,500	9,000
Total Revenues		8,753	8,600	8,600	9,100

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operations	2,514	8,000	8,000	8,000
<b>Total Expenditures</b>	<b>2,514</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
18 Recycling	50 Public Works	51 Administration

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Contractual	-	-	-	-
Operational	2,514	8,000	8,000	8,000
<b>Total</b>	<u>2,514</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>

ACCOUNT	2004 Actual Expense	2005 Adopted Budget	2005 Amended Budget	2006 City Manager Approved
=====				
Fund 18 - RECYCLING FUND				
=====				
40 Operational				
0428            OTHER	0	5,000	5,000	5,000
0469            PROMOTION EXPENSE	2,514	3,000	3,000	3,000
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Operational TOTAL . . . . . :	2,514	8,000	8,000	8,000
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RECYCLING TOTAL . . . . . :	2,514	8,000	8,000	8,000
	=====	=====	=====	=====

## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Total Revenues	2,225,368	2,843,976	3,609,550	2,756,000
Total Expenditures	1,445,857	8,460,950	5,015,050	11,242,200
Excess Revenues Over (Under) Expenditures	779,511	(5,616,974)	(1,405,500)	(8,486,200)
Net Other Financing Sources (Uses)	-	4,622,000	3,519,250	4,410,750
Net Gain (Loss)	779,511	(994,974)	2,113,750	(4,075,450)
Fund Balance - Beginning	3,635,496	3,002,179	4,415,007	6,528,757
Fund Balance - Ending	4,415,007	2,007,205	6,528,757	2,453,307

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
REDC Administration	2,225,368	2,843,976	3,609,550	2,756,000
Total Revenues	2,225,368	2,843,976	3,609,550	2,756,000

## SUMMARY OF OTHER FINANCING SOURCES (USES)

**Fund**

21 Economic Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
<b>Other Financing Sources (Uses)</b>				
Bond Proceeds-Tech Park PH II	-	-	1,230,000	-
Loan Proceeds-Building 2	-	4,622,000	2,289,250	4,410,750
<b>Total Other Financing Sources</b>	-	4,622,000	3,519,250	4,410,750
	-	-	-	-
<b>Total Other Financing Uses</b>	-	-	-	-
<b>Net Other Financing Sources (Uses)</b>	-	4,622,000	3,519,250	4,410,750

## SUMMARY OF EXPENDITURES

**Fund**

21 Economic Development

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
REDC Administration	1,031,263	2,860,550	1,753,800	2,872,150
Capital Projects	-	5,092,000	2,812,750	6,630,750
Debt Service	414,594	508,400	448,500	1,739,300
<b>Total Expenditures</b>	<b>1,445,857</b>	<b>8,460,950</b>	<b>5,015,050</b>	<b>11,242,200</b>

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
4150	Sales Tax	2,174,540	2,200,000	2,318,000	2,533,000
4001	Interest Earnings	18,310	15,000	15,000	25,000
4019	Misc. Revenue	2,075	-	-	-
4020	Interest/Reserve Fund	10,993	5,000	5,000	10,000
4450	Technology Park Sales	-	100,000	210,300	100,000
4458	Note Payment-Spec Bldg.	17,826	60,000	594,000	-
4679	Deposit-Building 2	-	463,976	467,250	-
	Harbor Tax Rebates	-	-	-	88,000
4500	SATOP Grant	1,625	-	-	-
	<b>Total Revenues</b>	<b>2,225,368</b>	<b>2,843,976</b>	<b>3,609,550</b>	<b>2,756,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	71 Economic Develop.

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Personnel	241,708	213,350	223,800	316,300
Contractual	123,009	162,400	161,050	161,700
Supplies	8,268	19,800	15,800	17,800
Operational	90,752	146,500	128,500	190,850
Utilities	9,168	7,500	7,500	7,500
Operational Capital	998	118,500	849,650	7,000
Incentive Grants	499,559	2,110,000	295,000	2,107,000
Tech Park Operations	57,801	82,500	72,500	64,000
Bond Projects	-	5,092,000	2,812,750	6,630,750
<b>Total</b>	1,031,263	7,952,550	4,566,550	9,502,900

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>Number</u>
Economic Dev. Corp. President	-	1
Senior Project Manager	-	1
Marketing and Business Retention Manager	-	1
Executive Secretary	-	1

## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
<b>Personnel</b>					
101	Salaries - Wages Supv.	90,647	89,900	98,300	105,000
104	Salaries - Wages Clerical	113,964	89,700	89,700	160,000
<b>Total Salaries - Wages</b>		<b>204,611</b>	<b>179,600</b>	<b>188,000</b>	<b>265,000</b>
116	Auto Allowance	7,800	7,800	7,950	13,200
120	FICA & Medicare	15,978	13,700	14,500	20,200
123	Retirement 401K	12,752	11,650	12,750	17,300
128	Ins. Unemployment	568	600	600	600
<b>Total Benefits</b>		<b>37,097</b>	<b>33,750</b>	<b>35,800</b>	<b>51,300</b>
<b>Total Personnel Costs</b>		<b>241,708</b>	<b>213,350</b>	<b>223,800</b>	<b>316,300</b>
<b>Contractual</b>					
210	Auditing	1,500	1,500	1,500	1,500
211	Legal	2,090	4,500	4,500	4,500
213	Consulting Fees	27,515	35,000	35,000	25,000
217	IT Services	2,468	15,500	15,500	12,000
223	Insurance - Blanket Surety Bond	100	100	100	100
224	Workers Comp.	-	500	500	500
227	Insurance - Property	2,000	2,000	2,000	2,000
229	Insurance - Liability	500	500	500	500
230	Insurance - Health	14,000	12,000	12,000	15,000
232	Temporary Labor	-	1,500	150	6,000
234	Marketing Expenses	47,249	51,000	51,000	50,000
235	Bank Charges	309	200	200	200
242	Equipment Rental & Lease	6,073	6,500	6,500	8,000
243	Building Lease	19,200	19,200	19,200	24,000
244	Building Repairs	6	400	400	400
299	Administrative Services	-	12,000	12,000	12,000
<b>Total Contractual</b>		<b>123,009</b>	<b>162,400</b>	<b>161,050</b>	<b>161,700</b>

## Annual Budget, Economic Development Cont'd

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
<b>Supplies</b>					
301	Office Supplies	4,001	6,500	6,500	6,500
307	Postage	3,040	7,000	5,500	7,000
310	Printing & Binding	1,131	6,000	3,500	4,000
347	Gen. Maint. Supplies	96	300	300	300
<b>Total Supplies</b>		<b>8,268</b>	<b>19,800</b>	<b>15,800</b>	<b>17,800</b>
<b>Operational</b>					
410	Dues & Subscriptions	2,672	3,500	3,500	4,200
428	Other	3,098	3,500	3,500	3,500
430	Tuition & Training	3,485	5,000	5,000	5,000
436	Travel	6,034	15,000	15,000	25,000
437	Marketing Conferences	4,000	19,500	19,500	19,500
438	Prospect Visits	1,776	10,000	2,000	5,000
439	Common Area Maintenance-Parl	69,687	90,000	80,000	128,650
<b>Total Operational</b>		<b>90,752</b>	<b>146,500</b>	<b>128,500</b>	<b>190,850</b>
<b>Utilities</b>					
507	Telephone	9,168	7,500	7,500	7,500
<b>Total Utilities</b>		<b>9,168</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
<b>Capital</b>					
601	Land Acquisition	-	100,000	837,650	-
610	Furniture & Fixtures	-	1,500	1,500	2,000
612	Computer Equipment	-	15,000	10,500	5,000
615	Office Mach. & Equip.	998	2,000	-	-
<b>Total Capital</b>		<b>998</b>	<b>118,500</b>	<b>849,650</b>	<b>7,000</b>
<b>Incentives</b>					
660	Incentive Grants	7,158	10,000	10,000	7,000
661	Contracted Incentives	492,402	2,100,000	285,000	2,100,000
<b>Total Incentives</b>		<b>499,559</b>	<b>2,110,000</b>	<b>295,000</b>	<b>2,107,000</b>

Annual Budget, Economic Development Cont'd

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Tech Park Operations					
419	Mowing & Trash Removal	1,500	25,000	15,000	-
423	Marketing	54,422	52,500	52,500	59,000
424	Legal	1,879	5,000	5,000	5,000
Total Tech Park Operations		57,801	82,500	72,500	64,000
Division Total		1,031,263	2,860,550	1,753,800	2,872,150

Note - Account 419 Mowing & Trash Removal has been used to record expenses for maintainng Phases II and III. This expense is being moved to the Tech Park budget.

## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Capital					
676	Monument Signage	-	20,000	-	20,000
678	Phase II Construction	-	-	423,500	1,400,000
696	Building 2 Design/ Construction	-	4,622,000	2,289,250	4,410,750
698	Justin Road Extension	-	450,000	100,000	800,000
<b>Total Bond Projects</b>		-	5,092,000	2,812,750	6,630,750

## DIVISION SUMMARY

Fund	Department	Division
21 Economic Development	70 Economic Development	71 Economic Develop.

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Debt Service	414,594	508,400	448,500	1,739,300
Total	414,594	508,400	448,500	1,739,300

## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
<b>Debt Service</b>					
710	Issuance Cost	-	-	-	-
750	Administration Fees	3,322	3,500	3,500	4,500
752	Principal - Bonds	190,000	200,000	200,000	475,000
754	Interest - Bonds	221,273	215,000	215,000	338,900
	TIF Debt Commitment	0	0	0	710,900
779	Bldg. 2 Loan - Interest	-	89,900	30,000	210,000
<b>Total Debt Service</b>		<b>414,594</b>	<b>508,400</b>	<b>448,500</b>	<b>1,739,300</b>

<u>Detail</u>	<u>Principal</u>	<u>Interest</u>
1999 Bonds	210,000	197,090
2005-Phase II	100,000	52,300
2005-Harbor Project	165,000	89,510
	<u>475,000</u>	<u>338,900</u>

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Total Revenues	109,092	160,600	161,600	178,750
Total Expenditures	108,957	160,600	125,600	178,750
Excess Revenues Over (Under) Expenditures	136	-	36,000	-
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	136	-	36,000	-
Fund Balance - Beginning	75,705	75,800	75,841	111,841
Fund Balance - Ending	75,841	75,800	111,841	111,841

## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

75 Tech. Park Assoc.

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
4001	Interest Earning	387	500	1,500	1,500
4470	RTP Dues Ph I	108,705	160,100	160,100	133,600
	PH II - IV	-	-	-	43,650
	<b>Total Revenues</b>	<b>109,092</b>	<b>160,600</b>	<b>161,600</b>	<b>178,750</b>

Note - The REDC owns 60% of the acreage (81.415 acres) of Phase I Rockwall Technology Park  
 The revenue for Phase I includes \$80,160 from the REDC at this ownership level.

## DIVISION SUMMARY

Fund	Department	Division
22 Tech Park Association	70 Economic Development	75 Tech. Park Assoc.

### Expenditure Summary

	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
Contractual	94,895	115,800	112,800	151,650
Supplies	5,317	6,300	1,300	3,600
Utilities	8,745	38,500	11,500	23,500
<b>Total</b>	<b>108,957</b>	<b>160,600</b>	<b>125,600</b>	<b>178,750</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
22 Tech Park Association	70 Economic Develop.	'5 Technology Park Assoc. Phase I

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
<b>Contractual</b>					
210	Auditing	-	500	500	500
211	Legal	-	3,500	500	3,000
213	Consulting Fees	24,000	24,000	24,000	24,000
227	Insurance - Property	-	900	900	900
231	Maintenance Services	10,080	10,100	10,100	10,100
241	Detention Pond Maintenance	1,550	1,300	1,300	1,300
247	Landscape Maintenance	59,249	70,000	70,000	70,000
250	Irrigation & Electric Repairs	16	1,500	1,500	1,500
251	Grass Overseeding	-	2,000	2,000	2,000
299	Administrative Services	-	2,000	2,000	2,000
<b>Total Contractual</b>		<b>94,895</b>	<b>115,800</b>	<b>112,800</b>	<b>115,300</b>
<b>Supplies</b>					
329	Flag Replacements	5,317	6,000	1,000	3,000
347	Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>		<b>5,317</b>	<b>6,300</b>	<b>1,300</b>	<b>3,300</b>
<b>Utilities</b>					
501	Electric	1,123	1,500	1,500	1,500
513	Water	7,622	37,000	10,000	15,000
<b>Total Utilities</b>		<b>8,745</b>	<b>38,500</b>	<b>11,500</b>	<b>16,500</b>
<b>Division Total</b>		<b>108,957</b>	<b>160,600</b>	<b>125,600</b>	<b>135,100</b>

Note - The same vendor receives both the Consulting and Maintenance Services fees.

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
22 Tech Park Association	70 Economic Develop.	75 Technology Park Phase II- IV

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Proposed 05-06
<b>Contractual</b>					
210	Auditing	-	-	-	-
211	Legal	-	-	-	-
213	Consulting Fees	-	-	-	6,000
227	Insurance - Property	-	-	-	900
231	Maintenance Services	-	-	-	2,700
241	Detention Pond Maintenance	-	-	-	-
247	Landscape Maintenance	-	-	-	25,000
250	Irrigation & Electric Repairs	-	-	-	1,000
251	Grass Overseeding	-	-	-	750
299	Administrative Services	-	-	-	-
<b>Total Contractual</b>		-	-	-	36,350
<b>Supplies</b>					
329	Flag Replacements	-	-	-	-
347	Gen. Maint. Supplies	-	-	-	300
<b>Total Supplies</b>		-	-	-	300
<b>Utilities</b>					
501	Electric	-	-	-	1,000
513	Water	-	-	-	6,000
<b>Total Utilities</b>		-	-	-	7,000
<b>Division Total</b>		-	-	-	43,650

Note - The same vendor receives both the Consulting and Maintenance Services fees.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Total Revenues	306,530	280,000	325,300	325,000
Total Expenditures	1,581,942	1,547,100	1,674,100	1,800,500
Operating Income (Loss)	(1,275,412)	(1,267,100)	(1,348,800)	(1,475,500)
Non-Operating Revenues	3,012	3,000	3,000	7,000
Non-Operating Income (Loss)	3,012	3,000	3,000	7,000
Net Income (Loss) Before Transfers	(1,272,400)	(1,264,100)	(1,345,800)	(1,468,500)
Net Transfers In (Out)	1,220,000	1,233,000	1,433,000	1,518,500
Net Income (Loss)	(52,400)	(31,100)	87,200	50,000
Retained Earnings - Beginning	(26,971)	44,728	(79,371)	7,829
Retained Earnings - Ending	(79,371)	13,628	7,829	57,829

## SUMMARY OF REVENUES

<b>Fund</b>					
31 Employee Benefits					
Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operating Revenues					
4019	Miscellaneous	74,812	50,000	72,500	50,000
4850	Employee Contributions	231,717	230,000	252,800	275,000
<b>Total Operating Revenues</b>		<b>306,530</b>	<b>280,000</b>	<b>325,300</b>	<b>325,000</b>
Non-Operating Revenues					
4001	Interest Earnings	3,012	3,000	3,000	7,000
<b>Total Non-Operating Revenues</b>		<b>3,012</b>	<b>3,000</b>	<b>3,000</b>	<b>7,000</b>
<b>Total Revenues</b>		<b>309,541</b>	<b>283,000</b>	<b>328,300</b>	<b>332,000</b>

## SUMMARY OF OPERATING TRANSFERS

Fund	Actual	Budgeted	Amended	Approved
31 Employee Benefits	03-04	04-05	04-05	05-06
Operating Transfers In				
From General Fund	745,000	750,000	870,000	913,500
From Water & Sewer Fund	475,000	483,000	563,000	605,000
Total Transfers In	1,220,000	1,233,000	1,433,000	1,518,500
Net Operating Transfers In (Out)	1,220,000	1,233,000	1,433,000	1,518,500

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operating Expenses				
Contractual	-	300	300	300
Operations	1,581,942	1,546,800	1,673,800	1,800,200
<b>Total Expenditures</b>	1,581,942	1,547,100	1,674,100	1,800,500

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operating Revenues	-	-	-	-
Operating Expenses	244,105	228,750	191,150	239,800
<b>Operating Income (Loss)</b>	<b>(244,105)</b>	<b>(228,750)</b>	<b>(191,150)</b>	<b>(239,800)</b>
Non-Operating Revenues	33,580	55,000	55,000	50,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>33,580</b>	<b>55,000</b>	<b>55,000</b>	<b>50,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(210,526)</b>	<b>(173,750)</b>	<b>(136,150)</b>	<b>(189,800)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(180,526)</b>	<b>(143,750)</b>	<b>(106,150)</b>	<b>(159,800)</b>
Retained Earnings - Beginning	1,775,182	1,633,710	1,594,656	1,488,506
<b>Retained Earnings - Ending</b>	<b>1,594,656</b>	<b>1,489,960</b>	<b>1,488,506</b>	<b>1,328,706</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Non-Operating Revenues					
4001	Interest Earnings	9,939	25,000	25,000	20,000
4019	Misc. Revenues	23,641	30,000	30,000	30,000
<b>Total Non-Operating Revenues</b>		<b>33,580</b>	<b>55,000</b>	<b>55,000</b>	<b>50,000</b>
<b>Total Revenues</b>		<b>33,580</b>	<b>55,000</b>	<b>55,000</b>	<b>50,000</b>

## SUMMARY OF OPERATING TRANSFERS

<b>Fund</b>				
32 Worker's Compensation				
	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers				
In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**  
32 Worker's Compensation

	Actual 03-04	Budgeted 04-05	Amended 04-05	Approved 05-06
Contractual	-	10,000	-	10,000
Operational	244,105	218,750	191,150	229,800
<b>Total Operating Expenses</b>	244,105	228,750	191,150	239,800
<b>Total Expenditures</b>	244,105	228,750	191,150	239,800