



City of Rockwall

FY 2012 – 2013

**Adopted
Budget**

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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	8,512,266	8,406,050	8,651,450	8,440,600
Total Expenditures	8,193,716	9,043,850	9,043,850	9,053,750
Excess Revenues Over (Under) Expenditures	318,550	(637,800)	(392,400)	(613,150)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	318,550	(637,800)	(392,400)	(613,150)
Fund Balance - Beginning	1,095,030	1,385,380	1,413,580	1,021,180
Fund Balance - Ending	1,413,580	747,580	1,021,180	408,030

SUMMARY OF REVENUES

Fund

04 Debt Service

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	2,905	5,000	5,000	5,000
4019	Misc. Revenue	(12,696)	-	30,400	-
4100	Current Taxes	8,000,047	8,036,050	8,096,050	8,020,600
4105	Delinquent Taxes	114,302	60,000	60,000	60,000
4110	Penalty & Interest	67,869	40,000	55,000	40,000
4460	Building Lease	15,000	15,000	15,000	15,000
4674	Roadway Impact Fees	324,839	250,000	390,000	300,000
Total Revenues		8,512,266	8,406,050	8,651,450	8,440,600

SUMMARY OF EXPENDITURES

Fund

04 Debt Service

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Debt Service	8,193,716	9,043,850	9,043,850	9,053,750
Total Expenditures	8,193,716	9,043,850	9,043,850	9,053,750

LONG TERM DEBT

Fund	Department	Division
04 Debt Service	90 Finance	11 Long Term Debt

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
208	E.S. Corp Contract	87,296	112,800	112,800	117,150
750	Admin. Fees	8,100	10,000	10,000	10,000
752	Bonds - Principal	3,333,038	3,798,050	3,798,050	4,018,050
754	Bonds - Interest	3,765,962	3,945,100	3,945,100	3,751,350
768	Certificates - Principal	795,000	990,000	990,000	980,000
770	Certificates - Interest	204,320	187,900	187,900	177,200
Total Debt Service		8,193,716	9,043,850	9,043,850	9,053,750

HARBOR 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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	1,026,814	831,950	883,250	812,000
Total Expenditures	750,019	705,900	978,800	1,124,800
Excess Revenues Over (Under) Expenditures	276,796	126,050	(95,550)	(312,800)
Net Other Financing Sources (Uses)	-	-	147,000	163,800
Net Gain (Loss)	276,796	126,050	51,450	(149,000)
Fund Balance - Beginning	(164,739)	146,861	112,056	163,506
Fund Balance - Ending	112,056	272,911	163,506	14,506

SUMMARY OF REVENUES

Fund

05 Harbor Debt Service

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4100	Current Taxes	489,115	531,250	531,250	492,000
4105	Delinquent Taxes	173,486	-	42,000	-
4110	Penalty & Interest	19,867	-	-	-
4150	Sales Taxes	307,392	300,700	310,000	320,000
4450	Land Sales	36,954	-	-	-
Total Revenues		1,026,814	831,950	883,250	812,000

SUMMARY OF OPERATING TRANSFERS

Fund

05 Harbor Debt Service

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Other Financing Sources				
Operating Transfers In:				
Net Effect of restructuring	-	-	-	-
From Economic Development	-	-	147,000	163,800
From Debt Service Fund	-	-	-	-
Total Other Financing Sources	-	-	147,000	163,800
Other Financing Uses				
Total Other Financing Uses	-	-	-	-
Net Other Financing Sources (Uses)	-	-	147,000	163,800

SUMMARY OF EXPENDITURES**Fund**

05 Harbor Debt Service

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Debt Service	750,019	705,900	978,800	1,124,800
Total Expenditures	750,019	705,900	978,800	1,124,800

LONG TERM DEBT

Fund

05 Harbor Debt Service

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
768	Certificates - Principal	150,000	145,000	145,000	270,000
770	Certificates - Interest	600,019	560,900	833,800	854,800
Total Debt Service		750,019	705,900	978,800	1,124,800

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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	24,823,994	24,393,000	25,730,200	26,215,750
Total Operating Expenditures	22,592,327	22,919,450	23,767,900	24,348,250
Capital Reserve Expenditures	-	-	2,025,000	761,550
Excess Revenues Over (Under) Expenditures	2,231,667	1,473,550	(62,700)	1,105,950
Net Other Financing Sources (Uses)	(1,304,450)	(1,452,900)	(1,452,900)	(1,698,600)
Net Gain (Loss)	927,217	20,650	(1,515,600)	(592,650)
Fund Balance - Beginning	9,159,334	9,130,832	10,086,550	8,570,950
Fund Balance - Ending	10,086,550	9,151,482	8,570,950	7,978,300

SUMMARY OF REVENUES

Fund

01 General

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4100	Current Taxes	8,299,135	8,344,600	8,384,600	8,732,150
4105	Delinquent Taxes	106,075	80,000	60,000	60,000
4110	Penalty & Interest	60,087	60,000	66,000	60,000
Total Property Taxes		8,465,297	8,484,600	8,510,600	8,852,150
4150	Sales Taxes	10,800,728	10,725,000	11,550,000	12,076,200
4155	Beverage Taxes	172,190	131,000	151,000	151,000
Total Sales Taxes		10,972,918	10,856,000	11,701,000	12,227,200
4201	Electrical Franchise	1,512,510	1,500,000	1,700,000	1,562,000
4203	Telephone Franchise	158,868	160,000	160,000	145,000
4205	Gas Franchise	388,859	400,000	323,000	325,000
4207	Cable TV Franchise	349,218	340,000	360,000	380,000
4209	Garbage Franchise	195,114	185,000	185,000	185,000
Total Franchise		2,604,568	2,585,000	2,728,000	2,597,000
4250	Park & Recreation Fees	34,188	33,000	33,000	33,000
4251	Municipal Pool Fees	18,172	15,000	15,000	15,000
4253	Center Rentals	35,311	32,000	32,000	32,000
4255	Harbor Rentals	14,048	15,000	10,000	10,000
4260	Tax Certificate Fees	415	100	100	100
4270	Code Enforcement Fees	5,990	4,000	14,000	5,000
4280	Planning & Zoning Fees	20,529	15,000	21,000	20,000
4283	Construction Fees	55,384	30,000	105,000	50,000
4295	Fire - Plans	18,035	8,000	11,500	8,000
Total Fees		202,072	152,100	241,600	173,100

Summary of Revenues, Cont'd.

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4300	Building Permits	509,142	450,000	600,000	525,000
4302	Fence Permits	19,000	20,000	20,000	20,000
4304	Electrical Permits	16,715	16,000	16,000	16,000
4306	Plumbing Permits	34,739	25,000	30,000	25,000
4308	Mechanical Permits	25,571	16,000	31,000	25,000
4310	Daycare Center Permits	2,010	2,000	2,000	2,000
4312	Health Permits	73,666	70,000	80,000	80,000
4314	Sign Permits	23,600	20,000	20,000	20,000
4288	Beverage Permits	19,120	2,000	9,000	7,000
4320	Miscellaneous Permits	41,937	28,000	58,000	50,000
Total Permits		765,500	649,000	866,000	770,000
4400	Court Fines	510,195	550,000	550,000	550,000
4402	Court Fees	179,560	165,000	165,000	165,000
4404	Warrant Fees	80,393	75,000	75,000	75,000
4406	Court Deferral Fees	301,666	260,000	260,000	260,000
4408	Animal Control Fees	86,024	75,000	75,000	-
4414	Alarm Fees and Fines	47,045	40,000	40,000	40,000
Total Municipal Court		1,204,883	1,165,000	1,165,000	1,090,000
4001	Interest Earnings	61,768	50,000	40,000	40,000
4007	Sale of Supplies	627	1,000	1,000	1,000
4019	Other	130,316	75,000	95,000	75,000
Total Miscellaneous		192,711	126,000	136,000	116,000
4500	Grant Proceeds	9,532	-	6,700	-
4510	School Patrol	233,429	195,300	195,300	195,300
4520	County Contracts	9,992	10,000	10,000	10,000
4530	City Contracts	163,093	170,000	170,000	185,000
Total Intergovernmental		416,046	375,300	382,000	390,300
Total Revenues		24,823,994	24,393,000	25,730,200	26,215,750

SUMMARY OF OPERATING TRANSFERS

Fund

01 General

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	598,900	602,100	602,100	602,100
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	20,000	10,000	10,000	29,000
Total Other Financing Sources	668,900	662,100	662,100	681,100
Other Financing Uses				
Operating Transfers Out:				
To Radio Fund	100,000	115,000	115,000	150,000
To Employee Benefit Fund (Ins.)	1,800,000	1,900,000	1,900,000	2,100,000
To Capital Projects Fund	(25,000)	-	1,300,000	80,000
To Bond Projects		-	-	-
To Tech. Replacement Fund	98,350	100,000	100,000	129,700
Total Other Financing Uses	1,973,350	2,115,000	3,415,000	2,459,700
Less Capital Reserve	-	-	1,300,000	80,000
Net Other Financing Sources (Uses)	(1,304,450)	(1,452,900)	(1,452,900)	(1,698,600)

SUMMARY OF EXPENDITURES

Fund

01 General

Dept.	Div.		Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
10	01	Mayor/Council	111,494	118,600	118,600	118,600
10	05	Administration	1,796,817	1,559,200	2,592,350	1,790,450
10	06	Administrative Services	486,817	492,600	517,000	555,600
10	09	Internal Operations	1,086,459	1,148,100	1,170,900	1,248,050
15	11	Finance	1,028,761	1,034,150	1,041,850	1,083,950
15	15	Municipal Court	335,082	341,250	344,950	353,750
20	25	Fire Operations	1,774,314	1,911,400	1,926,800	2,144,650
20	29	Fire Marshal	367,777	411,650	414,200	453,200
30	31	Police Administration	791,850	802,550	806,550	1,029,350
30	32	Communications	810,325	807,450	806,050	853,150
30	33	Patrol	4,198,162	4,379,900	4,671,550	4,734,500
30	34	CID	963,934	940,250	949,750	966,600
30	35	Community Services	611,363	539,250	491,450	551,700
30	36	Warrants	157,411	171,350	172,550	173,150
30	37	Records	306,850	305,400	311,300	319,850
40	41	Planning	655,022	666,650	634,250	663,100
40	42	Code Enforcement	524,016	530,400	538,900	556,850
40	43	Building Inspections	641,781	658,550	603,250	669,100
40	44	Animal Services	548,203	516,300	715,300	623,750
45	45	Parks	1,578,044	1,601,750	1,614,850	1,660,300
45	46	Harbor O&M	331,322	411,550	390,650	603,300
45	47	Recreation	797,477	820,500	818,100	855,900
45	49	Streets	1,756,265	1,759,900	1,790,000	2,011,000
50	53	Engineering	932,780	990,750	1,051,750	1,009,950
			22,592,327	22,919,450	24,492,900	25,029,800
Less Capital Reserve			-	-	725,000	681,550
Total Operating Expenditures			22,592,327	22,919,450	23,767,900	24,348,250

DIVISION SUMMARY

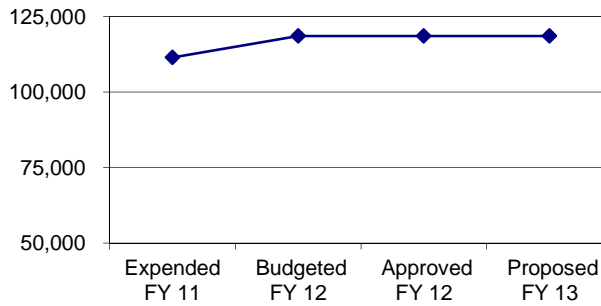
Fund	Department	Division
01 General	10 General Government	01 Mayor/Council

Expenditure Summary

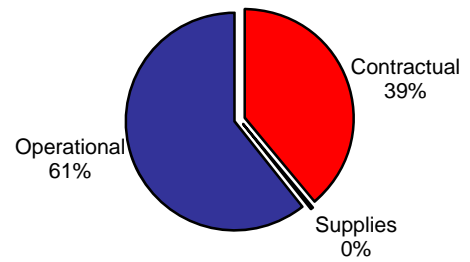
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	42,480	46,200	46,200	46,200
Supplies	272	400	400	400
Operational	68,742	72,000	72,000	72,000
Total	111,494	118,600	118,600	118,600

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	10 Administration	01 Mayor/Council

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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20 Contractual

0221	INSURANCE-PUBLIC OFFICIAL	42,480	43,000	43,000	43,000
0231	SERVICE-MAINT. CONTRACTS	0	3,200	3,200	3,200

Contractual TOTAL :	42,480	46,200	46,200	46,200
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30 Supplies

0310	PRINTING & BINDING	272	300	300	300
0347	GENERAL MAINT. SUPPLY	0	100	100	100

Supplies TOTAL :	272	400	400	400
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40 Operational

0401	COUNCIL COMPENSATION	22,500	22,500	22,500	22,500
0402	YOUTH ADVISORY COUNCIL	2,908	3,000	3,000	3,000
0404	ELECTION EXPENSES	8,005	9,000	9,000	9,000
0410	DUES & SUBSCRIPTIONS	8,846	9,000	9,000	9,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-01-0410

Dues & Subscriptions

TML, COG, Metroplex Mayors Association and TEX-21 memberships are funded in this line item.

0420	AWARDS	9,579	8,500	8,500	8,500
0428	OTHER	3,397	3,000	3,000	3,000
0430	TUITION & TRAINING	3,180	5,000	5,000	5,000
0436	TRAVEL	10,328	12,000	12,000	12,000

Operational TOTAL :	68,742	72,000	72,000	72,000
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MAYOR/COUNCIL TOTAL :	111,494	118,600	118,600	118,600
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DIVISION SUMMARY

Fund	Department	Division
01 General	10 General Government	05 Administration

Expenditure Summary

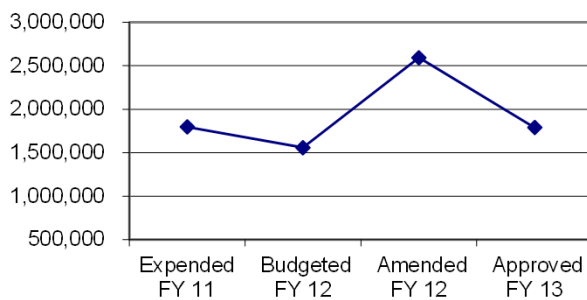
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	675,772	682,400	995,550	634,700
Contractual	911,719	786,100	786,100	814,050
Supplies	17,067	41,200	36,200	21,350
Operational	48,738	46,500	46,500	46,500
Utilities	4,033	3,000	3,000	3,000
Capital	139,488	-	725,000	271,000
Total	1,796,817	1,559,200	2,592,350	1,790,600

Personnel Schedule

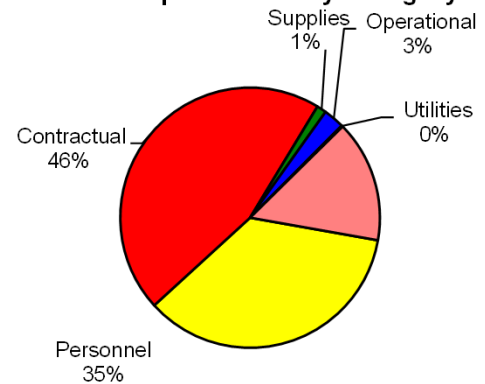
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
Assistant to the City Manager/ City Secretary	23	1	1
Assistant to the City Secretary	15	1	1
Intern	-	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	318,971	323,600	595,600	239,800
0104	SALARIES & WAGES-CLERICAL	207,509	211,300	204,900	265,000
0109	SALARIES & WAGES-OVERTIME	254	300	300	300

Salaries & Wages TOTAL:	526,734	535,200	800,800	505,100
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15 Benefits

0114	LONGEVITY PAY	4,975	5,300	5,300	4,400
0116	AUTO ALLOWANCE	18,600	18,600	18,350	0
0120	FICA & MEDICARE EXPENSE	45,865	43,200	42,200	35,100
0122	T.M.R.S. RETIREMENT EXP.	79,598	80,100	128,900	90,100

Benefits TOTAL:	149,038	147,200	194,750	129,600
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20 Contractual

0207	APPRAISAL & COLLECTION	212,472	215,000	215,000	180,800
0208	E.S. CORP CONTRACT	172,402	200,650	200,650	221,900

DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0208

Emerg Services Corp.

- \$ 300 Administrative
- 150,326 Ambulance
- 62,310 Emergency Management
- 8,983 Gun Range Operating

0211	LEGAL	202,509	200,000	200,000	200,000
0213	CONSULTING FEES	252,388	90,000	90,000	123,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213

Consulting Items

- \$10,000 Appraisals
- 2,500 Environmental Assessments
- 25,200 Public Relations Writing
- 19,000 Citizen Survey
- 8,000 Annual Report Design
- 4,400 Legislature Online Monitoring
- 3,900 Miscellaneous
- 50,000 Infrastructure Report Card to provide commonly understood methodology to use and report the results of the data we have accumulated regarding our infrastructure.

CITY MANAGER'S COMMENTS: Approved. Infrastructure Report Card will be funded from General Fund Reserves

Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0231 SERVICE-MAINT. CONTRACTS	18,297	22,000	22,000	27,900
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0231				Maint Contracts
Laserfiche software support increased				
\$22,500 Laserfiche				
3,150 Copier				
2,280 AirCard (5)				
0233 ADVERTISING	4,353	6,000	6,000	6,000
0236 COMMUNITY SERVICES	42,548	45,000	45,000	47,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0236				Organization funding
\$25,000 KART				
20,000 RCCOA				
1,000 Posse Insurance				
1,000 Parade sponsors				
0240 EQUIPMENT REPAIRS	0	500	500	500
0242 COPIER LEASE	6,750	6,950	6,950	6,950
Contractual TOTAL :	911,719	786,100	786,100	814,050

30 Supplies

0301 OFFICE SUPPLIES	2,039	1,850	1,850	1,850
0310 PRINTING & BINDING	15,021	38,850	33,850	19,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0310				Printing
City Notes and the Annual Report are funded in this line item along with printing of other city-wide mailers.				
0347 GENERAL MAINT. SUPPLY	5.88	500	500	500
Supplies TOTAL :	17,067	41,200	36,200	21,350

40 Operational

0254 RECORDING FEES	2,996	4,000	4,000	4,000
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Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0410 DUES & SUBSCRIPTIONS	13,614	13,000	13,000	13,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0410				Dues & Subscriptions
Annual dues & subscriptions are funded in this line item				
Oncor Cities Steering Committee				
Chamber of Commerce				
TCMA, ICMA				
Texas Municipal Clerks				
North Texas Commission				
CommunityLink				
Citybase.NET				
0428 OTHER	9,014	8,500	8,500	8,500
0430 TUITION & TRAINING	2,436	5,000	5,000	5,000
0436 TRAVEL	20,677	16,000	16,000	16,000
Operational TOTAL :	48,738	46,500	46,500	46,500

50 Utilities				
0507 CELLULAR TELEPHONE	4,033	3,000	3,000	3,000
Utilities TOTAL :	4,033	3,000	3,000	3,000

60 Capital				
0603 BUILDINGS	139,488	0	725,000	0
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0603				Amended Budget
Council approved amending the budget to purchase the new municipal court facility located on SH66.				
0633 INFRASTRUCTURE IMPROVEMENT	0	0	0	271,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0633				Capital Projects
<ul style="list-style-type: none"> \$140,000 City hall parking lot expansion 101,000 Police lot on Washington - direct access to Goliad 30,000 Crosswalk between Fannin parking lot and License office 				

CITY MANAGER'S COMMENTS: Approved, funded from General Reserves

Capital TOTAL :	139,488	0	725,000	271,000
Administration TOTAL . . . :	1,796,817	1,559,200	2,592,350	1,790,600

DIVISION SUMMARY

Fund	Department	Division
01 General	10 General Government	06 Admin. Services

Expenditure Summary

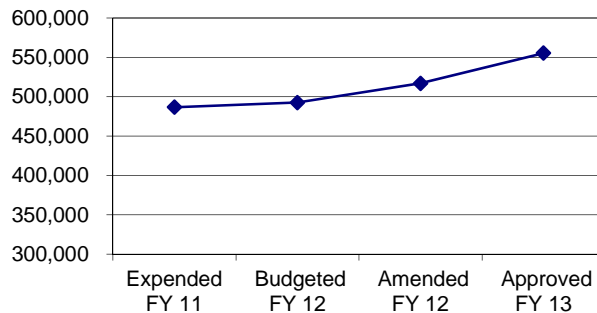
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	427,171	429,900	454,000	453,500
Contractual	7,226	7,500	7,500	46,400
Supplies	887	2,500	2,500	2,500
Operational	50,124	50,600	50,900	51,100
Utilities	1,410	2,100	2,100	2,100
Total	486,817	492,600	517,000	555,600

Personnel Schedule

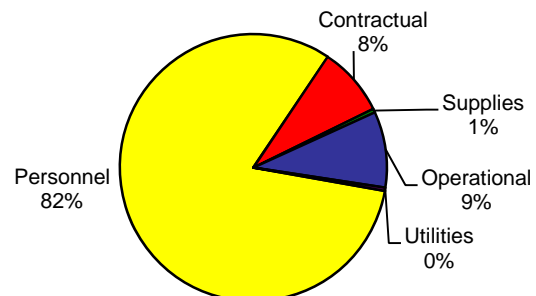
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Administrative Services Director	32	1	1
HR Supervisor	22	1	1
HR Analyst	17	1	1
HR Specialist	14	1	1
Administrative Secretary	11	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	119,301	120,300	124,300	127,400
0104	SALARIES & WAGES-CLERICAL	202,505	203,800	203,800	212,600
0112	INCENTIVE PAY	8,323	20,000	20,000	20,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0112

Shining & Rising Star Awards

The additional \$20,000 will reinstate the Shining Star Awards historically given to employees during the semi-annual job evaluation process. Employees considered for this award must receive a minimum of 6 Exceeds Expectation ratings; however, doing so does not guarantee receipt of the award.

CITY MANAGER'S COMMENTS: Disapproved. This program will be reevaluated and considered for additional funding in a future year.

Salaries & Wages TOTAL :	330,129	344,100	348,100	360,000
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,800
0114	LONGEVITY PAY	2,235	2,500	2,500	2,800
0116	AUTO ALLOWANCE	3,600	3,600	3,600	0
0120	FICA & MEDICARE EXPENSE	23,855	24,000	23,600	24,700
0122	T.M.R.S. RETIREMENT EXP.	48,779	49,500	51,500	54,200
0128	UNEMPLOYMENT INS.	17,372	5,000	23,500	10,000

Benefits TOTAL :	97,042	85,800	105,900	93,500
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20 Contractual

0211	LEGAL	7,226	6,000	6,000	15,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0211

Legal Consulting & Representation

Fees associated with pending employee issues

Fund	Department	Division
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0213 CONSULTING FEES		0	0	31,400
DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0213				Compensation Study

A compensation study is proposed. A consulting firm prepared the City's current compensation plan in 2005. Market cities were determined, benchmark positions determined and the firm conducted a salary survey with those benchmarks. The HR staff annually updates the compensation plan by surveying the benchmark positions in the market cities and recommending appropriate adjustments to the City Manager.

It is recommended that we engage a firm to update both our market cities list and the benchmark positions and then conduct a survey to ensure we are competitive in our ability to recruit and retain employees. The study is estimated to cost no more than \$31,400.

CITY MANAGER'S COMMENTS: Approved

0242 EQUIPMENT RENTAL & LEASE	0	1,500	1,500	0
Contractual TOTAL :	7,226	7,500	7,500	46,400

30 Supplies

0301 OFFICE SUPPLIES	887	1,000	1,000	1,000
0310 PRINTING & BINDING	0	1,000	1,000	1,000
0347 GENERAL MAINT. SUPPLY	0	500	500	500
Supplies TOTAL :	887	2,500	2,500	2,500

40 Operational

0410 DUES & SUBSCRIPTIONS	1,278	2,600	2,600	2,600
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DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0410 Professional Dues & Subscriptions

- Society for Human Resources Management
- International Public Management Association
- Texas Municipal Human Resources Association/TML International
- Texas Municipal League
- International City/County Management Association
- Texas City/County Management Association
- Texas Association of Telecommunications Officers & Advisors

0415 RECRUITING EXPENSES	300	0	0	0
0420 AWARDS	5,089	5,500	5,800	6,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0420 Employee Annual Service/Recognition Awards

- \$4,864 Years of Service Awards
- 1,020 Employee of the Year/Director's Choice Awards

Fund	Department	Division
01 General Fund	10 Administration	06 Admin. Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0422	EMPLOYEE ACTIVITIES	14,645	14,000	14,000	14,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0422 **Employee Activities**

- Monthly City Manager's Breakfast with Employees
- Annual Employee Holiday/Christmas & Awards Luncheon
- Employee Health/Wellness & Benefits Fair
- Employee Mid-Year Activity/Events (Picnics)
- Employee Birthday/Anniversary Cards
- Employee Advisory Committee (EAC) Event

0430	TUITION & TRAINING	5,040	5,500	3,500	3,500
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0435	EMPLOYEE DEVELOPMENT	17,842	18,000	18,000	18,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0435 **Employee Training & Development**

These funds are allocated to the training programs required and essential to the continued development of all City employees:

- Sexual/other Harassment
- Diversity
- Violence in the Workplace
- Ethical Business Practices
- Customer Service/Communication

In addition, the City supports 2 selected employees in the professional tuition reimbursement program. Funds are limited to only two courses per semester (at an average state rate) and a cap is placed on books.

0436	TRAVEL	5,931	5,000	7,000	7,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0436 **Travel**

Most all conference is anticipated to be held within the state; however, the New World conference for 3 staff, and one national conference for director is anticipated this year. The national conference is attended only every 3 years. All conferences are attended to obtain the necessary CEU's associated with current professional & work-related certifications, and to obtain current and relevant employment law/human resources/safety/risk/workers' comp information.

Operational TOTAL :	50,124	50,600	50,900	51,100
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50 Utilities

0507	CELLULAR TELEPHONE	1,410	2,100	2,100	2,100
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Utilities TOTAL :	1,410	2,100	2,100	2,100
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Administrative Services TOTAL :	486,817	492,600	517,000	555,600
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DIVISION SUMMARY

Fund	Department	Division
01 General	10 Administration	09 Internal Operations

Expenditure Summary

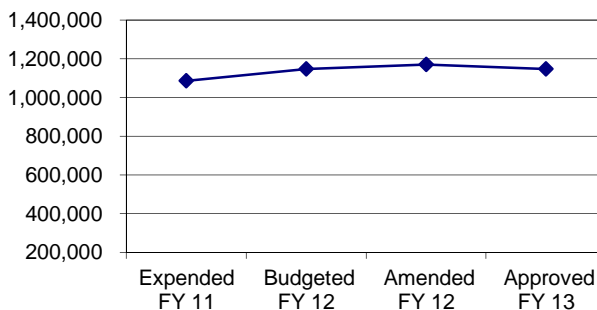
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	516,766	514,000	529,800	541,800
Contractual	173,799	239,950	245,450	201,850
Supplies	63,647	62,900	64,400	66,400
Operational	125	250	250	-
Utilities	332,123	331,000	331,000	331,000
Capital	-	-	-	7,000
Total	1,086,459	1,148,100	1,170,900	1,148,050

Personnel Schedule

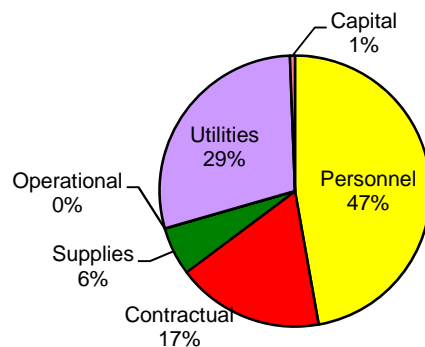
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Facilities Superintendent	22	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	1	1
Custodian	5	5	5

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	64,794	65,500	65,500	68,000
0104	SALARIES & WAGES-CLERICAL	47,636	48,000	50,000	50,400
0107	SALARIES & WAGES-LABOR	302,082	297,400	307,400	308,200

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0107

New Custodian Position

In the last 5 years, the City has added two fire stations, a police firing range, and a new court building facility to its inventory and over 30,000 square feet of space that the custodial staff must clean on a daily basis. Additionally, one member of the custodial staff has had to come in on the weekends to clean and stock the city facilities that are used on the weekend, such as the Police Department, The Center, Harry Myers Community Center, and the Animal Shelter. Over two years in 2010 and 2011, the custodial staff has averaged 570 additional hours.

It's proposed that the new custodian's work week include weekends so overtime for the weekday team members will not be needed.

Position Grade 5 - annual salary and benefits \$29,840

Uniforms \$370

Radio/battery/charger \$2,403

Vehicle - Ford F150 Regular Cab with bed cover \$14,462

Total first year cost: \$47,075

CITY MANAGER'S COMMENTS: Disapproved. Overtime will be increased by \$5,000 while further study of how to better handle post-rental cleaning.

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0107

New Radio Maintenance Tech

The Facilities / Public Safety Radio System Superintendent spends most of his time managing and troubleshooting radio problems. As the system has grown with additional users and additional sites to maintain and manage, he has increasingly had to dedicate most of his time to only the radio system.

While the facility maintenance and custodial staff work well with limited supervision, their supervisor isn't able to share his expertise regarding facility related matters and mentor our staff. It's recommended that the Internal Operations Department fund an additional employee to be dedicated to radio system and other technology related functions to allow for the Superintendent to have more time dealing with the facility maintenance portion of his essential functions. The radio system has 431 total radios (portables and mobiles) across all departments of the City and the City of Heath Public Safety Department.

One person has been responsible for handling almost 300 requests for service by police, fire, and public works personnel over the last 12 months. While most requests are resolved within 30 minutes or less, many can take hours to resolve.

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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This department also manages 3 tower sites owned by the City of Rockwall and assists the Heath Public Safety Department with its radio site. This new position would provide valuable backup and provide for knowledge about the system to more than one person in the field.

- \$51,020 Proposed Grade 16 - salary and benefits
- 2,403 Radio / Battery / Charger
- 1,870 Uniforms, cell phone & misc. tools
- 14,462 Vehicle - Ford F150 Regular Cab Pickup, automatic transmission w/ bed cover
- \$69,755 Total first year cost

CITY MANAGER'S COMMENTS: Disapproved

0109	SALARIES & WAGES-OVERTIME	2,186	2,500	2,500	7,500
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Salaries & Wages TOTAL:	416,698	413,400	425,400	434,100
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	5,175	5,800	5,800	6,500
0120	FICA & MEDICARE EXPENSE	31,745	31,500	31,400	32,600
0122	T.M.R.S. RETIREMENT EXP.	62,548	62,700	66,600	68,000

Benefits TOTAL:	100,068	100,600	104,400	107,700
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	97,762	101,250	101,250	110,550
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231 **Service Agreements**

Most of the services contracted in this line item have imposed a price increase as a result of rising fuel costs. Services that increased cost include: Pest Control, Fire Alarms/Extinguishers, outdoor warning sirens, elevators and access control.

- \$ 10,200 Fire Alarms / Extinguishers
 - 3,900 Fire Alarm Monitoring
 - 10,800 Pest Control
 - 8,450 Outdoor Warning Sirens
 - 6,550 Emergency Generators
- 15,550 Coffee Service and Supplies - all departments
 - 900 Mobile Data Service air cards
 - 2,600 Reverse Osmosis water coolers-PD, Senior Center, Harbor office
 - 7,900 Elevators (4 inspections)
 - 32,150 Access Control System

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10,650 Telephone System
 900 Voicemail - prorated
 \$110,550 Total

0237	UNIFORM SERVICE	1,430	1,750	1,750	1,750
0240	EQUIPMENT REPAIRS	8,877	8,000	11,500	8,000
0242	EQUIPMENT RENTAL & LEASE	0	500	500	500
0244	BUILDING REPAIRS	49,803	114,000	114,000	63,900

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244

Building Maintenance Projects

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 over 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. Animal Adoption Center Repairs - The department has been working with the architect and structural engineer and contractor on this project to resolve cracking in the bricks. It is believed that this will be resolved by the contractor's insurance company at some point in the future.

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.

2. Harry Myers Community Building - the remodel of this facility was completed in 2005. Since then, maximum use, normal wear and tear, and the weather have caused this facility to need some specific maintenance. Overall, the building is in sound condition. However, shifting of the foundation, likely due to the drought last year, has caused a small leak under the slab. The foundation needs corrective action, and the exterior needs to be repainted.

\$ 4,267 Leak Repair
 3,000 Foundation Repair
 2,850 Exterior Repainting
 \$10,117 Total

3. Painting Handrails at City Hall and The Center - over the last 10 years since the City Hall and The Center campus was built, the paint on the hand rails on the entry ways to these facilities has been weathered and worn down. This request is to have them repainted by a professional paint service.- \$3,777.

CITY MANAGER'S COMMENTS: Animal Adoption Center repairs are disapproved. Funding for the remainder of the requested projects is approved. \$63,900

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0246	VEHICLE REPAIRS	4,482	3,500	5,500	3,500
0272	JANITORIAL SERVICES	11,445	10,950	10,950	13,650

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0272 **Janitorial Supplies for new Court Bldg.**

Custodial Supplies for New Municipal Court Building including vacuum, janitor's cart, mops, etc.

Requested amount: \$2,700.

CITY MANAGER'S COMMENTS: Approved

Contractual TOTAL :	173,799	239,950	245,450	201,850
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30 Supplies

0301	OFFICE SUPPLIES	651	400	400	400
0323	SMALL TOOLS	1,502	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	15,854	14,000	15,500	15,500
0345	CLEANING SUPPLIES	14,996	17,000	17,000	19,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0345 **Increase in line item**

Increase in cleaning supplies - the cost of petroleum based products are increasing. The request is to increase this line by \$2,000.

CITY MANAGER'S COMMENTS: Approved

0347	GENERAL MAINT. SUPPLY	30,644	30,000	30,000	30,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0347 **General Maintenance Supplies**

- A/C and furnace parts and supplies
- Ceiling tiles
- Restroom toilet and sink parts
- Vacuum supplies
- Appliance maintenance and replacement
- Flags and flag repairs
- Signs, banners and nameplates
- Light bulbs and ballasts for buildings and parking lots
- Security system badge supplies
- Ice melt/oil absorb

Supplies TOTAL :	63,647	62,900	64,400	66,400
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40 Operational

0430	TUITION & TRAINING	125	250	250	0
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Operational TOTAL :	125	250	250	0
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Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
50 Utilities				
0501 ELECTRICITY	191,902	200,000	200,000	200,000
0507 CELLULAR TELEPHONE	4,351	4,000	4,000	4,000
0508 TELEPHONE SERVICE	95,713	85,000	85,000	85,000
0510 NATURAL GAS SERVICE	11,995	15,000	9,000	15,000
0513 WATER	28,162	27,000	33,000	27,000
Utilities TOTAL :	332,123	331,000	331,000	331,000

60 Capital

0603 BUILDINGS	0	0	0	7,000
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0603

Mobile Mini Units

It's suggested that the Internal Operations Department purchase two Mobile Mini storage units for our department. Each year the department pays \$2,179.80 to a private storage facility for offsite storage. The B1 model was purchased last year by the Parks department and placed at the Service Center allowing them to discontinue storage locker rental.

Requested amount: \$7,000 (\$3,500 each x 2) includes delivery and setup

CITY MANAGER'S COMMENTS: Approved

0612 COMPUTER EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0612

New Phone System

Phone & Voicemail System

The current Nortel 9150 equipment is at end of life. In addition to the PD and Courts Building, The Center, and City Hall, this equipment services remote locations, such as Fire Station 1, the Service Center, Animal Shelter, and Police Community Services. In the future, we will have difficulty adding more remote locations as the city faces expansion. There will be difficulty in locating more Nortel 9150 equipment for these remote locations. Problems we have experienced is unreliability and the need to constantly reset the 9150 equipment at remote locations to keep phones working, longer down time for remote locations when repairs are needed, and the existing patch panel configurations are full. No expansion is available for City Hall. All 100 copper pairs are at full capacity.

- Potential cost savings / benefits of the new system.
- The City funded voicemail upgrade in last year's budget with the idea that the entire phone / voicemail migration would be a two-year project.
- Upgrading the phone system is the 2nd phase of the technology upgrade.
- Voicemail and phone system will be maintained by the same vendor.
- As for the benefits of the Shoretel system, each site works independently, users can manage voice routing, voicemail, auto-attendant, conferencing, instant messaging, and basic functions in the system.

Requested amount: \$157,913.00

CITY MANAGER'S COMMENTS: Disapproved

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0621 FIELD MACHINERY & EQUIPMENT	0	0	0	0
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0621				4 New Outdoor Warning Sirens
New Solar-Powered Outdoor Emergency 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 four 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, including Hays Elementary and Williams MS; a third site to cover recently annexed areas east of the City along SH 276, and a 4th to cover The Harbor and Lakeside Village. A map of the City's outdoor warning system is attached.
 Requested amount: \$99,800.

CITY MANAGER'S COMMENTS: Approved. Developer fees are collected for emergency sirens. Approximately \$20,000 is available toward the project. The remainder will be funded with General Fund Reserves.

Capital TOTAL :	0	0	0	7,000
Internal Operations TOTAL :	1,086,459	1,148,100	1,170,900	1,148,050

DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	11 Fiscal Services

Expenditure Summary

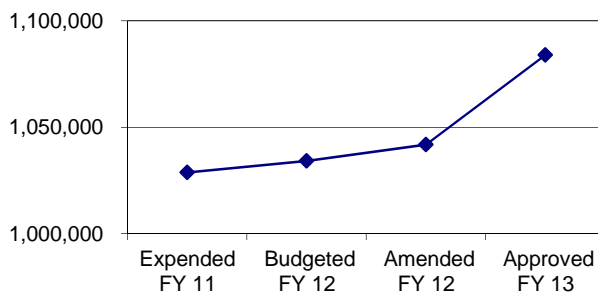
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	673,412	675,200	682,900	705,000
Contractual	268,531	256,900	256,900	274,900
Supplies	74,523	85,750	85,750	87,750
Operational	10,560	14,500	14,500	14,500
Utilities	1,736	1,800	1,800	1,800
Total	1,028,761	1,034,150	1,041,850	1,083,950

Personnel Schedule

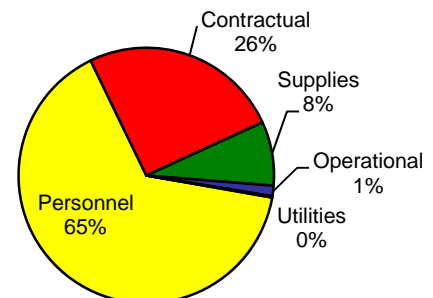
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Director of Finance	33	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	15 Finance	11 Fiscal Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	130,261	130,100	132,900	145,000
0104	SALARIES & WAGES-CLERICAL	411,532	411,500	413,500	420,100
0109	SALARIES & WAGES-OVERTIME	0	300	0	300

Salaries & Wages TOTAL:	541,793	541,900	546,400	565,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	1,835	1,800	1,800	1,800
0114	LONGEVITY PAY	4,895	5,400	5,400	6,900
0116	AUTO ALLOWANCE	3,600	3,600	3,600	0
0120	FICA & MEDICARE EXPENSE	40,116	39,900	39,700	40,900
0122	T.M.R.S. RETIREMENT EXP.	81,173	82,600	86,000	90,000

Benefits TOTAL:	131,619	133,300	136,500	139,600
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20 Contractual

0210	AUDITING	28,350	30,000	30,000	31,000
0217	IT SERVICE	57,637	59,300	59,300	59,300

DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0217**IT Service Agreements**

\$39,500 Datamax - network project consultant
 3,800 Internet service to all locations
 16,000 Software licenses- Backup Exec, Spam filters, IT projects

0223	INSURANCE-SURETY BONDS	400	400	400	400
0225	INSURANCE-AUTOMOBILES	39,782	29,000	29,000	32,000
0227	INSURANCE-REAL PROPERTY	38,401	42,000	42,000	45,000
0228	INSURANCE-CLAIMS & DED.	24,084	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	33,608	29,000	29,000	32,000
0231	SERVICE-MAINT. CONTRACTS	42,739	43,000	43,000	51,000

DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0231**Maintenance Agreements**

\$37,700 - New World Systems (increase with upgraded product)
 3,000 - IBM
 500 - Copier
 3,620 - Netmotion fee (laptops)
 2,280 - Air cards (5)

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	15 Finance	11 Fiscal Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0233 ADVERTISING	852	1,000	1,000	1,000
0240 EQUIPMENT REPAIRS	0	500	500	500
0242 COPIER RENTAL	2,679	2,700	2,700	2,700
Contractual TOTAL :	268,531	256,900	256,900	274,900

30 Supplies

0301 OFFICE SUPPLIES	1,486	2,000	2,000	2,000
0303 COMPUTER SUPPLIES	17,750	17,000	17,000	17,000
DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0303				Computer Supplies
Miscellaneous parts including monitors, cables, UPS, power strips for all city departments.				
0305 COPY MACHINE SUPPLY	32,571	33,000	33,000	33,000
DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0305				Copier Supplies
Copier and Printer supplies for all city departments including paper and toners.				
0307 POSTAGE	20,297	31,000	31,000	33,000
DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0307				Postage
All postage and overnight mailing costs for all city departments with the exception of utilities.				
0310 PRINTING & BINDING	2,187	2,000	2,000	2,000
0347 GENERAL MAINT. SUPPLY	232	750	750	750
Supplies TOTAL :	74,523	85,750	85,750	87,750

40 Operational

0410 DUES & SUBSCRIPTIONS	3,245	3,500	3,500	3,500
DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0410				Annual Dues
Government Finance Officers Association				
Government Finance Officers Association of Texas				
American Institute of CPAs				
Association of Public Treasurers				
Public Purchasing Association				
Texas Purchasing Co-op				
National Procurement Institute				
Texas Public Purchasing Association				
Texas Association of Government IT Managers				

Fund	Department	Division
01 General Fund	15 Finance	11 Fiscal Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0430 TUITION & TRAINING	3,254	5,000	5,000	5,000
0436 TRAVEL	4,060	6,000	6,000	6,000
Operational TOTAL:	10,560	14,500	14,500	14,500

50 Utilities

0507 CELLULAR TELEPHONE	1,736	1,800	1,800	1,800
Utilities TOTAL:	1,736	1,800	1,800	1,800

60 Capital

0612 COMPUTER EQUIPMENT	0	0	0	0
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We are currently using the New World "green screen" technology for Finance, HR and Utility Billing; a tremendously stable environment - however, as new technology has developed it has become apparent we could realize many efficiencies by upgrading to the Microsoft.NET platform. Primarily, these efficiencies would be recognized in the reporting and data analysis functions in Finance and HR. \$375,000

A separate memo is provided for review.

CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations.

Capital TOTAL:	0	0	0	0
FINANCE TOTAL:	1,028,761	1,034,150	1,041,850	1,083,950

DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	15 Municipal Court

Expenditure Summary

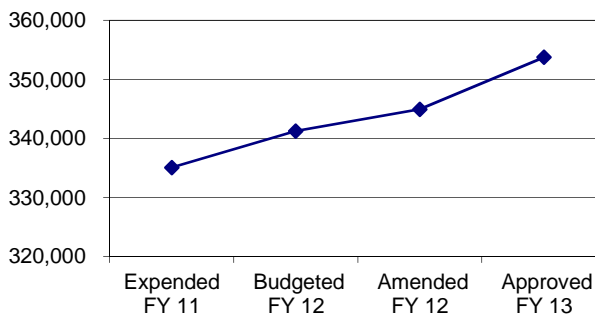
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	254,921	258,000	261,700	264,300
Contractual	71,394	71,500	71,500	75,200
Supplies	4,285	6,750	6,750	9,250
Operational	4,482	5,000	5,000	5,000
Total	335,082	341,250	344,950	353,750

Personnel Schedule

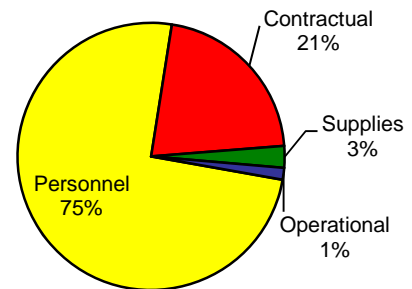
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	3
Deputy Municipal Court Clerk I	10	1	0

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	15 Finance	15 Municipal Court

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	76,885	76,900	78,800	76,900
0104	SALARIES & WAGES-CLERICAL	124,908	128,000	128,000	131,900
0109	SALARIES & WAGES-OVERTIME	2,942	2,000	2,600	2,000

Salaries & Wages TOTAL:	204,735	206,900	209,400	210,800
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	900	900	900
0114	LONGEVITY PAY	2,930	3,200	3,200	3,400
0120	FICA & MEDICARE EXPENSE	15,877	15,700	15,400	16,000
0122	T.M.R.S. RETIREMENT EXP.	30,778	31,300	32,800	33,200

Benefits TOTAL:	50,185	51,100	52,300	53,500
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20 Contractual

0211	LEGAL	53,915	51,300	51,300	55,000
0231	SERVICE-MAINT. CONTRACTS	11,867	14,300	14,300	14,300

DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0231 **Maintenance Agreements**

\$13,800 - Tyler Tech
500 - Copier

0240	EQUIPMENT REPAIRS	265	500	500	500
0242	COPIER RENTAL	5,347	5,400	5,400	5,400

Contractual TOTAL:	71,394	71,500	71,500	75,200
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30 Supplies

0301	OFFICE SUPPLIES	1,166	1,500	1,500	1,500
0310	PRINTING & BINDING	2,396	4,500	4,500	7,000

DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0310 **Printing**

An increase is requested in printing due to new forms, envelopes and tickets books that will need to be printed with the new court address. We have been ordering limited quantities to carry the department through to the move.

CITY MANAGER'S COMMENTS: Approved

0347	GENERAL MAINT. SUPPLY	723	750	750	750
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Supplies TOTAL:	4,285	6,750	6,750	9,250
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Fund	Department	Division
01 General Fund	15 Finance	15 Municipal Court

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
40 Operational				
0407 JURY EXPENSE	1,200	1,500	1,500	1,500
0410 DUES & SUBSCRIPTIONS	472	500	500	500
0430 TUITION & TRAINING	900	1,000	1,000	1,000
0436 TRAVEL	1,910	2,000	2,000	2,000
Operational TOTAL :	4,482	5,000	5,000	5,000
Municipal Court TOTAL . . . :	335,082	341,250	344,950	353,750

DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	25 Fire Operations

Expenditure Summary

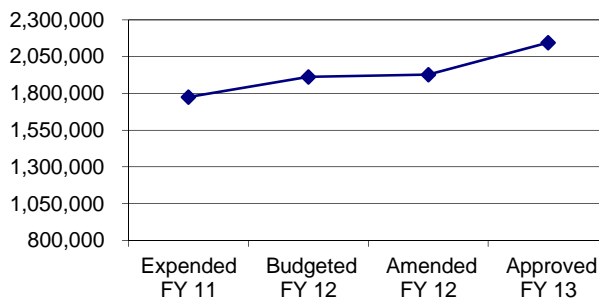
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	1,511,360	1,607,300	1,615,400	1,724,950
Contractual	160,878	170,400	175,400	175,400
Supplies	77,946	90,600	92,900	97,400
Operational	21,358	40,300	40,300	49,900
Utilities	2,773	2,800	2,800	2,800
Capital	-	-	-	94,200
Total	1,774,314	1,911,400	1,926,800	2,144,650

Personnel Schedule

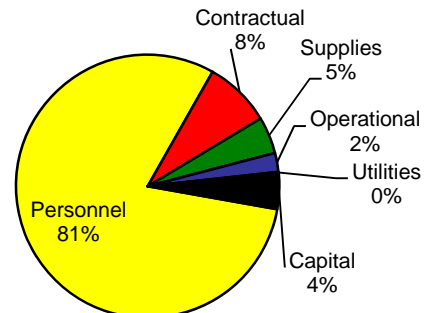
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Fire Chief	33	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	6	8
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	115,874	123,600	123,600	137,000
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0101 Auto Allowance

I am requesting a \$2,100 increase in auto allowance. A \$900 increase was approved in 2007-08 to assist in rising fuel & maintenance costs.

We have evaluated the option of purchasing an additional command vehicle in lieu of auto allowance and found it will be less expensive to continue the auto allowance with the increase requested.

In 2007-08 the city was paying an average of \$2.56 per gallon for fuel and is paying an average of \$3.25 per gallon now. The increase requested will only somewhat offset the increased expenses being incurred by the Fire Chief, but is less than the annualized cost determined to purchase and operate an additional fire department command vehicle.

CITY MANAGER'S COMMENTS: Disapproved

0104	SALARIES & WAGES-CLERICAL	98,752	98,800	98,500	98,500
0107	SALARIES & WAGES-LABOR	830,431	897,000	863,000	949,800

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 6 new positions

The current program includes funding for each station to have one driver on duty 24-hours per day. 1 FT driver or captain is on duty at Stations 1, 2 and 4 and the PT drivers work 12-hour shifts 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.

To begin addressing Phase One of the Staffing Plan (2 drivers on duty at all stations) we are requesting to add 6 drivers this fiscal year. This will add a second driver at 2 stations - 3 at Station 2, and 3 at Station 3, which is currently staffed with only volunteer drivers.

This addition will have immediate impact on the day-to-day safety of firefighters and potentially decrease manpower issues and response times.

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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MANPOWER & RESPONSE TIME

Our goal is to have 24 firefighters on scene at structure fires, extrications, haz-mat calls, and large scale disasters. In general, we fall short of this goal - averaging 18 firefighters. When arriving at a structure fire, firemen cannot make entry until four men are on scene (2-in, 2-out policy). With the current structure 3 stations must respond along with one volunteer before entry can be made. Having 2 men per station would allow entry as soon as 2 engines arrived. Our response time is well above the national average for manpower responding to structure fires. The addition of these positions would aid in reducing this time.

	Rockwall FD	National Average
4 men	9.42 min	4 min
8 men	12.12 min	n/a
12 men (full alarm)	16.19 min	8 min

DAY-TO-DAY OPERATIONS

Firemen are required to complete daily apparatus checks which include lifting numerous pieces of heavy equipment and climbing on top of apparatus. This is inherently dangerous when only one person is completing these tasks, risking injury or fall.

When responding to calls, while the driver should be focused on safely arriving at the scene, they must manage the multitude of distractions, which include operating the radio, checking maps, and other drivers. Additionally, there are large blind spots which make it difficult to navigate the roadway or back apparatus.

The addition of these positions will move our department forward in achieving our goals - making it possible to make entry to a structure fire quicker, protecting our community and improving the safety of our firefighters.

Total Request:

- \$ 428,900 - Salary & Benefits
 - 42,800 - OT (FLSA hours, Holiday, CE, callback)
 - 9,000 - Degree & Certification Pay
 - 3,000 - Uniforms
 - 2,100 - Uniform Service
 - 1,250 - Dues & Subscriptions
 - 4,000 - Tuition & Training
 - 4,000 - Travel
 - 18,700 - Pagers & Radios
 - 30,250 - Bunker Gear, PASS devices, gate openers
 - \$ 544,000 - Total cost to add 6 new positions
 - \$ 50,000 - Finish out Station 2 bedroom area
 - \$ 10,000 - Remodel Station 1 to create 2nd bedroom
- Capital improvements are discussed in detail later in the budget document.

CITY MANAGER'S COMMENTS: 2 positions are approved mid-year (4/1/13).

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0109 SALARIES & WAGES-OVERTIME	51,699	55,900	70,900	82,500
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0109				Overtime
\$75,400 - OT for existing staff (FLSA, Holiday, CE, Bat Chief training meetings, callback, step-up, etc)				
7,100 - OT for new positions (FLSA, Holiday, CE, callback)				

CITY MANAGER'S COMMENTS: Approved

Salaries & Wages TOTAL:	1,096,757	1,175,300	1,156,000	1,267,800
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15 Benefits

0113 EDUCATION/CERTIFICATE PAY	32,011	30,000	33,300	43,100
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0113				Certification

\$12,000 - Degree & Certification pay for 10 existing staff
 1,500 - Degree & Certification pay for 2 new staff mid-year
 29,600 - Volunteer Certification Pay program
 \$43,100 - Total

A maximum of 3 certifications and 1 degree is paid per FT employee for levels achieved beyond the basic job requirements.

CITY MANAGER'S COMMENTS: Approved

0114 LONGEVITY PAY	31,810	34,300	33,400	36,400
0115 FIREMEN-INCENTIVE PAY	75,887	88,000	88,000	85,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115 **Per Call and Recruiting Incentives**

\$ 75,000 Incentive (Per-Call)
 5,000 One time payment for attaining certification
 5,000 Everyone get one recruiting incentive

0116 AUTO ALLOWANCE	6,900	6,900	6,900	0
0120 FICA & MEDICARE EXPENSE	84,361	80,600	87,000	88,800
0122 T.M.R.S. RETIREMENT EXP.	129,328	127,100	145,700	145,400
0125 FIREMEN WATER DISCOUNT	2,707	5,100	5,100	4,850
0126 RETIREMENT-FIREMEN'S PENSION	51,600	60,000	60,000	53,600

Benefits TOTAL:	414,604	432,000	459,400	457,150
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Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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20 Contractual

0213	CONSULTING FEES	0	20,500	20,500	0
0222	DISABILITY INSURANCE	31,185	34,000	34,000	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. This benefit addresses the goal of retaining excellent employees/volunteers in order to maintain the strategic goal of excellent fire service. By providing this insurance, it allows us to retain good quality firemen by insuring them that they will be taken care of in the event of an accident. The volunteer which performs the driver shift work and works more than 24 hours a week must have a career rider on them. Currently the policy provides the rider for drivers, part-time drivers and volunteers.

0231	SERVICE-MAINT. CONTRACTS	34,835	35,500	35,500	38,750
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231				Maintenance Agreements	

- \$ 600 Copier
- 600 Direct TV (mobile command unit)
- 3,300 Haz-Mat gas detector service and calibration
- 9,900 Four air compressors and one mobile fill cascade station
- 6,240 Air Card service
- 4,200 Ladder truck & Ground Ladder Testing
- 1,150 Mask Fit Testing
- 8,500 Fire Hose Testing
- 3,150 Fire Pump Testing
- 1,100 Air compressor maintenance

CITY MANAGER'S COMMENTS: Approved

0237	UNIFORM SERVICE	787	4,600	4,600	4,600
0238	TRAINING REIMBURSEMENT	6,097	11,000	6,000	8,250
0240	EQUIPMENT REPAIRS	9,746	14,500	14,500	14,500
0242	COPIER LEASE	5,287	5,300	5,300	5,300
0246	VEHICLE REPAIRS	72,942	45,000	55,000	70,000
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0246				Increase in Vehicle Repairs	

We are requesting an increase in vehicle repairs to perform preventative maintenance on the apparatus twice each year rather than annually as is done currently. As our call volume has increased, wear and tear on the fleet becomes more evident and high dollar repairs are becoming more of an issue. At this point, semi-annual maintenance is recommended to extend the life of the fleet. \$25,000

CITY MANAGER'S COMMENTS: Approved

Contractual TOTAL	160,878	170,400	175,400	175,400
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Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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30 Supplies

0301	OFFICE SUPPLIES	1,275	2,150	2,150	1,500
0310	PRINTING & BINDING	136	500	500	500
0321	UNIFORMS	8,002	11,450	11,450	14,500

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0321 **New Positions**

\$2,000 is included to furnish any new volunteers with uniforms.

1,000 is needed to furnish 2 new drivers with uniforms.

0323	SMALL TOOLS	216	500	500	1,000
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DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0323 **Small Tools for Stations**

We are requesting a \$500 increase in small tools for the minor maintenance of station equipment.

CITY MANAGER'S COMMENTS: Approved

0331	FUEL & LUBRICANTS	35,318	34,000	34,000	34,000
0347	GENERAL MAINT. SUPPLY	6,213	6,000	8,300	9,900

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0347 **General Maintenance**

Batteries

Oil, grease

Hose supplies

Station supplies

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0347 **New Mattresses**

\$3,900 Mattresses are needed to replace those purchased when the stations were built.

CITY MANAGER'S COMMENTS: Approved

0378	FIRE PREVENTION SUPPLIES	354	1,000	1,000	1,000
0379	FIRE FIGHTING SUPPLIES	26,433	35,000	35,000	35,000

Supplies TOTAL :	77,946	90,600	92,900	97,400
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Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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40 Operational

0410 DUES & SUBSCRIPTIONS	4,886	7,200	7,200	7,500
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0410				Dues & Subscriptions

Texas Fire Protection Commission dues
 State Firemen's & Fire Marshal Association Dues
 Texas Fire Chief Association dues and subscription
 Fire House dues and subscription
 Fire Engineering dues and subscription
 Fire Instructors Association of North Texas
 Texas Association of Fire Educators
 CE Solutions for 10 subscriptions for EMS Continuing Education
 Texas Crime Prevention Membership
 A small increase is needed for the 2 additional drivers.

0415 RECRUITING EXPENSES	1,167	4,100	4,100	5,600
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0415				New positions

An increase is needed in recruiting for physicals and testing related to the 2 new positions.

0430 TUITION & TRAINING	4,983	15,000	15,000	21,400
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0430				Increase in tuition

\$1,400 is needed for various tuition & training for the new positions.

An additional \$5,000 is required for ongoing training programs. In the past we received Texas Forest Service grants to send volunteers to the Texas A&M Fire School. We are no longer eligible for this grant program since it is for volunteer only departments.

CITY MANAGER'S COMMENTS: Approved

0436 TRAVEL	10,322	14,000	14,000	15,400
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0436				New positions

A \$1,400 increase is requested for travel related to training for the new positions.

CITY MANAGER'S COMMENTS: Approved

Operational TOTAL:	21,358	40,300	40,300	49,900
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50 Utilities

0507 CELLULAR TELEPHONE	2,773	2,800	2,800	2,800
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Utilities TOTAL:	2,773	2,800	2,800	2,800
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Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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60 Capital

0603 BUILDINGS 0 0 0 60,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0603 **New positions**

\$50,000 Fire Station #2 Additional Cost of bedrooms for new positions.

Fire Station #2 did not have the bedroom area finished out when the station was constructed. Currently, the one driver is using the future Captain's office area as a bedroom.

The new driver positions will be assigned to this station. We need to construct at least two bedroom areas today. I believe it is actually more cost effective to go ahead and finish out 5 bedrooms of the total 10 needed when the station is fully staffed. The cost associated with finishing out 5 rooms is \$50,000. Each room would be finished out like Station 3 & 4 bedroom areas.

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

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0603 **Fire Station #1 Bedroom**

\$10,000 is requested to create a 2nd bedroom at Fire Station #1. Fire Station # 1 only has one bedroom. We will take and finish out a section of the day room area upstairs to create a second bedroom. We will have to build a wall, install shift lockers, remove a window and install a window A/C unit.

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

0612 COMPUTER EQUIPMENT 0 0 0 17,900

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0612 **Computer Equipment**

This is for providing mobile data for three additional MDT's to be installed in one engine and two ladder trucks. This will allow the units to receive fire call information and fire pre-plans. The price includes adding (3) computers, computer mounts and data package for 9.0 New World System to the Rockwall's current systems. This upgrade will require an increase of the server licenses. The cost is broken down as follows:

\$14,250 - Three new ruggedized laptops and computer mounts

3,150 - One -time software licensing

\$17,400 - Total Cost

CITY MANAGER'S COMMENTS: Approved

0617 RADIO EQUIPMENT 0 0 0 6,200

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0617 **Pagers and Radios for new positions**

\$6,225 - Pagers & radios for 2 new full-time positions

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0621 FIELD MACHINERY & EQUIPMENT 0 0 0 10,100

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0621 **Gear for new positions**

\$8,000 is needed for new driver's bunker gear, boots, gloves, hoods, SCBA mask and helmets. The gear is approximately \$4,000 per set.

\$2,100 PASS devices and gate openers

CITY MANAGER'S COMMENTS: Approved

Capital TOTAL :	0	0	0	94,200
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Fire Operations TOTAL :	1,774,314	1,911,400	1,926,800	2,144,650
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DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	29 Fire Marshal

Expenditure Summary

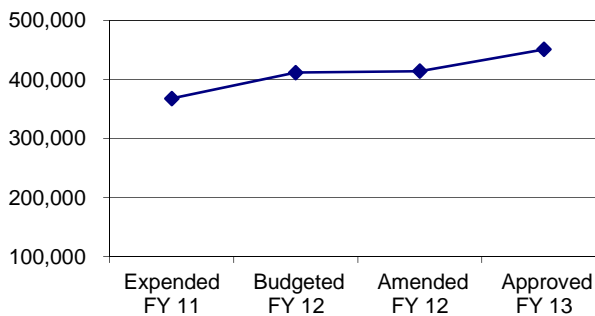
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	307,648	342,400	342,250	358,650
Contractual	12,560	10,400	10,400	14,900
Supplies	30,386	35,400	38,100	39,500
Operational	13,582	19,650	19,650	18,650
Utilities	3,601	3,800	3,800	3,800
Capital	-	-	-	15,400
Total	367,777	411,650	414,200	450,900

Personnel Schedule

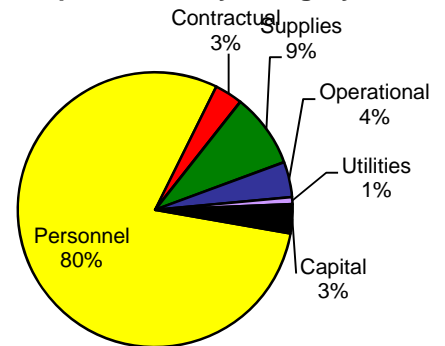
Position	Classification	FY 12 Approved	FY 13 Approved
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Educator	20	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	83,938	86,000	86,200	89,400
0107	SALARIES & WAGES-LABOR	159,250	182,400	182,500	190,300
0109	SALARIES & WAGES-OVERTIME	4,370	7,000	5,000	7,000

Salaries & Wages TOTAL:	247,558	275,400	273,700	286,700
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	2,238	4,200	3,200	3,600
0114	LONGEVITY PAY	1,870	1,300	2,050	2,350
0120	FICA & MEDICARE EXPENSE	18,846	20,500	20,500	21,400
0122	T.M.R.S. RETIREMENT EXP.	37,136	41,000	42,800	44,600

Benefits TOTAL:	60,090	67,000	68,550	71,950
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20 Contractual

0213	CONSULTING FEES	0	0	0	4,500
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0213

Consulting

\$2,000 for fire protection systems plan review fee if done by third party.

\$2,500 to initiate a digital imaging scanning project for our archived fire protection systems plans. Compliance with legal retention requirements, long-term preservation of the records, customers would be served faster and provided with more complete information, faster retrieval of information, space savings, fewer lost or misfiled records, and reduction of expenditures for records filing equipment are just a few of the benefits that an electronic documents management program can help achieve. The primary reason is to realize increased efficiency and productivity through ready access to documents and information.

CITY MANAGER'S COMMENTS: Approved

0231	SERVICE-MAINT. CONTRACTS	2,774	2,400	2,400	2,400
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0231

Maintenance Agreements

\$ 1,920 air card service

500 recharging used fire extinguishers

0237	UNIFORM SERVICE	1,353	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	969	500	500	500
0246	VEHICLE REPAIRS	7,275	5,000	5,000	5,000
0261	CRIME SCENE SERVICES	189	500	500	500

Contractual TOTAL:	12,560	10,400	10,400	14,900
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Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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30 Supplies

0301	OFFICE SUPPLIES	1,514	1,500	1,500	1,500
0310	PRINTING & BINDING	2,284	2,000	2,000	2,000
0321	UNIFORMS	2,739	3,300	3,300	3,300

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0321 **Uniforms**

\$2,000 - Uniforms for Fire Marshal and inspectors
 300 - CFA shirts
 1,000 - CERT shirts/vests/coats

0331	FUEL & LUBRICANTS	10,062	10,000	12,700	12,700
0347	GENERAL MAINT. SUPPLY	534	500	500	500
0373	INVESTIGATION SUPPLIES	1,602	1,600	1,600	3,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0373 **Investigation Supplies**

\$1,000 is requested to purchase two wide angle lenses for fire scene photography.
 \$1,000 for investigation supplies needed to conduct crime scene evidence collection.
 \$1,000 for ammunition for qualifying and training for all TECLOSE licensed personnel.

CITY MANAGER'S COMMENTS: Approved

0378	FIRE PREVENTION SUPPLIES	11,303	14,000	14,000	14,000
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378 **Fire Prevention**

\$1,000 Citizen Fire Academy.
 2,500 Risk Watch Program
 5,000 Fire Prevention month, Senior Safety and others
 4,500 Annual fire department open house.
 1,000 CERT backpacks and training related expenses

0379	FIRE FIGHTING SUPPLIES	348	2,500	2,500	2,500
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Supplies TOTAL :	30,386	35,400	38,100	39,500
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Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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40 Operational

0410 DUES & SUBSCRIPTIONS 1,892 3,650 3,650 2,650

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0410 Dues and Subscriptions

- Texas Fire Protection Commission dues
- International Code Council
- International Association of Arson Investigators/Texas IAAI Chapter
- Fire Protection Association of North Texas
- Metroplex Fire Safety Educators
- North Texas Fire Investigators Association
- National Fire Protection Association
- National Fire Protection Association Certified Fire Protection Specialist
- ATAC
- National Association of Fire Investigators
- NFPA Codes Subscription on-line

0415 RECRUITING EXPENSES 845 0 0 0

0430 TUITION & TRAINING 7,662 8,000 8,000 8,000

0436 TRAVEL 3,182 8,000 8,000 8,000

Operational TOTAL :	13,582	19,650	19,650	18,650
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50 Utilities

0507 CELLULAR TELEPHONE 3,601 3,800 3,800 3,800

Utilities TOTAL :	3,601	3,800	3,800	3,800
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Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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60 Capital

0621	FIELD MACHINERY & EQUIPMENT	0	0	0	15,400
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DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0621

Field Equipment

The fire investigators need Viewu Body Worm Video Cameras to use during fire investigation. When fire investigators are doing an investigation they interview the owners, family members, neighbors, witnesses, etc. It is vital to have the information we collect be accurate and complete. The recording protects the investigators, make sure we are accurately recording the information, and provide a documented interview so when individuals attempt to change the story. Fire investigations on incendiary fires are difficult to make a case against suspects. It is imperative that we have all interview/interrogation recorded for our case files as we move forward with cases that have arson and insurance fraud linked to them. The police department has used these cameras on patrol and have had great success in using the first initial contact recordings on prosecutions.

\$15,400 is requested to purchase one recorder for each of the Fire Marshal investigative staff. It is very common for investigators to interview multiple persons at a fire scene at the same time.

CITY MANAGER'S COMMENTS: Approved

Capital TOTAL :	0	0	0	15,400
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Fire Marshal TOTAL :	367,777	411,650	414,200	450,900
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	31 Administration

Expenditure Summary

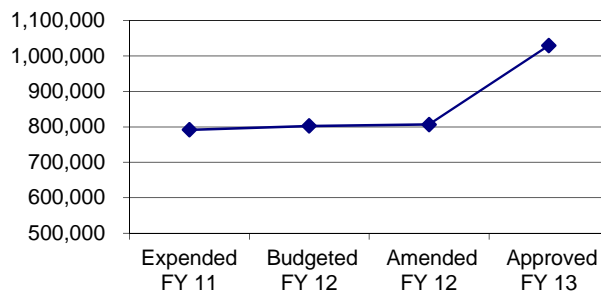
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	696,183	697,800	700,800	901,750
Contractual	66,586	73,250	73,250	86,050
Supplies	10,075	10,500	11,500	12,100
Operational	13,389	16,150	16,150	17,650
Utilities	5,617	4,850	4,850	6,800
Capital	-	-	-	5,000
Total	791,850	802,550	806,550	1,029,350

Personnel Schedule

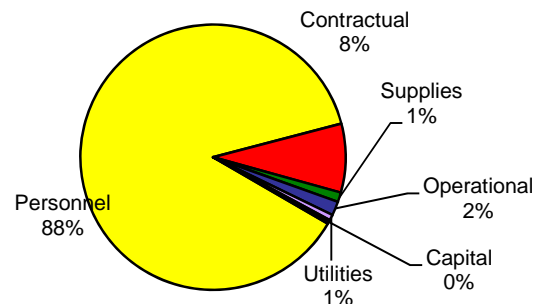
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Police Chief	33	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	4
Personnel Sergeant	-	0	1
Administrative Assistant	14	1	1

Activity Trends

Financial History



FY 2013 Expenditure by Category



Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	133,023	130,100	130,100	137,000
0104	SALARIES & WAGES-CLERICAL	52,502	51,500	51,500	51,500
0107	SALARIES & WAGES-LABOR	368,894	373,900	374,000	533,200

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0107

Second Patrol Lieutenant

The third lieutenant position was created in 1999. The 2001 budget approved a departmental strength of 42 with 26 assigned to Patrol. Today we have those three lieutenants with a sworn strength of 72 and 50 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 similar to what 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 the growth of the department, especially since most of that growth goes to the Patrol Division. Position Cost for salary and benefits \$98,289.

CITY MANAGER'S COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0107

Personnel Sergeant

The Police Department has always farmed out the personnel processes to officers, supervisors, and detectives throughout the department. This new position will take on all the personnel functions to include the recruiting and coordinating of the hiring process, background investigations of applicants, documentation of training and license requirements and conducting all internal affairs investigations. This workload will keep one person very busy; more importantly it will remove the extra burden of these tasks from other officers who are currently required to take time away from their daily work. At this time this position will not be supervising personnel, instead will be managing systems and processes. This is better accomplished at a sergeant's level especially when investigating allegations of employee misconduct. Position cost for salary and benefits \$80,491.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	39	500	200	500
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Salaries & Wages TOTAL:	554,458	556,000	555,800	722,200
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	4,361	4,200	4,200	6,000
0114	LONGEVITY PAY	4,730	5,200	5,200	5,550
0116	AUTO ALLOWANCE	6,900	6,900	6,900	0
0120	FICA & MEDICARE EXPENSE	40,915	40,700	40,300	53,000
0122	T.M.R.S. RETIREMENT EXP.	84,820	84,800	88,400	115,000

Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
Benefits TOTAL:	141,726	141,800	145,000	179,550

20 Contractual

0226	INSURANCE-LAW ENFORCEMENT	29,336	30,000	30,000	36,700
0237	UNIFORM SERVICE	1,200	1,250	1,250	1,250
0240	EQUIPMENT REPAIRS	259	500	500	500
0246	VEHICLE REPAIRS	791	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	35,000	40,000	40,000	46,100

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0263 **AFIS upgrade**

The County uses an Automated Fingerprint Identification System (AFIS)-the cost for which is split between the County and the cities within the County. The software was purchased in 2004 and needs to be upgraded. The one-time cost is \$6100 and the annual maintenance cost will be \$1700 per year.

CITY MANAGER'S COMMENTS: Approved

0265	MEDICAL SERVICE-PRISONER	0	500	500	500
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Contractual TOTAL:	66,586	73,250	73,250	86,050
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30 Supplies

0301	OFFICE SUPPLIES	864	1,000	1,000	1,000
0310	PRINTING & BINDING	1,284	1,500	1,500	1,500
0321	UNIFORMS	736	1,000	1,000	1,600

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0321 **Additional staff**

With two additional uniformed staff members added to this division, this line item will need an increase to fund replacement uniforms as necessary.

CITY MANAGER'S COMMENTS: Approved

0331	FUEL & LUBRICANTS	5,975	5,500	6,500	6,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0331 **Increased Fuel Usage**

With two additional administrative positions fuel usage will increase.

0347	GENERAL MAINT. SUPPLY	1,217	1,500	1,500	1,500
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Supplies TOTAL:	10,075	10,500	11,500	12,100
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Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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40 Operational

0410 DUES & SUBSCRIPTIONS	2,505	3,400	3,400	3,400
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0410 **Dues**

Police Chiefs Association
 Intl Assn of Chiefs of Police
 FBINAA
 North TX Police Chiefs

0420 AWARDS	562	1,250	1,250	1,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0420 **Awards**

As the volunteer program has grown so has the need to recognize their efforts. We present a small plaque to those volunteers to acknowledge their accomplishments on an annual basis. We also recognize our own officer's accomplishments with plaques and awards.

CITY MANAGER'S COMMENTS: Approved

0430 TUITION & TRAINING	2,370	4,000	4,000	4,000
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0436 TRAVEL	7,952	7,500	7,500	8,750
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0436 **Travel increase**

This line item has not increased since the 2006 budget; however travel costs have increased significantly. With two new administrative positions we recommend a \$1,250 increase. These new positions mean there will be promotions, 1 lieutenant and 2 sergeants. Per our business plan they will be required to attend supervisor schools.

CITY MANAGER'S COMMENTS: Approved

Operational TOTAL:	13,389	16,150	16,150	17,650
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50 Utilities

0507 CELLULAR TELEPHONE	5,617	4,850	4,850	6,800
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0507 **Cell phone increase**

The two new administrative positions will need cell phones with data plans at about \$960 each for a total increase of \$1,920.

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL:	5,617	4,850	4,850	6,800
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Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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60 Capital

0612	COMPUTER EQUIPMENT	0	0	0	5,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0612 Additional work stations

Two additional administrative personnel will require computers about \$2,500 each, total computer increase \$5,000.

CITY MANAGER'S COMMENTS: Approved

0623	VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0623 Vehicle Replacement

Per the City Vehicle Replacement Policy 12 older vehicles will leave the fleet and 12 new vehicles will replace them. Ten of these are in Patrol, including two motorcycles for Traffic and one each in Administration and CID.

Patrol

- 4 - 2013 Chev Tahoe \$28,000 ea = \$112,000
- 4 - 2013 Ford Interceptor \$24,000 ea = 72,000
- 2 - 2013 Harley Road King \$20,000 ea = 40,000 Traffic Division
- 1 - 2013 Sedan 21,000 CID
- 1 - 2013 Sedan 21,000 Administration
- Total Cost \$266,000

Equipment for outfitting the above vehicles with police equipment including safety lights, console, cage, decals, wiring and install costs total \$133,600

Total new vehicles	\$ 266,000
equipment	133,600
Total expense	\$ 399,600

Older patrol pursuit vehicles will move out of patrol and be distributed to other police divisions such as CID, Community Services Warrants and Administration. Then the oldest vehicles in PD fleet going to auction are the 2 older Honda motorcycles in Traffic, 2 sedans in CID, 3 sedans in Admin and 4 sedans in Community Services.

CITY MANAGER'S COMMENTS: Approved, financed with Contractual Obligations

Capital TOTAL :	0	0	0	5,000
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Police Administration TOTAL :	791,850	802,550	806,550	1,029,350
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	32 Communications

Expenditure Summary

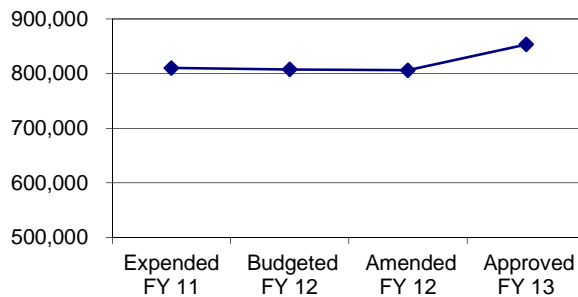
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	673,320	658,400	657,000	687,350
Contractual	129,688	133,750	133,750	150,500
Supplies	3,691	4,500	4,500	4,500
Operational	2,636	9,800	9,800	9,800
Utilities	990	1,000	1,000	1,000
Total	810,325	807,450	806,050	853,150

Personnel Schedule

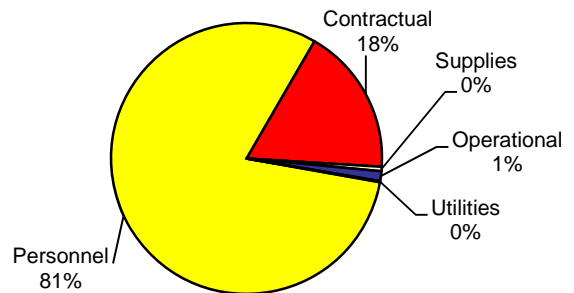
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Communications Manager	22	1	1
Communications Specialist	13	11	11

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	51,982	56,400	62,900	74,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0101 **Amended Budget-Pay Grade Increase**

Communication Manager salary was approved by City Manager to be topped-out in this position.

0104	SALARIES & WAGES-CLERICAL	455,141	446,800	407,500	464,200
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104 **Transfer of Funds**

A dispatcher recently resigned her full time telecommunications position to go back to college. She has agreed to work "as needed" to help with scheduling shortages, primarily when another dispatcher is on vacation. She would be paid at her regular hourly rate, which would save a tremendous amount of overtime. We are asking to take \$15,000 from the Overtime budget and place it in the salary line item to pay this part time employee. This is not an increase in staffing, but an effective use of a resource to help manage a 24/7 schedule.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	38,381	35,000	61,000	20,000
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Salaries & Wages TOTAL:	545,504	538,200	531,400	558,700
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15 Benefits

0113	EDUCATION/CERTIFICATION PAY	623	600	600	600
0114	LONGEVITY PAY	4,244	4,200	3,400	3,450
0120	FICA & MEDICARE EXPENSE	41,501	38,500	39,700	41,200
0122	T.M.R.S. RETIREMENT EXP.	81,448	76,900	81,900	83,400

Benefits TOTAL:	127,816	120,200	125,600	128,650
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	129,688	133,750	133,750	150,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231 **Maintenance Agreements**

New World Systems \$62,940 + 53,900 = 116,840 (year 4 of 7)
 Voice recorder 5,000
 Air Cards 19,100 includes Netmotion license
 E-Ticket SSMA 7,200
 Crime Report Subscrip 2,400

Contractual TOTAL:	129,688	133,750	133,750	150,500
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Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
30 Supplies				
0301 OFFICE SUPPLIES	928	900	900	900
0310 PRINTING & BINDING	0	100	100	100
0321 UNIFORMS	2,379	3,000	3,000	3,000
0347 GENERAL MAINT. SUPPLY	384	500	500	500
Supplies TOTAL :	3,691	4,500	4,500	4,500
40 Operational				
0410 DUES & SUBSCRIPTIONS	1,310	2,000	2,000	2,000
0415 RECRUITING EXPENSES	113	3,300	3,300	3,300
0430 TUITION & TRAINING	627	2,500	2,500	2,500
0436 TRAVEL	587	2,000	2,000	2,000
Operational TOTAL :	2,636	9,800	9,800	9,800
50 Utilities				
0507 CELLULAR TELEPHONE	990	1,000	1,000	1,000
Utilities TOTAL :	990	1,000	1,000	1,000
Communications TOTAL . . . :	810,325	807,450	806,050	853,150

DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	33 Patrol

Expenditure Summary

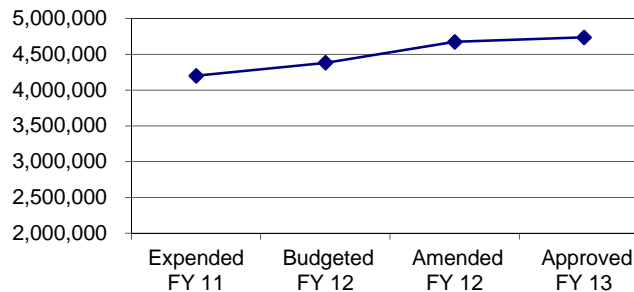
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	3,836,466	4,027,500	4,300,350	4,349,300
Contractual	75,889	66,900	66,900	65,000
Supplies	264,077	263,550	279,350	283,550
Operational	18,300	18,950	21,950	22,650
Utilities	3,430	3,000	3,000	5,100
Capital	-	-	-	8,900
Total	4,198,162	4,379,900	4,671,550	4,734,500

Personnel Schedule

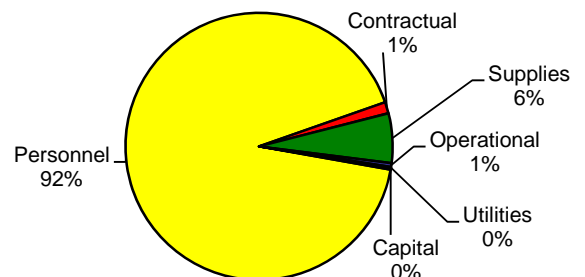
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	44	46

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	415,312	432,400	434,900	451,900
0107	SALARIES & WAGES-LABOR	2,320,543	2,573,100	2,570,700	2,716,500

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107 **3 additional police officers**

The population of Rockwall is now estimated to be 38,300. Based on our minimum staffing ratio of 2.0 officers per 1,000 population, this police department should be staffed with 77 sworn officers. Last year we added one position bringing our current sworn staff to 72 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 have also continued to increase affecting all divisions of the department. To supply this service we have been forced to increase overtime expenditures.

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 to deter crime, keep response times low, and provide the quality service this community expects.

Police Officer cost for salary and benefits \$62,613

CITY MANAGER'S COMMENTS: 2 officers are approved

0108	OVERTIME-STEP	80,079	80,000	80,000	80,000
0109	SALARIES & WAGES-OVERTIME	279,484	205,000	360,000	275,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109 **Overtime increase**

Over the past few years overtime has become more difficult to manage based on the demands on the department along with falling below our staffing ratio. We have also experienced a much greater demand for security at special events and weekends at The Harbor. All of the overtime worked by officers at The Harbor, regardless of their duty assignment, is pulled from this account.

The last fiscal year, and so far during this fiscal year, we have experienced a greater than normal amount of lost manhours due to work related injuries, FMLA, and military leave. Although days off and work hours of officers are flexed, some shifts required overtime to be staffed. This increase matches the level of expensed funds for the recent past few years.

CITY MANAGER'S COMMENTS: Approved

Salaries & Wages TOTAL:	3,095,418	3,290,500	3,445,600	3,523,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	28,872	27,600	32,300	32,000
0114	LONGEVITY PAY	17,810	20,500	21,950	23,200
0120	FICA & MEDICARE EXPENSE	234,515	229,900	258,900	250,000
0122	T.M.R.S. RETIREMENT EXP.	459,851	459,000	541,600	520,700

Benefits TOTAL:	741,048	737,000	854,750	825,900
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
20 Contractual				
0231 COPIER MAINTENANCE	11,425	1,200	1,200	1,200
0240 EQUIPMENT REPAIRS	5,546	6,000	6,000	6,000
0242 EQUIPMENT RENTAL & LEASE	7,414	9,700	9,700	7,800
DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0242			Equipment Rental & Lease	
\$5,300 - Copier				
1,000 - Misc rentals				
1,500 - Pagers				
0246 VEHICLE REPAIRS	51,504	50,000	50,000	50,000
Contractual TOTAL :	75,889	66,900	66,900	65,000

30 Supplies

0301 OFFICE SUPPLIES	988	1,000	1,000	1,000
0310 PRINTING & BINDING	845	1,500	1,500	1,500
0315 TRAINING SUPPLIES	10,750	16,000	16,000	19,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315

Training Supplies Ammunition

We request an increase of \$3,000 for this budget line. The funds will be used to purchase ammunition that recruit officers will be required to shoot while training in the police academy.

CITY MANAGER'S COMMENTS: Approved

0321 UNIFORMS	58,179	62,650	62,650	62,650
0331 FUEL & LUBRICANTS	173,918	163,000	178,800	180,000
0347 GENERAL MAINT. SUPPLY	13,632	13,400	13,400	13,400

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0347

General Maintenance Supplies

- DVDs
- Taser supplies
- Toxicology tests and supplies
- Traffic cones
- Flares
- Gatorade
- Camera supplies
- Rubber gloves
- Batteries

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0376 POLICE CANINE EXPENSE	5,765	6,000	6,000	6,000
Supplies TOTAL :	264,077	263,550	279,350	283,550

40 Operational

0410 DUES & SUBSCRIPTIONS	150	200	200	400
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0410 **Professional Dues**

National Tactical Officers Association
Texas Tactical Officers Association

0415 RECRUITING EXPENSES	3,693	2,000	5,000	2,000
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0430 TUITION & TRAINING	10,768	12,750	12,750	15,750
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0430 **Tuition-Police Academy**

Police Academy

We request an increase of \$3,000 for tuition needs for newly hired employees. The funds will be used to pay for each officer to attend the police academy.

CITY MANAGER'S COMMENTS: Approved

0436 TRAVEL	3,689	4,000	4,000	4,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0436 **Increase in Travel**

An increase of \$500 is requested to pay for the per diem for two new supervisors to attend the four week ILEA Basic Supervisor's Course.

CITY MANAGER'S COMMENTS: Approved

Operational TOTAL :	18,300	18,950	21,950	22,650
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50 Utilities

0507 CELLULAR TELEPHONE	3,430	3,000	3,000	5,100
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0507 **Patrol Supervisor Cell Phones**

We request an increase of \$2,100 to this budget line. The increase will provide all patrol supervisors with a data plan. The patrol supervisors hold positions that require that they respond to e-mails, complaints, and requests in a timely manner 24 hours a day, 7 days a week. The total budgeted amount for Fiscal Year 2012-2013 would be \$5100.

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL :	3,430	3,000	3,000	5,100
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Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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60 Capital

0617 RADIO EQUIPMENT 0 0 0 8,900

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0617 **Portable Radios**

We request an increase of \$8,900 for the purchase of 4 portable radios. The radios will be given to the newly hired officers as part of their initial uniform issue.

CITY MANAGER'S COMMENTS: Approved

Capital TOTAL:	0	0	0	8,900
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Patrol TOTAL . . .:	4,198,162	4,379,900	4,671,550	4,734,500
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	34 CID

Expenditure Summary

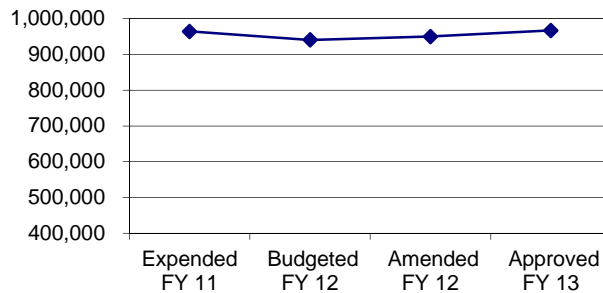
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	886,914	871,800	878,800	893,600
Contractual	13,391	14,050	15,050	13,300
Supplies	35,110	37,000	38,500	42,000
Operational	20,997	9,200	9,200	9,200
Utilities	7,522	8,200	8,200	8,500
Total	963,934	940,250	949,750	966,600

Personnel Schedule

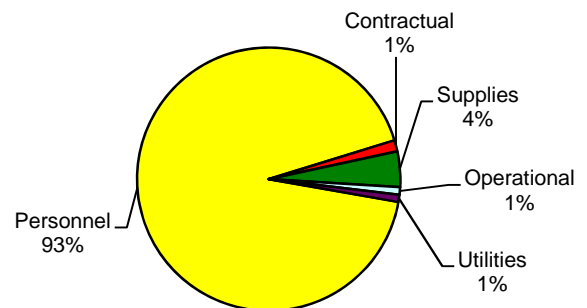
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Sergeant	-	2	2
Investigator	-	5	5
Investigator - Narcotics	-	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	154,314	156,300	156,900	158,400
0104	SALARIES & WAGES-CLERICAL	42,178	43,600	38,000	38,900
0107	SALARIES & WAGES-LABOR	502,814	486,900	495,000	504,000
0109	SALARIES & WAGES-OVERTIME	11,282	11,000	11,000	11,000

Salaries & Wages TOTAL:	710,588	697,800	700,900	712,300
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	8,467	8,100	8,400	8,400
0114	LONGEVITY PAY	6,615	7,300	7,000	7,600
0120	FICA & MEDICARE EXPENSE	54,268	52,700	52,400	53,600
0122	T.M.R.S. RETIREMENT EXP.	106,976	105,900	110,100	111,700

Benefits TOTAL:	176,326	174,000	177,900	181,300
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20 Contractual

0231	COPIER MAINTENANCE	800	800	800	800
0240	EQUIPMENT REPAIRS	445	500	500	500
0242	EQUIPMENT RENTAL & LEASE	491	750	750	0
0246	VEHICLE REPAIRS	6,257	6,000	7,000	6,000
0261	CRIME SCENE SERVICES	5,397	6,000	6,000	6,000

Contractual TOTAL:	13,391	14,050	15,050	13,300
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30 Supplies

0301	OFFICE SUPPLIES	1726	2,000	2,000	2,000
0310	PRINTING & BINDING	699	800	800	500
0321	UNIFORMS	4,571	4,500	4,500	4,500
0331	FUEL & LUBRICANTS	19,841	20,000	21,500	21,500
0347	GENERAL MAINT. SUPPLY	216	500	500	500

Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0373 INVESTIGATION SUPPLIES	8,058	9,200	9,200	13,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0373			Forensic Light Source Kit	

We are requesting a FAL3000 Forensic Light Source Kit. Physical evidence is a crucial part of any criminal investigation and this handheld equipment can assist in identifying hair, fibers, bite marks, latent fingerprints, body fluids, etc. The department does not currently have any equipment capable of detecting microparticle or biological forensic evidence at this time. The cost of the forensic light source kit is \$3995.

CITY MANAGER'S COMMENTS: Approved

Supplies TOTAL :	35,110	37,000	38,500	42,000
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40 Operational

0410 DUES & SUBSCRIPTIONS	200	200	200	200
0430 TUITION & TRAINING	2,097	3,500	3,500	3,500
0436 TRAVEL	1,400	5,000	5,000	5,000
0447 DRUG TESTING	0	500	500	500
0451 CONFIDENTIAL FUNDS	17,300	0	0	0

Operational TOTAL :	20,997	9,200	9,200	9,200
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50 Utilities

0507 CELLULAR TELEPHONE	7,522	8,200	8,200	8,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0507 **Data packages for CID**

The \$300 increase will cover the cost for the data package for the Crime Scene Tech. The Crime Scene Tech is an on call position and needs access to data in the field.

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL :	7,522	8,200	8,200	8,500
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CID TOTAL . . . :	963,934	940,250	949,750	966,600
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	35 Community Services

Expenditure Summary

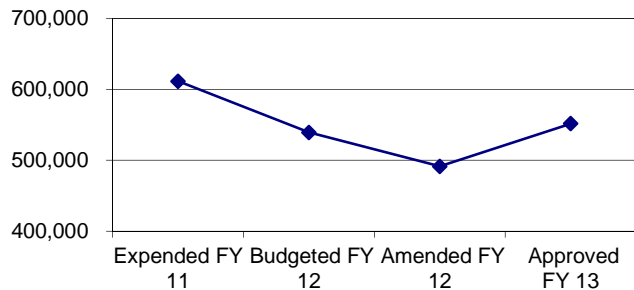
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	565,372	490,000	442,200	499,200
Contractual	26,832	22,950	22,950	24,250
Supplies	15,199	18,800	18,800	19,800
Operational	3,542	6,500	6,500	6,500
Utilities	418	1,000	1,000	1,950
Total	611,363	539,250	491,450	551,700

Personnel Schedule

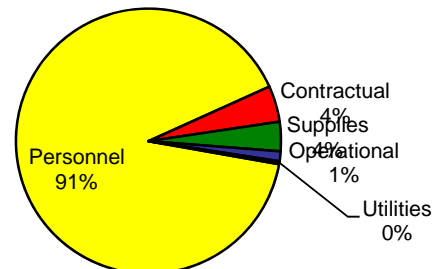
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Police Officer - School Liaison	-	4	4
Police Officer - D.A.R.E.	-	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	75,364	78,100	78,100	79,200
0107	SALARIES & WAGES-LABOR	364,871	307,700	266,700	313,100
0109	SALARIES & WAGES-OVERTIME	11,680	6,000	7,500	6,000

Salaries & Wages TOTAL:	451,915	391,800	352,300	398,300
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	5,710	4,800	4,100	4,500
0114	LONGEVITY PAY	4,995	5,000	3,400	3,900
0120	FICA & MEDICARE EXPENSE	34,495	29,500	26,500	30,000
0122	T.M.R.S. RETIREMENT EXP.	68,257	58,900	55,900	62,500

Benefits TOTAL:	113,457	98,200	89,900	100,900
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20 Contractual

0231	COPIER MAINTENANCE	0	0	0	500
0240	EQUIPMENT REPAIRS	445	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,515	250	250	150
0243	BUILDING LEASE	18,717	19,200	19,200	20,100
0246	VEHICLE REPAIRS	3,155	3,000	3,000	3,000

Contractual TOTAL:	26,832	22,950	22,950	24,250
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30 Supplies

0301	OFFICE SUPPLIES	1,023	1,000	1,000	1,000
0310	PRINTING & BINDING	502	600	600	600
0321	UNIFORMS	4,341	4,000	4,000	4,000
0331	FUEL & LUBRICANTS	6,230	8,700	8,700	8,700
0347	GENERAL MAINT. SUPPLY	344	500	500	500
0370	COP PROGRAM SUPPLIES	991	1,000	1,000	1,000

Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0371	CRIME PREV. SUPPLIES	1,768	3,000	3,000	4,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0371 **Crime Prevention Supplies**

We request an increase of \$1,000 to this budget line.

The police department supplies children books each year to the daycares of the community. These books have been paid out of this budget line item; however, the books have never been added to this account in the budget process. This addition has caused this account to go over budget in the past as well as this current year.

Family Concept book- Little Peoples Guide to the Big World

Other items purchased in this line item include supplies from the National Neighborhood Watch, drug take-back supplies and Volunteer scheduling program.

CITY MANAGER'S COMMENTS: Approved

Supplies TOTAL :	15,199	18,800	18,800	19,800
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40 Operational

0372	CPA PROGRAM SUPPLIES	572	500	500	500
0410	DUES & SUBSCRIPTIONS	265	500	500	500
0430	TUITION & TRAINING	1,818	2,000	2,000	2,000
0436	TRAVEL	886	3,500	3,500	3,500

Operational TOTAL :	3,542	6,500	6,500	6,500
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50 Utilities

0507	CELLULAR TELEPHONE	418	1,000	1,000	1,950
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0507 **Cellular Telephone**

We request an increase of \$950 to this budget line. The increase will provide the data plan for the

The increase will also provide the data plan for the Community Services Officer whose job description responsibilities will include:

- Managing the department's website and crime stoppers.
- Managing the department's social media contacts by dissemination of information to the community through facebook and twitter.

Both positions require 24/7 communication through emails and other means of updates in a timely manner.

Total \$1,950

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL :	418	1,000	1,000	1,950
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Community Services TOTAL :	611,363	539,250	491,450	551,700
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	36 Warrants

Expenditure Summary

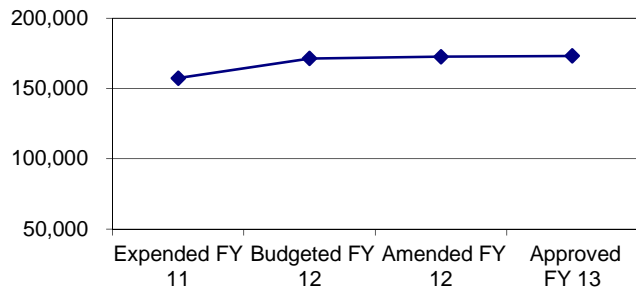
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	151,861	164,400	165,400	166,200
Contractual	2,292	2,600	2,600	2,600
Supplies	2,330	3,450	3,650	3,450
Utilities	928	900	900	900
Total	157,411	171,350	172,550	173,150

Personnel Schedule

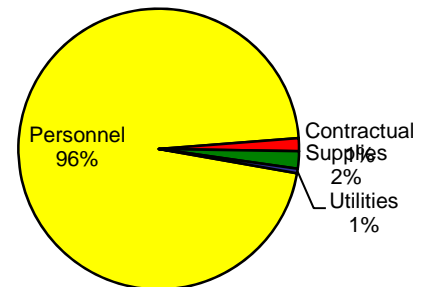
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Warrant Officer	-	1.5	1.5
Warrant Clerk	10	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0104	SALARIES & WAGES-CLERICAL	43,072	42,500	42,400	42,500
0107	SALARIES & WAGES-LABOR	80,278	91,300	92,300	92,100
0109	SALARIES & WAGES-OVERTIME	256	1,500	800	1,500

Salaries & Wages TOTAL :	123,606	135,300	135,500	136,100
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	934	900	900	900
0114	LONGEVITY PAY	1,600	1,700	1,700	1,800
0120	FICA & MEDICARE EXPENSE	9,441	10,200	10,300	10,300
0122	T.M.R.S. RETIREMENT EXP.	16,279	16,300	17,000	17,100

Benefits TOTAL :	28,254	29,100	29,900	30,100
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	825	900	900	900
DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0231				Software subscriptions	
Accurint - skip tracing program					

0240	EQUIPMENT REPAIRS	40	200	200	200
0246	VEHICLE REPAIRS	1,428	1,500	1,500	1,500

Contractual TOTAL :	2,292	2,600	2,600	2,600
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30 Supplies

0301	OFFICE SUPPLIES	22	150	150	150
0310	PRINTING & BINDING	0	300	300	300
0321	UNIFORMS	308	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	2,000	2,000	2,200	2,000

Supplies TOTAL :	2,330	3,450	3,650	3,450
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50 Utilities

0507	CELLULAR TELEPHONE	928	900	900	900
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Utilities TOTAL :	928	900	900	900
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Warrants TOTAL . . :	157,411	171,350	172,550	173,150
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	37 Records

Expenditure Summary

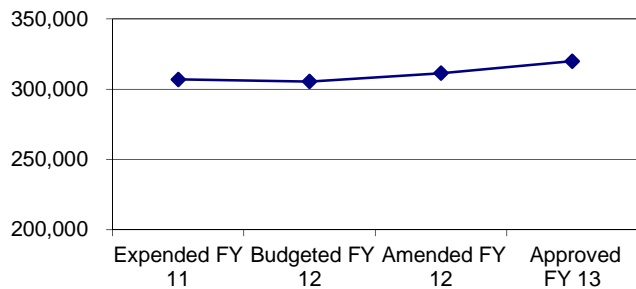
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	300,407	298,700	304,200	312,900
Contractual	1,883	2,050	2,050	2,050
Supplies	1,555	1,450	1,850	1,700
Operational	1,903	2,100	2,100	2,100
Utilities	1,103	1,100	1,100	1,100
Total	306,850	305,400	311,300	319,850

Personnel Schedule

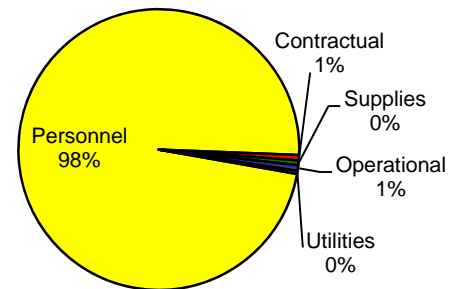
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Public Safety Computer Manager	22	1	1
Crime Analyst	16	1	1
Records Clerk II	11	2	2
Records Clerk II/Receptionist	11	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	37 Records

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	77,634	76,300	76,100	76,300
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DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0101 **Pay Grade increase**

Over the years this position has taken on a great deal of supervisory responsibility to go along with total responsibility for the police departments Mobile Data System, CAD, and Records Management System. A recent job description documented the need for this Grade increase to match the current responsibilities.

CITY MANAGER'S COMMENTS: An independent compensation study is proposed to be undertaken early in fiscal year 2013 and position grading will be included in the study.

0104	SALARIES & WAGES-CLERICAL	164,241	162,800	167,100	172,600
0109	SALARIES & WAGES-OVERTIME	70	500	300	500

Salaries & Wages TOTAL:	241,944	239,600	243,500	249,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	934	900	900	900
0114	LONGEVITY PAY	2,900	3,300	3,700	4,000
0120	FICA & MEDICARE EXPENSE	18,304	18,300	17,900	19,000
0122	T.M.R.S. RETIREMENT EXP.	36,324	36,600	38,200	39,600

Benefits TOTAL:	58,462	59,100	60,700	63,500
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20 Contractual

0231	COPIER MAINTENANCE	1,295	1,300	1,300	1,300
0240	EQUIPMENT REPAIRS	338	500	500	500
0246	VEHICLE REPAIRS	250	250	250	250

Contractual TOTAL:	1,883	2,050	2,050	2,050
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30 Supplies

0301	OFFICE SUPPLIES	745	750	750	750
0310	PRINTING & BINDING	200	200	200	200
0331	FUEL & LUBRICANTS	610	500	900	750

Supplies TOTAL:	1,555	1,450	1,850	1,700
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Fund	Department	Division
01 General Fund	30 Police	37 Records

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
40 Operational				
0410 DUES & SUBSCRIPTIONS	0	100	100	100
0430 TUITION & TRAINING	903	1,000	1,000	1,000
0436 TRAVEL	1,000	1,000	1,000	1,000
Operational TOTAL:	1,903	2,100	2,100	2,100
50 Utilities				
0507 CELLULAR TELEPHONE	1,103	1,100	1,100	1,100
Utilities TOTAL:	1,103	1,100	1,100	1,100
Records TOTAL . . :	306,850	305,400	311,300	319,850

DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	41 Planning

Expenditure Summary

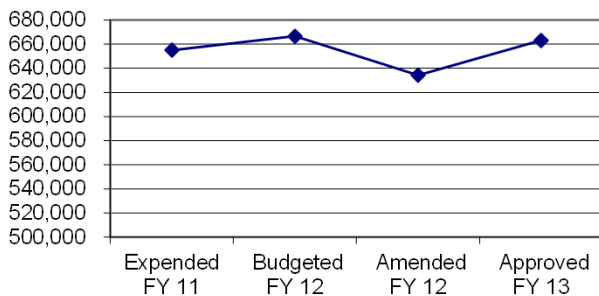
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	617,143	609,100	576,600	607,700
Contractual	25,016	35,600	35,600	32,100
Supplies	1,729	2,950	2,950	2,950
Operational	10,087	17,700	17,800	19,250
Utilities	1,048	1,300	1,300	1,100
Total	655,022	666,650	634,250	663,100

Personnel Schedule

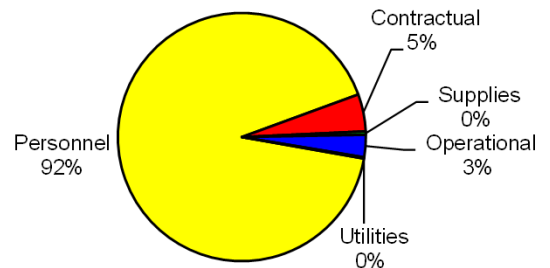
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Planning and Zoning Director	32	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	1	1
Main Street Manager	22	1	1
Senior Planner	22	1	1
Planner	20	1	1
Planning Coordinator	12	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	119,301	120,300	121,300	127,400
0104	SALARIES & WAGES-CLERICAL	377,164	369,200	340,900	361,500

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0104

Regrade Coordinator

I would like to upgrade the Planning Coordinator to a Planning Technician. This employee has gained a tremendous amount of experience working in the Planning Department, learned a great deal about the development process and provided outstanding service to our customers.

CITY MANAGER'S COMMENTS: An independent compensation study is proposed to be undertaken early in fiscal year 2013 and position grading will be included in the study.

0109	SALARIES & WAGES-OVERTIME	2,166	1,000	200	1,000
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Salaries & Wages TOTAL:	498,631	490,500	462,400	489,900
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	900	900	1,200
0114	LONGEVITY PAY	2,570	2,800	3,200	2,600
0116	AUTO ALLOWANCE	3,600	3,600	3,600	0
0120	FICA & MEDICARE EXPENSE	37,230	36,600	34,000	36,100
0122	T.M.R.S. RETIREMENT EXP.	74,511	74,700	72,500	77,900

Benefits TOTAL:	118,511	118,600	114,200	117,800
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20 Contractual

0213	CONSULTING FEES	10,131	11,500	11,500	10,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213

Consulting

The following consultant fees may be incurred in the coming year:

- PD32
- Downtown District
- General planning & development projects

Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0231	SERVICE-MAINT. CONTRACTS	10,968	16,600	16,600	14,600
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231 **Maintenance Agreements**

\$ 2,500 - Copier

11,100 - ESRI SSMA

1,000 - Air Card

0233	ADVERTISING	3,757	2,500	2,500	2,500
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0293-01	GRANT PROGRAM - MAIN STREET	161	5,000	5,000	5,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0293-01 **Facade Grants**

The City in partnership with Community Bank offers facade upgrade reimbursement grants to downtown businesses. The program is managed by the Main Street Coordinator and the Main Street Board.

Contractual TOTAL :	25,016	35,600	35,600	32,100
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30 Supplies

0301	OFFICE SUPPLIES	426	600	600	600
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0301-01	OFFICE SUPPLIES - MAIN ST	405	1,200	1,200	1,200
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0310	PRINTING & BINDING	280	650	650	650
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0347	GENERAL MAINT. SUPPLY	618	500	500	500
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Supplies TOTAL :	1,729	2,950	2,950	2,950
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40 Operational

0410	DUES & SUBSCRIPTIONS	1,415	1,750	1,750	1,750
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0410 **Dues & Subscriptions**

APA & AICP membership fees

NAPC (Historic Preservation)

Alliance Review

SCAUG (GIS)

URISA (GIS)

Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0415 RECRUITING EXPENSES	0	0	100	0
0428-01 OTHER - MAIN ST	1,016	1,000	1,000	1,000
0430 TUITION & TRAINING	2,249	5,400	5,400	5,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0430 **Training**

- Texas APA Conference
- National APA
- TML
- P&Z
- Historic Board

0430-01 TUITION & TRAINING - MAIN ST	0	1,500	1,500	1,500
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0430-01 **Training – Main Street**

This provides training for the Main Street Manager as well as the Main Street Board members.

0436 TRAVEL	3,658	4,550	4,550	6,500
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0436 **Travel**

- Travel for training includes the following:
- Texas APA Conference - Fort Worth
 - National APA Conference - Chicago
 - TML - Grapevine
 - ESRI Conference (GIS) - San Diego

CITY MANAGER'S COMMENTS: Approved

0436-01 TRAVEL - MAIN ST	539	1,500	1,500	1,500
0469-01 PROMOTION - MAIN ST	1,210	2,000	2,000	2,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0469-01 **Main Street Promotions**

This amount is associated with events and advertising in the Down Town District with the Main Street program. This includes the Rib Rub, Farmers Markets and other events.

Operational TOTAL :	10,087	17,700	17,800	19,250
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50 Utilities

0507 CELLULAR TELEPHONE	644	800	800	600
0507-01 CELLULAR TELEPHONE - MAIN ST	404	500	500	500

Utilities TOTAL :	1,048	1,300	1,300	1,100
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Planning TOTAL . . :	655,022	666,650	634,250	663,100
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DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Code Enforcement

Expenditure Summary

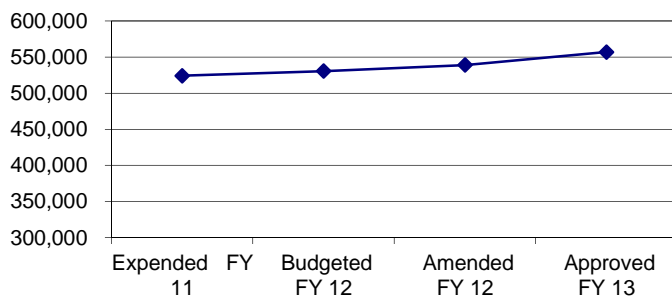
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	389,855	395,200	392,200	407,200
Contractual	98,995	100,200	111,700	114,650
Supplies	21,399	22,050	22,050	22,050
Operational	10,945	10,150	10,150	10,150
Utilities	2,821	2,800	2,800	2,800
Total	524,016	530,400	538,900	556,850

Personnel Schedule

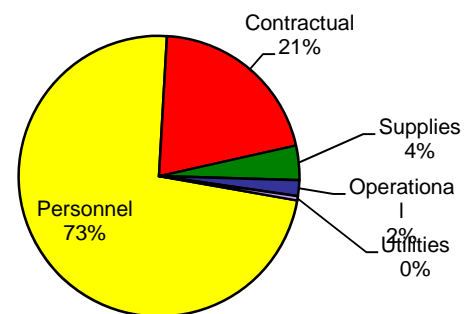
Position	Classification	FY 12 Approved	FY 13 Approved
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer - LRE	16	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

Activity Trends

Financial History



FY 2013 Expenditure by Category



Fund	Department	Division
01 General Fund	40 Community Development	42 Code Enforcement

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101 SALARIES & WAGES-SUPERVISOR	66,420	67,000	67,800	69,000
0104 SALARIES & WAGES-CLERICAL	44,939	45,000	45,900	46,700
0107 SALARIES & WAGES-LABOR	204,666	203,300	201,100	209,400
0109 SALARIES & WAGES-OVERTIME	1,204	3,000	2,500	3,000

Salaries & Wages TOTAL:	317,229	318,300	317,300	328,100
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15 Benefits

0113 EDUCATION/CERTIFICATE PAY	1,200	1,800	1,500	1,500
0114 LONGEVITY PAY	2,458	2,700	2,700	3,100
0120 FICA & MEDICARE EXPENSE	24,280	24,200	23,400	24,900
0122 T.M.R.S. RETIREMENT EXP.	44,689	48,200	47,300	49,600

Benefits TOTAL:	72,627	76,900	74,900	79,100
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20 Contractual

0213 CONSULTING FEES	950	1,650	1,650	3,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0213

Consulting

As directed by our City Attorney, we need to have professional title searches done for Building & Standards Commission cases, and for demolitions. We need to budget for 10 title searches for BSC, and 10 title searches for demos at \$150 each.

CITY MANAGER'S COMMENTS: Approved

0231 SERVICE-MAINT. CONTRACTS	4,663	4,300	4,300	4,700
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0231

Service Agreements

\$1,900 - Copier
2,800 - Air cards

0240 EQUIPMENT REPAIRS	86	250	250	250
0242 EQUIPMENT RENTAL & LEASE	4,148	5,600	5,600	5,600

DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0242

Equipment Rental

\$2,700 - Copier
2,900 - Misc Equip

0246 VEHICLE REPAIRS	7,349	3,500	5,000	5,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0246

Vehicle Repair

As of June 7, 2012, we are over budget by \$300, with another repair of \$800 about to come out for some A/C repair, which puts us at \$4,600 for the year in expenses.

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	40 Community Development	42 Code Enforcement

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0255 CODE ENFORCEMENT CONTRACT 11,161 15,000 25,000 25,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0255 **Forced Mowing**

Last year the budget was \$15,000. As of June 7 of this budget year, we have spent over \$18,000 for forced mowing and we still have 4 months of mowing season ahead of us. In addition, we are adding the Windmill Ridge easements on a quarterly maintenance schedule, at a cost of \$525 per quarter, totaling \$2,100.

CITY MANAGER'S COMMENTS: Approved

0256 HEALTH INSPECTION SERVICE 55,585 49,900 49,900 51,100

DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0256 **Health Inspections**

Last year the budget was \$49,900. We have added 8 additional food service establishments in the past year. Each establishment requires 2 bi-annual inspections @ \$40 each and two follow-up inspections at \$30 each, for a total of \$1,120.

CITY MANAGER'S COMMENTS: Approved

0257 DEMOLITION SERVICES 15,053 20,000 20,000 20,000

Contractual TOTAL :	98,995	100,200	111,700	114,650
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30 Supplies

0301 OFFICE SUPPLIES	2,492	2,550	2,550	2,550
0310 PRINTING & BINDING	3,419	4,000	4,000	4,000
0321 UNIFORMS	2,059	1,750	1,750	1,750
0323 SMALL TOOLS	1,037	750	750	750
0325 SAFETY SUPPLIES	1,213	1,500	1,500	1,500
0331 FUEL & LUBRICANTS	10,698	11,000	11,000	11,000
0347 GENERAL MAINT. SUPPLY	481	500	500	500

Supplies TOTAL :	21,399	22,050	22,050	22,050
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Fund	Department	Division
01 General Fund	40 Community Development	42 Code Enforcement

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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40 Operational

0410 DUES & SUBSCRIPTIONS	4,026	3,750	3,750	3,750
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DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0410 **Dues**

- Lexis Nexis subscription
- Texas DMV online subscription
- CEAT
- ICC - Code writing authority
- TX Environmental Health Assn
- American Assn of Code Enforcement

0415 RECRUITING EXPENSES	33	0	0	0
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0430 TUITION & TRAINING	2,866	3,200	3,200	3,200
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0436 TRAVEL	4,021	3,200	3,200	3,200
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Operational TOTAL :	10,945	10,150	10,150	10,150
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50 Utilities

0507 CELLULAR TELEPHONE	2,821	2,800	2,800	2,800
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Utilities TOTAL :	2,821	2,800	2,800	2,800
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Code Enforcement TOTAL :	524,016	530,400	538,900	556,850
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DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	43 Inspections

Expenditure Summary

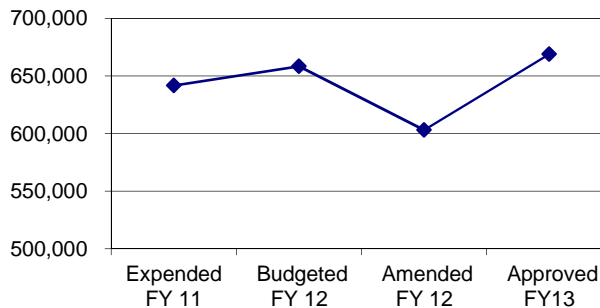
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	585,975	599,400	543,200	608,800
Contractual	31,954	31,250	32,750	33,600
Supplies	10,091	13,150	13,550	12,950
Operational	9,587	9,750	9,750	9,750
Utilities	4,174	5,000	4,000	4,000
Total	641,781	658,550	603,250	669,100

Personnel Schedule

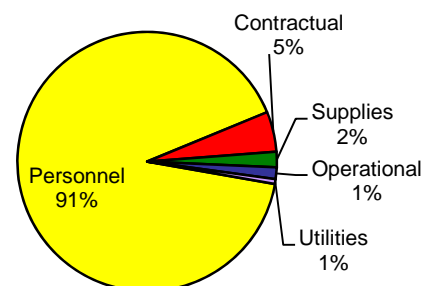
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Director of Building Inspections & Code Enforcement / Building Official	32	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	2	2
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	119,301	120,300	121,600	127,400
0104	SALARIES & WAGES-CLERICAL	92,454	92,500	92,400	93,400
0107	SALARIES & WAGES-LABOR	259,326	266,900	218,900	267,100
0109	SALARIES & WAGES-OVERTIME	705	1,000	1,000	1,000

Salaries & Wages TOTAL:	471,786	480,700	433,900	488,900
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	0	1,500	1,500	1,500
0114	LONGEVITY PAY	4,037	4,600	4,000	4,700
0116	AUTO ALLOWANCE	3,600	3,600	3,600	0
0120	FICA & MEDICARE EXPENSE	35,681	35,800	32,200	36,000
0122	T.M.R.S. RETIREMENT EXP.	70,871	73,200	68,000	77,700

Benefits TOTAL:	114,189	118,700	109,300	119,900
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	23,163	24,600	24,600	25,400
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DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231

Service Agreements

- \$ 3,200 - Air Cards
- 19,700 - CRW maintenance
- 2,500 - Copier

0240	EQUIPMENT REPAIRS	85	500	500	500
0242	COPIER LEASE	2,679	2,650	2,650	2,700
0246	VEHICLE REPAIRS	6,027	3,500	5,000	5,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0246

Vehicle Repair

Department vehicles are getting older and require more costly repairs. 2 air conditioning units failed in fiscal year 2012. We request an increase in this line item to better approximate repair needs.

CITY MANAGER'S COMMENTS: Approved

Contractual TOTAL:	31,954	31,250	32,750	33,600
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30 Supplies

0301	OFFICE SUPPLIES	921	1,000	1,000	1,000
0310	PRINTING & BINDING	387	1,250	1,250	1,250
0321	UNIFORMS	364	1,000	1,000	1,000

Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0323 SMALL TOOLS	262	1,600	1,600	1000
0331 FUEL & LUBRICANTS	8,157	7,800	8,200	8,200
0347 GENERAL MAINT. SUPPLY	0	500	500	500
Supplies TOTAL :	10,091	13,150	13,550	12,950

40 Operational

0410 DUES & SUBSCRIPTIONS	1,999	2,500	2,500	2,500
DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0410			Dues and Subscriptions	
Texas Plumbing Inspector License renewals				
BOAT				
Assn of Electrical inspectors				
North Tx ICC				
Code book subscriptions				
0430 TUITION & TRAINING	3,981	4,000	4,000	4,000
0436 TRAVEL	3,608	3,250	3,250	3,250
Operational TOTAL :	9,587	9,750	9,750	9,750

50 Utilities

0507 CELLULAR TELEPHONE	4,174	5,000	4,000	4,000
Utilities TOTAL :	4,174	5,000	4,000	4,000

Building Inspections TOTAL :	641,781	658,550	603,250	669,100
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DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	44 Animal Services

Expenditure Summary

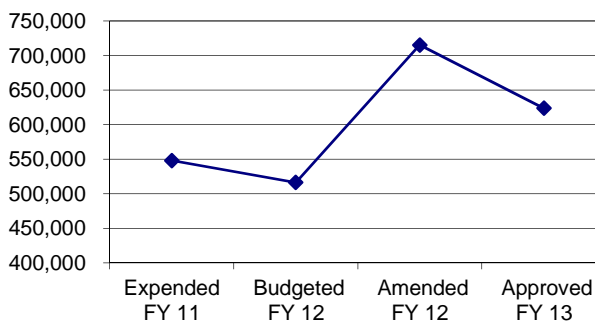
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	429,761	423,300	399,700	183,200
Contractual	80,852	55,050	267,550	414,250
Supplies	30,750	30,750	40,750	19,750
Operational	3,322	4,000	4,100	2,550
Utilities	3,517	3,200	3,200	4,000
Total	548,203	516,300	715,300	623,750

Personnel Schedule

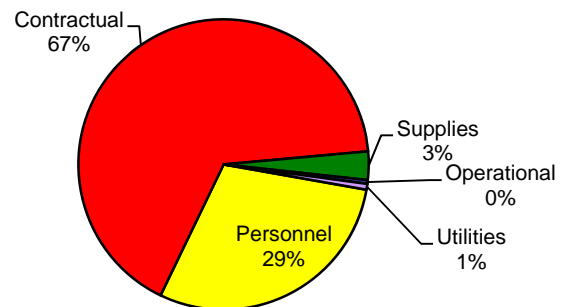
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Animal Services Supervisor	20	1	0
Animal Services Crewleader	13	0	1
Animal Services Officer	12	5	2
Shelter Attendant	7	2	0

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	40 Community Development	44 Animal Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	62,594	63,000	22,900	0
0107	SALARIES & WAGES-LABOR	270,359	267,200	264,400	141,400
0109	SALARIES & WAGES-OVERTIME	13,149	11,000	34,000	5,000

Salaries & Wages TOTAL:	346,102	341,200	321,300	146,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	1,500	600	600
0114	LONGEVITY PAY	4,655	5,200	5,200	2,900
0120	FICA & MEDICARE EXPENSE	26,380	25,200	24,200	10,800
0122	T.M.R.S. RETIREMENT EXP.	52,024	50,200	48,400	22,500

Benefits TOTAL:	83,659	82,100	78,400	36,800
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20 Contractual

0213	CONSULTING FEES	0	0	117,500	410,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0213

Animal Services Privatization

This is the cost associated with the Collin County Humane Society contract for Animal Adoption Center Management.

0231	SERVICE-MAINT. CONTRACTS	171	500	500	0
0240	EQUIPMENT REPAIRS	700	750	750	750
0242	EQUIPMENT RENTAL & LEASE	4,219	4,300	4,300	0
0246	VEHICLE REPAIRS	5,652	3,500	3,500	3,500
0266	VETERINARY CONTRACTS	69,589	45,000	140,000	0
0270	WASTE DISPOSAL SERVICE	521	1,000	1,000	0

Contractual TOTAL:	80,852	55,050	267,550	414,250
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Fund	Department	Division
01 General Fund	40 Community Development	44 Animal Services

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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30 Supplies

0301	OFFICE SUPPLIES	1,158	1,500	2,500	500
0310	PRINTING & BINDING	1,119	2,000	2,000	1,000
0321	UNIFORMS	2,502	3,000	3,000	1,000
0325	SAFETY SUPPLIES	334	750	750	750
0331	FUEL & LUBRICANTS	16,775	16,500	16,500	16,500
0347	GENERAL MAINT. SUPPLY	1,151	1,000	1,000	0
0375	ANIMAL SHELTER SUPPLY	7,712	6,000	15,000	0

Supplies TOTAL :	30,750	30,750	40,750	19,750
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40 Operational

0410	DUES & SUBSCRIPTIONS	117	500	500	500
0415	RECRUITING EXPENSES	0	0	100	0
0430	TUITION & TRAINING	1,501	1,750	1,750	1,750
0436	TRAVEL	1,704	1,750	1,750	300

Operational TOTAL :	3,322	4,000	4,100	2,550
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50 Utilities

0507	CELLULAR TELEPHONE	3,517	3,200	3,200	4,000
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DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0507 **Additional service**

Add data package to the Officers cell phones for better communication while in the field. \$ 800

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL :	3,517	3,200	3,200	4,000
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Animal Services TOTAL :	548,203	516,300	715,300	623,750
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DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	45 Parks

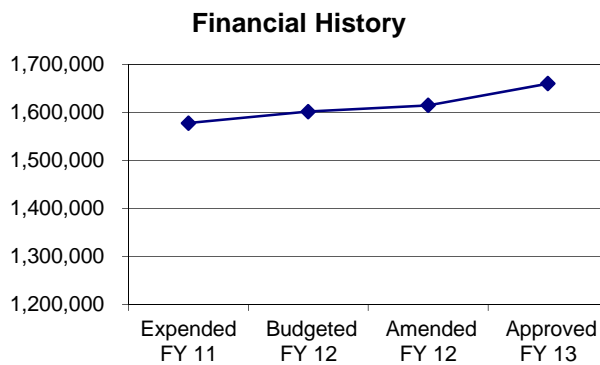
Expenditure Summary

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	870,335	865,800	866,400	905,100
Contractual	283,248	330,500	341,500	347,500
Supplies	219,885	217,050	218,550	219,300
Operational	6,282	11,500	11,500	11,500
Utilities	198,295	176,900	176,900	176,900
Total	1,578,044	1,601,750	1,614,850	1,660,300

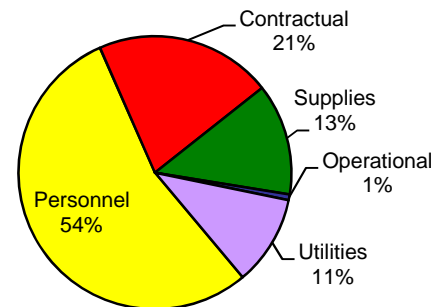
Personnel Schedule

Position	Classification	FY 12 Approved	FY 13 Approved
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	9	9
Maintenance Worker (PT/Temporary)	-	6	6

Activity Trends



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	81,757	80,100	79,600	80,100
0107	SALARIES & WAGES-LABOR	609,369	604,800	603,300	633,100
0109	SALARIES & WAGES-OVERTIME	15,054	16,000	16,000	16,000

Salaries & Wages TOTAL :	706,180	700,900	698,900	729,200
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	1,500	900	900
0114	LONGEVITY PAY	8,400	8,800	8,200	9,400
0120	FICA & MEDICARE EXPENSE	53,374	52,400	52,500	54,500
0122	T.M.R.S. RETIREMENT EXP.	101,780	102,200	105,900	111,100

Benefits TOTAL :	164,155	164,900	167,500	175,900
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20 Contractual

0237	UNIFORM SERVICE	12,425	11,000	11,000	11,000
0240	EQUIPMENT REPAIRS	22,098	19,500	26,000	19,500
0242	EQUIPMENT RENTAL & LEASE	7,932	17,000	17,000	17,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0242

Rentals

Handicapped portable restrooms
 Trenchers, backhoes, wood chippers
 Pagers

0244	BUILDING REPAIRS	3,473	3,000	3,000	3,000
0246	VEHICLE REPAIRS	11,388	10,500	15,000	10,500

Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0247 GROUNDS MAINTENANCE 224,433 268,000 268,000 285,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247 **Grounds Maintenance**

Grounds Maintenance Contract: \$186,000

The City contracts with a private company to maintain City facilities, medians and rights of way during the growing season. This service includes mowing, edging, weedeating, shrub and tree trimming, and litter abatement. Facilities maintained are City Hall, The Center, Police/Court, Service Center, Fire Stations 1-4, Downtown Square, Memorial Cemetery, Animal Adoption Center and Firearms Training. Medians and ROW include Yellow Jacket Lane, N. Lakeshore, Ralph Hall Pkwy, Clark St., IH-30 at SH740 intersection, SH205 and SH740 medians, Summer Lee, TL Townsend and Caruth Lane.

With the completion of the John King Overpass intersection and FM740S nearing completion, we need to add the intersection to our maintenance contract.

Contract Mowing: \$75,000

The City contracts with a private company to tractor mow areas such as the 2 old landfill sites, John King Blvd. and various ROWs that are too large for grounds maintenance crew. John King Blvd cost is \$50,000. Other areas maintained through this contract are Sids Rd, Mims Rd, Tubbs Rd, Quail Run, several drainage easements, and various streets in the more rural part of the City like Clem Rd, County Line Rd, White Rd and Lofland Circle.

Park Lakes Maintenance: \$24,000

In addition, we contract with a company to perform lake vegetation management in the lakes in our neighborhood parks and Myers Park.

CITY MANAGER'S COMMENTS: Approved

0270 WASTE DISPOSAL SERVICE 1,500 1,500 1,500 1,500

Contractual TOTAL :	283,248	330,500	341,500	347,500
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30 Supplies

0301 OFFICE SUPPLIES 299 150 150 150
 0310 PRINTING & BINDING 0 200 200 200
 0323 SMALL TOOLS 13,186 12,500 12,500 14,750

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0323 **Graco Line Lazer**

Graco Line Lazer paint striping machine for lining Tuttle outfield foul lines. \$2,250

CITY MANAGER'S COMMENTS: Approved

0325 SAFETY SUPPLIES 2,025 2,000 2,000 2,000
 0331 FUEL & LUBRICANTS 46,192 44,000 44,000 44,000
 0333 CHEMICAL 29,118 31,500 31,500 31,500

Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0341 CONSTRUCTION & REPAIR SUPPLY	47,888	48,800	48,800	48,800
0347 GENERAL MAINT. SUPPLY	38,086	33,000	34,500	33,000
DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0347				Maintenance Supplies
Restroom paper products				
Trash Bags				
Batteries				
Small hardware parts for repairs				
0349 AGRICULTURAL SUPPLIES	24,807	36,900	36,900	36,900
0350 IRRIGATION SYS SUPPLIES	18,285	8,000	8,000	8,000
Supplies TOTAL :	219,885	217,050	218,550	219,300
40 Operational				
0415 RECRUITING EXPENSES	618	500	500	500
0430 TUITION & TRAINING	2,850	3,500	3,500	3,500
0436 TRAVEL	485	2,500	2,500	2,500
0480 VOLUNTEER PROGRAM	2,330	5,000	5,000	5,000
Operational TOTAL :	6,282	11,500	11,500	11,500
50 Utilities				
0507 CELLULAR TELEPHONE	2,240	1,900	1,900	1,900
0513 WATER	196,055	175,000	175,000	175,000
Utilities TOTAL :	198,295	176,900	176,900	176,900
Parks TOTAL . . . :	1,578,044	1,601,750	1,614,850	1,660,300

DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	46 Harbor O&M

Expenditure Summary

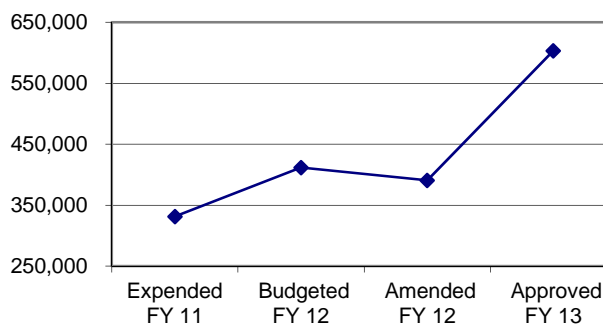
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	91,984	100,300	103,400	104,800
Contractual	69,953	99,000	99,000	299,500
Supplies	44,824	45,800	46,800	46,800
Operational	5,169	5,700	5,700	5,700
Utilities	119,392	146,500	121,500	146,500
Capital	-	14,250	14,250	-
Total	331,322	411,550	390,650	603,300

Personnel Schedule

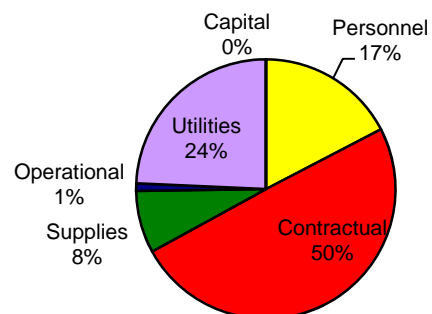
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Harbor Technician	13	1	1
Maintenance Worker II	8	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
10 Salaries & Wages				
0107 SALARIES & WAGES-LABOR	71,685	77,500	79,500	80,500
0109 SALARIES & WAGES-OVERTIME	2,549	4,000	4,000	4,000
Salaries & Wages TOTAL:	74,234	81,500	83,500	84,500

15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	0	300	0	300
0114 LONGEVITY PAY	720	800	800	1,000
0120 FICA & MEDICARE EXPENSE	5,328	5,900	6,100	6,200
0122 T.M.R.S. RETIREMENT EXP.	11,702	11,800	13,000	12,800
Benefits TOTAL:	17,750	18,800	19,900	20,300

20 Contractual				
0237 UNIFORM SERVICE	713	1,000	1,000	1,000
0240 EQUIPMENT REPAIRS	7,775	7,500	7,500	7,500
0242 EQUIPMENT RENTAL & LEASE	5,039	1,000	1,000	1,000
0244 BUILDING REPAIRS	2,569	3,000	3,000	135,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0244 **Repairs to cast stone ledges & planters**

The upper fountain bowl cast stone is in need of repair due to stone cracking and sloughing off and the grout is coming out making the potential for the stones to fall out of the bowl. The estimate is \$59,500 to remove and re-set cast stone of the outer ring of the top fountain bowl. All re-set stone will be caulked. Approximately 10 stones will be replaced with new stones. An additional \$6,000 will need to be allocated to hire a landscape architect to draw up bid documents.

Additional cast stone is in need of replacement along the landscaping beds that surround the walls around the upper and lower fountain basins. These stones are also cracking; the grout is falling and has become dislodged from the concrete foundation. Most of these walls are 6' to 15' high and could potentially become completely loose and fall. The cost for this project is \$60,500. An additional \$6,000 will need to be allocated to hire a landscape architect to draw up bid documents.

Total request: \$132,000

CITY MANAGER'S COMMENTS: Approved from General Fund Reserves

Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0245 POOL REPAIR & MAINT 3,636 4,500 4,500 73,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0245 UV Light Secondary Sanitation System

Ultraviolet Light secondary sanitation system for cryptosporidium control at The Harbor Spray Plaza. The ground level fountain feature operates using potable water which is then re-circulated through a series of sand filters and chlorine sanitation to be maintained at swimming pool water quality levels. Although the spray feature is not intended for play use, the Ultraviolet Light system will provide an additional level of sanitation and cryptosporidium control before the water returns back to the surface. \$23,980

CITY MANAGER'S COMMENTS: Approved from General Fund Reserves

DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0245 Repairs to Upper Fountain Bowl

There is a leak in the upper fountain bowl discharge system. The discharge piping system feeds the side fountain nozzles that shoot into the upper bowl. The piping for those nozzles is under concrete and potentially under the fountain bowl floor itself. The cost to locate the leak, excavate 12" thick concrete and repair the leak is \$44,550.

CITY MANAGER'S COMMENTS: Approved from General Fund Reserves

0246	VEHICLE REPAIRS	1,205	1,500	1,500	1,500
0247	GROUNDS MAINTENANCE	36,985	60,000	60,000	60,000
0258	SECURITY SERVICES	12,032	20,000	20,000	20,000
0270	WASTE DISPOSAL SERVICE	0	500	500	500

Contractual TOTAL :	69,953	99,000	99,000	299,500
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30 Supplies

0323	SMALL TOOLS	2,634	2,000	2,000	2,000
0325	SAFETY SUPPLIES	414	500	500	500
0331	FUEL & LUBRICANTS	4,221	3,000	4,000	4,000
0333	CHEMICAL	25,828	25,000	25,000	25,000
0347	GENERAL MAINT. SUPPLY	6,918	7,000	7,000	7,000
0349	AGRICULTURAL SUPPLIES	3,873	7,500	7,500	7,500
0350	IRRIGATION SYS SUPPLIES	937	800	800	800

Supplies TOTAL :	44,824	45,800	46,800	46,800
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Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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40 Operational

0406	SPECIAL EVENTS	287	0	0	0
0430	TUITION & TRAINING	125	200	200	200
0469	PROMOTION EXPENSE	1,815	2,000	2,000	2,000
0489	HARBOR RENTAL SUPPLIES	2,942	3,500	3,500	3,500

DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0489

Rental Supplies

People renting the Harbor event spaces must use the city's approved vendors for rentals. The City is reimbursed for the expenses.

Operational TOTAL :	5,169	5,700	5,700	5,700
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50 Utilities

0501	ELECTRICITY	89,580	105,000	80,000	105,000
0507	CELLULAR TELEPHONE	1,315	1,500	1,500	1,500
0513	WATER	28,498	40,000	40,000	40,000

Utilities TOTAL :	119,392	146,500	121,500	146,500
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60 Capital

0621	FIELD MACHINERY & EQUIPMENT	0	14,250	14,250	0
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Capital TOTAL :	0	14,250	14,250	0
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HARBOR O&M TOTAL :	331,322	411,550	390,650	603,300
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DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	47 Recreation

Expenditure Summary

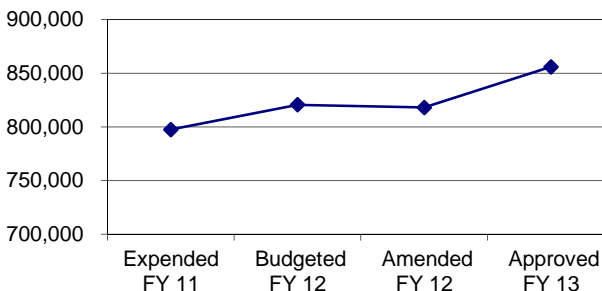
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	609,782	611,700	607,700	639,000
Contractual	14,445	21,300	22,300	28,450
Supplies	50,779	49,050	49,650	55,100
Operational	49,878	55,650	55,650	57,650
Utilities	72,593	75,700	75,700	75,700
Capital	-	7,100	7,100	-
Total	797,477	820,500	818,100	855,900

Personnel Schedule

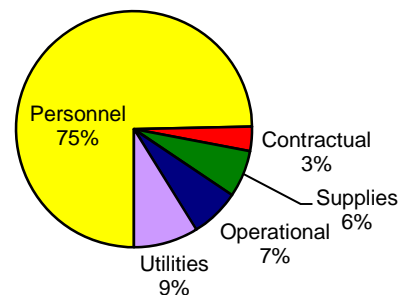
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Director of Municipal Services	33	1	1
Parks & Recreation Manager	25	1	1
Recreation Superintendent	23	1	1
Recreation Coordinator	16	1	1
Administrative Assistant	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101 SALARIES & WAGES-SUPERVISOR	268,722	274,000	276,000	300,300
0104 SALARIES & WAGES-CLERICAL	122,806	120,500	114,900	119,500
0107 SALARIES & WAGES-LABOR	110,725	110,000	110,000	110,000
0109 SALARIES & WAGES-OVERTIME	3,718	1,500	2,000	1,500

Salaries & Wages TOTAL:	505,971	506,000	502,900	531,300
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15 Benefits

0113 EDUCATION/CERTIFICATE PAY	600	600	600	600
0114 LONGEVITY PAY	1,895	2,000	1,600	2,000
0116 AUTO ALLOWANCE	5,100	5,100	5,100	0
0120 FICA & MEDICARE EXPENSE	37,878	37,700	36,900	38,200
0122 T.M.R.S. RETIREMENT EXP.	58,337	60,300	60,600	66,900

Benefits TOTAL:	103,810	105,700	104,800	107,700
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20 Contractual

0231 SERVICE-MAINT. CONTRACTS	3,509	5,000	5,000	6,900
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DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0231

Service Agreements

- \$2,000 - Copier
- 3,500 - Class SSMA
- 1,370 - Air Card (3)

0239 RECREATION CONTRACT	1,312	0	0	0
0242 EQUIPMENT RENTAL & LEASE	1,691	9,300	9,300	9,300

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0242

Equipment Rental

- \$5,300 - Copier
- 2,000 - portalets
- 1,000 - misc equip

0243 BUILDING LEASE	2,792	0	0	0
0245 POOL REPAIR & MAINT	4,379	6,500	6,500	11,750

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0245

Sand Filters

Two of the four sand filters are leaking at Harry Myers Swimming Pool due to age of fiberglass housing wearing thin. One filter is 10 -12 years old and the other three are approximately 20 years old and are in need of replacement. \$5,250

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0246 VEHICLE REPAIRS	764	500	1,500	500
Contractual TOTAL :	14,445	21,300	22,300	28,450

30 Supplies

0301 OFFICE SUPPLIES	2,047	1,950	1,950	1,950
0307 POSTAGE	1,418	2,000	2,000	2,000
0310 PRINTING & BINDING	16,972	16,500	16,500	16,500

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0310

Printing

- Fun Guides
- Rental brochures
- Event signage

0321 UNIFORMS	1,758	2,100	2,100	2,100
0331 FUEL & LUBRICANTS	2,098	2,000	2,600	2,600
0333 CHEMICAL	11,081	10,000	10,000	10,000
0347 GENERAL MAINT. SUPPLY	730	1,000	1,000	6,450

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0347

Round Tables & Mobile Room Dividers

\$3,950 - Replace 15 Round Tables at The Center. Due to wear and tear, existing tables are coming apart on the ends causing the plastic to separate from the wood.

\$1,500 - A mobile room divider would be used to separate classes in the fitness room from casual traffic into the computer lab and aerobic room. We have preschool clubhouse, cheer, and arts and crafts in that space. A mobile room divider would cut down on the distractions and noise and could also be used at Senior and Employee Health Fairs for privacy screens.

CITY MANAGER'S COMMENTS: Approved

0390 SWIMMING POOL SUPPLIES	2,640	2,500	2,500	2,500
0391 RECREATION PROG. SUPPLY	12,035	11,000	11,000	11,000

Supplies TOTAL :	50,779	49,050	49,650	55,100
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40 Operational

0406 SPECIAL EVENTS	38,534	40,000	40,000	42,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406

Add'l Christmas Lights for Tree Lighting

Additional Christmas Lights for Christmas Tree Lighting Event. These lights will continue to add to the collection of Christmas characters and lighted scenes that are displayed around the west side of City Hall during the Christmas Tree Lighting event. - \$2,000

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0410 DUES & SUBSCRIPTIONS	2,167	2,500	2,500	2,500
DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0410				Dues
Tx Recreation and Parks Society				
TAAF				
ASCAP				
Keep Texas Beautiful				
Tx Dept of Agriculture licenses				
0415 RECRUITING EXPENSES	-2,768	1,000	1,000	1,000
0428 OTHER	1,169	1,000	1,000	1,000
0430 TUITION & TRAINING	3,217	4,000	4,000	4,000
0436 TRAVEL	7,560	7,150	7,150	7,150
Operational TOTAL :	49,878	55,650	55,650	57,650
50 Utilities				
0501 ELECTRICITY	68,936	72,000	72,000	72,000
0507 CELLULAR TELEPHONE	3,657	3,700	3,700	3,700
Utilities TOTAL :	72,593	75,700	75,700	75,700
60 Capital				
0621 FIELD MACHINERY & EQUIPMENT	0	7,100	7,100	0
Capital TOTAL :	0	7,100	7,100	0
Recreation TOTAL :	797,477	820,500	818,100	855,900

DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	49 Streets

Expenditure Summary

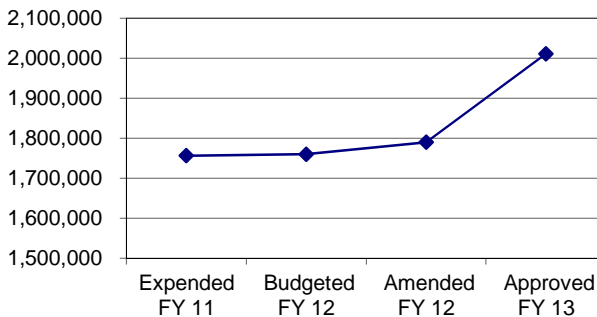
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	587,186	554,900	576,000	590,200
Contractual	77,011	79,100	87,100	88,100
Supplies	689,231	720,900	720,900	910,700
Operational	2,401	2,500	2,500	2,500
Utilities	400,436	402,500	403,500	403,900
Capital	-	-	-	15,600
Total	1,756,265	1,759,900	1,790,000	2,011,000

Personnel Schedule

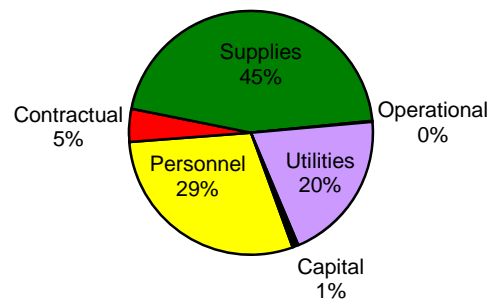
Position	Classification	FY 12 Approved	FY 13 Approved
Superintendent	24	1	1
Crew Leader	13	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Maintenance Worker II	8	5	5

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	83,973	84,000	84,000	84,000
0107	SALARIES & WAGES-LABOR	376,975	352,500	369,400	378,500

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0107

New Crewleader and 2 Maint Workers

New Crewleader and 2 Maintenance Workers

The proposed Street Department crew would be designated to address all preventative maintenance related tasks as identified in the Pavement Diagnosis Team C3 project as well as other recommendations identified by the team. These items include crack sealing, striping, placement of buttons, signage, right of way maintenance and drainage maintenance. The addition of the staff is in concert with the recommendation made within the Brinkley Sargent report and made by the C3 Team recommendation.

Salary and Benefits: Crewleader \$45,671 Maint Workers \$36,132 each

CITY MANAGER'S COMMENTS: Disapproved

0109	SALARIES & WAGES-OVERTIME	11,553	10,000	8,000	10,000
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Salaries & Wages TOTAL:	472,500	446,500	461,400	472,500
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	900	900	1,200	1,200
0114	LONGEVITY PAY	7,269	7,500	6,800	7,500
0120	FICA & MEDICARE EXPENSE	35,531	33,400	34,300	35,400
0122	T.M.R.S. RETIREMENT EXP.	70,986	66,600	72,300	73,600

Benefits TOTAL:	114,686	108,400	114,600	117,700
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	1,335	6,400	6,400	4,400
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0231

Service Agreements

\$1,000 - Air Cards

1,400 - Street Sweeping

2,000 - Cartegraph SWMA (street maintenance software)

0237	UNIFORM SERVICE	6,495	7,500	7,500	7,500
0240	EQUIPMENT REPAIRS	22,012	19,000	19,000	19,000

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0242	EQUIPMENT RENTAL & LEASE	1,011	2,000	2,000	4,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0242 **Equipment Rental**

The previous budget allowed \$2,000 for miscellaneous equipment rental. There is a need to add additional funding to this account to allow for the rental of a small compact track excavator. The smaller excavator is necessary because there are drainage ditches and drainway channels that will require maintenance where access is very limited. This equipment will allow for better access and maintenance into these more restrictive locations. This equipment is much lighter and more maneuverable than is a backhoe and leaves a much smaller footprint related to disturbed grounds and vegetation.

Rental Cost: - 1-day rental cost \$160 - 1-week rental cost \$500 The additional funding would allow for approximately 4-weeks of rental.

CITY MANAGER'S COMMENTS: Approved

0246	VEHICLE REPAIRS	19,486	16,000	24,000	25,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0246 **Vehicle Maintenance**

We are requesting an increase in the vehicle maintenance account of approximately 50% to cover the cost of maintenance repairs. The previous year's budget amount of \$16,000 has not been sufficient to cover the cost of maintaining the street department vehicle fleet. The department will continue to incur maintenance costs on the aging fleet and large equipment that is costly to repair.

CITY MANAGER'S COMMENTS: Approved

0270	WASTE DISPOSAL SERVICE	26,502	28,000	28,000	28,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0270 **Waste Disposal**

Trucking company hauls away old concrete, asphalt, tree limbs and other debris from streets projects and storm damage.

0271	LANDFILL MAINTENANCE	170	200	200	200
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Contractual TOTAL :	77,011	79,100	87,100	88,100
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30 Supplies

0301	OFFICE SUPPLIES	537	500	500	500
0310	PRINTING & BINDING	0	100	100	100
0323	SMALL TOOLS	5,725	6,100	6,100	6,100
0325	SAFETY SUPPLIES	6,019	6,000	6,000	6,000
0331	FUEL & LUBRICANTS	32,567	33,000	33,000	33,000
0333	CHEMICAL	188	200	200	200

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0341	CONSTRUCTION & REPAIR SUPPLY	602,167	633,000	633,000	783,000
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341 **Construction Supplies**

The funded budget amount for this account during the 2011-2012 budget year was \$633,000. An approximate 24% increase in funding is requested due to widespread maintenance needs. While it will take several years of progressive funding to address the current pavement network maintenance issues, the additional funds would allow the street department to better address our more immediate pavement maintenance and rehabilitation needs.

Roadway and sidewalk maintenance is very expensive and the cost of construction materials continues to rise sharply. More investment will be required to be able to meet the maintenance demands of our existing network. - Asphalt 35.13 miles - Concrete 148.11 miles (excluding alleys)

Many recently annexed roadways consist of chip seal pavement surface. The surfaces don't have a lifespan or durability of asphalt surfaced roadways.

The severe drought has had a dramatic negative effect on the streets, alleys and sidewalks causing pavement separation, shearing, cracking, and buckling. There has been a very sharp rise in sidewalk trip hazards along with the above noted pavement issues.

Roadway and sidewalk maintenance is very expensive and the cost of construction materials continues to rise sharply. More investment will be required to be able to meet the maintenance demands of our existing network. - Asphalt 35.13 miles - Concrete 148.11 miles (excluding alleys). The 2008 street survey documented that 30% of the surveyed streets fell into the poor to very poor category. This survey didn't include alleys, LRE and many newly annexed roadways.

CITY MANAGER'S COMMENTS: Approved. \$100,000 of increased funds will be from General Fund Reserves.

0347	GENERAL MAINT. SUPPLY	5,080	5,000	5,000	5,000
0384	DRAIN. SYS. REPAIR SUPP	19,986	20,000	20,000	20,000

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0392 SIGNS AND SIGNALS	16,963	17,000	17,000	56,800
DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0392				School Zone Lights

The street department currently maintains 28 solar powered school zone beacons and 4 stop light beacons. We would like to replace four of the "black box" beacons. These beacons are older models which are becoming outdated. These lights have a much higher malfunction rate than the newer model beacons, and are extremely weather sensitive.

\$10,800 Replace 4 school zone lights with solar powered flashing beacon systems at a cost of \$2,700 each.

Install a SCADA system to monitor and control the existing school traffic signals. This will allow for setting a schedule, turning off for the summer, school holidays, daylight savings time etc. from one computer at the service center without the need to go to each site. This system will also monitor signal failure for each site eliminating circumstances where signals could be down for a long period of time. Each signal will have the ability to operate independently.

\$56,213 Software and programming, radio installation at each site, radio antenna, repeater site.

\$29,000 of court - child safety fines available to partially offset the cost.

CITY MANAGER'S COMMENTS: Replacement of 4 school zone lights is approved. The SCADA system is approved, financed with Contractual.

Supplies TOTAL :	689,231	720,900	720,900	910,700
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40 Operational

0415 RECRUITING EXPENSE	113	0	0	0
0430 TUITION & TRAINING	1,414	1,500	1,500	1,500
0436 TRAVEL	875	1,000	1,000	1,000

Operational TOTAL :	2,401	2,500	2,500	2,500
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50 Utilities

0504 STREET LIGHTING	396,907	400,000	400,000	400,000
0507 CELLULAR TELEPHONE	3,530	2,500	3,500	3,900

DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0507				Cell Phones
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\$1,400 - add data package for existing crew leaders

Crew leaders are set up to receive all work orders and tasks when in the field through the outlook mailbox on their cell phones. Service requests are also routed to cell phones.

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL :	400,436	402,500	403,500	403,900
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Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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60 Capital

0617	RADIO EQUIPMENT	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0617 **Radios**

Purchase 3 additional handheld radios for proposed positions at \$1,600 each. Total Request: \$4,800

CITY MANAGER'S COMMENTS: Disapproved

0621	FIELD MACHINERY & EQUIPMENT	0	0	0	15,600
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DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621 **Field Machinery & Equipment**

- 1. EZ Breaker - 1100 Series Concrete Breaker \$25,173
 - Trailer for Concrete Breaker 3,990
 - EZ BREAKER TOTAL: \$29,163**

The breaking and removal of concrete street pavement is a very common function of the street department. The current method of removing concrete street pavement is to saw out the area and either jackhammer the concrete or cut it into reduced sections suitable to be removed with the backhoe bucket. This is often a very time consuming method for removing concrete requiring extensive manpower. The EZ Breaker is a self propelled hydraulic breaker that can be used on streets, alleys or curbs. This equipment pulverizes the concrete and requires only a fraction of the sawing. This item would increase production.

- 2. Hand Operated Single Drum Vibratory Roller \$6,600
 - 5 x 8 single axle trailer 1,100
 - TOTAL FOR DRUM ROLLER: \$7,700**

The existing single drum vibratory roller needs to be replaced. The brand of roller that we currently have is very outdated and worn out. The brand is no longer manufactured. We could not locate a shop that would make repairs to this roller. The vibratory drum roller is used to compact and to prepare the final surface of larger asphalt repairs.

- 3. Vibratory Plate Compactor \$2,826

The existing vibratory plate compactor is old, breaking apart and needs to be replaced. This piece of equipment is very unreliable. This compactor is used almost on a daily basis for pothole repairs.

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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4. Line Lazer 3900 Pavement Marker \$5,100

The line laser is used to mark street pavement lane stripes. The street department has one unit, but is requesting another unit to expedite the pavement marking process. With only one unit the pavement marking crew is limited to the use of 1-color of paint at a time. Pavement marking typically consists of white line pavement markings and yellow line pavement markings. The crew must currently set up cones and traffic control devices twice to cover the different color applications. The striping machine must be brought back to the shop and be thoroughly washed out in order to go from white paint to yellow paint and vice versa. The second pavement marking machine would allow us to paint both colors of pavement line markings in one set up. The addition of this equipment would increase staff effectiveness and accelerate the pavement marking process.

CITY MANAGER'S COMMENTS: Approved, the concrete breaker will be financed with Contractual Obligations.

0623 VEHICLES	0	0	0	0
DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623				Vehicles
3/4 ton Crew Cab with Utility Bed \$34,000				

The addition of a crew leader and two maintenance worker II positions will require the addition of another vehicle for this crew. The vehicle will consist of a 3/4 ton truck with utility bed. This amount will also cover the cost of installing all City logos and also cover emergency safety lighting.

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL :	0	0	0	15,600
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Streets TOTAL . . :	1,756,265	1,759,900	1,790,000	2,011,000
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DIVISION SUMMARY

Fund	Department	Division
01 General	50 Public Works	53 Engineering

Expenditure Summary

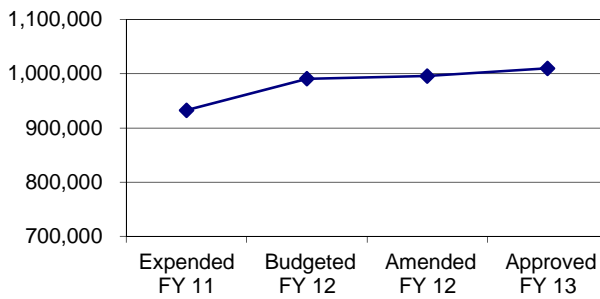
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	858,250	859,600	861,100	874,600
Contractual	30,501	84,700	84,700	85,900
Supplies	15,616	16,300	19,800	19,050
Operational	22,244	25,400	25,400	24,900
Utilities	6,170	4,750	4,750	5,500
Total	932,780	990,750	995,750	1,009,950

Personnel Schedule

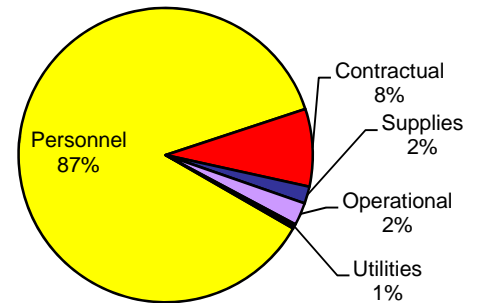
Position	Classification	FY 12 Approved	FY 13 Approved
City Engineer/Public Works Director	33	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Construction Inspector I	16	5	5
Customer Service Coordinator	12	1	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
10 Salaries & Wages				
0101 SALARIES & WAGES-SUPERVISOR	132,761	130,100	130,100	135,200
0104 SALARIES & WAGES-CLERICAL	282,098	280,200	280,100	283,000
0107 SALARIES & WAGES-LABOR	270,616	269,100	270,900	276,500
0109 SALARIES & WAGES-OVERTIME	8,037	15,000	12,500	12,000
Salaries & Wages TOTAL:	693,512	694,400	693,600	706,700

15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	0	600	0	0
0114 LONGEVITY PAY	4,625	5,200	5,200	5,800
0116 AUTO ALLOWANCE	5,100	5,100	5,100	0
0120 FICA & MEDICARE EXPENSE	51,307	50,500	50,100	51,400
0122 T.M.R.S. RETIREMENT EXP.	103,706	103,800	107,100	110,700
Benefits TOTAL:	164,738	165,200	167,500	167,900

20 Contractual				
0213 CONSULTING FEES	18,401	58,800	58,800	60,000

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0213 **Consulting Projects**

- \$40,000 - General Engineering, Surveying and Geotechnical consulting
 - 7,500 - Private Development Flood Study Reviews
 - 1,000 - Misc. flood plain items and FEMA coordination
 - 5,000 - Traffic Planning
 - 6,500 - Aerial Mapping(COG retains consultant to fly the area on a bi-annual basis and shares the cost among cities)

CITY MANAGER'S COMMENTS: Approved

0231 SERVICE-MAINT. CONTRACTS	7,596	20,900	20,900	20,900
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231 **Service Agreements**

- \$ 1,100 - Engineering Copier
- 3,700 - CAD SSMA
- 1,000 - Plotter
- 4,320 - Traffic Signal Maintenance- \$360/month/each
- 10,300 - RR Crossing Signal Maintenance- \$300/month/crossing
- 500 - Air Card

Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0240 EQUIPMENT REPAIRS	490	600	600	600
0242 EQUIPMENT RENTAL & LEASE	61	500	500	500
0246 VEHICLE REPAIRS	3,953	3,900	3,900	3,900
Contractual TOTAL :	30,501	84,700	84,700	85,900

30 Supplies

0301 OFFICE SUPPLIES	1,345	1,400	1,400	1,400
0310 PRINTING & BINDING	864	2,000	2,000	2,000
0321 UNIFORMS	756	800	800	800
0323 SMALL TOOLS	71	500	500	250
0325 SAFETY SUPPLIES	0	500	500	500
0331 FUEL & LUBRICANTS	11,994	9,500	13,000	13,000
0341 CONSTRUCTION & REPAIR SUPPLY	0	600	600	600
0347 GENERAL MAINT. SUPPLY	587	1,000	1,000	500
Supplies TOTAL :	15,616	16,300	19,800	19,050

40 Operational

0410 DUES & SUBSCRIPTIONS	12,947	13,900	13,900	13,400
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0410

Dues & Subscriptions

- American Public Works Association
- American Water Works Association
- Texas Board of Professional Engineers
- COG Regional Storm Water Management Program
- COG Regional Public Works Program

0430 TUITION & TRAINING	3,189	6,000	6,000	6,000
0436 TRAVEL	6,108	5,500	5,500	5,500
Operational TOTAL :	22,244	25,400	25,400	24,900

Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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50 Utilities

0507 CELLULAR TELEPHONE	6,170	4,750	4,750	5,500
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0507

Add service

Add a data package for 2 city engineer phones. The city provides cell phones to city engineer, 2 staff engineers and 5 construction inspectors. The current phones for engineering staff are voice only. Having a data service for staff engineers allows for better communication with the field inspectors.

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL :	6,170	4,750	4,750	5,500
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60 Capital

0623 VEHICLES	0	0	0	0
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0623

New 1/2 ton Truck

Replace 2005 3/4 ton Engineering Inspector truck with 1/2 ton truck. Old truck has 66,283 miles with estimated repairs of \$1,000 per year.

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL :	0	0	0	0
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Engineering TOTAL . . :	932,780	990,750	995,750	1,009,950
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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 & Sewer

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Revenues	14,714,580	14,340,850	14,771,350	16,870,400
Operating Expenses	10,805,116	12,116,850	12,202,250	12,352,800
Depreciation & Amortization Expense	2,116,931	1,000,000	1,000,000	1,000,000
Operating Income (Loss)	1,792,533	1,224,000	1,569,100	3,517,600
Non-Operating Revenues	3,985,101	1,670,000	1,660,000	1,160,000
Non-Operating Expenses	1,793,640	1,644,400	1,644,400	1,698,750
Non-Operating Income (Loss)	2,191,461	25,600	15,600	(538,750)
Net Income (Loss) Before Transfers	3,983,994	1,249,600	1,584,700	2,978,850
Net Transfers In (Out)	(1,533,900)	(1,594,950)	(1,594,950)	(1,669,050)
Net Income (Loss)	2,450,094	(345,350)	(10,250)	1,309,800
Retained Earnings - Beginning	3,465,564	6,393,253	5,915,657	5,905,407
Retained Earnings - Ending	5,915,657	6,047,903	5,905,407	7,215,207

SUMMARY OF REVENUES

Fund

02 Water & Sewer

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Available Operating Revenues:					
4601	Retail Water Sales	8,547,662	8,320,400	8,573,400	9,813,000
4603	Sewer Charges	3,406,283	3,600,300	3,706,300	4,258,000
4605	Pretreatment Charges	15,742	25,650	25,650	16,700
4607	Garbage Revenue	28,302	-	-	-
4609	HHW Fees	86,494	86,000	86,000	86,000
4610	Penalties	177,335	125,000	150,000	150,000
Total Utility Sales		12,261,818	12,157,350	12,541,350	14,323,700
4622	RCH Water Sales	740,110	680,000	680,000	832,500
4632	Blackland Water Sales	613,118	490,500	540,000	573,000
4650	City of Heath Water Sales	1,013,933	925,000	925,000	1,058,200
Total Contract Sales		2,367,161	2,095,500	2,145,000	2,463,700
4660	Water Taps	64,159	70,000	65,000	65,000
4662	Sewer Taps	13,433	12,000	12,000	12,000
Total Other Receipts		77,591	82,000	77,000	77,000
4665	Meter Rental Fees	8,010	6,000	8,000	6,000
Total Other Fees		8,010	6,000	8,000	6,000
Total Operating Revenues		14,714,580	14,340,850	14,771,350	16,870,400
Available Non-Operating Revenues					
4001	Interest Earnings	55,787	50,000	40,000	40,000
4019	Other	139,008	120,000	120,000	120,000
4035	Impact Fees	3,000,000	1,500,000	1,500,000	1,000,000
4680	Developer Contributions	790,306	-	-	-
Total Non-Operating Revenue		3,985,101	1,670,000	1,660,000	1,160,000
Total Available Revenues		18,699,681	16,010,850	16,431,350	18,030,400

SUMMARY OF OPERATING TRANSFERS

Fund

02 Water & Sewer

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Transfers In				
From Street Improvements	10,800	-	-	-
Operating Transfers Out				
To General Fund	598,900	602,100	602,100	602,100
To Insurance Fund	907,000	950,000	950,000	1,025,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Tech Replacement Fund	8,800	12,850	12,850	11,950
Total Transfers Out	1,544,700	1,594,950	1,594,950	1,669,050
Net Operating Transfers				
In (Out)	(1,533,900)	(1,594,950)	(1,594,950)	(1,669,050)

SUMMARY OF EXPENSES

Fund

02 Water & Sewer

Department	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	787,062	819,600	890,800	917,800
63 Water Operations	6,693,020	8,962,600	7,062,400	9,345,850
67 Sewer Operations	3,756,683	4,110,700	4,320,400	3,902,650
Total Dept. Expenses	11,236,765	13,892,900	12,273,600	14,166,300
Conversion to GAAP:				
Less Capital	431,649	1,776,050	71,350	1,813,500
Total Operating Expenses	10,805,116	12,116,850	12,202,250	12,352,800
Non Operating Expenses				
62 Long Term Debt	3,855,344	3,779,700	3,779,700	3,932,450
Conversion to GAAP:				
Less Debt Retirement	2,061,704	2,135,300	2,135,300	2,233,700
Total Non-Operating Expenses	1,793,640	1,644,400	1,644,400	1,698,750
Total Expenses	12,598,756	13,761,250	13,846,650	14,051,550

DIVISION SUMMARY

Fund	Department	Division
02 Water & Sewer	60 Utility Services	61 Utility Billing

Expenditure Summary

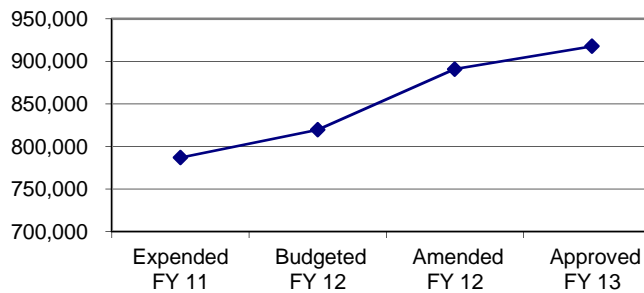
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	389,238	391,500	391,700	402,700
Contractual	189,108	213,500	273,500	293,500
Supplies	71,345	85,800	96,800	91,800
Operational	137,372	128,800	128,800	129,800
Total	787,063	819,600	890,800	917,800

Personnel Schedule

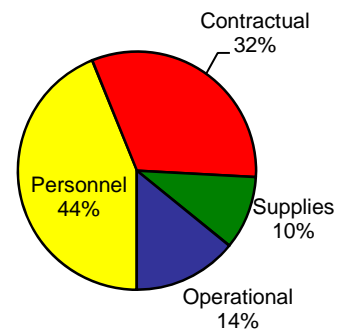
<u>Position</u>	<u>Classification</u>	<u>FY 12 Approved</u>	<u>FY 13 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
02 Water & Sewer	60 Utility Services	61 Utility Billing

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	69,184	69,200	69,200	69,200
0104	SALARIES & WAGES-CLERICAL	103,752	103,900	103,700	106,300
0107	SALARIES & WAGES-LABOR	141,662	142,000	142,200	146,700
0109	SALARIES & WAGES-OVERTIME	157	500	500	500

Salaries & Wages TOTAL:	314,755	315,600	315,600	322,700
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15 Benefits

0114	LONGEVITY PAY	3,160	3,700	3,700	4,100
0120	FICA & MEDICARE EXPENSE	24,257	24,100	23,300	24,600
0122	T.M.R.S. RETIREMENT EXP.	47,066	48,100	49,100	51,300

Benefits TOTAL:	74,483	75,900	76,100	80,000
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20 Contractual

0210	AUDITING	17,500	18,500	18,500	20,000
0217	IT SERVICE	25,826	32,000	32,000	32,000
0223	INSURANCE-SURETY BONDS	304	300	300	300
0225	INSURANCE-AUTOMOBILES	18,792	18,000	18,000	20,000
0227	INSURANCE-REAL PROPERTY	18,876	22,500	22,500	25,000
0228	INSURANCE-CLAIMS & DED.	24,744	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	19,731	18,000	18,000	20,000
0231	SERVICE-MAINT. CONTRACTS	54,631	69,100	129,100	141,100

DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0231

Maintenance Agreements

- \$23,100 New World Systems SSMA
- 3,000 IBM
- 5,000 Master Meter handhelds
- 2,500 Neopost
- 42,000 Data Prose bill print
- 1,500 Copier
- 4,000 Software licenses
- 60,000 Credit Card Processing (previously offset by customer fee)

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
02 Water & Sewer	60 Utility Services	61 Utility Billing

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0240	EQUIPMENT REPAIRS	190	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	8,514	9,100	9,100	9,100

DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0242 **Rentals**

\$2,700 Copier
6,400 Postage Machine

Contractual TOTAL :	189,108	213,500	273,500	293,500
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30 Supplies

0301	OFFICE SUPPLIES	918	1,800	1,800	1,800
0307	POSTAGE	63,256	75,000	86,000	81,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0307 **Postage**

This line item includes the postage for mailing all utility bills as well as a percentage of all daily city outgoing mail.

0310	PRINTING & BINDING	7,105	8,000	8,000	8,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-61-0310 **Printing**

In addition to small print projects for door tags, the annual Bulk Pickup magnet is printed.

0347	GENERAL MAINT. SUPPLY	66	1,000	1,000	1,000
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Supplies TOTAL :	71,345	85,800	96,800	91,800
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40 Operational

0410	DUES & SUBSCRIPTIONS	182	300	300	300
0415	RECRUITING EXPENSES	63	0	0	0
0430	TUITION & TRAINING	1,890	2,500	2,500	2,500
0436	TRAVEL	838	1,000	1,000	1,000
0450	BAD DEBT EXPENSE	38,909	30,000	30,000	30,000
0490	HOUSEHOLD HAZ WASTE DAY	95,490	95,000	95,000	96,000

Operational TOTAL :	137,372	128,800	128,800	129,800
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Utility Billing TOTAL :	787,063	819,600	890,800	917,800
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DIVISION SUMMARY

Fund	Department	Division
02 Water & Sewer	60 Utility Services	62 Long Term Debt

Expenditure Summary

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Debt Service	3,855,364	3,779,700	3,779,700	3,932,450
Total	3,855,364	3,779,700	3,779,700	3,932,450

Fund	Department	Division
02 Water & Sewer	60 Utility Services	62 Debt Service

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
70 Debt Service				
0750 BOND ADMINISTRATION FEES	5,572	7,200	7,200	7,200
0752 BOND - PRINCIPAL	1,691,962	1,746,950	1,746,950	1,822,000
0754 BOND - INTEREST	1,455,577	1,310,400	1,310,400	1,360,250
0772 NTMWD - PRINCIPAL	369,742	388,350	388,350	411,700
0774 NTMWD - INTEREST	332,511	326,800	326,800	331,300
Debt Service TOTAL:	3,855,364	3,779,700	3,779,700	3,932,450

DIVISION SUMMARY

Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

Expenditure Summary

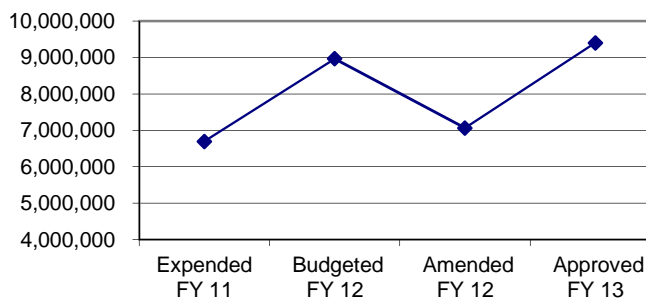
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	856,477	885,600	902,100	910,000
Contractual	4,926,649	5,751,200	5,508,500	6,098,200
Supplies	215,147	286,950	307,650	312,250
Operational	13,488	18,600	19,500	19,000
Utilities	280,570	252,900	253,300	252,900
Capital	400,689	1,767,350	71,350	1,805,000
Total	6,693,020	8,962,600	7,062,400	9,397,350

Personnel Schedule

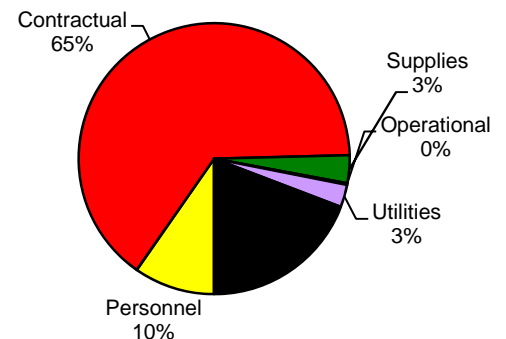
Position	Classification	FY 12 Approved	FY 13 Approved
Water/Wastewater Manager	-	1	1
Water Operations Supervisor	21	1	1
Conservation Coordinator	16	1	1
Pump Tech II	14	1	1
Crew Leader	13	1	1
Water Quality Technician	12	1	1
Public Works Coordinator	12	1	0
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	5	5
Seasonal/PT	-	0	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	146,545	145,400	145,200	151,600
0104	SALARIES & WAGES-CLERICAL	30,549	40,200	40,400	41,700
0107	SALARIES & WAGES-LABOR	483,575	495,400	512,200	504,400

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107

Seasonal Maintenance Worker

The water department would utilize this employee to help maintain the grounds in and around water towers, ground storage facilities, lift stations, fire hydrants and easements. The wastewater department is also requesting one seasonal maintenance worker to assist in these tasks. This would allow current employees to continue to work with the crews on day-to-day operations. \$5,000

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	31,593	40,000	33,300	40,000
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Salaries & Wages TOTAL:	692,262	721,000	731,100	737,700
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	1,800
0114	LONGEVITY PAY	6,505	6,700	6,700	6,700
0120	FICA & MEDICARE EXPENSE	53,064	52,100	54,600	53,400
0122	T.M.R.S. RETIREMENT EXP.	103,446	104,000	107,900	110,400

Benefits TOTAL:	164,215	164,600	171,000	172,300
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20 Contractual

0211	LEGAL	85,248	10,000	10,000	10,000
0213	CONSULTING FEES	96,795	40,000	40,000	70,000

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 and rate study updates. \$20,000

Lobbyist services during 2013 legislative session \$50,000

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0231	SERVICE-MAINT. CONTRACTS	32,094	31,900	31,900	37,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231 **Service Maintenance Contracts**

- \$ 4,800 - Air cards
 - 600 - DSL service Country Lane Water Tower
- 2,211 - Generator Maintenance (water towers)
- 4,711 - Light Towers
- 1,700 - Inspect and maintain water control valves
- 4,800 - Flow meter and water level transmitter calibrations
 - 525 - Country Lane water tower septic system inspection
- 1,440 - Cathodic corrosion protection inspections
 - 960 - Water tower fire alarm monitoring
 - 250 - Water tower fire panel yearly inspection
- 3,158 - Water tower Elevator Maintenance Contracts
- 11,800 - Secure net maintenance agreement

CITY MANAGER'S COMMENTS: Approved

0237	UNIFORM SERVICE	12,503	15,400	15,400	15,400
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0240	EQUIPMENT REPAIR	11,744	8,000	10,300	10,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0240 **Equipment Repair**

We continue to experience higher than projected repair costs on our equipment. The fuel tank on the department's backhoe had to be replaced using 75% of budgeted funds on that repair alone. Request to increase line item to \$10,000 to keep up repairs on our equipment.

CITY MANAGER'S COMMENTS: Approved

0242	EQUIPMENT RENTAL	8,718	15,000	15,000	18,500
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0242 **Equipment Rental & Lease**

- \$1,156 - Propane tank rentals for water tower generators
- 3,660 - Christmas tree setup and take down on water towers
- 4,110 - FAA permits for Christmas trees on water towers
- 3,800 - Equipment and crane rental
- 4,200 - New copier lease- \$350 per month old copier is leased and is obsolete; no longer supported.
- 1,500 - Pagers

CITY MANAGER'S COMMENTS: Approved

0244	BUILDING REPAIR	19,234	20,000	20,000	20,000
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0246	VEHICLE REPAIRS	23,550	22,000	25,000	22,000
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0270	WASTE DISPOSAL SERVICE	11,827	15,900	15,900	15,900
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0280	STATE PERMITS	31,331	39,000	31,000	39,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0280 **Contracts**

- \$ 6,000 - THD Chemical Sampling
- 4,000 - TCEQ Lead and Copper Sampling
- 29,000 - State System Permit

0281	METER REPAIR & REPLACEMENT	4,537	6,000	6,000	6,000
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0287	WATER PURCHASES	4,484,286	5,157,000	5,157,000	5,695,800
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0288	WATERLINE REPAIR & REPLACEMENT	15,443	20,000	20,000	20,000
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0289	RESERVOIR MAINT. & REPAIR	89,339	111,000	111,000	118,600
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289 **Reservoir Maintenance & Repair**

- \$30,000 - Rebuild water pumps - 1 at Heath St, 1 at Eastside
- 10,365 - Tank inspection and cleanings
- 27,050 - Replace check valves at Heath St pumps 2 & 4 - this pump station still has swing check valves. The seal surfaces are wearing and cannot be repaired.
- 15,327 - Install security cameras at Country Lane Tower
- 14,850 - LP generators for Water towers (3) -ensures continuous operation of the water system during power failures
- 15,000 - SCADA switched to licensed FCC frequency
- 6,000 - Miscellaneous repairs

CITY MANAGER'S COMMENTS: Approved

0293	GRANT PROGRAM	0	240,000	0	0
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Contractual TOTAL	4,926,649	5,751,200	5,508,500	6,098,200
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30 Supplies

0301	OFFICE SUPPLIES	2,529	2,550	2,550	2,550
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0310	PRINTING & BINDING	6,162	7,000	13,000	7,500
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0310 **Printing and Binding**

- \$6,000 Consumer Confidence Report (13,000; including mailing)
- Amended budget reflects costs associated with drought mailers

Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0323	SMALL TOOLS	10,128	9,750	9,750	9,750
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0323 Small Tools

- \$2,280 - Fire Hydrant flow test kits 3 at \$760
 - 720 - DeWalt Heavy Duty saw 3 at \$240
 - 600 - DeWalt 3000 psi power washer
 - 600 - Stabilizer air boots for unit #122
- 1,390 - Rear tires for Backhoe \$595 ea. + Mounting \$200
- 390 - UPS, APC BP500UC at SCADA room and 2 pump stations, 3 @ 130/each
- 90 - UPS Batteries, 3 at 30/each
- 3,700 - Misc. tools

CITY MANAGER'S COMMENTS: Approved

0325	SAFETY SUPPLIES	8,734	5,250	5,250	10,850
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0325 Meter Tech Truck Lights

The 4 trucks used by meter reading techs do not have sufficient safety lighting for traffic safety when reading in heavily traveled streets and Interstate 30. Over the years the businesses on I30 have grown and the techs are continuously in and around the interstate reading water meters and completing work orders. Currently the trucks have safety lights sufficient for residential areas. We are asking to replace these lights with strobe lights that provide greater visibility therefore decreasing the risk of injury.

Total cost: \$5,600

CITY MANAGER'S COMMENTS: Approved

0331	FUEL & LUBRICANTS	52,392	52,000	66,700	66,700
0333	CHEMICAL	2,874	3,900	3,900	8,400

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0333 Chemicals

- \$ 400 - Contact cleaner for pump motors, 1 case
- 1,000 - Chemicals for CL2 analyzer @ Country Ln & Springer Water Towers
- 3,960 - DPD Dispenser Total Chlorine = 24 Cases
 - 930 - DPD Dispenser Free Chlorine = 5 Cases
 - 500 - Round Up Weed Killer = 4 Cases
 - 595 - De-chlorination tabs = 140 tablets

\$7,385 - Total

\$1,000 - Miscellaneous Chemicals

CITY MANAGER'S COMMENTS: Approved

0335	PROPANE	17,831	17,500	17,500	17,500
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0341 CONSTRUCTION & REPAIR SUPPLY	36,865	50,000	50,000	50,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0341 **Construction & Repair Supplies**

Install four fire hydrants on Sids Road

\$10,500 Fire hydrants and fittings

39,500 Miscellaneous street repairs in conjunction with water main repairs

0347 GENERAL MAINT. SUPPLY	16,037	18,000	18,000	18,000
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0380 FIRE HYDRANT MAINT SUPPLY	10,140	11,000	11,000	11,000
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0381 WATER PIPE FITTINGS	22,782	35,000	35,000	35,000
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0382 METER SUPPLIES	28,673	75,000	75,000	75,000
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Supplies TOTAL :	215,147	286,950	307,650	312,250
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40 Operational

0410 DUES & SUBSCRIPTIONS	1,589	1,900	1,900	2,100
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0410 **Dues & Subscriptions**

\$ 380 - AWWA

420 - TWUA

180 - Water Environment Federation

1,000 - License Renewal Cost

40 - One Journey Man Electrician

20 - One Apprentice Electrician

0415 RECRUITING EXPENSES	70	0	900	200
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0430 TUITION & TRAINING	9,266	11,700	11,700	11,700
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0436 TRAVEL	2,563	5,000	5,000	5,000
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Operational TOTAL :	13,488	18,600	19,500	19,000
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50 Utilities

0501 ELECTRICITY	272,860	245,000	245,000	245,000
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0507 CELLULAR TELEPHONE	4,636	4,900	4,900	4,900
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0508 TELEPHONE SERVICE	3,074	3,000	3,400	3,000
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Utilities TOTAL :	280,570	252,900	253,300	252,900
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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60 Capital

0621	FIELD MACHINERY & EQUIPMENT	13,541	7,350	7,350	9,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621 **Field Machinery & Equipment**

Truck bed mounted crane for unit # 122 = \$9,000

CITY MANAGER'S COMMENTS: Approved

0623	VEHICLES	0	22,000	22,000	0
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0638	SYSTEM ACQUISITION	387,148	1,738,000	42,000	1,796,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0638 **Purchases**

Funds are utilized to purchase the right to serve from water supply companies within the City. We purchased a small area from Blackland in 2012. We budget funds annually and then roll forward any unused funds to the next year.

Capital TOTAL :	400,689	1,767,350	71,350	1,805,000
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Water Operations TOTAL :	6,693,020	8,962,600	7,062,400	9,397,350
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SEWER OPERATIONS

Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

Expenditure Summary

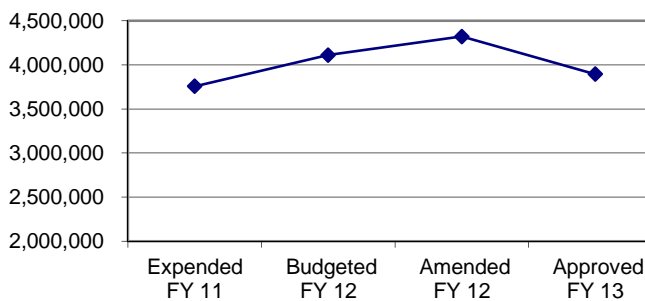
	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	659,557	668,600	700,400	702,100
Contractual	2,797,512	3,179,550	3,357,450	2,925,550
Supplies	125,464	120,200	120,200	122,750
Operational	8,827	10,200	10,200	12,900
Utilities	129,012	123,450	123,450	123,450
Capital	36,311	8,700	8,700	8,500
Total	3,756,683	4,110,700	4,320,400	3,895,250

Personnel Schedule

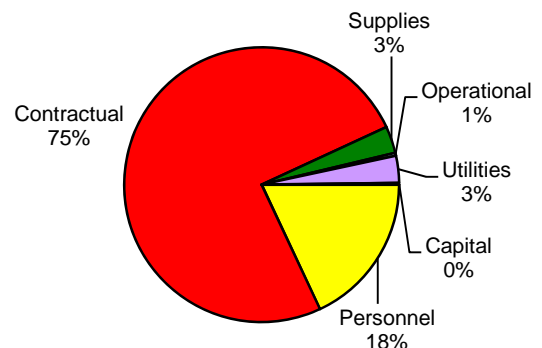
Position	Classification	FY 12 Approved	FY 13 Approved
Sewer Operations Supervisor	21	1	1
Pump Tech Field Supervisor	21	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	2	2
Infiltration Technician	10	1	1
Maintenance Worker II	8	6	5
Seasonal/PT	-	0	1

Activity Trends

Financial History



FY 2013 Expenditures by Category



Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2011	2012	2012	2013
	Actual Expense	Adopted Budget	Amended Budget	Approved Budget

10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	120,662	120,300	119,700	124,900
0107	SALARIES & WAGES-LABOR	382,736	390,000	394,900	409,700

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0107 **Seasonal Maintenance Worker**

The wastewater department is requesting one seasonal maintenance worker. The wastewater department would utilize this employee to help maintain the grounds in and around water towers, ground storage facilities, lift stations, fire hydrants and easements. The water department is requesting one seasonal maintenance worker also to assist in these tasks. This would allow current employees to continue to work with the crews on day-to-day operations. \$5,000

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	33,616	35,000	50,000	35,000
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Salaries & Wages TOTAL :	537,014	545,300	564,600	569,600
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	300	1,500	1,500	1,500
0114	LONGEVITY PAY	4,495	4,900	4,900	5,700
0120	FICA & MEDICARE EXPENSE	39,501	39,000	41,600	40,900
0122	T.M.R.S. RETIREMENT EXP.	78,247	77,900	87,800	84,400

Benefits TOTAL :	122,543	123,300	135,800	132,500
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20 Contractual

0213	CONSULTING FEES	28,376	35,000	35,000	35,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0213 **Consulting**

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 the sewer system. This item is used for design surveying and construction surveying for in-house design of non-CIP sewer project. The material testing and geotechnical portions of City sewer projects are funded from this item.

0214	BUFFALO BASIN SSO	3,696	75,000	75,000	75,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0214 **Buffalo SSO**

Required minimum reconstruction/rehabilitation spending in Buffalo Creek Sanitary Sewer Basin due to TCEQ agreement.

0216	SQUABBLE CREEK BASIN SSO	4,033	145,000	145,000	75,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0216 **Squabble SSO**

Required minimum reconstruction/rehabilitation spending in Squabble Creek Sanitary Sewer Basin due to TCEQ agreement.

Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0231	SERVICE-MAINT. CONTRACTS	18,073	19,000	19,000	19,950
DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231				Maintenance Agreements	

- \$ 4,110 Air cards
- 8,202 Generator maintenance
- 6,500 SCADA licensing and support
- 1,150 Bomgar remote SCADA system service

0237	UNIFORM SERVICE	12,461	14,700	14,700	14,700
0240	EQUIPMENT REPAIR	16,420	16,000	16,000	16,000
0242	EQUIPMENT RENTAL	8,096	22,000	22,000	2,600
0246	VEHICLE REPAIRS	12,326	13,000	13,000	13,000
0279	INDUSTRIAL PRE-TREATMENT	16,472	25,650	25,650	16,700
0282	LIFT STATION REPAIR & MAINT	154,229	60,000	60,000	60,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282				Lift Station Repair & Maintenance	
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- \$ 20,000 Lift station up-grades
- 3,000 SCADA Wonderware upgrade
- 36,900 Lift Station Control Panel Rain Shields - provide some protection for access to control panels during inclement weather. This will complete 10 lift stations.

0284	SWR LINE REPAIR & REPLACEMENT	35,471	35,000	35,000	35,000
0285	TREATMENT PLANT-SQUABBLE	304,977	355,000	385,900	411,500
0286	TREATMENT PLANT-BUFFALO	665,717	794,950	750,700	636,750
0292	WASTEWATER TREATMENT	1,517,165	1,569,250	1,760,500	1,514,350

Contractual TOTAL :	2,797,512	3,179,550	3,357,450	2,925,550
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30 Supplies

0301	OFFICE SUPPLIES	1,175	1,500	1,500	1,500
0323	SMALL TOOLS	7,600	8,650	8,650	7,300
0325	SAFETY SUPPLIES	13,201	6,800	6,800	6,800
0331	FUEL & LUBRICANTS	47,516	48,000	48,000	48,000
0333	CHEMICAL	6,719	4,000	4,000	7,900

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0333				Chemicals	
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- \$ 400 - Contact cleaner for pump motors, 1 case
- 3,500 - Odor blocks
- 2,100 - Formula 52 Disinfectant
- 750 - Roundup Weed Killer
- 170 - Pipe glue
- 180 - Pipe primer
- 300 - Marking paint
- 500 - Misc chemicals

Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0341 CONSTRUCTION & REPAIR SUPPLY	31,320	33,000	33,000	33,000
0347 GENERAL MAINT. SUPPLY	7,732	8,000	8,000	8,000
0385 LIFT STATION SUPPLIES	10,201	10,250	10,250	10,250

Supplies TOTAL :	125,464	120,200	120,200	122,750
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40 Operational

0410 DUES & SUBSCRIPTIONS	1,459	1,500	1,500	1,500
0415 RECRUITING EXPENSES	395	0	0	0
0430 TUITION & TRAINING	5,700	7,500	7,500	10,200

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0430 Tuition and Training

- \$ 5,200 - 13 WW employees, 2 classes / employee
 - 210 - 3 Pump Technicians yearly continuing education
 - 2,000 - Pump Technicians additional electrical training
 - 500 - City sponsored classes
 - 750 - Online CEU Courses
 - 500 - Safety Training films
 - 1,000 - Training conferences for manager

0436 TRAVEL	1,273	1,200	1,200	1,200
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Operational TOTAL :	8,827	10,200	10,200	12,900
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50 Utilities

0501 ELECTRICITY	124,680	120,000	120,000	120,000
0507 CELLULAR TELEPHONE	4,332	3,450	3,450	3,450

Utilities TOTAL :	129,012	123,450	123,450	123,450
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60 Capital

0621 FIELD MACHINERY & EQUIPMENT	10,110	8,700	8,700	8,500
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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 smaller Lift Stations to help control odor issues. This unit will be rotated to lift stations as needed. \$4,695.

½ -inch jet machine hose (600') - \$1,850.

¾ -inch jet machine hose (600') - \$2,000.

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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0623 VEHICLES 26,201 0 0 0

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623 Vehicles

Vacuum Truck (Vac-con 9 yard Combination Sewer Cleaner Unit) - \$301,399.

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 that is 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 1,800 psi. The new unit's output is 3,000 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 29.72 square miles with a population of 38,290 and 38 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.

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.

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.

Lease-purchase option \$ 65,222.94 a year for 5 years.

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL :	36,311	8,700	8,700	8,500
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Sewer Operations TOTAL . . :	3,756,683	4,110,700	4,320,400	3,895,250
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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.

SUMMARY OF OPERATIONS				
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Fund				
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10 Cemetery				
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	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	1,425	2,500	2,500	2,500
Total Expenditures	12,000	70,000	70,000	6,000
Excess Revenues Over (Under) Expenditures	(10,575)	(67,500)	(67,500)	(3,500)
Fund Balance - Beginning	151,543	153,491	140,968	73,468
Fund Balance - Ending	140,968	85,991	73,468	69,968

SUMMARY OF REVENUES

Fund
10 Cemetery

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4720	Cemetery Receipts	800	2,000	2,000	2,000
4722	Registration & Permit Fees	625	500	500	500
Total Revenues		1,425	2,500	2,500	2,500

SUMMARY OF EXPENDITURES

Fund

10 Cemetery

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	12,000	6,000	6,000	6,000
Capital	-	64,000	64,000	-
Total	12,000	70,000	70,000	6,000

Fund				
10 Cemetery				
ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
20 Contractual				
0213 CONSULTING FEES	12,000	0	0	0
0247 GROUNDS MAINTENANCE	0	6,000	6,000	6,000
Contractual TOTAL :	12,000	6,000	6,000	6,000
60 Capital				
0633 INFRASTRUCTURE IMPROVEMENT	0	64,000	64,000	0
Capital TOTAL :	0	64,000	64,000	0
Cemetery Fund TOTAL. :	12,000	70,000	70,000	6,000

SUMMARY OF OPERATIONS

Fund

11 Public Safety Funds

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	409,107	91,050	240,250	96,100
Total Expenditures	127,606	132,650	211,700	90,650
Excess Revenues Over (Under) Expenditures	281,501	(41,600)	28,550	5,450
Net Other Financing Sources (Uses)	(20,000)	(10,000)	(10,000)	(29,000)
Net Gain (Loss)	261,501	(51,600)	18,550	(23,550)
Fund Balance - Beginning	183,763	375,213	445,264	463,814
Fund Balance - Ending	445,264	323,613	463,814	440,264

SUMMARY OF REVENUES

Fund

11 Public Safety Funds

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	-	500	500	500
4054	Donations - Police Activities	(464)	1,000	3,700	1,000
4055	Donations - Toys for Kids	1,795	-	-	-
4056	Donations - Animal Control	15,808	8,000	8,000	-
4059	Donations - Training/CERT	-	-	2,500	-
4415	Court Security Fee	24,405	24,000	24,000	24,000
4420	Technology Fee	32,419	31,000	31,000	31,000
4425	Child Safety Fines	5,160	8,500	8,500	8,500
4520	Gun Range M&O	16,736	18,050	18,050	31,100
4550	Police Seizures	313,249	-	144,000	-
Total Revenues		409,107	91,050	240,250	96,100

SUMMARY OF OPERATING TRANSFERS

Fund

11 Public Safety Funds

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Transfers Out To General Fund	20,000	10,000	10,000	29,000
Total Other Financing Uses	20,000	10,000	10,000	29,000
Net Other Financing Sources (Uses)	(20,000)	(10,000)	(10,000)	(29,000)

SUMMARY OF EXPENDITURES

Fund

11 Public Safety Funds

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	22,672	18,050	18,050	31,750
Supplies	25,197	14,800	14,800	-
Operational	12,845	21,000	24,050	35,000
Capital Outlay	66,891	78,800	154,800	23,900
Total Expenditures	127,606	132,650	211,700	90,650

Fund
11 Public Safety Funds

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
20 Contractual				
0208 E.S. CORP CONTRACT	22,672	18,050	18,050	31,750
Contractual TOTAL:	22,672	18,050	18,050	31,750

30 Supplies				
0375 ANIMAL SHELTER SUPPLY	25,197	14,800	14,800	0
Supplies TOTAL:	25,197	14,800	14,800	0

40 Operational				
0430 TUITION & TRAINING	3,333	1,000	1,000	0
0451 CONFIDENTIAL FUNDS	0	20,000	20,000	20,000

DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0451 **Confidential Funds**

This is the same amount that has been budgeted in the past. The money is used to purchase drugs or other illegal contraband in undercover investigations and is also used to pay confidential informants.

CITY MANAGER'S COMMENTS: Approved from seized funds

0460 SEIZURES EXPENDED	4,072	0	0	15,000
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DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0460 **Replacement Police K-9**

\$15,000 is requested for the replacement of police K-9 "Paco."

The average working life of a police K-9 is 7 years. K-9 "Paco" is currently 9 years of age and has begun to experience medical problems. The original cost of K-9 "Paco" was \$1 and he has far exceeded the average working life of a police K-9. The police K-9 is critical in detecting narcotics, tracking suspects or lost children, and protecting officers on high risk calls involving violent offenders. The requested funds include replacement of the animal and all associated training costs.

CITY MANAGER'S COMMENTS: Approved from seized funds

0465 TOYS FOR KIDS EXPENSES	5,441	0	3,050	0
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Operational TOTAL:	12,846	21,000	24,050	35,000
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60 Capital				
0612 COMPUTER EQUIPMENT	496	0	0	0
0617 RADIO EQUIPMENT	0	4,000	6,500	0
0621 FIELD MACHINERY & EQUIPMENT	3,684	0	3,500	0

Fund
11 Public Safety Funds

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
0624 POLICE EQUIPMENT	62,712	74,800	144,800	23,900

DOCUMENTS FOR ACCOUNT . . . : 11-30-31-0624

Police Equipment

Vehicle Light Bars

A total of \$16,200 is requested for the replacement and installation of 6 Whelen Liberty Light Bars. Some of our current light bars are 15 years old and require continual maintenance. Parts for the Federal and Galaxie light bars are no longer available, which requires the light bars be removed and shipped out of the U.S. for repairs. Fortunately, the four new Ford Interceptors that have been requested in this year's budget include light bars in the Police Package which is a cost savings of \$10,800.

Less than Lethal Shotguns

\$7,700 is requested for an additional 13 less than lethal shotguns for patrol vehicles. The less than lethal shotgun provides the officer with a tool to confront violent and/or armed suspects, while deescalating the situation without the use of deadly force. This system proved invaluable during a recent confrontation with an armed suspect.

CITY MANAGER'S COMMENTS: Approved from seized funds

Capital TOTAL :	66,892	78,800	154,800	23,900
Public Safety Fund TOTAL :	127,607	132,650	211,700	90,650

SUMMARY OF OPERATIONS

Fund

12 Recreational Development

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	289,960	250,500	298,050	280,000
Total Expenditures	105,946	203,500	518,500	80,000
Excess Revenues Over (Under) Expenditures	184,014	47,000	(220,450)	200,000
Net Other Financing Sources (Uses)	(50,000)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	134,014	(3,000)	(270,450)	150,000
Fund Balance - Beginning	218,459	327,759	352,473	82,023
Fund Balance - Ending	352,473	324,759	82,023	232,023

SUMMARY OF REVENUES

Fund

12 Recreational Development

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	-	500	500	-
4050	Donations	24,509	-	17,550	-
4250	Recreation Program Fees	110,008	120,000	120,000	120,000
4253	The Center 7% Fee	2,367	-	-	-
4700	Takeline Concessions	126,076	110,000	140,000	140,000
4750	Land Lease Revenues	27,000	20,000	20,000	20,000
Total Revenues		289,960	250,500	298,050	280,000

SUMMARY OF OPERATING TRANSFERS

Fund

12 Recreational Development

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Other Financing Sources				
Operating Transfers In	-	-	-	-
Total Other Financing Sources	-	-	-	-
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
Total Other Financing Uses	50,000	50,000	50,000	50,000
Net Other Financing Sources (Uses)	(50,000)	(50,000)	(50,000)	(50,000)

SUMMARY OF EXPENDITURES

Fund

12 Recreational Development

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	76,960	95,000	95,000	80,000
Supplies	6,867	28,000	34,000	-
Operations	22,119	-	17,500	-
Capital Outlay	-	80,500	372,000	-
Total Expenditures	105,946	203,500	518,500	80,000

Fund				
12 Recreational Development				
ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
20 Contractual				
0213 CONSULTING FEES	6,378	15,000	15,000	0
0239 RECREATION CONTRACT	70,582	80,000	80,000	80,000
Contractual TOTAL:	76,960	95,000	95,000	80,000
30 Supplies				
0341 CONSTRUCTION & REPAIR SUPPLY	6,855	20,000	26,000	0
0391 RECREATION PROGRAM SUPPLY	12	0	0	0
0392 SIGNS AND SIGNALS	0	8,000	8,000	0
Supplies TOTAL:	6,867	28,000	34,000	0
40 Operational				
0406 SPECIAL EVENTS	22,119	0	17,500	0
Operational TOTAL:	22,119	0	17,500	0
60 Capital				
0633 INFRASTRUCTURE IMPROVEMENT	0	0	291,500	0
0643 PLAYGROUND EQUIPMENT	0	80,500	80,500	0
Capital TOTAL:	0	80,500	372,000	0
Recreation Development TOTAL . . .:	105,946	203,500	518,500	80,000

SUMMARY OF OPERATIONS

Fund

13 Radio System

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	31,811	30,000	30,000	31,200
Total Expenditures	137,282	144,850	148,850	177,300
Excess Revenues Over (Under) Expenditures	(105,470)	(114,850)	(118,850)	(146,100)
Net Other Financing Sources (Uses)	100,000	115,000	115,000	150,000
Net Gain (Loss)	(5,470)	150	(3,850)	3,900
Fund Balance - Beginning	10,015	2,665	4,545	695
Fund Balance - Ending	4,545	2,815	695	4,595

SUMMARY OF REVENUES

Fund

13 Radio System

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4530	City Contracts	31,811	30,000	30,000	31,200
Total Revenues		31,811	30,000	30,000	31,200

SUMMARY OF OPERATING TRANSFERS

Fund

13 Radio System

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Other Financing Sources				
Operating Transfers In				
From General Fund	100,000	115,000	115,000	150,000
*Expended in General Fund	63,600	64,400	64,400	67,200
Operating Transfers Out				
*Expended in General Fund	63,600	64,400	64,400	67,200
Net Other Financing Sources (Uses)	100,000	115,000	115,000	150,000

* 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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	131,139	141,800	145,800	174,250
Supplies	6,142	3,050	3,050	3,050
Operational	-	-	-	-
Capital	-	-	-	-
Total Expenditures	137,282	144,850	148,850	177,300

Fund
13 Radio System

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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20 Contractual

0213 CONSULTING FEES	4,691	13,500	13,500	13,500
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DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0213 Consulting Fees

\$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.

0231 SERVICE-MAINT. CONTRACTS	126,449	128,300	132,300	160,750
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DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0231 Maintenance Contract

There is an increase in this line item from the previous year due to an increase in consumer price index, a full year of maintenance on the 3rd tower site equipment and the microwave system added last year, and the P25 Interoperability equipment installed this year. 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, interoperability equipment, 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

Contractual TOTAL :	131,140	141,800	145,800	174,250
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30 Supplies

0347 GENERAL MAINT. SUPPLY	6,142	3,050	3,050	3,050
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Supplies TOTAL :	6,142	3,050	3,050	3,050
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Radio Fund TOTAL :	137,282	144,850	148,850	177,300
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SUMMARY OF OPERATIONS

Fund

14 Street Improvements

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	35,924	3,500	1,150	1,000
Total Expenditures	-	-	-	-
Excess Revenues Over (Under) Expenditures	35,924	3,500	1,150	1,000
Net Other Financing Sources (Uses)	(266,200)	-	-	-
Net Gain (Loss)	(230,276)	3,500	1,150	1,000
Fund Balance - Beginning	1,286,732	718,732	1,056,456	1,057,606
Fund Balance - Ending	1,056,456	722,232	1,057,606	1,058,606

SUMMARY OF REVENUES

Fund

14 Street Improvements

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	2,502	2,000	1,000	1,000
4800	Assessments	-	500	150	-
4810	Assessments - Bourn St.	-	500	-	-
4812	Assessments-Emma Jane/Davy	-	500	-	-
4816	Pro-Rata - RH Pkwy.	20,000	-	-	-
4818	Pro-Rata - Road Projects	13,422	-	-	-
Total Revenues		35,924	3,500	1,150	1,000

SUMMARY OF OPERATING TRANSFERS

Fund

14 Street Improvements

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Transfers Out				
To Water/Sewer	10,800	-	-	-
To Capital Projects	31,400	-	-	-
To Bond Project	224,000	-	-	-
Total Other Financing Uses	266,200	-	-	-
Net Other Financing Sources (Uses)	(266,200)	-	-	-

Transfers complete funding for Shadydale, Tubbs lighting and repair to downtown lighting during SH205 construction.

SUMMARY OF EXPENDITURES

Fund

14 Street Improvements

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	-	-	-	-

SUMMARY OF OPERATIONS

Fund

15 Hotel/Motel

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	246,245	220,000	220,000	250,000
Total Expenditures	182,500	196,875	214,375	270,500
Excess Revenues Over (Under) Expenditures	63,745	23,125	5,625	(20,500)
Fund Balance - Beginning	16,379	16,379	80,124	85,749
Fund Balance - Ending	80,124	39,504	85,749	65,249

SUMMARY OF REVENUES

Fund

15 Hotel/Motel

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	-	-	-	-
4019	Miscellaneous	-	-	-	-
4175	Motel Tax Receipts	246,245	220,000	220,000	250,000
Total Revenues		246,245	220,000	220,000	250,000

SUMMARY OF EXPENDITURES

Fund
15 Hotel/Motel

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operational	182,500	196,875	214,375	270,500
Total Expenditures	182,500	196,875	214,375	270,500

SUMMARY OF OPERATIONS

Fund

16 Fire Equipment

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	132,476	94,100	127,050	50,250
Total Expenditures	23,074	203,250	211,250	139,500
Excess Revenues Over (Under) Expenditures	109,402	(109,150)	(84,200)	(89,250)
Fund Balance - Beginning	176,769	227,869	286,172	201,972
Fund Balance - Ending	286,172	118,719	201,972	112,722

SUMMARY OF REVENUES

Fund

16 Fire Operations

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	-	500	250	250
4019	Misc. Revenue	38,876	-	-	-
4500	Grant Proceeds	-	-	33,200	-
4535	County Fire Calls	93,600	93,600	93,600	50,000
Total Revenues		132,476	94,100	127,050	50,250

SUMMARY OF EXPENDITURES**Fund**

16 Fire Equipment

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Supplies	3,934	11,000	11,000	11,000
Operational	-	-	37,000	-
Capital Outlay	19,140	192,250	163,250	128,500
Total Expenditures	23,074	203,250	211,250	139,500

Fund
16 Fire Equipment Fund

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
30 Supplies				
0377 VOLUNTEER EXPENSES	3,934	11,000	11,000	11,000
Supplies TOTAL :	3,934	11,000	11,000	11,000

40 Operational				
0459 GRANT-EQUIPMENT	0	0	37,000	0
DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0459			Amended Budget	
Inflatable fire safety training bounce house purchased through federal grant program.				
Exercise equipment purchased through federal firefighter fitness grant.				

Operational TOTAL :	0	0	37,000	0
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60 Capital				
0612 COMPUTER EQUIPMENT	0	19,450	19,450	0
0617 RADIO EQUIPMENT	5,570	49,450	20,450	21,500

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0617			Pagers and Radios	
\$ 6,000 Replace ten old Motorola voice pagers				
3,000 Voice pagers for five new volunteers				
12,500 Portable radios for five new volunteers				

CITY MANAGER'S COMMENTS: Approved

0621 FIELD MACHINERY & EQUIPMENT	13,570	65,350	65,350	107,000
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DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621			Firefighter Equipment	
\$60,000 Bunker gear and helmets for five new volunteers and 10 replacements for existing volunteers. In the past, certain defects in the gear were considered acceptable. NFPA regulations have changed and are requiring more gear be replaced. TCFP monitors our gear defects, inspection and replacement program and has begun to strictly enforce the new regulations.				

\$ 400 Gate openers for new volunteers

CITY MANAGER'S COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621			Opticom Equipment	
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\$37,600 Opticom Equipment for new signals at John King and IH30 (2), Horizon at Tubbs, FM-552 & John King, and FM-740 & Yacht Club.

\$ 9,000 Replace existing equipment and cabling along the FM-740 project. (FM-740 & Summer Lee and FM-740 and Chandlers Drive.)

CITY MANAGER'S COMMENTS: Approved

0623 VEHICLES	0	58,000	58,000	0
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Capital TOTAL :	19,140	192,250	163,250	128,500
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Fire Equipment TOTAL :	23,074	203,250	211,250	139,500
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SUMMARY OF OPERATIONS

Fund

17 Airport Special Revenue

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	11,351	83,050	109,950	16,900
Total Expenditures	10,769	106,850	140,000	33,750
Excess Revenues Over (Under) Expenditures	582	(23,800)	(30,050)	(16,850)
Fund Balance - Beginning	56,988	57,738	57,570	27,520
Fund Balance - Ending	57,570	33,938	27,520	10,670

SUMMARY OF REVENUES

Fund

17 Airport Special Revenue

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	-	100	100	-
4500	Grant Proceeds	-	69,250	96,150	3,200
4750	Land Lease	5,850	6,000	6,000	6,000
4752	F.B.O. Lease	5,500	7,700	7,700	7,700
Total Revenues		11,351	83,050	109,950	16,900

SUMMARY OF EXPENDITURES

Fund

17 Airport Special Revenue

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	6,209	11,350	11,100	7,600
Supplies	400	500	500	750
Operational	2,533	93,000	126,400	22,950
Utilities	1,627	2,000	2,000	2,450
Total Expenditures	10,769	106,850	140,000	33,750

Fund
17 Airport Special Revenue

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
20 Contractual				
0224 INSURANCE-WORKERS COMP	2,044	2,500	2,500	2,500
0227 INSURANCE-REAL PROPERTY	1,855	3,000	3,000	2,500
0229 INSURANCE-LIABILITY	1,403	2,000	2,000	1,800
0240 EQUIPMENT REPAIRS	0	3,050	2,800	0
0242 EQUIPMENT RENTAL & LEASE	0	250	250	250
0244 BUILDING REPAIRS	0	250	250	250
0280 STATE PERMITS	909	300	300	300
Contractual TOTAL :	6,211	11,350	11,100	7,600

30 Supplies				
0339 FUEL TANK REPAIRS	400	0	0	250
0341 CONSTRUCTION & REPAIR SUPPLY	0	500	500	500
Supplies TOTAL :	400	500	500	750

40 Operational				
0409 GRANT MATCHING	2,533	93,000	126,400	22,950

DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409 RAMP Grant Matching Fund

AWOS - The Automated Weather Observation System was completed this year. TXDOT Aviation has a contract with Vaisala, Inc. to provide maintenance on all the AWOS in the State. The following are costs associated with the maintenance of the AWOS. 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 - \$720 per year.
2. AWOS Maintenance Agreement - 4 quarterly inspections required. This will be on the TXDOT Aviation State contract with Vaisala, Inc. and is eligible for a 50% reimbursement from RAMP Grant) - Cost: \$3,720.

Total Amount of Request: related to AWOS \$4,440

RAMP Misc. - It is recommended that \$2,000. be included in grant matching if there is a small project needed throughout the year, such as roof repair, HVAC repair, etc.

Total RAMP Related Request: \$6,440 (50% is reimbursable)

CITY MANAGER'S COMMENTS: Approved

Fund
17 Airport Special Revenue

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409

NPE Grant - Drainage Repair

Project is to replace deteriorated storm water drainage pipe at the airport. TxDOT will fund 90% of project through Non-Primary Entitlement Funds and the 10% city match request will be funded from Airport Fund balance.

TxDOT: \$148,500

City Match: \$16,500

Total Project: \$165,000

CITY MANAGER'S COMMENTS: Approved. The authorization to move forward with this project was approved by council in May. Project will begin in FY 2013.

Operational TOTAL :	2,533	93,000	126,400	22,950
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50 Utilities

0501 ELECTRICITY	1,627	2,000	2,000	2,250
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0501

AWOS electric service

Increase in Line Item for electric for AWOS \$250

0508 TELEPHONE SERVICE	0	0	0	200
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0508

AWOS phone service

Funding is needed for AWOS phone service \$200

Utilities TOTAL :	1,627	2,000	2,000	2,450
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Airport Fund TOTAL :	10,771	106,850	140,000	33,750
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SUMMARY OF OPERATIONS

Fund

18 Recycling

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	31,778	33,100	33,100	33,000
Total Expenditures	13,564	14,000	14,000	14,000
Excess Revenues Over (Under) Expenditures	18,214	19,100	19,100	19,000
Fund Balance - Beginning	41,831	60,931	60,045	79,145
Fund Balance - Ending	60,045	80,031	79,145	98,145

SUMMARY OF REVENUES

Fund
18 Recycling

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earnings	-	100	100	-
4780	Recycling Revenue	31,778	33,000	33,000	33,000
					-
	Total Revenues	31,778	33,100	33,100	33,000

SUMMARY OF EXPENDITURES

Fund

18 Recycling

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operational	13,564	14,000	14,000	14,000
Total Expenditures	13,564	14,000	14,000	14,000

Fund
18 Recycling

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
40 Operational				
0428 OTHER	10,000	10,000	10,000	10,000
0469 PROMOTION EXPENSE	3,564	4,000	4,000	4,000
Operationa TOTAL:	13,564	14,000	14,000	14,000
Recycling TOTAL:	13,564	14,000	14,000	14,000

SUMMARY OF OPERATIONS

Fund

21 Economic Development

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	3,710,930	3,677,500	4,284,400	4,471,000
Total Expenditures	3,401,212	4,553,000	4,897,700	4,796,650
Excess Revenues Over (Under) Expenditures	309,718	(875,500)	(613,300)	(325,650)
Net Other Financing Sources (Uses)	-	-	-	-
Reserved for Capital Projects	-	-	-	-
Net Gain (Loss)	309,718	(875,500)	(613,300)	(325,650)
Fund Balance - Beginning	4,037,512	4,932,171	4,347,230	3,733,930
Fund Balance - Ending	4,347,230	4,056,671	3,733,930	3,408,280

SUMMARY OF REVENUES

Fund

21 Economic Development

71 EDC Administration

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4150	Sales Tax	3,702,718	3,575,000	4,025,200	4,226,800
4001	Interest Earnings	6,774	10,000	7,500	7,500
4019	Misc. Revenue	291	-	-	-
4020	Interest/Reserve Fund	1,147	1,000	1,000	1,000
4160	Harbor Tax Rebates	-	-	-	160,000
4450	Technology Park Sales	-	91,500	250,700	-
4500	Grant Proceeds-TxDOT	-	-	-	75,700
Total Revenues		3,710,930	3,677,500	4,284,400	4,471,000

SUMMARY OF EXPENDITURES

Fund

21 Economic Development

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
REDC Administration	996,966	2,023,300	2,418,000	2,280,600
Promotions & Marketing	285,525	262,500	212,500	252,500
Capital Projects	-	-	-	-
Debt Service	2,118,721	2,267,200	2,267,200	2,263,550
Total Expenditures	3,401,212	4,553,000	4,897,700	4,796,650

DIVISION SUMMARY

Fund	Department	Division
21 Economic Development	70 Economic Development	1 Economic Develop.

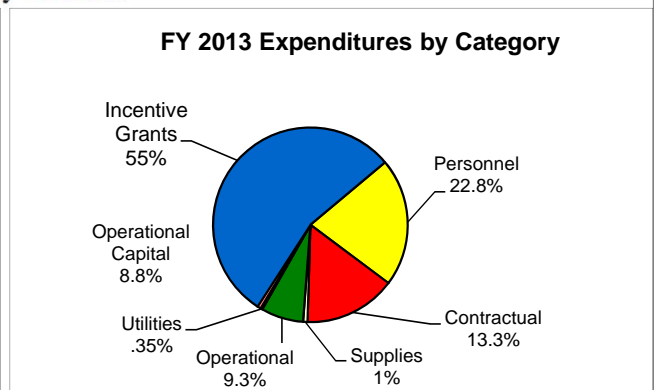
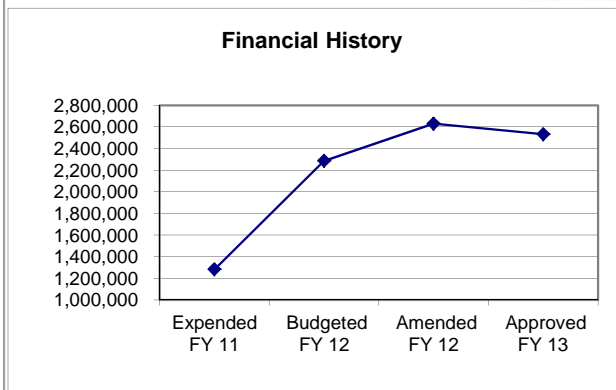
Expenditure Summary

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel	465,728	521,200	521,200	539,900
Contractual	343,810	304,000	413,000	387,400
Supplies	15,134	17,800	17,800	17,800
Operational	192,696	212,800	161,300	178,000
Utilities	8,166	8,000	8,000	8,000
Operational Capital	4,111	200,000	201,600	15,000
Incentive Grants	252,847	1,022,000	1,307,600	1,387,000
Total	1,282,491	2,285,800	2,630,500	2,533,100

Personnel Schedule

<u>Position</u>	<u>FY 12 Approved</u>	<u>FY 13 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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Personnel					
	Salaries - Wages & Incentives	355,008	393,900	393,900	416,850
	Total Salaries - Wages Incentives	355,008	393,900	393,900	416,850
	116 Auto Allowance	9,600	9,600	9,600	-
	120 FICA & Medicare	25,083	30,850	30,850	31,900
	122 Retirement	53,503	61,850	61,850	66,400
	128 Ins. Unemployment	1,034	1,500	1,500	250
	224 Workers Comp.	500	500	500	500
	230 Health Insurance	21,000	23,000	23,000	24,000
	Total Benefits	110,720	127,300	127,300	123,050
	Total Personnel Costs	465,728	521,200	521,200	539,900
Contractual					
	210 Auditing	1,500	1,500	1,500	1,500
	211 Legal	24,153	20,000	45,000	40,000
	213 Consulting Fees	35,819	40,000	124,000	60,000
	217 IT Services	-	3,000	3,000	3,000
	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	7,075	-	-	5,200
	234 Marketing Expenses	217,329	180,000	180,000	180,000
	242 Equipment Rental & Lease	8,317	8,500	8,500	8,500
	243 Building Lease	35,216	33,600	33,600	44,800
	244 Building Repairs	-	3,000	3,000	30,000
	299 Administrative Services	12,000	12,000	12,000	12,000
	Total Contractual	343,810	304,000	413,000	387,400

Annual Budget, Economic Development Cont'd

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Supplies					
301	Office Supplies	6,340	6,500	6,500	6,500
307	Postage	5,957	7,000	7,000	7,000
310	Printing & Binding	2,836	4,000	4,000	4,000
347	Gen. Maint. Supplies	-	300	300	300
Total Supplies		15,134	17,800	17,800	17,800
Operational					
410	Dues & Subscriptions	2,816	3,000	3,000	2,000
428	Other	3,533	4,000	4,000	4,000
430	Tuition & Training	352	2,500	1,000	2,500
436	Travel	46,443	40,000	10,000	30,000
437	Marketing Conferences	9,055	12,500	12,500	12,500
438	Prospect Visits	12,697	30,000	10,000	30,000
439	Common Area Maintenance-Park	117,800	120,800	120,800	97,000
Total Operational		192,696	212,800	161,300	178,000
Utilities					
507	Telephone	8,166	8,000	8,000	8,000
Total Utilities		8,166	8,000	8,000	8,000
Capital					
601	Land Acquisition	-	-	-	-
610	Furniture & Fixtures	-	-	-	15,000
612	Computer Equipment	4,111	-	1,600	-
671	Landscape Improvements	-	200,000	200,000	-
678	Phase III Construction	-	-	-	-
Total Capital		4,111	200,000	201,600	15,000
Incentives					
660	Due Diligence	585	2,000	2,000	2,000
661	Contracted Incentives	252,261	1,020,000	1,305,600	1,385,000
Total Incentives		252,847	1,022,000	1,307,600	1,387,000
Division Total		1,282,491	2,285,800	2,630,500	2,533,100

ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Debt Service					
750	Administration Fees	4,322	4,500	4,500	4,500
752	Principal - Bonds	1,135,000	1,180,000	1,180,000	1,275,000
754	Interest - Bonds	979,399	1,082,700	1,082,700	984,050
Total Debt Service		2,118,721	2,267,200	2,267,200	2,263,550

Detail	Principal	Interest
2005-Phase II	130,000	19,400
2005-Harbor Project	225,000	32,950
2006-Hospital	135,000	113,900
2006-Justin Road	90,000	76,081
2008-Land Purchase	145,000	281,050
2008-Infrastructure	225,000	244,643
2011-Hillside Project	-	163,825
2012-Refunding Bonds	325,000	43,424
	1,275,000	975,273

SUMMARY OF OPERATIONS

Fund

22 Tech Park Association

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	174,117	187,150	180,150	179,150
Total Expenditures	180,847	184,100	180,100	179,100
Excess Revenues Over (Under) Expenditures	(6,730)	3,050	50	50
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(6,730)	3,050	50	50
Fund Balance - Beginning	45,522	46,572	38,792	38,842
Fund Balance - Ending	38,792	49,622	38,842	38,892

SUMMARY OF REVENUES

Fund

22 Tech Park Association

RTPA

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
4001	Interest Earning	15	50	50	50
4470	RTP Dues Ph I	117,800	115,050	114,050	111,050
	PH II - IV	56,301	72,050	66,050	68,050
Total Revenues		174,117	187,150	180,150	179,150

DIVISION SUMMARY

Fund	Department	Division
22 Tech Park Association	70 Economic Development	RTPA

Expenditure Summary

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Contractual	135,139	148,800	148,800	138,800
Supplies	6,927	10,300	7,300	10,300
Utilities	38,781	25,000	24,000	30,000
Total	180,847	184,100	180,100	179,100

ECONOMIC DEVELOPMENT

Fund	Department	Division 75
22 Tech Park Association	70 Economic Develop.	RTPA Phase I

Account	Description	Actual 10-11	Budget 11-12	Amended 11-12	Approved 12-13
Contractual					
210	Auditing	500	500	500	500
211	Legal	-	-	-	-
213	Management & Maint Svcs	24,150	24,150	24,150	24,150
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maintenanc	58,574	66,000	66,000	60,000
299	Administrative Services	2,000	2,000	2,000	2,000
Total Contractual		86,124	93,550	93,550	87,550
Supplies					
329	Flag Replacements	3,017	6,000	3,000	6,000
347	Gen. Maint. Supplies	-	1,000	1,000	1,000
Total Supplies		3,017	7,000	4,000	7,000
Utilities					
501	Electric	873	1,500	1,500	1,500
513	Water	24,355	10,000	15,000	15,000
Total Utilities		25,228	11,500	16,500	16,500
Division Total		114,370	112,050	114,050	111,050

ECONOMIC DEVELOPMENT

Fund	Department	Division 77
22 Tech Park Association	70 Economic Develop.	RTPA Phase II-V

Account	Description	Actual 10-11	Budget 11-12	Amended 11-12	Approved 12-13
Contractual					
213	Management & Maint	10,350	10,350	10,350	10,350
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maint incl. mowing EDC owned lots Ph I	37,765	44,000	44,000	40,000
Total Contractual		49,015	55,250	55,250	51,250
Supplies					
329	Flag Replacements	3,909	3,000	3,000	3,000
347	Gen. Maint. Supplies	-	300	300	300
Total Supplies		3,909	3,300	3,300	3,300
Utilities					
501	Electric	807	1,500	1,000	1,500
513	Water	12,746	12,000	6,500	12,000
Total Utilities		13,553	13,500	7,500	13,500
Division Total		66,477	72,050	66,050	68,050

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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Total Revenues	661,288	580,000	655,000	606,000
Total Expenditures	3,155,945	3,164,000	3,164,000	3,284,000
Operating Income (Loss)	(2,494,657)	(2,584,000)	(2,509,000)	(2,678,000)
Non-Operating Revenues	1,012	1,000	500	500
Non-Operating Income (Loss)	1,012	1,000	500	500
Net Income (Loss) Before Transfers	(2,493,645)	(2,583,000)	(2,508,500)	(2,677,500)
Net Transfers In (Out)	2,707,000	2,850,000	2,850,000	3,125,000
Net Income (Loss)	213,355	267,000	341,500	447,500
Retained Earnings - Beginning	(750,206)	(553,206)	(536,851)	(195,351)
Retained Earnings - Ending	(536,851)	(286,206)	(195,351)	252,149

SUMMARY OF REVENUES

Fund

31 Employee Benefits

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Revenues					
4019	Miscellaneous	155,477	50,000	125,000	50,000
4850	Employee Contributions	499,357	520,000	520,000	546,000
4855	Pharmacy Rebates	6,454	10,000	10,000	10,000
Total Operating Revenues		661,288	580,000	655,000	606,000
Non-Operating Revenues					
4001	Interest Earnings	1,012	1,000	500	500
Total Non-Operating Revenues		1,012	1,000	500	500
Total Revenues		662,300	581,000	655,500	606,500

SUMMARY OF OPERATING TRANSFERS

Fund

31 Employee Benefits

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Transfers In				
From General Fund	1,800,000	1,900,000	1,900,000	2,100,000
From Water & Sewer Fund	907,000	950,000	950,000	1,025,000
Total Transfers In	2,707,000	2,850,000	2,850,000	3,125,000
Net Operating Transfers In (Out)	2,707,000	2,850,000	2,850,000	3,125,000

SUMMARY OF EXPENSES

Fund

31 Employee Benefits

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Expenses				
Operations	3,155,945	3,164,000	3,164,000	3,284,000
Total Expenditures	3,155,945	3,164,000	3,164,000	3,284,000

Fund
31 Employee Benefits

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
40 Operational				
0422 EMPLOYEE ACTIVITIES	2,395	2,000	2,000	10,000
0440 ADMINISTRATION FEES	233,447	238,000	238,000	220,000
0441 REINSURANCE PREMIUMS	263,323	300,000	300,000	300,000
0442 PAID HEALTH CLAIMS	2,633,737	2,600,000	2,600,000	2,730,000
0443 LIFE INSURANCE PREMIUMS	23,043	24,000	24,000	24,000
Operational TOTAL:	3,155,945	3,164,000	3,164,000	3,284,000
Employee Benefits TOTAL:	3,155,945	3,164,000	3,164,000	3,284,000

SUMMARY OF OPERATIONS

Fund

32 Worker's Compensation

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operating Revenues	-	-	-	-
Operating Expenses	254,741	171,150	241,150	143,000
Operating Income (Loss)	(254,741)	(171,150)	(241,150)	(143,000)
Non-Operating Revenues	22,476	3,000	2,000	2,000
Non-Operating Expenses	-	-	-	-
Non-Operating Income (Loss)	22,476	3,000	2,000	2,000
Net Income (Loss) Before Transfers	(232,265)	(168,150)	(239,150)	(141,000)
Net Transfers In (Out)	30,000	30,000	30,000	30,000
Net Income (Loss)	(202,265)	(138,150)	(209,150)	(111,000)
Retained Earnings - Beginning	940,438	762,938	738,173	529,023
Retained Earnings - Ending	738,173	624,788	529,023	418,023

SUMMARY OF REVENUES

Fund

32 Worker's Compensation

Account	Description	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Non-Operating Revenues					
4001	Interest Earnings	1,240	2,000	1,000	1,000
4019	Misc. Revenues	21,236	1,000	1,000	1,000
Total Non-Operating Revenues		22,476	3,000	2,000	2,000
Total Revenues		22,476	3,000	2,000	2,000

SUMMARY OF OPERATING TRANSFERS

Fund

32 Worker's Compensation

	Actual 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
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 10-11	Budgeted 11-12	Amended 11-12	Approved 12-13
Operational	254,741	171,150	241,150	143,000
Total Operating Expenses	254,741	171,150	241,150	143,000
Total Expenditures	254,741	171,150	241,150	143,000

Fund
32 Worker's Compensation

ACCOUNT	2011 Actual Expense	2012 Adopted Budget	2012 Amended Budget	2013 Approved Budget
40 Operational				
0431 SAFETY TRAINING	740	1,000	1,000	5,000
0440 ADMINISTRATION FEES	20,038	25,900	25,900	28,000
0444 PAID LOSSES	160,788	70,000	140,000	100,000
0446 SAFETY INCENTIVES	70,800	71,750	71,750	0
0447 DRUG TESTING	2,375	2,500	2,500	10,000
Operationa TOTAL:	254,741	171,150	241,150	143,000
Worker's Compensation TOTAL:	254,741	171,150	241,150	143,000