



"This budget will raise the same amount of revenue from property taxes as last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$600,567."

<p>Ayes: Pruitt Hohenshelt Townsend Fowler Macalik Daniels</p>	<p>Nays: None</p>	<p>Absent: Lewis</p>
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	Fiscal Year 2017	Fiscal Year 2018
Adopted Rate	.454300 / 100 assessed value	.423600 / 100 assessed value
Effective Tax Rate	.454345 / 100 assessed value	.423671 / 100 assessed value
Effective Maintenance and Operations Rate	.358154 / 100 assessed value	.330393 / 100 assessed value
Debt Rate	.215700 / 100 assessed value	.178200 / 100 assessed value
Rollback Tax Rate	.454373 / 100 assessed value	.423729 / 100 assessed value

Total City Debt Obligations Secured by a Tax Rate: \$92,940,000



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Rick Crowley, City Manager  
**DATE:** August 18, 2017  
**SUBJECT:** FY18 Budget

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Transmitted hereby, please accept the submission of the proposed FY2018 Annual Operating Budget. As required by the City of Rockwall Charter, the proposed FY2018 Annual Operating budget is a balanced budget. As in previous years, the proposed budget has been prepared to reflect a conservative approach to both estimated revenues and recommended expenditures for FY2018. The FY 2018 budget provides sufficient funding for maintaining current levels of services to our Citizens, but does not provide significant increases in service levels provided. Despite the positive aspects of achieving a reduced Tax Rate and adopting the Effective Tax Rate while maintaining current citizen service levels, this particular budget proposal has been among the more challenging of the budget proposals submitted over the course of the last several years.

### **DEBT SERVICE FUND**

The Debt Service Fund provides funding from levied taxes to pay the debt obligations of the City. Due to the refunding of existing debt to secure more favorable interest rates (without extending the term of the debt) and significant increases in Roadway Impact Fees (all allocated to debt service) collected by the City, the Debt Service Fund Reserve ends FY2017 at about twice that which is indicated as a maximum in the City's financial policies. These funds can only be used to meet debt service obligations of the City.

The FY2018 proposed budget indicates use of the portion of the Debt Service Fund Reserve which is over that indicated in the City's financial policies to pay Certificate of Obligation debt in the Water and Sewer Fund. Use of this \$1.3 million to service that debt for the coming year will effectively result in an increase of about \$1 million in working capital in the Water and Sewer Fund. In FY2019, it is anticipated that the Water and Sewer Fund will resume these debt payments from water and wastewater revenue collections. (Information as to financial recovery of the Water and Sewer Fund is provided below.)

**GENERAL FUND**

As has been the case for the past 4 years, the proposed budget, as directed by the City Council, assumes that adoption of the calculated Effective Tax Rate which will result in a tax rate decrease from the Current Tax Rate of 45.43 cents/\$100 valuation to the Effective Rate for the coming year of 42.36 cents/\$100 valuation – a rate decrease of 3.07 cents/\$100 valuation. Based on the state prescribed effective rate calculation formulas this is the theoretical rate at which the City would not be increasing taxes for the coming year. For reference, 1 cent/\$100 valuation produces about \$472,479 in Ad Valorem Tax revenue for FY2018. (Based also on the State-prescribed formula, the Roll Back Rate is 42.3729 cents/\$100 valuation. (An Effective Tax Rate increase to the Roll Back Rate – not proposed as directed by the Council – would increase total revenue from Ad Valorem Taxes of \$ 6,000.) Of course, the impact that the new rate will have on individual properties is a function not only of the tax rate adopted by the City, but also of the assessed value of the individual properties established by the appraisal process. A twenty-year review of historic tax rates are shown within the Debt Service section of the budget.

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

The City of Rockwall will end FY2017 in strong financial position. The City of Rockwall has had a good year in 2017 with overall revenues meeting budgeted expectation; however, revenues have not out-performed budget estimates for Sales Tax to the extent that they have in previous years. 2017 expenditures generally conform to the expenditure plan outlined in the FY2017 budget. Decisions to expend additional reserve funds during the course of the year have not resulted in compromising the City’s financial position, but rates of revenue increases, particularly in Sales Tax collection, have slowed as compared to previous year increases. Budgeted and actual total Sales Tax collections for the past several years are provided below:

<b>Fiscal Year</b>	<b>Proposed Budget</b>	<b>Actual Collections</b>	<b>% Change</b>
2013	\$12,076,200	\$13,271,760	9.97%
2014	\$12,998,000	\$13,515,016	3.97%
2015	\$13,617,300	\$14,302,831	5.03%
2016	\$14,941,000	\$15,378,895	2.92%
2017	\$15,791,200	\$15,977,050 <small>(projected)</small>	1.17%

Despite a continued increase from historic per capita sales tax collections (\$340/capita - noted in strategic planning data - to the FY2017 rate of about \$378/capita), due to the reduced overall rate of increase for the past year, the proposed budget indicates a cautious approach in estimating increased Sales Tax receipts for the coming year as the likelihood of increased online retail sales market share continues. A

somewhat cautious approach has also been taken in estimation of several other revenue categories, but these estimates generally reflect the continuation of a relatively strong economy for the coming year.

The proposed FY2018 budget projects ending that year within the adopted City Council policy for General Fund Reserves. While we expect to end the FY2017 increasing reserve about \$1,511,551 more than anticipated, no expenditures from General Fund Reserve have been proposed for Fiscal Year 2018 - responding to decreased trends of increase experienced in 2017 in some major revenue line items and our projections for continued more moderate rates of increase in some major revenue categories. Therefore, expenditures proposed in the FY18 Annual Operating Budget reflect use of only current (FY18) projected revenues. Over the course of the last four (4) proposed and adopted annual budgets, the City has avoided issuing short-term debt for vehicles and equipment purchases (except for more expensive fire trucks and other more expensive major equipment acquisitions) by making these purchases through budgeting use of General Fund Reserve. For FY2018 all such recommended equipment purchases (in the General Fund excluding a Fire Department replacement pumper truck for which short-term debt will be issued) have been recommended for purchase using current revenues.

As compared to previous years, this results in an increase in the number of "City Manager Disapproved" budget requests for both day-to-day operations as well as strategic initiatives (all of which do not require additional funding). The result includes deferring a number of vehicle and equipment purchases that, under different circumstances would have likely been recommended for approval. This conservative approach to FY2018 is warranted by estimates of revenue for the coming year and the City's desire to hold the Tax Rate to the Effective Tax Rate and other estimates of revenue sources for the coming year.

In some cases, shifts in expenditures and departmental focus have been made to address some of the identified strategic planning initiatives; however, if the proposed budget is adopted by the Council a number of those will need to be reconsidered for FY2019. Strategic initiatives that will not necessarily require additional funding will obviously be unaffected for FY2018. A total of 16 out of 107 major strategic initiatives required additional funding. 4 of those have been specifically addressed in the FY2018 budget proposal. Funding of another 9 strategic initiatives in park planning is recommended for deferral – after a determination as to the outlook for major park project funding. Sufficient funds are identified to accomplish the planning work in the Recreational Development Fund if project funding becomes apparent during the course of FY2018.

As a service organization, expenditures for personnel account for a large percentage of the City's operating budget. One new position in the General Fund is included in the proposed budget to address a strategic initiative associated with reducing vehicle accidents in the City. One new position required in the Water and Sewer Fund has also been added to meet regulatory requirements.

The proposed budget does include a continuation of the step-based merit compensation system which results in increases of \$728,440 across all of the departments. For many years, the City's compensation system has also included a comprehensive analysis of market conditions for the various job classifications in the City. This has included salary survey information used to compare Rockwall salaries to the pre-selected 8 "market cities" to ensure that salaries are maintained at a competitive level. Maintaining internal equity has also always been a major factor considered as part of the market analysis. The proposed budget includes market adjustments within the Police and Fire Departments and a limited number of General Fund positions. Notably, market adjustments in the Fire Department positions are

market survey based, and market increases in Police Department positions are largely based on maintenance of internal equity. Fire and Police market raises account for \$194,251 of the proposed budget with another \$110,948 in a limited number of positions in the other departments.

“Market cities” were selected to be representative of cities with which the City of Rockwall competes (literally and conceptually) for hiring and keeping employees. Annual increases in all market cities have strongly influenced rates of pay and market adjustments for the various job classifications in the City. These market surveys have continued to reflect increasing levels of pay generally – and specifically for some several job classifications.

It should be noted that the FY2018 budget proposal does not included the salary comparison of one of the previously identified “market city” (Coppell) to determine the positions for which market salary adjustments are recommended. Survey data indicates that, overall (although not universally), salaries in that City currently have reached a point such that the City of Rockwall cannot (and perhaps should not) remain competitive with that city. If survey data for that particular city is used the number of market adjustments noted above would have increased from \$305,199 to \$691,823 - not an affordable cost for FY2018. Given our estimate of available revenues for the coming fiscal year, the City’s desire to maintain the 2018 Tax Rate at the Effective Rate and not exceed the Roll Back Rate, and the desire to maintain current service levels to Citizens; I made the decision to exclude Coppell’s compensation levels for the purposes of the proposed budget.

I would recommend, however, that during the course of the upcoming fiscal year, several measures be taken to further evaluate Rockwall’s compensation levels. These include:

- An examination of mid-year revenue performance to determine if circumstances warrant adjustments to budgeted revenue projections
- A mid-year salary survey to determine actual salary-related decisions made by all market cities
- A report to the Council, shortly after mid-year, outlining mid-year findings and a recommendations as to any mid-year adjustments that should/can be made at that time

It is also my recommendation that since it has been several years since a full compensation study has been performed, the Staff work with the Council to begin the development of a comprehensive, in-house study of employee compensation for FY2019.

## **WATER AND SEWER FUND**

Due to frequent rainfall, demand for water remains about 25% below the base year of 2012. Increased costs of wholesale treated water will again be experienced. The proposed FY2018 Annual Operating Budget reflects a 10% increase in Water and Sewer Rates effective in January 2018.

Deferred programs and equipment replacement will continue; however, financial recovery allows for the funding of some of the items previously deferred. Significant increases in expenditures for Sewer operations also result from regulatory pressures as the City meets its obligations for system and operational improvements. One new position has been proposed in the Sewer Operations division. This position will administer a new program related to regulatory obligations for eliminating the unnecessary

introduction of fats, oils, and grease (FOG) into the system - which may cause line stoppage, sewer backups, discharges, and treatment issues for the collection and treatment systems.

Despite continued lower than base year sales, the Water and Sewer Fund is expected to fully financially recover in FY18 such that we will exceed the City's financial policy goals for working capital (reserve) which had dropped to unacceptable levels as a result of successful conservation during and after the drought. This will have been accomplished over the course of the last few years by:

- Rate Increases
- Purchase Deferrals
- Discontinuing the transfer to the General Fund
- Paying Certificate of Obligation debt service from taxes rather than current W&S revenues
- Use of Debt Service Reserve in FY2018 to pay Certificate of Obligation debt service requirements

The use of Debt Service Fund Reserve that is significantly in excess of the goals set by the City will allow for a net increase in Water and Sewer Fund working capital of about \$1.5 million. This results in the Debt Service Fund reserves at about 112 days of operating expenses with bond covenants prescribing a minimum of 60 days. Due to uncertain future sales and continuing increases in prices, regulatory requirements, and major capital projects that we now know will occur about three years earlier than originally anticipated, the 112 days of working capital is a reasonable goal for the end of FY2018.

Most of the Water and Sewer Fund expenditure increases are for non-reoccurring costs. It is anticipated that in FY2019, then-current system revenue will be available to resume the Water and Sewer debt service requirements proposed to be paid by excess Debt Service Fund reserves in FY2018. The Water and Sewer Fund could make those payments with current revenue in FY2018; however, the proposed course of action is recommended in the interest of strengthening the Water and Sewer Fund. No resumption of the transfer of funds from the Water and Sewer Fund to the General Fund is proposed or recommended in FY2018 budget. Increasing working capital in the Water and Sewer Fund is favorable over resumption of the transfer to the General Fund (which three years ago was about \$600,000 annually).

It will be necessary to begin planning and design on a parallel sewer interceptor line to the treatment plant in Mesquite during the FY2018. This will require that about \$1.2 million dollars to be deposited with North Texas Municipal Water District to begin that work. This line is owned and operated jointly with the City of Heath and the City of Forney who will participate proportionately with both the design and cost of the project to parallel the interceptor line to increase its capacity. The project is required several years in advance of the schedule that had been previously anticipated. The required funds for planning and design will be refunded to the City upon issuance of the debt to fund the project. Funds previously slated for other system capital improvements will be used for this purpose which will delay some planned projects. Once the debt is issued to fund the interceptor construction (probably FY2020) the new debt will have a major impact on the debt service requirements of the Water and Sewer Fund. This matter will be discussed further during the budget workshop.

## EMPLOYEE BENEFITS FUND

The City's health insurance fund continues to perform well as it has the last several budgets. Just a few years ago, the fund had a negative balance and through focus on increasing employer and employee contributions and refining offerings we have been able to build a reserve balance of about 25% of our expenditures. In order to bolster the Workers Compensation Fund, which had larger than expected claims in the last two years, a one-time transfer will be made from Employee Benefits to Workers Compensation Fund.

### Notable Program Enhancements and Equipment Acquisitions

The following major vehicle, equipment acquisitions, capital, and program enhancement expenditures are proposed for funding in FY2018:

Department	Acquisition	Cost	Funding Source
Internal Operations	Myers Community Building Repairs	\$ 29,000	General Fund
Police Patrol	Traffic Officer - Motorcycle	\$ 120,020	General Fund
Parks and Recreation	Complete final downtown block	\$ 77,000	General Fund
Parks and Recreation	The Center AV Equipment	\$ 29,500	Rec Development
Streets	Street Repair Projects	\$1,400,000	General Fund
Sewer Operations	Condition Assessment	\$ 129,650	Water Sewer Fund
Sewer Operations	Fixed Lift Station Generators	\$ 364,000	Water Sewer Fund

Deferral of a number of vehicle and equipment purchases obviously indicates for upcoming years one (or several) of the following will likely be required to fund future needs to avoid impacting citizen service levels:

- Adding revenue and/or new revenue sources to meet these and other future needs
- Using other methods of financing major equipment purchases will be required – such as resuming the previous practice of issuing a significant amount of short-term debt for equipment acquisitions annually
- Implementing certain strategic initiatives targeting increased revenue for the City some of which have been begun as a part of departmental Strategic Plans
- Experiencing “normal” water revenues such that the historic transfer from the Water and Sewer Fund may resume to the General Fund – a challenge considering the continued and upcoming increases in the costs of water and sewer supply and services (both over the course of the last several years and in the next several years) although despite the lack of “normal” water consumption years it is anticipated that FY2018 budget will complete the “recovery” of that fund to an acceptable financial condition.

I believe that the Proposed FY2018 Annual Budget is both a responsible and conservative approach to guiding the City's activities for the coming year. I would like to thank all Department Heads and all of those who contributed to the budget requests submitted for consideration. I would specifically like to thank Assistant City Manager, Mary Smith, and the Finance Department staff for the many hours of work that has gone into the proposed budget development process.

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

Respectfully Submitted,

Rick Crowley  
City Manager





City of Rockwall  
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## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Jeffrey Widmer, Director of Building Inspections and Code Enforcement  
**DATE:** July 14, 2017  
**SUBJECT:** Population Estimates

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COG reported our 1/1/17 population as 42,120. In keeping with adopted policy, we have calculated the population estimate for 1/1/2018. We averaged 33 single family permits per months from 1/1/17 – 5/31/17. Typically we have taken a conservative approach and assumed we will continue to issue the same average number of permits for the remainder of the calendar year. Using this premise, we will end the year with 396 single family permits issued. COG recognizes 2.897 residents per single family dwelling and an occupancy factor of .967 in the City of Rockwall. COG recognizes 1.835 residents per multi-family unit with an occupancy rate of .951.

1/1/17 COG Population Estimate	42,120	
396 X 2.897 X .967 =	1,109	Single family
0 X 1.835 X .951 =	<u>0</u>	Multi-family
1/1/18 Population Estimate	43,229	

**Using this methodology the City 1/1/2018 population will be 43,229.**

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	32,542,592	34,044,150	35,275,450	36,066,050
Total Operating Expenditures	29,703,433	31,315,550	31,862,550	32,733,800
Capital Reserve Expenditures	-	2,091,150	2,091,150	-
Excess Revenues Over (Under) Expenditures	2,839,158	637,450	1,321,750	3,332,250
Net Other Financing Sources (Uses)	(3,070,100)	(2,833,500)	(2,833,500)	(3,128,000)
Net Gain (Loss)	(230,942)	(2,196,050)	(1,511,750)	204,250
Fund Balance - Beginning	11,707,871	10,709,878	11,476,929	9,965,179
Fund Balance - Ending	11,476,929	8,513,828	9,965,179	10,169,429

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4100	Current Taxes	9,705,849	10,689,500	10,990,000	12,214,700
4105	Delinquent Taxes	48,743	60,000	79,000	60,000
4110	Penalty & Interest	49,597	60,000	60,000	60,000
<b>Total Property Taxes</b>		<b>9,804,189</b>	<b>10,809,500</b>	<b>11,129,000</b>	<b>12,334,700</b>
4150	Sales Taxes	15,373,514	15,791,200	15,977,050	16,190,000
4155	Beverage Taxes	233,188	245,000	233,000	245,000
<b>Total Sales Taxes</b>		<b>15,606,702</b>	<b>16,036,200</b>	<b>16,210,050</b>	<b>16,435,000</b>
4201	Electrical Franchise	1,727,420	1,795,000	1,795,000	1,795,000
4203	Telephone Franchise	143,322	150,000	150,000	150,000
4205	Gas Franchise	437,481	450,000	404,000	400,000
4207	Cable TV Franchise	624,089	775,000	680,000	625,000
4209	Garbage Franchise	255,348	235,000	235,000	235,000
<b>Total Franchise</b>		<b>3,187,660</b>	<b>3,405,000</b>	<b>3,264,000</b>	<b>3,205,000</b>
4250	Park & Recreation Fees	26,188	35,000	35,000	35,000
4251	Municipal Pool Fees	32,090	22,000	22,000	22,000
4253	Center Rentals	48,756	39,500	39,500	39,500
4255	Harbor Rentals	3,065	10,000	10,000	10,000
4260	Tax Certificate Fees	-	250	250	250
4270	Code Enforcement Fees	48,892	5,000	48,000	5,000
4280	Zoning Request Fees	46,841	35,000	52,000	35,000
4283	Construction Inspection	441,026	300,000	530,000	425,000
4295	Fire - Plans	12,323	15,000	4,500	4,500
<b>Total Fees</b>		<b>659,181</b>	<b>461,750</b>	<b>741,250</b>	<b>576,250</b>

Summary of Revenues, Cont'd.

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4300	Building Permits	900,976	800,000	1,322,000	1,000,000
4302	Fence Permits	24,275	20,000	22,000	20,000
4304	Electrical Permits	27,774	30,000	26,000	30,000
4306	Plumbing Permits	48,307	40,000	40,000	40,000
4308	Mechanical Permits	48,928	39,000	49,500	39,000
4310	Daycare Center Permits	4,210	3,000	4,250	3,000
4312	Health Permits	89,505	89,550	91,700	102,000
4314	Sign Permits	19,181	26,000	20,000	20,000
4288	Beverage Permits	8,943	10,000	14,000	10,000
4320	Miscellaneous Permits	60,653	45,000	52,000	50,000
Total Permits		1,232,751	1,102,550	1,641,450	1,314,000
4400	Court Fines	542,176	500,000	500,000	525,000
4402	Court Fees	139,366	165,000	165,000	165,000
4404	Warrant Fees	82,951	90,000	90,000	90,000
4406	Court Deferral Fees	271,627	285,000	275,000	285,000
4408	Animal Registration Fees	5,843	7,000	7,000	7,000
4414	Alarm Fees and Fines	46,518	45,000	57,000	45,000
Total Municipal Court		1,088,481	1,092,000	1,094,000	1,117,000
4001	Interest Earnings	37,215	35,500	73,000	75,000
4007	Sale of Supplies	757	500	500	500
4010	Auction/Scrap Proceeds	136	40,000	46,050	40,000
4019	Miscellaneous	53,823	20,000	25,000	20,000
4480	Tower Leases	46,365	51,000	51,000	51,000
4680	Developer Contributions	-	104,000	104,000	-
Total Miscellaneous		138,296	251,000	299,550	186,500
4500	Grant Proceeds	120,860	86,000	96,000	-
4510	School Patrol	353,056	405,000	405,000	405,000
4520	County Contracts	1,200	1,000	1,000	1,000
4530	City Contracts	350,216	394,150	394,150	491,600
Total Intergovernmental		825,332	886,150	896,150	897,600
Total Revenues		32,542,592	34,044,150	35,275,450	36,066,050

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	-	-	-	-
From Recreational Development	-	-	-	-
From Court Security/Tech Fees	30,500	25,000	25,000	25,000
From Recycling Fund	-	33,000	33,000	-
From Seized Funds	-	208,500	208,500	-
From Siren Fund	-	25,000	25,000	-
<b>Total Other Financing Sources</b>	<b>30,500</b>	<b>291,500</b>	<b>291,500</b>	<b>25,000</b>
Other Financing Uses				
Operating Transfers Out:				
To Rec. Dev. Fund	168,600	-	-	-
To Radio Fund	160,000	640,000	640,000	43,000
To Airport Fund	15,000	30,000	30,000	-
To Employee Benefit Fund (Ins.)	2,500,000	2,500,000	2,500,000	2,500,000
To Workers Compensation Fund	100,000	150,000	150,000	175,000
To Tech. Replacement Fund	157,000	175,000	175,000	185,000
To Vehicle Replacement Fund	-	100,000	100,000	250,000
<b>Total Other Financing Uses</b>	<b>3,100,600</b>	<b>3,595,000</b>	<b>3,595,000</b>	<b>3,153,000</b>
Less Capital Reserve	-	470,000	470,000	-
<b>Net Other Financing Sources (Uses)</b>	<b>(3,070,100)</b>	<b>(2,833,500)</b>	<b>(2,833,500)</b>	<b>(3,128,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
10	01	Mayor/Council	107,997	124,450	134,400	125,950
10	05	Administration	1,738,077	1,883,350	2,010,350	1,979,500
10	06	Administrative Services	450,570	563,150	532,350	560,300
10	09	Internal Operations	1,828,916	2,103,000	2,108,800	2,162,750
15	11	Finance	619,172	750,100	681,250	781,050
15	15	Municipal Court	389,913	468,400	459,650	463,200
20	25	Fire Operations	3,332,177	3,371,800	3,424,800	3,522,250
20	29	Fire Marshal	424,699	519,200	520,750	581,600
30	31	Police Administration	1,031,806	1,440,650	1,405,650	1,238,550
30	32	Communications	1,126,084	1,215,550	1,192,500	1,300,650
30	33	Patrol	5,630,898	6,138,700	5,981,650	5,753,500
30	34	CID	1,259,265	1,281,450	1,354,750	1,345,050
30	35	Community Services	990,245	940,900	953,100	985,850
30	36	Warrants	230,532	237,050	237,750	242,450
30	37	Records	448,467	455,150	476,000	494,650
40	41	Planning	553,943	733,150	732,500	781,300
40	42	Neighborhood Improv.	487,584	532,950	536,150	540,100
40	43	Building Inspections	737,205	749,600	740,050	730,350
45	45	Parks	2,015,168	2,567,800	2,671,500	2,569,750
45	46	Harbor O&M	409,722	499,900	499,900	542,100
45	47	Recreation	863,348	914,200	906,700	918,250
45	48	Animal Services	631,884	712,550	718,700	638,650
50	53	Engineering	1,114,244	1,138,450	1,148,900	1,115,050
50	59	Streets	3,281,518	3,595,200	4,055,550	3,360,950
			29,703,433	32,936,700	33,483,700	32,733,800
Less Capital Reserve			-	1,621,150	1,621,150	-
<b>Total Operating Expenditures</b>			<b>29,703,433</b>	<b>31,315,550</b>	<b>31,862,550</b>	<b>32,733,800</b>

## DIVISION SUMMARY

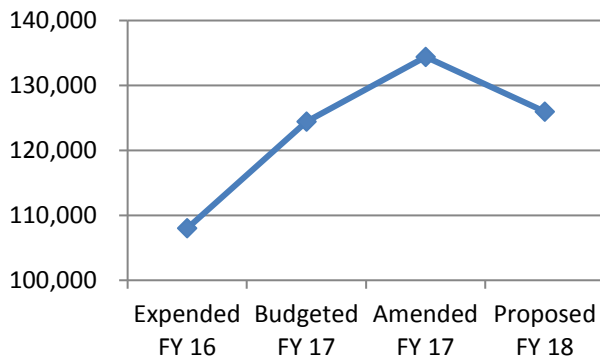
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

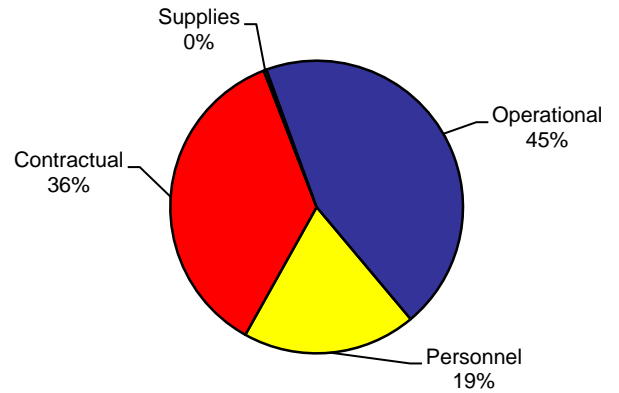
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	23,648	24,200	24,200	24,200
Contractual	48,722	43,850	47,400	45,350
Supplies	182	400	400	400
Operational	35,446	56,000	62,400	56,000
<b>Total</b>	<b>107,997</b>	<b>124,450</b>	<b>134,400</b>	<b>125,950</b>

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
101 SALARIES & WAGES-SUPERVISOR	22,500	22,500	22,500	22,500
120 FICA & MEDICARE EXPENSE	1,148	1,700	1,700	1,700
<i>PERSONNEL SERVICES Totals</i>	23,648	24,200	24,200	24,200
<i>CONTRACTUAL</i>				
221 INSURANCE-PUBLIC OFFICIAL	45,435	40,500	44,050	42,000
231 SERVICE MAINTENANCE CONTRACTS	3,287	3,350	3,350	3,350
<i>CONTRACTUAL Totals</i>	48,722	43,850	47,400	45,350
<i>SUPPLIES</i>				
310 PRINTING & BINDING	182	300	300	300
347 GENERAL MAINTENANCE SUPPLIES	-	100	100	100
<i>SUPPLIES Totals</i>	182	400	400	400
<i>OPERATIONS</i>				
402 YOUTH ADVISORY COUNCIL	2,942	3,000	3,000	3,000
404 ELECTION EXPENSES	3	10,500	10,500	10,500
410 DUES & SUBSCRIPTIONS	13,263	12,500	12,500	12,500
420 AWARDS	4,553	10,000	10,000	10,000
428 MEETING EXPENSES	3,289	3,000	3,000	3,000
430 TUITION & TRAINING	2,290	3,000	4,200	3,000
436 TRAVEL	9,106	14,000	19,200	14,000
<i>OPERATIONS Totals</i>	35,446	56,000	62,400	56,000
<b>MAYOR/COUNCIL Totals</b>				
	<b>107,997</b>	<b>124,450</b>	<b>134,400</b>	<b>125,950</b>



## DIVISION SUMMARY

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

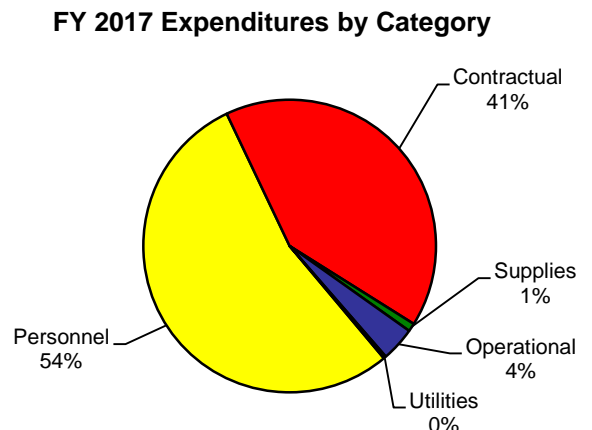
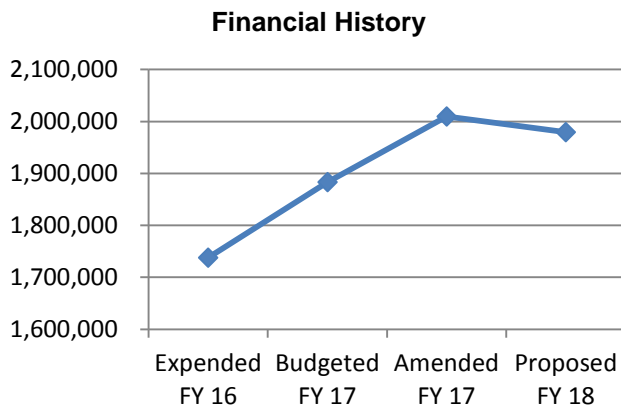
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	968,782	1,037,200	1,036,900	1,069,650
Contractual	701,906	748,800	879,150	811,500
Supplies	22,828	18,000	17,200	18,000
Operational	38,274	73,750	70,750	74,750
Utilities	6,289	5,600	5,600	5,600
<b>Total</b>	<b>1,738,078</b>	<b>1,883,350</b>	<b>2,009,600</b>	<b>1,979,500</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	28	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	15	1	1

### Activity Trends



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	534,218	551,350	551,350	558,450
104 SALARIES & WAGES-CLERICAL	239,730	264,900	264,900	288,050
109 SALARIES & WAGES-OVERTIME	-	300	300	300
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	5,759	6,150	5,850	6,250
120 FICA & MEDICARE EXPENSE	47,997	52,150	52,150	54,000
122 T.M.R.S. RETIREMENT EXPENSE	140,478	161,750	161,750	162,000

*PERSONNEL SERVICES Totals*      968,782      1,037,200      1,036,900      1,069,650

*CONTRACTUAL*

207 APPRAISAL & COLLECTION	233,309	250,000	216,500	243,750
208 EMERGENCY SERVICES CORP	182,836	170,150	185,900	60,200
211 LEGAL	127,128	140,000	203,000	200,000
213 CONSULTING FEES	14,399	42,700	42,700	42,700
231 SERVICE MAINTENANCE CONTRACTS	22,412	23,500	23,500	45,500

**Notes:**      [Swagit Streaming Video](#)

The Swagit streaming video service for Council and PZ meetings includes an annual maintenance agreement which is \$22,000.

*\*CITY MANAGER'S COMMENTS: Approved*

233 ADVERTISING	3,411	6,000	6,000	6,000
236 COMMUNITY SERVICES	85,952	86,450	141,150	140,850

**Notes:**      [Community Programs](#)

Amended Budget:  
Star Transit increase approved mid-year increased budget by \$54,200

Proposed Budget:  
\$102,099 STAR Transit (reduction of \$20,544)  
    35,000 Meals on Wheels Senior Services (increase of \$5,000)  
    3,000 Parades  
    750 Sheriff's Posse insurance  
\$140,850 Total

*\*CITY MANAGER'S COMMENTS: Approved*

240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,656	5,000	5,000	5,000

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
243 BUILDING LEASE	20,500	20,500	50,100	63,000

<b>Notes:</b>	Parking Leases
\$30,000 Cain Restroom Building 20,000 Hance Parking lot 12,000 Cain Parking lot 1,000 Slaughter Access Easement  *CITY MANAGER'S COMMENTS: Approved	

254 RECORDING FEES	7,304	4,000	4,800	4,000
<i>CONTRACTUAL Totals</i>	701,906	748,800	879,150	811,500
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	2,219	3,000	2,200	3,000
310 PRINTING & BINDING	20,608	14,500	14,500	14,500
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	22,828	18,000	17,200	18,000
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	10,907	20,000	15,000	20,000
422 EMPLOYEE ACTIVITIES	-	14,000	14,000	14,000
428 MEETING EXPENSES	10,576	9,500	11,500	10,500
430 TUITION & TRAINING	5,772	8,450	8,450	8,450
436 TRAVEL	11,018	21,800	21,800	21,800
<i>OPERATIONS Totals</i>	38,274	73,750	70,750	74,750
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	6,289	5,600	5,600	5,600
<i>UTILITIES Totals</i>	6,289	5,600	5,600	5,600
<b>ADMINISTRATION Totals</b>	<b>1,738,078</b>	<b>1,883,350</b>	<b>2,009,600</b>	<b>1,979,500</b>

## DIVISION SUMMARY

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

### Expenditure Summary

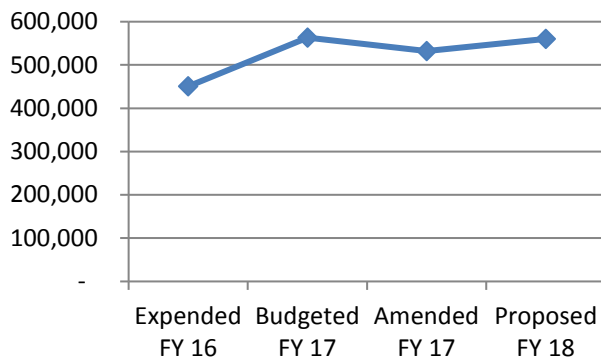
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	388,615	502,600	471,550	493,450
Contractual	3,509	7,050	7,050	7,050
Supplies	862	2,500	2,500	3,000
Operational	54,586	48,200	48,450	53,700
Utilities	2,998	2,800	2,800	3,100
<b>Total</b>	<b>450,570</b>	<b>563,150</b>	<b>532,350</b>	<b>560,300</b>

### Personnel Schedule

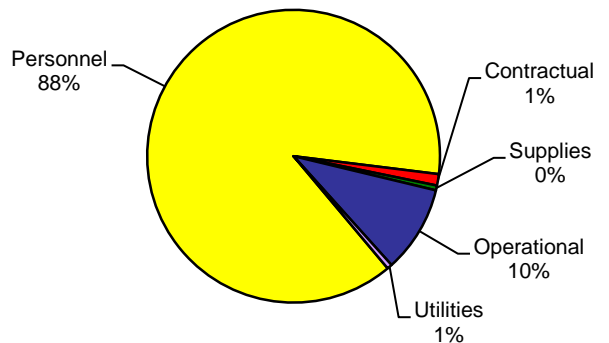
<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Administrative Services Director	-	1	1
Organizational Development & Training Coordinator	22	1	1
HR Analyst	18	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



<b>Fund</b> 01 General Fund	<b>Department</b> 10 Administration	<b>Division</b> 06 Administrative Services
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERV	141,734	146,300	146,300	146,300
104 SALARIES & WAGES-CLERICAL	160,098	242,950	212,950	236,900
112 INCENTIVE PAY	4,135	10,000	10,000	10,000
113 EDUCATION/CERTIFICATE PAY	1,200	1,800	1,800	1,500
114 LONGEVITY PAY	2,815	4,200	3,150	2,850
120 FICA & MEDICARE EXPENSE	21,668	28,650	28,650	28,200
122 T.M.R.S. RETIREMENT EXPENSE	50,459	63,700	63,700	62,700
128 UNEMPLOYMENT INSURANCE	6,506	5,000	5,000	5,000

*PERSONNEL SERVICES Totals*      388,615      502,600      471,550      493,450

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	3,509	7,050	7,050	7,050
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*CONTRACTUAL Totals*      3,509      7,050      7,050      7,050

*SUPPLIES*

301 OFFICE SUPPLIES	296	1,000	1,000	1,000
310 PRINTING & BINDING	566	1,000	1,000	1,500

<b>Notes:</b>	<a href="#">Additional Materials</a>
Additional in-house training & development programs course materials	
*CITY MANAGER'S COMMENTS: Approved	

347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
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*SUPPLIES Totals*      862      2,500      2,500      3,000

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,202	2,600	2,600	2,600
415 RECRUITING EXPENSES	55	-	250	-
420 AWARDS	6,320	7,500	7,500	9,500

<b>Notes:</b>	<a href="#">Service &amp; Recognition</a>
There are more 20, 25, 30, 35 and 40 year award recipients this year. The cost of plaques and gifts have increased.	
*CITY MANAGER'S COMMENTS: Approved	

422 EMPLOYEE ACTIVITIES	14,102	1,000	1,000	1,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Administrative Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
430 TUITION & TRAINING	4,277	3,500	3,500	5,000

<b>Notes:</b>	Increase staff training
Advanced training sessions for new Organizational Development administrator are included.	
*CITY MANAGER'S COMMENTS: Approved	

432 EDUCATION REIMBURSEMENT	3,800	11,400	11,400	11,400
435 EMPLOYEE DEVELOPMENT	15,412	14,200	14,200	14,200

<b>Notes:</b>	Employee Development
Leadership Academy - Police & Fire - \$18,000	
Professional Development (city-wide) - \$22,000	
(professional development programs for entry level positions and comprehensive program for supervisory positions - average cost per participant \$65, approx. 333 participants)	
*CITY MANAGER'S COMMENTS: Disapproved	

436 TRAVEL	8,418	8,000	8,000	10,000
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<b>Notes:</b>	Additional staff training
Travel associated with state and national conferences	
*CITY MANAGER'S COMMENTS: Approved	

<i>OPERATIONS Totals</i>	54,586	48,200	48,450	53,700
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*UTILITIES*

507 CELLULAR TELEPHONE	2,998	2,800	2,800	3,100
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<i>UTILITIES Totals</i>	2,998	2,800	2,800	3,100
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<b>ADMINISTRATIVE SERVICES Totals</b>	<b>450,570</b>	<b>563,150</b>	<b>532,350</b>	<b>560,300</b>
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## DIVISION SUMMARY

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

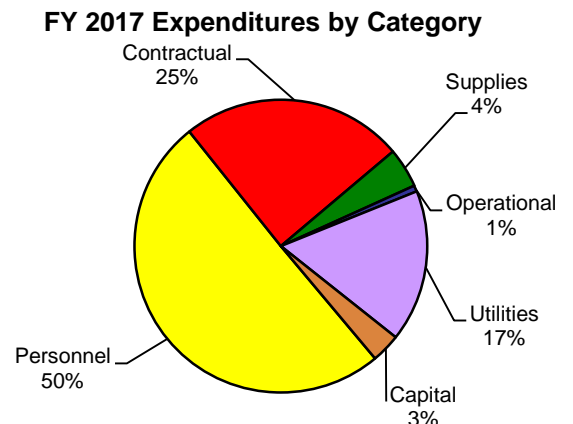
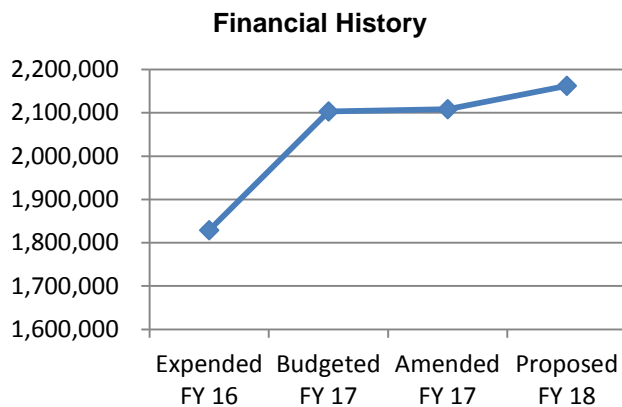
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	907,212	1,060,500	1,058,800	1,089,450
Contractual	451,663	537,300	537,300	531,600
Supplies	88,626	84,900	84,900	94,900
Operational	5,915	18,500	18,500	14,600
Utilities	374,897	376,800	384,300	362,800
Capital	604	25,000	25,000	69,400
<b>Total</b>	<b>1,828,916</b>	<b>2,103,000</b>	<b>2,108,800</b>	<b>2,162,750</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	25	1	1
Network Administrator	26	1	1
PIO/Marketing Manager	22	-	1
Network Technician	19	1	1
Internal Operations Coordinator	15	1	1
Building Maintenance Technician	11	3	3
Lead Custodian	10	2	2
Custodian	7	4	4

### Activity Trends



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	202,614	216,100	216,100	228,050
104 SALARIES & WAGES-CLERICAL	182,109	274,050	274,050	282,900

Notes:	Additional IT Technician
<p>A new position is requested in the Internal Operations Department to help with desktop support and IT network administration. While most requests are resolved within 30 minutes or less, many can take hours to resolve. This new position would provide valuable backup and provide knowledge about the network beyond more than one person in the department. The City's 2-member IT Network Team is currently responsible for desktop support, maintenance, and management for the following:</p> <ul style="list-style-type: none"> <li>- 303 network customers</li> <li>- 11 physical servers</li> <li>- 41 virtual servers</li> <li>- 2 SAN (storage area network)</li> <li>- 24 Network switches</li> <li>- 212 Desktop computers</li> <li>- 85 Laptops</li> <li>- 40+ iPads</li> <li>- 45 Printers</li> <li>- 215 VOIP phones</li> <li>- 7 - NAS Units</li> <li>- 17 Tier 1 applications</li> <li>- 16 Wireless access points</li> <li>- 30 UPS units</li> </ul> <p>The City's IT staff has not increased since 2004 and during this time, an additional 55 new employees have been added. Additionally, these two employees are also responsible for maintaining 3 websites and a multitude of specialized software applications. In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member.</p> <p>Proposed Grade: 19                      \$52,803 Salary                      12,678 Benefits                      200 Uniforms                      1,800 Computer                      1,000 Cell Phone                      \$68,481 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

107 SALARIES & WAGES-LABOR	331,590	349,900	349,900	355,100
109 SALARIES & WAGES-OVERTIME	3,849	6,000	6,000	4,000
113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	9,895	12,350	10,650	11,600
120 FICA & MEDICARE EXPENSE	55,121	64,100	64,100	65,500
122 T.M.R.S. RETIREMENT EXPENSE	121,432	137,400	137,400	141,700
<i>PERSONNEL SERVICES Totals</i>	<u>907,212</u>	<u>1,060,500</u>	<u>1,058,800</u>	<u>1,089,450</u>



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
217 IT SERVICE	151,801	189,500	189,500	262,750

Notes:	New Projects
<p>\$55,020 Datamax – network consultant                      42,520 Internet service to all locations                      6,175 Charter Communications for I-Net                      17,000 Licensing (Client Access Licenses, Terminal Server, MS Windows)</p> <p>Datto Backup Solution                      The capacity of this appliance is 60TB. This request includes device, maintenance, support and off-site storage to Datto cloud. We currently backup approximately 15TB of data. Industry recommendation on sizing is 3 to 1. This allows for proper data retention and disaster recovery. Our current backup strategy is undersized and more suited to smaller environments. Our data retention is only 1 week in most cases. Data retention should be at least 30 days with monthly and annual snapshots. We have added 12 more servers in recent projects that we cannot backup with the existing system. The proposed solution would keep a local copy of our data as well as a replica set offsite using cloud technology. This would satisfy our Disaster Recovery needs. The current backup solution is unreliable and requires constant maintenance to try and accomplish at least a partial archival of our data. The City is and will continue to be at risk of data loss using the existing backup solution. The Department reviewed other backup solutions to compare costs: Barracuda (\$142,000), Unitrends (\$130,000) not including monthly costs.</p> <p>\$30,656 Siris3-60TB Datto Backup Appliance                      \$54,579 Monthly Support and Cloud Retention</p> <p>Datto 36TB NAS                      This device would provide storage for video and other high storage consumption file types. Examples: Sewer pipe video/photos, street assessment video/photos, parks video/photos, and all other video/photos associated with City Works asset management system. It is very expensive to keep these types of files on our Tier 1 storage device and backup. The proposed storage and backup strategies in this budget cannot accommodate these projects. This type of data will grow very quickly the next few years. We have no way to store with any sort of backup. This solution provides storage space and data protection through version control in the cloud. It will take many man hours to accumulate this data by various departments. We should offer some sort of protection of this data in the event of a virus, data corruption, hardware failure, etc.</p> <p>\$15,535 Datto NAS                      \$10,300 Support and Cloud Storage</p> <p>Barracuda Message Archiver                      Barracuda Message Archiver - We currently do not have an email message archiving solution in place. This device will help the IT Department to better manage email records and will also address capacity management Full Message Compression and deduplication to effectively manage storage limits.</p> <p>\$16,600 Barracuda Message Archiver</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	160,236	141,800	141,800	154,600

Notes:	Service Maintenance Contracts
<p>The line item has increased due to security camera and door security increase of \$10,000. Several new door badge readers were added as well as the cameras and access control for Cain's Corner restrooms. Additional WiFi devices for IT \$2,000.</p> <p>Fire Alarms / Extinguishers \$5,215                      Fire Alarm Monitoring \$3,840                      Pest Control \$13,000                      Outdoor Warning Sirens \$11,775                      Emergency Generators \$6,560                      Coffee Service and Supplies \$19,500                      Bottled Water \$2,800                      Elevator Maintenance \$8,280                      (4 inspections)                      Access and Security (Securadyne) \$28,660                      Access and Sec Cameras (Tyco) \$33,548                      Telephone / Voicemail System \$14,556                      Verizon WiFi \$6,800</p> <p>Total: \$154,534</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

237 UNIFORM SERVICE	4,723	4,100	4,100	5,500
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Notes:	Uniform Service
<p>Increase in winter gear and uniform shirts.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

240 EQUIPMENT REPAIRS	7,646	8,000	8,000	8,000
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Notes:	Budget Amendment
<p>Additional \$1,000 to cover expenses for the remainder of the fiscal year.</p>	

242 EQUIPMENT RENTAL & LEASE	842	500	500	500
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Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
244 BUILDING REPAIRS	109,541	176,400	176,400	83,250

Notes:	New Projects
The additional funds are for the following:	
Harry Myers Community Center	
The foundation of this facility has shifted and needs to be repaired. It is also proposed that cosmetic upgrades be made to the flooring, interior painting, and ceiling of the rental portion of the facility (pool side enhancements will be proposed by PARD).	
\$ 9,000 Foundation repair 15,000 New vinyl flooring 2,000 Interior Painting <u>3,000</u> Partial deck removal and replacement \$29,000 Total	
Harry Myers Comm Center – Replace Broken Tables	
There are 20 tables at HMCC that need to be replaced. Most are cracked on the edges and are a hazard to those renting the facility.	
Total: \$4,250	
*CITY MANAGER'S COMMENTS: Approved	

246 VEHICLE REPAIRS	7,379	5,000	5,000	5,000
272 JANITORIAL SERVICES	9,496	12,000	12,000	12,000
<i>CONTRACTUAL Totals</i>	451,663	537,300	537,300	531,600

*SUPPLIES*

301 OFFICE SUPPLIES	366	400	400	400
303 COMPUTER SUPPLIES	24,460	20,000	20,000	20,000
323 SMALL TOOLS	1,672	1,500	1,500	1,500
331 FUEL & LUBRICANTS	10,081	11,000	11,000	11,000
345 CLEANING SUPPLIES	21,879	22,000	22,000	22,000
347 GENERAL MAINTENANCE SUPPLIES	30,168	30,000	30,000	40,000

Notes:	Aging facilities
Request is to increase this line item due to aging facilities. This account supplies maintenance technicians with parts to repair a wide range of issues such as lights, electrical, plumbing, appliances.	
*CITY MANAGER'S COMMENTS: Approved	

<i>SUPPLIES Totals</i>	88,626	84,900	84,900	94,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	205	-	-	-
430 TUITION & TRAINING	2,150	4,000	4,000	7,600

<b>Notes:</b>	Additional Training
Dell Compellent Administration Training	
<p>This is a 4 day remote training class offering Administrator training on the Compellent 4020SC we purchased and deployed. This class is a comprehensive training program on how to properly manage and troubleshoot the Compellent SAN we purchased and deployed relative to the radio project. It is imperative we know how to manage this device as it is the storage hub of our network. This will allow the IT staff to properly manage and maintain our primary storage appliance. This training will be done online. \$4,995</p>	
*CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	3,560	14,500	14,500	7,000	
<i>OPERATIONS Totals</i>		<u>5,915</u>	<u>18,500</u>	<u>18,500</u>	<u>14,600</u>

*UTILITIES*

501 ELECTRICITY	211,679	202,000	202,000	180,000	
507 CELLULAR TELEPHONE	6,655	10,900	10,900	10,900	
508 TELEPHONE SERVICE	97,154	94,400	94,400	94,400	
510 NATURAL GAS SERVICE	8,403	17,500	17,500	17,500	
513 WATER	51,006	52,000	59,500	60,000	
<i>UTILITIES Totals</i>		<u>374,897</u>	<u>376,800</u>	<u>384,300</u>	<u>362,800</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	604	-	-	-
621 FIELD MACHINERY & EQUIPMENT	-	25,000	25,000	21,400

<b>Notes:</b>	New Field Equipment
Man Lift	
<p>The current man lift was purchased in 2002 and is experiencing problems with stability, lift safeties, outriggers not engaging properly and other issues which make use unsafe. The lift does not collapse in order to go under entry doors for interior use. Typical uses for this piece of equipment are repairing lights, electrical, maintaining and repairing cord reels in fire stations, aerial heater repairs, ceiling repairs, painting or any time ladders are not tall enough or at dangerous heights.</p>	
\$11,000	
New Hard Surface Floor Scrubber	
<p>The request is for a new Speed Scrub hard surface floor scrubber. The existing floor scrubber is 12 years old and experiencing more down time due to age and long-term use. The new unit will be used for daily scrubbing and for heavy stripping of vinyl flooring throughout the city's facilities.</p>	
\$10,400	
*CITY MANAGER'S COMMENTS: Approved	

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
623 VEHICLES	-	-	-	48,000

<b>Notes:</b>	<b>New Vehicles</b>
<p>Unit 185 – 2000 Chevrolet ½ Ton Truck. 104,700 Miles. Condition: Poor                      This vehicle is used by a custodian on the day shift and again by one on the night shift. This vehicle has been in service since 2000 and is in poor condition. Over the life of the vehicle, the City has spent \$12,900 on maintenance and repairs, including such items as an AC compressor, transmission repairs, new radiator, and water pump.                      Proposed Replacement Vehicle:                      2018 Chevrolet ½ Ton Truck with lift gate \$24,000</p>	
<p>Unit 183 - 2001 Ford Ranger. 116,344 Miles. Condition: Poor                      This vehicle is used by a custodian on the day shift and again by one on the night shift. This vehicle was purchased as a used vehicle in 2003. Over the life of the vehicle, the City has spent \$12,854 on maintenance and repairs. Staff is reporting that the transmission is beginning to have signs of shifting problems. This truck has severe cooling system issues that will be costly to repair/replace. Replacement of the transmission and cooling system would certainly cost more than the current value of the vehicle.                      Proposed Replacement Vehicle:                      2018 Chevrolet ½ Ton Truck with lift gate \$24,000</p>	
<p>*CITY MANAGER'S COMMENTS: Approved</p>	

*CAPITAL Totals*      604      25,000      25,000      69,400

<b>INTERNAL OPERATIONS Totals</b>	<b>1,828,916</b>	<b>2,103,000</b>	<b>2,108,800</b>	<b>2,162,750</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

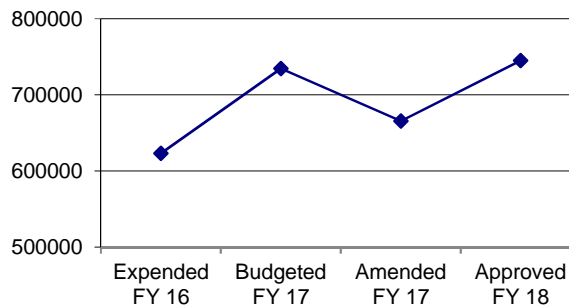
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	316,246	408,450	335,650	415,800
Contractual	240,152	261,150	273,100	292,750
Supplies	55,912	70,250	62,250	62,250
Operational	6,861	9,000	9,000	9,000
Utilities	-	1,250	1,250	1,250
<b>Total</b>	<b>619,171</b>	<b>750,100</b>	<b>681,250</b>	<b>781,050</b>

### Personnel Schedule

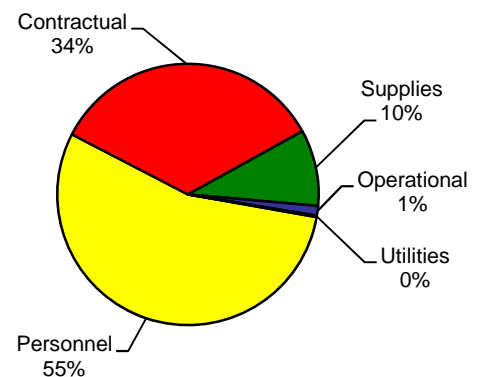
<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Senior Accountant	24	1	1
Purchasing Agent	24	1	1
Finance Clerk - Payroll	18	1	1
Inventory Clerk	14	1	1
Finance Clerk - A/P	13	1.5	1.5

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	254,421	323,950	263,950	347,500
109 SALARIES & WAGES-OVERTIME	297	300	300	300
113 EDUCATION/CERTIFICATE PAY	-	-	300	300
114 LONGEVITY PAY	3,783	4,450	4,050	4,350
120 FICA & MEDICARE EXPENSE	19,070	25,400	22,200	20,200
122 T.M.R.S. RETIREMENT EXPENSE	38,676	54,350	44,850	43,150
<i>PERSONNEL SERVICES Totals</i>	<u>316,246</u>	<u>408,450</u>	<u>335,650</u>	<u>415,800</u>
<i>CONTRACTUAL</i>				
210 AUDITING	26,500	31,000	31,000	31,000
223 INSURANCE-SURETY BONDS	500	400	400	500
225 INSURANCE-AUTOMOBILES	39,101	41,000	46,750	49,050
227 INSURANCE-REAL PROPERTY	36,834	38,800	41,750	48,000
228 INSURANCE-CLAIMS & DEDUCTIBLES	26,676	30,000	30,000	35,000
229 INSURANCE-LIABILITY	41,189	43,050	46,300	48,000
231 SERVICE MAINTENANCE CONTRACTS	61,316	68,200	68,200	72,000
233 ADVERTISING	818	1,000	1,000	1,000
235 BANK CHARGES	4,714	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	-	-	-	500
242 EQUIPMENT RENTAL & LEASE	2,504	2,700	2,700	2,700
<i>CONTRACTUAL Totals</i>	<u>240,152</u>	<u>261,150</u>	<u>273,100</u>	<u>292,750</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	2,004	2,000	2,000	2,000
305 COPY MACHINE SUPPLIES	29,095	28,000	28,000	28,000
307 POSTAGE	23,000	37,500	29,500	29,500
310 PRINTING & BINDING	1,212	2,000	2,000	2,000
347 GENERAL MAINTENANCE SUPPLIES	601	750	750	750
<i>SUPPLIES Totals</i>	<u>55,912</u>	<u>70,250</u>	<u>62,250</u>	<u>62,250</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,293	2,500	2,500	2,500
430 TUITION & TRAINING	2,496	2,500	2,500	2,500
436 TRAVEL	3,072	4,000	4,000	4,000
<i>OPERATIONS Totals</i>	<u>6,861</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	-	1,250	1,250	1,250
<i>UTILITIES Totals</i>	<u>-</u>	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>
<b>FINANCE Totals</b>	<b>619,171</b>	<b>750,100</b>	<b>681,250</b>	<b>781,050</b>

## DIVISION SUMMARY

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

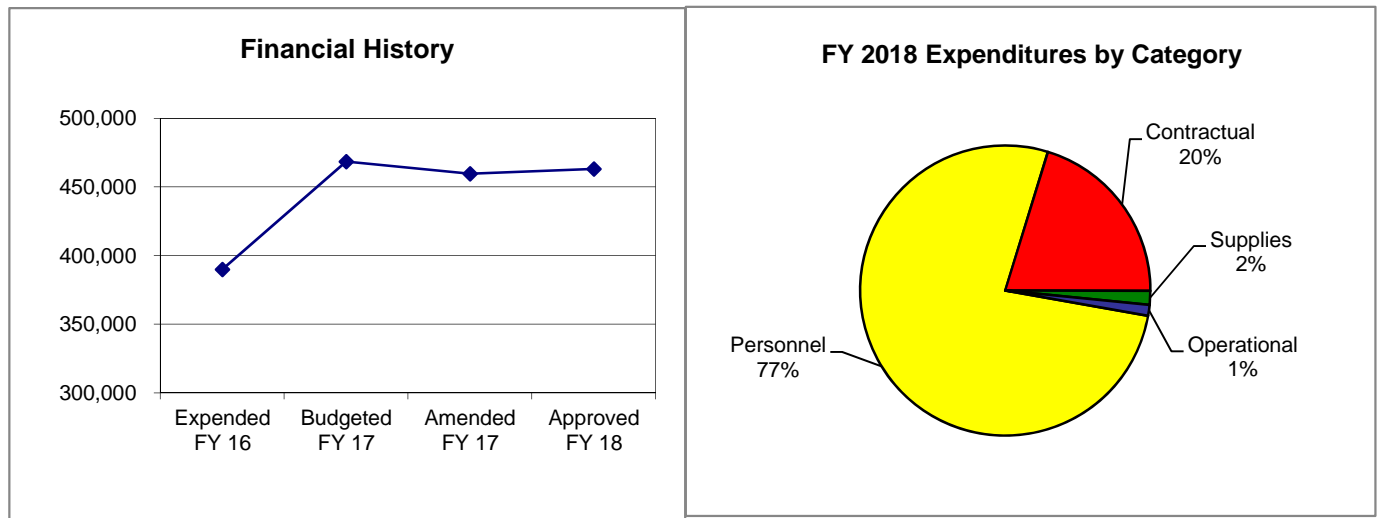
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	296,913	361,750	352,950	356,550
Contractual	86,640	93,900	93,900	93,900
Supplies	2,490	7,250	7,250	7,250
Operational	3,870	5,500	5,550	5,500
<b>Total</b>	<b>389,913</b>	<b>468,400</b>	<b>459,650</b>	<b>463,200</b>

### Personnel Schedule

<u>Position</u>	<u>Classification</u>	FY 17 <u>Approved</u>	FY 18 <u>Proposed</u>
Municipal Court Clerk Supervisor	23	1	1
Deputy Municipal Court Clerk II	14	3	3
Court Customer Service Rep	12	1	1

### Activity Trends





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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	80,412	79,850	79,850	79,850
104 SALARIES & WAGES-CLERICAL	153,397	204,700	195,900	201,000
109 SALARIES & WAGES-OVERTIME	1,531	3,000	3,000	1,500
113 EDUCATION/CERTIFICATE PAY	900	900	900	600
114 LONGEVITY PAY	4,750	5,100	5,100	5,400
120 FICA & MEDICARE EXPENSE	17,802	21,700	21,700	21,700
122 T.M.R.S. RETIREMENT EXPENSE	38,121	46,500	46,500	46,500
<i>PERSONNEL SERVICES Totals</i>	<u>296,913</u>	<u>361,750</u>	<u>352,950</u>	<u>356,550</u>
<i>CONTRACTUAL</i>				
211 LEGAL	81,708	88,000	88,000	88,000
231 SERVICE MAINTENANCE CONTRACTS	150	-	-	-
240 EQUIPMENT REPAIRS	190	500	500	500
242 EQUIPMENT RENTAL & LEASE	4,592	5,400	5,400	5,400
<i>CONTRACTUAL Totals</i>	<u>86,640</u>	<u>93,900</u>	<u>93,900</u>	<u>93,900</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	748	1,500	1,500	1,500
310 PRINTING & BINDING	1,742	5,000	5,000	5,000
347 GENERAL MAINTENANCE SUPPLIES	-	750	750	750
<i>SUPPLIES Totals</i>	<u>2,490</u>	<u>7,250</u>	<u>7,250</u>	<u>7,250</u>
<i>OPERATIONS</i>				
407 JURY EXPENSE	530	1,500	1,500	1,500
410 DUES & SUBSCRIPTIONS	318	500	500	500
415 RECRUITING EXPENSES	-	-	50	-
430 TUITION & TRAINING	840	1,000	1,000	1,000
436 TRAVEL	2,182	2,500	2,500	2,500
<i>OPERATIONS Totals</i>	<u>3,870</u>	<u>5,500</u>	<u>5,550</u>	<u>5,500</u>
<b>MUNICIPAL COURT Totals</b>	<b>389,913</b>	<b>468,400</b>	<b>459,650</b>	<b>463,200</b>

## DIVISION SUMMARY

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

### Expenditure Summary

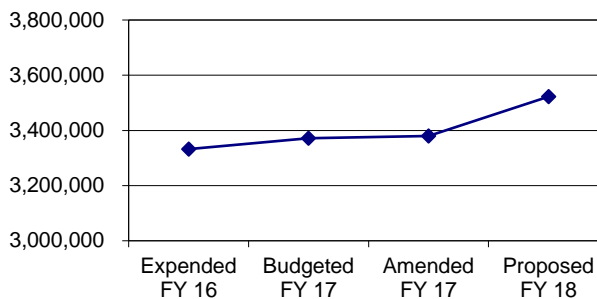
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	2,750,002	3,011,600	3,025,600	3,156,150
Contractual	162,417	220,000	218,000	211,800
Supplies	61,869	105,400	99,400	99,400
Operational	15,324	32,000	34,000	32,000
Utilities	2,674	2,800	2,800	2,800
Capital	339,893	-	-	20,100
<b>Total</b>	<b>3,332,179</b>	<b>3,371,800</b>	<b>3,379,800</b>	<b>3,522,250</b>

### Personnel Schedule

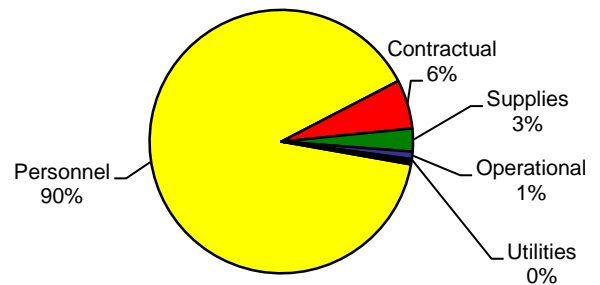
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Fire Chief	-	1	1
Assistant Fire Chief	32	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	18	18
Administrative Assistant	15	1	1
Volunteer Firefighters/PT Drivers	-	49	49

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	153,658	152,500	176,500	148,050
104 SALARIES & WAGES-CLERICAL	88,837	54,050	58,650	45,200
107 SALARIES & WAGES-LABOR	1,617,014	1,782,700	1,782,700	2,015,500
109 SALARIES & WAGES-OVERTIME	240,925	297,000	297,000	207,000
113 EDUCATION/CERTIFICATE PAY	39,325	55,000	45,000	45,000
114 LONGEVITY PAY	35,825	43,200	38,600	40,200
115 VOLUNTEER-INCENTIVE PAY	85,367	99,500	99,500	99,500
120 FICA & MEDICARE EXPENSE	118,551	148,150	148,150	164,300
122 T.M.R.S. RETIREMENT EXPENSE	304,795	293,000	293,000	304,900
125 VOLUNTEER WATER DISCOUNT	3,030	-	-	-
126 VOLUNTEER PENSION	62,675	86,500	86,500	86,500
<i>PERSONNEL SERVICES Totals</i>	<u>2,750,002</u>	<u>3,011,600</u>	<u>3,025,600</u>	<u>3,156,150</u>
<i>CONTRACTUAL</i>				
222 DISABILITY INSURANCE	41,562	49,000	47,000	50,000
231 SERVICE MAINTENANCE CONTRACTS	36,345	45,050	45,050	37,000
237 UNIFORM SERVICE	1,302	4,150	4,150	3,000
238 TRAINING REIMBURSEMENT	1,270	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	10,597	16,500	16,500	16,500
242 EQUIPMENT RENTAL & LEASE	5,223	5,300	5,300	5,300
246 VEHICLE REPAIRS	<u>66,118</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>
<i>CONTRACTUAL Totals</i>	<u>162,417</u>	<u>220,000</u>	<u>218,000</u>	<u>211,800</u>
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	726	1,500	1,500	1,500
310 PRINTING & BINDING	151	500	500	500
321 UNIFORMS	6,499	15,500	15,500	15,500
323 SMALL TOOLS	599	3,000	3,000	3,000
331 FUEL & LUBRICANTS	18,021	30,000	24,000	24,000
347 GENERAL MAINTENANCE SUPPLIES	4,799	9,900	9,900	9,900
378 FIRE PREVENTION SUPPLIES	197	1,000	1,000	1,000
379 FIRE FIGHTING SUPPLIES	<u>30,877</u>	<u>44,000</u>	<u>44,000</u>	<u>44,000</u>
<i>SUPPLIES Totals</i>	<u>61,869</u>	<u>105,400</u>	<u>99,400</u>	<u>99,400</u>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	4,742	9,000	9,000	9,000
415 RECRUITING EXPENSES	3,333	4,000	6,000	4,000
430 TUITION & TRAINING	4,229	9,000	9,000	9,000
436 TRAVEL	<u>3,020</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<i>OPERATIONS Totals</i>	<u>15,324</u>	<u>32,000</u>	<u>34,000</u>	<u>32,000</u>

UTILITIES

507 CELLULAR TELEPHONE	2,674	2,800	2,800	2,800
<i>UTILITIES Totals</i>	2,674	2,800	2,800	2,800

CAPITAL

610 FURNITURE & FIXTURES	-	-	-	20,100
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<b>Notes:</b>	<b>Stair Stepping Machines</b>
<p>Fire Station 2, 3, and 4 need a stair stepping machine. In 2012 we purchased a Stairmaster Step mill machine for fire station 1 through a Fire Grant Program. Over the years this machine has received a lot of use and everyone realizes the multiple benefits of this machine. The Step mill has a lot of benefits. Firefighters need to have strong cardio and leg strength and this machine helps to provide that along with many other benefits. This machine is low impact and does not have the negative impact on the knees that running on the treadmill does. The fire station workout rooms are utilized by full time and volunteer firefighters as well as many members of our police department. \$20,100</p>	
<p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

617 RADIO EQUIPMENT	-	-	-	-
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<b>Notes:</b>	<b>Station Alerting Enhancements</b>
<p>The new radio system the County purchased included Station Alerting. The system included turning on lights in station, opening the speakers within the stations, having self-generated voice dispatching, turning off stoves / cook tops and opening bay doors. We were led to believe the system included three other components but we learned in May 2017 that the system and County contract did not include them. The components would allow the call information to be displayed on a 36" LED scrolling message board, allow the call message to be displayed on TV within station and a time out clock within the bay area. Displaying the call information on a TV and Message board takes the place of receiving the information on what we use to use as a rip and run printer. The rip and run was much too slow and caused delays in getting the apparatus enroute to the call. We are asking for these components to be placed into the budget so that we can have them as part of the station alerting package because it will assist in quicker response in being enroute to the call. \$24,000</p>	
<p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

621 FIELD MACHINERY & EQUIPMENT	339,893	-	-	-
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<b>Notes:</b>	<b>Total Field Equipment</b>
<p>Knox Key Secure Lock System and Tracking Software. The tracking software allows you to know when the key was removed, when it was returned and who removed it because each firefighter has a unique pass code. The box also has a strobe light to let you know the key has not been returned before you clear the scene. The Knox key opens the Knox lock box on all businesses with fire protection systems and some areas which do not have fire protection systems such as the downtown area. We also have Knox pad locks on all of the entry gates to subdivisions and businesses which have entry gates. Rockwall has 1,286 lock boxes and pad locks within our community. If a key is lost, all of the Knox lock box within the community would need the lock itself replaced which could cost thousands. It also can lose the trust of all of the business owners within the community if a key is lost and falls into the wrong hands. We have two chiefs, four engines, two ladders, three brush trucks which carry a key. So we would need 11 of the Knox Key Secure boxes, 11 magnetic mount antennas and the administrative software. This cost would be \$11,330 to outfit the fire operations with this secure lock box.</p>	
<p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

<i>CAPITAL Totals</i>	339,893	-	-	20,100
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<b>FIRE OPERATIONS Totals</b>	<b>3,332,179</b>	<b>3,371,800</b>	<b>3,379,800</b>	<b>3,522,250</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

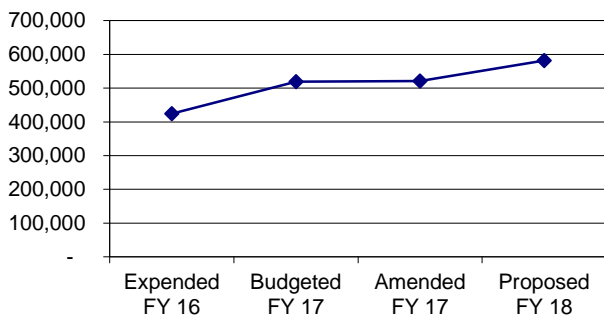
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	357,750	433,500	432,850	466,900
Contractual	8,034	17,200	17,200	16,500
Supplies	38,645	38,500	40,700	70,200
Operational	15,805	17,000	17,000	23,000
Utilities	4,465	5,000	5,000	5,000
Capital	-	8,000	8,000	-
<b>Total</b>	<b>424,699</b>	<b>519,200</b>	<b>520,750</b>	<b>581,600</b>

### Personnel Schedule

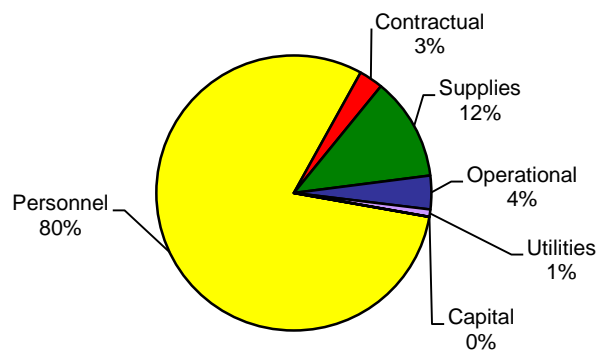
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Fire Marshal	32	1	1
Senior Fire Inspector-Captain	FM7	1	1
Fire Inspector/Investigator/Educator	FM6	2	2
Fire Marshal's Office Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	108,204	112,350	112,350	123,850
104 SALARIES & WAGES-CLERICAL	-	37,550	37,550	38,300
107 SALARIES & WAGES-LABOR	171,673	189,500	189,500	206,100
109 SALARIES & WAGES-OVERTIME	3,168	7,000	7,000	5,000
113 EDUCATION/CERTIFICATE PAY	3,519	3,600	3,600	3,600
114 LONGEVITY PAY	1,988	2,000	1,350	1,600
120 FICA & MEDICARE EXPENSE	21,613	25,950	25,950	28,200
122 T.M.R.S. RETIREMENT EXPENSE	47,585	55,550	55,550	60,250

*PERSONNEL SERVICES Totals*      357,750      433,500      432,850      466,900

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,450	3,500	3,500	3,500
237 UNIFORM SERVICE	2,690	3,500	3,500	3,500
240 EQUIPMENT REPAIRS	208	500	500	500
242 EQUIPMENT RENTAL & LEASE	567	4,200	4,200	3,500
246 VEHICLE REPAIRS	2,119	5,000	5,000	5,000
261 CRIME SCENE SERVICES	-	500	500	500

*CONTRACTUAL Totals*      8,034      17,200      17,200      16,500

*SUPPLIES*

301 OFFICE SUPPLIES	1,319	1,500	1,500	1,500
310 PRINTING & BINDING	1,935	2,000	2,000	2,000
321 UNIFORMS	7,630	4,000	4,000	5,500
331 FUEL & LUBRICANTS	6,239	7,300	9,500	9,000
347 GENERAL MAINTENANCE SUPPLIES	237	500	500	500
373 INVESTIGATION SUPPLIES	2,629	3,000	3,000	3,000

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
378 FIRE PREVENTION SUPPLIES	14,810	16,000	16,000	20,500

<b>Notes:</b>	<b>Fire Explorer Program</b>
<p>We are requesting to add \$4,000 for training and application fees to establish a Fire Explorers Post so that young men and women can learn about the Rockwall Fire Department while providing a community service. The Post gives youth the opportunity to learn more about our volunteer fire fighter opportunities, community service, and become familiar with career opportunities available in the fire service. Members not only get a first-hand look at the fire service, they are given the opportunity to enjoy organized recreational activities, competitive events, and community interaction while working in a professional atmosphere. Exploring gives young people the opportunity to develop interpersonal, leadership and organizational skills. The objective of the training is to promote learning, teamwork, leadership and organization with a hands-on approach that allows the member to experience fire department operations under close supervision.</p> <p>The Rockwall Fire Marshal Division in partnership with the Fire Operations Division would support and operate its Explorer Post in accordance with the Explorer Leader Handbook published by the Boy Scouts of America. Every adult and youth member of the Post is expected to maintain a thorough knowledge of the policies, procedures, and guidelines provided in this publication. The Explorer Program would be open to young men and women ages 14 - 20. Items listed under Gear and most under Uniforms would not be annual expenses for the program. After the initial purchase, these items would only need to be replaced on a as-needed basis, making the program more cost effective after the first year.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

<b>Notes:</b>	<b>Fire extinguisher training unit</b>
<p>We are requesting \$20,100 to purchase a Bullseye digital fire extinguisher training unit to replace our existing unit. We currently utilize a live fire-training unit that is a propane-fueled fire and uses real fire extinguishers. The current system can only be used outdoors and requires cleanup of the location after each use. While considering our options for repairing our existing unit, we decided that a fire extinguishing training unit that was cleaner, safer, cost effective, and easier to transport would serve our purpose better.</p> <p>The BullsEye extinguisher uses a conical laser to replicate discharge rather than depending on an actual extinguisher. The laser-driven extinguishers eliminate the need for time-consuming cleanup and allow training to take place entirely indoors, in any environment. LED-driven digital flames and a laser training extinguisher provides a dynamic and realistic simulation for trainees while eliminating the hazards associated with conventional fire extinguisher training.</p> <p>The R.A.C.E. Station includes a pull station, strobe light, smoke detector, annunciator, and an interactive 9-1-1 phone that allow our community to practice responding to an emergency from the moment they notice a fire.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
379 FIRE FIGHTING SUPPLIES	3,846	4,200	4,200	28,200

Notes:	New Gear various Programs
<p>Gear for Fire Explorers Adding \$16,500 for gear for our Fire Explorers program. This complete head-to-toe package provides all the proactive apparel needed. All equipment meets NFPA standards.</p> <p>Complete Firefighter Value Package includes: Turnout Coat Regular-rise pant Helmet with 4-inch Face Shield Nomex Fire Hood Rubber Fire Boots Gloves Suspenders Reflective Vest Accountability tags Protective Gear bag Flashlight</p> <p>Citizen Fire Academy Adding \$7,500 for replacement gear for our Citizen Fire Academy program. This complete head-to-toe package provides all the proactive apparel needed. All equipment meets NFPA standards.</p> <p>Complete Firefighter Value Package includes: Turnout Coat Regular-rise pant Helmet with 4-inch Face Shield Nomex Fire Hood Rubber Fire Boots</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

*SUPPLIES Totals*      38,645      38,500      40,700      70,200



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,876	3,000	3,000	3,000
415 RECRUITING EXPENSES	685	-	-	-
430 TUITION & TRAINING	4,771	5,000	5,000	7,000

**Notes:** Training and Travel Increase  
 \$2,000 increase is requested in an effort to continue to broaden our leadership training for our management staff to include training such as the Executive Fire Management Training (FMET) through Sam Houston State University/LEMIT and the Fire Service Chief Executive Officer program offered by Texas A&M Mays Business School.  
 Travel increase \$4,000 to cover attendance at these training opportunities.  
 \*CITY MANAGER'S COMMENTS: Approved

436 TRAVEL	7,473	9,000	9,000	13,000
<i>OPERATIONS Totals</i>		15,805	17,000	17,000
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,465	5,000	5,000	5,000
<i>UTILITIES Totals</i>		4,465	5,000	5,000
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	8,000	8,000	-
<i>CAPITAL Totals</i>		-	8,000	-
<b>FIRE MARSHAL Totals</b>		<b>424,699</b>	<b>519,200</b>	<b>520,750</b>
<b>581,600</b>				

## DIVISION SUMMARY

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

### Expenditure Summary

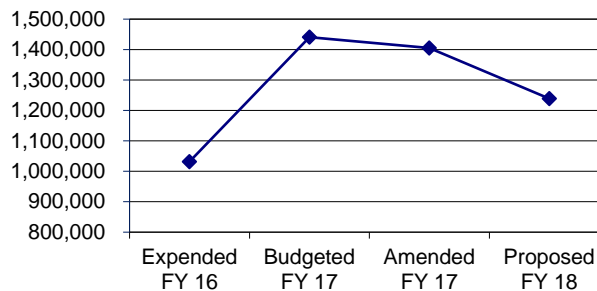
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	892,223	1,002,750	1,003,900	1,094,200
Contractual	77,790	101,050	55,700	63,000
Supplies	10,534	12,600	19,100	12,600
Operational	20,491	32,150	34,850	32,150
Utilities	8,636	8,600	8,600	8,600
Capital	22,134	283,500	283,500	28,000
<b>Total</b>	<b>1,031,808</b>	<b>1,440,650</b>	<b>1,405,650</b>	<b>1,238,550</b>

### Personnel Schedule

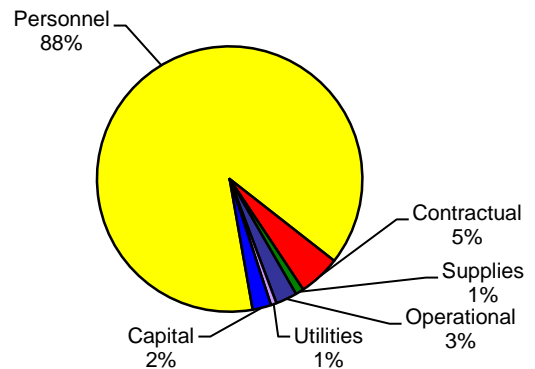
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Police Chief	-	1	1
Assistant Police Chief	33	1	1
Captain	P9	1	1
Lieutenant	P8	4	4
Executive Secretary	15	1	1

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	147,244	152,500	152,500	154,500
104 SALARIES & WAGES-CLERICAL	54,437	54,000	54,000	54,000
107 SALARIES & WAGES-LABOR	484,639	582,150	582,150	652,100
109 SALARIES & WAGES-OVERTIME	15,663	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	7,176	5,250	7,200	7,200
114 LONGEVITY PAY	6,980	9,000	8,200	9,450
120 FICA & MEDICARE EXPENSE	53,896	58,850	58,850	64,150
122 T.M.R.S. RETIREMENT EXPENSE	122,188	129,000	129,000	140,800

<i>PERSONNEL SERVICES Totals</i>	892,223	1,002,750	1,003,900	1,094,200
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*CONTRACTUAL*

226 INSURANCE-LAW ENFORCEMENT	35,031	36,500	37,700	39,000
231 SERVICE MAINTENANCE CONTRACTS	27,280	40,550	-	-
237 UNIFORM SERVICE	1,200	2,000	2,000	2,000
240 EQUIPMENT REPAIRS	-	500	500	500
246 VEHICLE REPAIRS	2,079	3,000	3,000	3,000
263 COUNTY JAIL CONTRACT	11,187	18,000	12,000	18,000
265 MEDICAL SERVICE-PRISONER	1,013	500	500	500

<i>CONTRACTUAL Totals</i>	77,790	101,050	55,700	63,000
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*SUPPLIES*

301 OFFICE SUPPLIES	958	1,000	1,000	1,000
310 PRINTING & BINDING	1,481	1,500	1,500	1,500
321 UNIFORMS	1,619	1,600	8,100	1,600
331 FUEL & LUBRICANTS	5,607	7,000	7,000	7,000
347 GENERAL MAINTENANCE SUPPLIES	869	1,500	1,500	1,500

<i>SUPPLIES Totals</i>	10,534	12,600	19,100	12,600
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	2,682	4,400	4,400	4,400
420 AWARDS	3,513	5,000	5,700	5,000
430 TUITION & TRAINING	5,013	11,000	11,000	11,000
436 TRAVEL	9,283	11,750	13,750	11,750

<i>OPERATIONS Totals</i>	20,491	32,150	34,850	32,150
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*UTILITIES*

507 CELLULAR TELEPHONE	8,636	8,600	8,600	8,600
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<i>UTILITIES Totals</i>	8,636	8,600	8,600	8,600
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	31 Administration

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CAPITAL*

603 BUILDINGS	22,134	250,000	250,000	-
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<b>Notes:</b>	<a href="#">Sun Port Shades for PD Parking</a>
\$44,000 to purchase two 35 x 35 Shade Structures for the PD Parking Lot. The shade structures will provide protection from UV Rays and harsh weather for the police department tactical vehicles and other equipment.	
*CITY MANAGER'S COMMENTS: Disapproved	

610 FURNITURE & FIXTURES	-	6,000	6,000	-
623 VEHICLES	-	27,500	27,500	28,000

<b>Notes:</b>	<a href="#">New Admin Vehicle</a>
Replace an existing administrative vehicle. The vehicle has over 120,000 miles and requesting to replace with a SUV. Cost is \$28,000	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	<u>22,134</u>	<u>283,500</u>	<u>283,500</u>	<u>28,000</u>
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<b>POLICE ADMINISTRATION Totals</b>	<b>1,031,808</b>	<b>1,440,650</b>	<b>1,405,650</b>	<b>1,238,550</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

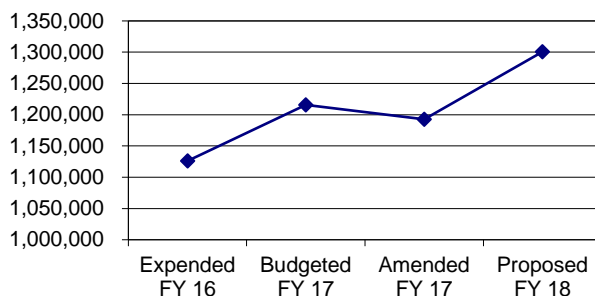
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	940,244	1,009,850	986,800	1,009,950
Contractual	165,980	184,500	184,500	269,500
Supplies	1,986	5,950	5,950	5,950
Operational	8,129	11,550	11,550	11,550
Utilities	3,807	3,700	3,700	3,700
Capital	5,940	-	-	-
<b>Total</b>	1,126,086	1,215,550	1,192,500	1,300,650

### Personnel Schedule

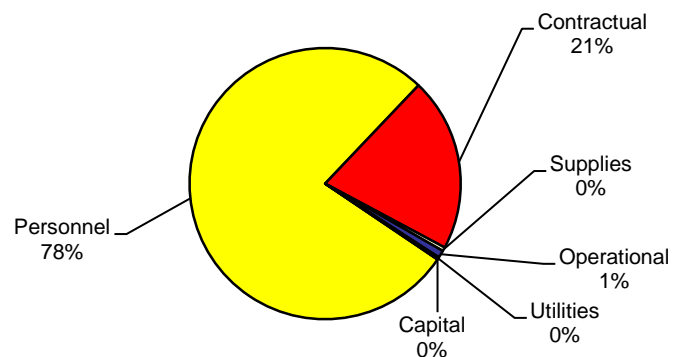
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Communications Manager	22	1	1
Communications Supervisor	18	2	2
Communications Specialist	15	12	12

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	187,144	198,850	183,350	201,150
104 SALARIES & WAGES-CLERICAL	425,507	561,150	467,150	554,750
109 SALARIES & WAGES-OVERTIME	149,761	60,000	147,300	60,000
113 EDUCATION/CERTIFICATE PAY	600	1,200	1,200	1,200
114 LONGEVITY PAY	5,155	6,150	5,300	6,050
120 FICA & MEDICARE EXPENSE	53,683	58,150	58,150	60,800
122 T.M.R.S. RETIREMENT EXPENSE	118,394	124,350	124,350	126,000
<i>PERSONNEL SERVICES Totals</i>	940,244	1,009,850	986,800	1,009,950

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	165,980	184,500	184,500	269,500
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**Notes:** Tyler Tech Software Maint  
 Several years ago when the Public Safety (police and fire) software migrated from the AS400 server to a Windows platform, we financed the software upgrade cost. It has been paid in full. During the payment period, approximately \$82,000 was payment on the new software and \$68,000 for maintenance each year. We've also purchased additional software modules and increased the number of user licenses. Our purchase agreement kept the maintenance agreement price down while the upgrade was financed thus the an increase of \$80,000 in annual software maintenance this year.

*\*CITY MANAGER'S COMMENTS: Approved*

<i>CONTRACTUAL Totals</i>	165,980	184,500	184,500	269,500
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*SUPPLIES*

301 OFFICE SUPPLIES	757	900	900	900
310 PRINTING & BINDING	94	100	100	100
321 UNIFORMS	976	3,250	3,250	3,250
347 GENERAL MAINTENANCE SUPPLIES	159	1,700	1,700	1,700
<i>SUPPLIES Totals</i>	1,986	5,950	5,950	5,950

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	902	2,000	2,000	2,000
415 RECRUITING EXPENSES	1,450	3,300	3,300	3,300
430 TUITION & TRAINING	4,197	4,250	4,250	4,250
436 TRAVEL	1,580	2,000	2,000	2,000
<i>OPERATIONS Totals</i>	8,129	11,550	11,550	11,550

*UTILITIES*

507 CELLULAR TELEPHONE	3,807	3,700	3,700	3,700
<i>UTILITIES Totals</i>	3,807	3,700	3,700	3,700

*CAPITAL*

615 OFFICE MACHINERY & EQUIPMENT	5,940	-	-	-
<i>CAPITAL Totals</i>	5,940	-	-	-

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>COMMUNICATIONS Totals</b>	<b>1,126,086</b>	<b>1,215,550</b>	<b>1,192,500</b>	<b>1,300,650</b>

## DIVISION SUMMARY

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

### Expenditure Summary

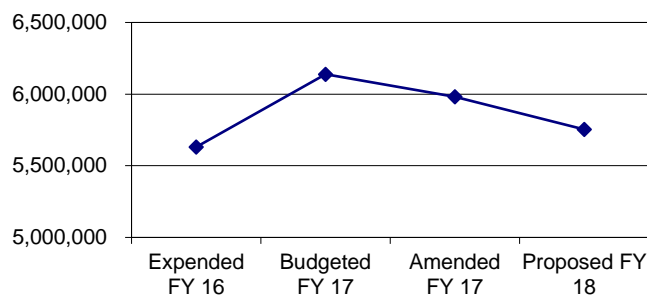
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	4,857,462	4,944,550	4,796,500	5,094,000
Contractual	111,165	77,800	92,800	77,800
Supplies	346,317	281,300	256,300	293,400
Operational	25,084	36,800	37,800	36,800
Utilities	7,343	9,000	9,000	9,000
Capital	283,526	789,250	789,250	242,500
<b>Total</b>	<b>5,630,897</b>	<b>6,138,700</b>	<b>5,981,650</b>	<b>5,753,500</b>

### Personnel Schedule

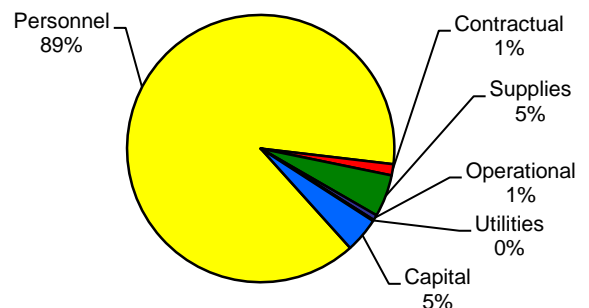
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Patrol Sergeant	P7	7	7
Traffic Sergeant	P7	1	1
Patrol Officer	P5	43	44

### Activity Trends

**Financial History**



**FY 2017 Expenditures by Category**





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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	663,644	693,600	709,900	731,650
107 SALARIES & WAGES-LABOR	2,800,635	2,963,200	2,777,900	3,048,600

<b>Notes:</b>	<b>Traffic Officer</b>
<p>In order to meet one of our strategic initiatives, we are requesting one traffic officer to be added to the Patrol Division. The additional traffic officer will be utilized to work high traffic areas and hotspots where trending traffic problems have been identified such as traffic hazards, motor vehicle accidents and traffic violations. The additional traffic officer will also serve as a traffic accident investigator who will work hit and run investigations and fatality accidents</p> <p>\$ 64,367 Salary                  14,053 Benefits                  4,100 STALKER Radar                  37,500 Motorcycle and Equipment                  \$120,020 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

108 OVERTIME-STEP	70,383	80,000	80,000	80,000
109 SALARIES & WAGES-OVERTIME	319,156	260,000	287,700	260,000
113 EDUCATION/CERTIFICATE PAY	37,450	39,000	39,000	39,000
114 LONGEVITY PAY	22,691	30,750	24,000	27,050
120 FICA & MEDICARE EXPENSE	291,162	279,750	279,750	289,200
122 T.M.R.S. RETIREMENT EXPENSE	652,341	598,250	598,250	618,500

*PERSONNEL SERVICES Totals*      4,857,462      4,944,550      4,796,500      5,094,000

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	5,363	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	3,086	6,800	6,800	6,800
246 VEHICLE REPAIRS	102,716	65,000	80,000	65,000

*CONTRACTUAL Totals*      111,165      77,800      92,800      77,800

*SUPPLIES*

301 OFFICE SUPPLIES	636	1,000	1,000	1,000
310 PRINTING & BINDING	2,789	3,900	3,900	3,900
315 TRAINING SUPPLIES	19,568	30,000	30,000	55,000

<b>Notes:</b>	<b>Ammunition</b>
<p>\$25,000 increase will be used to supply practice ammo, simunition rounds and other training supplies so all officers can attend additional training in use of force situations with their pistol, rifle and shotgun. The simunition rounds will be used in practical training scenarios for shoot, don't shoot situations.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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321 UNIFORMS	186,581	67,000	67,000	79,100
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<b>Notes:</b>	<b>New Equipment</b>
<p>\$8,000 to purchase 18 ballistic vests that are due to be replaced in the coming year. Ballistic Vests are guaranteed to perform as designed for a period of five years from their date of manufacture. After the five year period is over, vests warranties expire and no guarantee of performance are given. The cost to purchase 18 ballistic vests is \$16,000. The police department participates in a federal grant program that reimburses the department half the cost of each ballistic purchased so the \$8,000 requested will cover our portion of the cost.</p> <p>\$4,100 to purchase a Stalker Laser and Stalker Radar if the traffic officer position is funded. This equipment is standard for our motorcycle units.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

331 FUEL & LUBRICANTS	110,711	150,000	125,000	125,000
347 GENERAL MAINTENANCE SUPPLIES	12,078	13,400	13,400	13,400
374 POLICE EXPLORER PROGRAM	6,606	10,000	10,000	10,000
376 POLICE CANINE EXPENSE	7,348	6,000	6,000	6,000

<i>SUPPLIES Totals</i>	346,317	281,300	256,300	293,400
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	350	400	400	400
415 RECRUITING EXPENSES	3,937	10,400	11,400	10,400
430 TUITION & TRAINING	14,314	20,000	20,000	20,000
436 TRAVEL	6,483	6,000	6,000	6,000

<i>OPERATIONS Totals</i>	25,084	36,800	37,800	36,800
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*UTILITIES*

507 CELLULAR TELEPHONE	7,343	9,000	9,000	9,000
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<i>UTILITIES Totals</i>	7,343	9,000	9,000	9,000
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*CAPITAL*

623 VEHICLES	266,033	374,000	374,000	227,500
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<b>Notes:</b>	<b>Patrol Vehicles</b>
<p>We are requesting to replace 4 patrol vehicles in the fleet. These are high mileage patrol vehicles with mechanical issues. The cost for four vehicles is \$142,000.</p> <p>In addition, \$48,000 will be needed for equipment to outfit the 4 patrol vehicles. The funds will pay for equipment, decals and installation.</p> <p>We also are requesting one motorcycle if the traffic officer position is approved. The cost of the motorcycle is \$28,500 and \$9,000 will be needed for equipment and installation.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
624 POLICE EQUIPMENT	17,493	-	-	-
624 SWAT EQUIPMENT	-	415,250	415,250	15,000

<b>Notes:</b>	SWAT Equipment
We are requesting \$15,000 to replace equipment for the SWAT team. The items needing to be replaced are weapon lighting systems, gas masks, heavy ballistic vests, teargas canisters, and breaching materials.	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	283,526	789,250	789,250	242,500
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<b>PATROL Totals</b>	<b>5,630,897</b>	<b>6,138,700</b>	<b>5,981,650</b>	<b>5,753,500</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

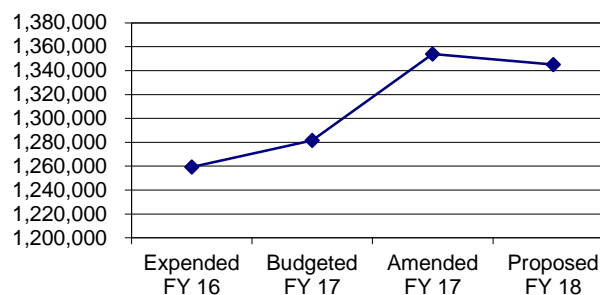
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	1,158,290	1,192,900	1,260,350	1,245,700
Contractual	24,680	25,300	26,800	25,300
Supplies	30,954	34,500	38,000	45,300
Operational	9,605	13,700	13,700	13,700
Utilities	15,734	15,050	15,050	15,050
Capital	20,002	-	-	-
<b>Total</b>	1,259,265	1,281,450	1,353,900	1,345,050

### Personnel Schedule

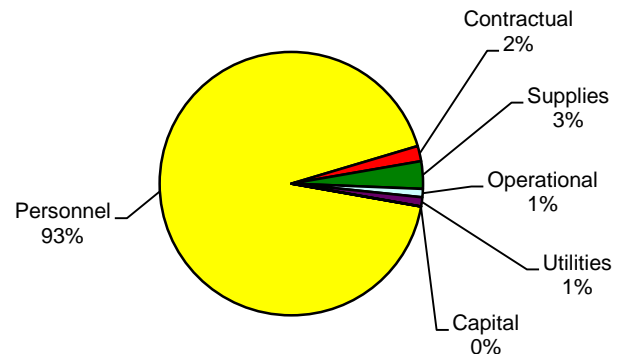
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Sergeant	P7	2	2
Investigator	P5	6	6
Investigator - Narcotics	P5	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	172,491	178,250	178,250	184,000
104 SALARIES & WAGES-CLERICAL	44,604	46,200	46,200	48,050
107 SALARIES & WAGES-LABOR	654,921	704,900	719,400	724,000
109 SALARIES & WAGES-OVERTIME	41,214	22,000	74,300	40,000
113 EDUCATION/CERTIFICATE PAY	9,368	8,400	8,400	8,400
114 LONGEVITY PAY	9,045	10,000	10,650	11,700
120 FICA & MEDICARE EXPENSE	70,484	71,100	71,100	73,150
122 T.M.R.S. RETIREMENT EXPENSE	156,163	152,050	152,050	156,400

*PERSONNEL SERVICES Totals* 1,158,290 1,192,900 1,260,350 1,245,700

*CONTRACTUAL*

231 SERVICE MAINTENANCE CONTRACTS	2,120	3,600	3,600	3,600
237 UNIFORM SERVICE	4,200	4,200	4,200	4,200
240 EQUIPMENT REPAIRS	399	500	500	500
246 VEHICLE REPAIRS	11,863	11,000	11,000	11,000
261 CRIME SCENE SERVICES	6,098	6,000	7,500	6,000

*CONTRACTUAL Totals* 24,680 25,300 26,800 25,300

*SUPPLIES*

301 OFFICE SUPPLIES	1,551	2,000	2,000	2,000
310 PRINTING & BINDING	327	500	500	500
321 UNIFORMS	1,416	1,500	1,500	7,300

**Notes:** Body Cameras  
 In order to meet one of our strategic initiatives, we are asking for an additional \$5,775 to purchase 7 Coban Focus Body Cameras for all of the detectives. Body cams are becoming an industry standard and they help the department by promoting transparency and accountability. The detectives will utilize the body cameras while performing their investigative duties in the field and while assisting patrol officers on calls. These are the same cameras that have been issued to all the patrol officers to wear daily.  
 \*CITY MANAGER'S COMMENTS: Approved

331 FUEL & LUBRICANTS	17,752	20,000	25,000	25,000
347 GENERAL MAINTENANCE SUPPLIES	510	500	500	500
373 INVESTIGATION SUPPLIES	9,398	10,000	8,500	10,000

*SUPPLIES Totals* 30,954 34,500 38,000 45,300

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	160	200	200	200
415 RECRUITING EXPENSES	-	-	-	-
430 TUITION & TRAINING	3,172	5,000	5,000	5,000
436 TRAVEL	6,273	8,000	8,000	8,000
447 DRUG TESTING	-	500	500	500

*OPERATIONS Totals* 9,605 13,700 13,700 13,700

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*UTILITIES*

507 CELLULAR TELEPHONE	15,734	15,050	15,050	15,050
<i>UTILITIES Totals</i>	15,734	15,050	15,050	15,050

*CAPITAL*

623 VEHICLES	-	-	-	-
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<b>Notes:</b>	<b>Crime Scene Van</b>
<p>As the City has grown so have the number of criminal and traffic related offenses that required crime scene processing to properly investigate and prosecute a criminal offense case. Currently, all crime scene and traffic investigatory equipment is stored in a variety of locations throughout the police department and when needed must be transported by multiple vehicles and officers to the required location. A van with a storage system would provide the police department with a vehicle to keep and store all equipment and investigatory supplies to process crime scenes and traffic related offenses (Fatalities, Intoxication Manslaughter, Intoxication Assault, etc.) in a timely and efficient manner.</p> <p>\$34,000 Ford Sprinter Van                  14,200 Equipment Cost                  3,700 Striping Package                  \$51,900 Total Cost</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

624 POLICE EQUIPMENT	20,002	-	-	-
<i>CAPITAL Totals</i>	20,002	-	-	-

<b>CRIMINAL INVESTIGATIONS Totals</b>	1,259,265	1,281,450	1,353,900	1,345,050
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## DIVISION SUMMARY

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

### Expenditure Summary

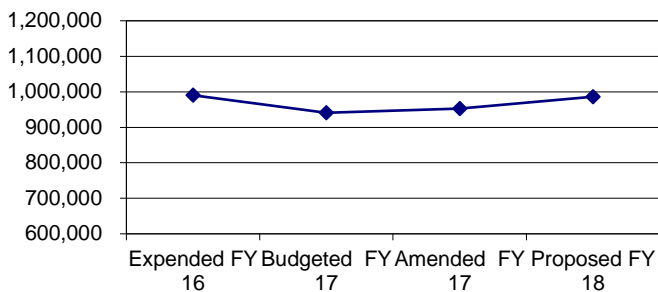
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	900,383	859,450	869,050	882,650
Contractual	28,222	29,650	29,650	29,650
Supplies	24,017	38,200	42,800	59,950
Operational	6,756	9,900	7,900	9,900
Utilities	3,807	3,700	3,700	3,700
Capital	27,060	-	-	-
<b>Total</b>	<b>990,245</b>	<b>940,900</b>	<b>953,100</b>	<b>985,850</b>

### Personnel Schedule

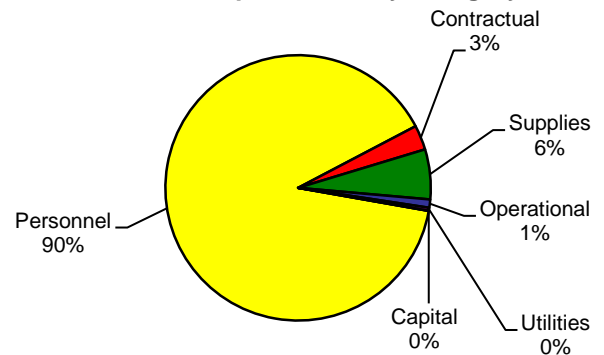
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Sergeant - Juvenile/Crime Prevention	P7	1	1
School Resource Officer	P5	6	6
Crime Prevention Officer	P5	2	2

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	86,570	89,100	89,100	92,000
107 SALARIES & WAGES-LABOR	583,531	580,800	556,600	596,150
109 SALARIES & WAGES-OVERTIME	40,281	15,000	47,400	15,000
113 EDUCATION/CERTIFICATE PAY	8,100	6,600	7,600	6,600
114 LONGEVITY PAY	6,950	7,100	7,500	7,650
120 FICA & MEDICARE EXPENSE	54,036	51,250	51,250	52,650
122 T.M.R.S. RETIREMENT EXPENSE	120,915	109,600	109,600	112,600

*PERSONNEL SERVICES Totals*      900,383      859,450      869,050      882,650

*CONTRACTUAL*

240 EQUIPMENT REPAIRS	110	500	500	500
242 EQUIPMENT RENTAL & LEASE	810	1,650	1,650	1,650
243 BUILDING LEASE	22,067	22,500	22,500	22,500
246 VEHICLE REPAIRS	5,235	5,000	5,000	5,000

*CONTRACTUAL Totals*      28,222      29,650      29,650      29,650

*SUPPLIES*

301 OFFICE SUPPLIES	764	1,000	1,000	1,000
310 PRINTING & BINDING	68	600	600	600
321 UNIFORMS	2,878	5,600	5,600	13,050

**Notes:**      **Body Cameras**

In order to meet one of our strategic initiatives, we are asking for an additional \$7,450 to purchase 9 Coban Focus Body Cameras for the Community Service Officers and the School Resource Officers. Body cams are becoming an industry standard and they help the department by promoting transparency and accountability. The officers will utilize the body cameras while performing their duties at the schools and while assisting patrol officers during calls on the street. These are the same cameras that have been issued to all the patrol officers to wear daily.

*\*CITY MANAGER'S COMMENTS: Approved*

331 FUEL & LUBRICANTS	6,669	7,200	9,800	9,800
347 GENERAL MAINTENANCE SUPPLIES	700	2,800	2,800	2,800
370 COP PROGRAM SUPPLIES	4,476	7,500	7,500	7,500



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
371 CRIME PREVENTION SUPPLIES	7,547	12,700	14,200	22,700

<b>Notes:</b>	Crime Reduction Program
<p>In order to meet one of our strategic initiatives we request an increase of \$10,000 to the Crime Prevention Supplies Budget. The Community Service's Unit is continually being requested to present an assortment of educational and safety programs designed to reduce property and violent crime. This is accomplished through interactive outreach programs that bridge gaps in the community and foster positive relationships. The requests for these programs have included, but are not limited to the Property Identification Program, Child Safety Programs, Texas Night Out, and the new Rockwall Police Department Child Safety Summer Camp. The Crime Prevention Unit utilizes educational and crime prevention materials such as brochures, interactive workbooks, stickers, signs for the Property Identification Program, and child friendly materials in conjunction with existing programs and new and innovative initiatives to reduce crime.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

372 CPA PROGRAM SUPPLIES	915	800	1,300	2,500
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<b>Notes:</b>	CPA Supplies
<p>The Community Service's Unit hosts two Citizen's Police Academies (CPA) each year, which educates more than 40 citizens on the interworking's of the police department. In addition, the police department has developed a partnership with local clergy called the Rockwall Clergy and Police Partnership (RCAPP), which supports local initiatives within the community. We asked for an increase of \$1,700 to offset the costs of both programs, which includes printing of course materials and binders, shirts, ammunition for CPA Range Day, pamphlets, advertising, refreshments and graduation materials.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

	<i>SUPPLIES Totals</i>	24,017	38,200	42,800	59,950
<b>OPERATIONS</b>					
410	DUES & SUBSCRIPTIONS	305	900	900	900
430	TUITION & TRAINING	2,109	4,000	4,000	4,000
436	TRAVEL	4,342	5,000	3,000	5,000
	<i>OPERATIONS Totals</i>	6,756	9,900	7,900	9,900
<b>UTILITIES</b>					
507	CELLULAR TELEPHONE	3,807	3,700	3,700	3,700
	<i>UTILITIES Totals</i>	3,807	3,700	3,700	3,700
<b>CAPITAL</b>					
623	VEHICLES	27,060	-	-	-
	<i>CAPITAL Totals</i>	27,060	-	-	-
<b>COMMUNITY SERVICES Totals</b>		<b>990,245</b>	<b>940,900</b>	<b>953,100</b>	<b>985,850</b>

## DIVISION SUMMARY

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

### Expenditure Summary

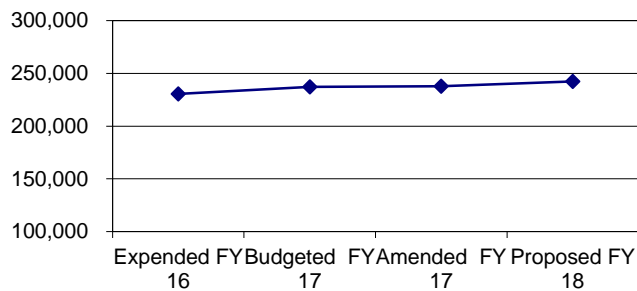
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	227,559	230,850	231,550	236,250
Contractual	1,183	2,600	2,600	2,600
Supplies	1,553	2,700	2,700	2,700
Utilities	238	900	900	900
<b>Total</b>	<b>230,533</b>	<b>237,050</b>	<b>237,750</b>	<b>242,450</b>

### Personnel Schedule

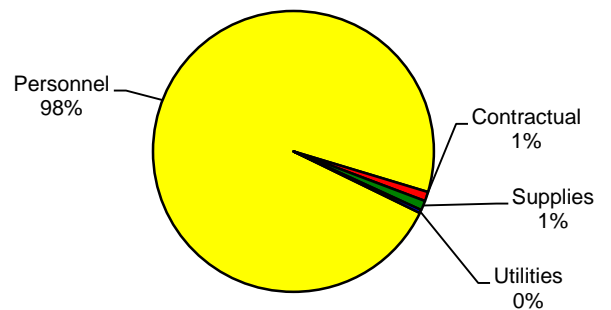
<u>Position</u>	Classification	<u>2017 Approved</u>	<u>2018 Proposed</u>
Warrant Officer	P5	1	1
Warrant Clerk	12	1	1
Bailiff	P5	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
104 SALARIES & WAGES-CLERICAL	42,647	46,400	46,400	46,400
107 SALARIES & WAGES-LABOR	142,500	145,200	145,200	149,050
109 SALARIES & WAGES-OVERTIME	4,381	1,500	1,500	1,500
113 EDUCATION/CERTIFICATE PAY	1,200	1,200	1,200	1,200
114 LONGEVITY PAY	2,098	2,400	3,100	3,300
120 FICA & MEDICARE EXPENSE	14,485	14,650	14,650	14,950
122 T.M.R.S. RETIREMENT EXP.	20,248	19,500	19,500	19,850
<i>PERSONNEL SERVICES Totals</i>	227,559	230,850	231,550	236,250
<i>CONTRACTUAL</i>				
231 SERVICE-MAINTENANCE CONTRACTS	876	900	900	900
240 EQUIPMENT REPAIRS	-	200	200	200
246 VEHICLE REPAIRS	307	1,500	1,500	1,500
<i>CONTRACTUAL Totals</i>	1,183	2,600	2,600	2,600
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	130	150	150	150
310 PRINTING & BINDING	-	300	300	300
321 UNIFORMS	508	1,000	1,000	1,000
331 FUEL & LUBRICANTS	915	1,250	1,250	1,250
<i>SUPPLIES Totals</i>	1,553	2,700	2,700	2,700
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	238	900	900	900
<i>UTILITIES Totals</i>	238	900	900	900
<b>WARRANTS Totals</b>	<b>230,533</b>	<b>237,050</b>	<b>237,750</b>	<b>242,450</b>

## DIVISION SUMMARY

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

### Expenditure Summary

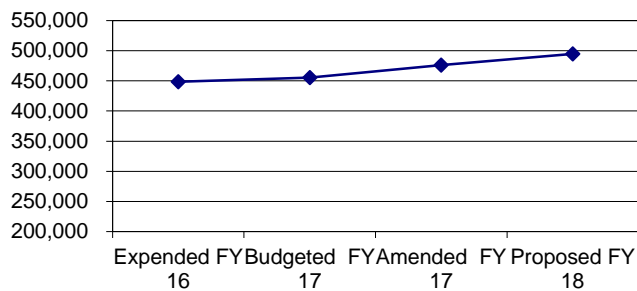
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	437,340	436,300	455,900	474,850
Contractual	2,620	7,350	7,350	7,350
Supplies	993	1,450	1,450	1,450
Operational	4,743	7,600	7,600	7,600
Utilities	2,773	2,450	3,700	3,400
<b>Total</b>	<b>448,469</b>	<b>455,150</b>	<b>476,000</b>	<b>494,650</b>

### Personnel Schedule

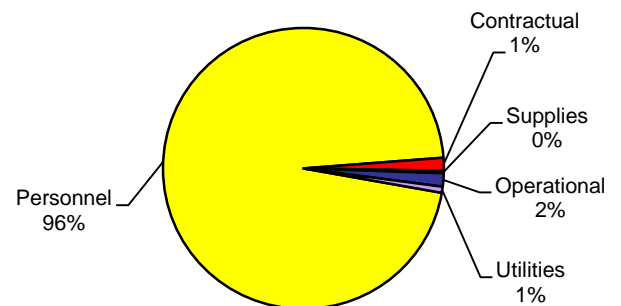
<u>Position</u>	<u>Classification</u>	<u>2017 Approved</u>	<u>2018 Proposed</u>
Personnel Sergeant	-	1	1
Public Safety Computer Manager	26	1	1
Network Technician	19	1	1
Records Clerk	11	3	3

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	171,329	172,000	172,000	184,250
104 SALARIES & WAGES-CLERICAL	177,164	185,600	185,600	188,500
109 SALARIES & WAGES-OVERTIME	2,140	5,500	5,500	5,500
113 EDUCATION/CERTIFICATE PAY	2,273	2,250	2,900	2,400
114 LONGEVITY PAY	3,435	5,300	4,400	4,750
120 FICA & MEDICARE EXPENSE	24,548	20,900	26,050	28,500
122 T.M.R.S. RETIREMENT EXPENSE	56,451	44,750	59,450	60,950
<i>PERSONNEL SERVICES Totals</i>	437,340	436,300	455,900	474,850
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	1,260	2,400	2,400	2,400
240 EQUIPMENT REPAIRS	412	500	500	500
242 EQUIPMENT RENTAL & LEASE	948	4,200	4,200	4,200
246 VEHICLE REPAIRS	-	250	250	250
<i>CONTRACTUAL Totals</i>	2,620	7,350	7,350	7,350
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	672	750	750	750
310 PRINTING & BINDING	152	200	200	200
331 FUEL & LUBRICANTS	169	500	500	500
<i>SUPPLIES Totals</i>	993	1,450	1,450	1,450
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	171	100	100	100
430 TUITION & TRAINING	2,114	4,000	4,000	4,000
436 TRAVEL	2,458	3,500	3,500	3,500
<i>OPERATIONS Totals</i>	4,743	7,600	7,600	7,600
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,773	2,450	3,700	3,400
<i>UTILITIES Totals</i>	2,773	2,450	3,700	3,400
<b>POLICE RECORDS Totals</b>	<b>448,469</b>	<b>455,150</b>	<b>476,000</b>	<b>494,650</b>

## DIVISION SUMMARY

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

### Expenditure Summary

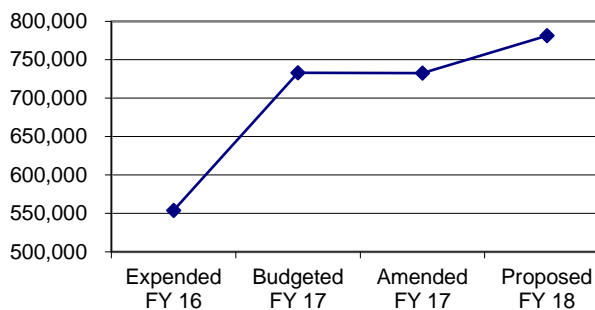
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	500,530	647,800	647,150	693,050
Contractual	30,742	60,650	60,650	60,600
Supplies	2,085	2,150	2,150	2,750
Operational	13,410	21,200	21,200	23,550
Utilities	1,269	1,350	1,350	1,350
Capital	5,907	-	-	-
<b>Total</b>	<b>553,943</b>	<b>733,150</b>	<b>732,500</b>	<b>781,300</b>

### Personnel Schedule

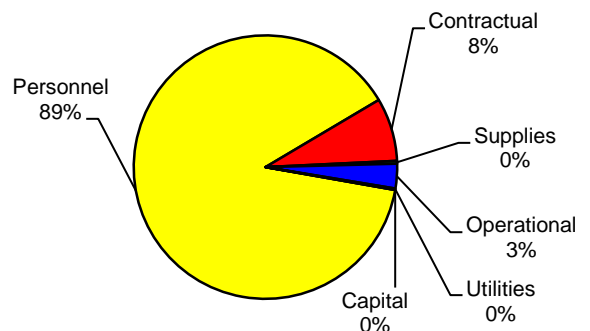
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Planning and Zoning Director	-	1	1
GIS Supervisor	24	1	1
Senior Planner	24	1	1
Planner	20	1	1
GIS Analyst	19	1	1
GIS Technician	15	1	1
Planning Coordinator	15	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	125,970	130,000	130,000	140,000
104 SALARIES & WAGES-CLERICAL	274,414	386,800	386,800	410,850

<b>Notes:</b>	Planner
Requesting an additional Planner	
<p>Primary reason for this staffing increase is increased case load. Since 2011, the Planning Department has seen a steady increase in the number of development cases submitted, and anticipates this trend to continue through 2018. In addition, the Planning and Zoning Department has undertaken several long-range planning responsibilities (i.e. the Comprehensive Plan, IH-30 Corridor Study, and a revised Master Plan of the Historic District) and text amendments, which have required the attention of the Director. This leaves two (2) case managers responsible for all development cases (i.e. platting, site plan, miscellaneous, specific use permit, and zoning cases), historic cases (i.e. Certificates of Appropriateness, Building Permit Fee Waivers, and Small Matching Grants), building permit plan review, Certificates of Occupancy (CO), and site visits. It is anticipated that the new position will be responsible for all the aforementioned items, as well as, assisting the Director with all long-range planning objectives.</p>	
<p>\$50,641 Salary                  12,159 Benefits                  2,500 Computer                  \$65,300 Total</p>	
*CITY MANAGER'S COMMENTS: Disapproved	

109 SALARIES & WAGES-OVERTIME	-	1,000	1,000	5,000
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<b>Notes:</b>	Coordinator overtime
<p>Currently, the Planning Coordinator is required to attend all Planning and Zoning Commission and Historic Preservation Advisory Board (HPAB) meetings to provide clerical support and document/record the minutes of the meetings. The position is non-exempt and with staff anticipating an increase in caseload and meeting hours will require this additional overtime pay.</p>	
*CITY MANAGER'S COMMENTS: Approved	

113 EDUCATION/CERTIFICATE PAY	1,477	1,800	1,800	1,800
114 LONGEVITY PAY	2,225	4,150	3,500	3,900
120 FICA & MEDICARE EXPENSE	29,848	39,500	39,500	41,400
122 T.M.R.S. RETIREMENT EXPENSE	66,596	84,550	84,550	90,100

<i>PERSONNEL SERVICES Totals</i>	500,530	647,800	647,150	693,050
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	41 Planning & Zoning

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CONTRACTUAL*

213 CONSULTING FEES	-	21,500	21,500	13,000
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<b>Notes:</b>	<b>New Contracts</b>
<p>\$ 5,000 Miscellaneous Consulting Fees for Comprehensive Plan, Corridor Studies, traffic studies, etc.                      \$ 500 ESRI SAAS Business Analyst for business and consumer information reports.                      \$ 2,600 GIS Enterprise Install Consultation                      \$ 10,000 Small Matching Grants</p> <p>\$200,000 -City Works PLL - to replace current Planning, Building Inspection and NIS software which has been in use for about 15 years and is inadequate to meet the City's needs. The City's Development Services Departments have utilized TRAKiT since 2003 and with the exception of a DotNet upgrade in 2009 and miscellaneous upgrades to various modules -- the core software has remained relatively unchanged (i.e. the software is 14-years old). Currently, TRAKiT is used to record all development cases, engineering projects, neighborhood improvement service cases, and issue Certificate of Occupancies (CO's) and building permits. Recently, staff has experienced issues within the program that have ranged from small (e.g. reports no longer generating, fields needing to be re-entered multiple times) to larger problems relating to record loss. The biggest issue has been the GIS staff's inability to update the ownership information contained in TRAKiT, which is now more than a 1½-years out of date. The City does pay an annual support contract of \$26,994 through the Building Inspections Department's budget. Staff has attributed the lack of support to the fact that CRW (i.e. TRAKiT) was acquired by SunGard in June 2015, SunGard was acquired by FIS in August 2015, FIS sold SunGard (and by proxy TRAKiT) to Vista Equity in December of 2016, and finally Vista Equity rebranded to Superior in August 2017. With the number of issues experienced by staff with TRAKiT over the last year, the Development Services Departments are requesting to discontinue TRAKiT in favor of purchasing CityWorks Permitting, Licensing and Land (PLL) software. The City accepted proposals from various companies for an Asset Management Software (AMS) solution, and eventually chose CityWorks. This was due to the recommendation of the software by several comparable cities, and the compatibility with the City's Geographic Information Systems (GIS) software. When looking at an alternative to TRAKiT, staff formed an internal committee that included representatives from the Planning, Building Inspections, Engineering, and Information Technology Departments. This committee reviewed various software options and eventually choose CityWorks as the best possible solution to replace TRAKiT.</p> <p><i>*CITY MANAGER'S COMMENTS: City Works software is Disapproved, other requests are Approved</i></p>	



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	27,223	34,150	34,150	40,600

<b>Notes:</b>	ESRI ArcGIS Software changes
<p>\$35,000 ESRI ArcGIS Enterprise for Small Government which will replace the ESRI Annual Maintenance Fee which was \$12,050 and the need for any additional stand alone licenses connect users. New Edge (the City's Asset Management Software [AMS] consultant) has recommended that the City switch to ESRI ArcGIS Enterprise for Small Governments, which would also alleviate some of the current issues with GIS maxing out the SQL database storage causing editing issues and user restrictions. In addition, staff would need additional desktop licenses and some substantial server software improvements. Staff estimates that over the next two (2) years the additional cost would amount to about \$42,220 and increase our annual maintenance cost to around \$22,500. This would be avoided by implementing ESRI ArcGIS Enterprise for Small Governments.</p> <p>The Enterprise level of ArcGIS Server supports an unlimited number of users via either direct connect or connection to an application server. An Enterprise Agreement (EA) is a fast track to organization-wide GIS, and is scalable solution for growing cities; however, and EA requires a minimum of a three (3) year commitment. The EA solution also offers more tools, better performance, and allows for system growth with limited costs.</p> <p>\$ 675 CommunityViz Annual Maintenance Fee                  240 SketchUp Pro Annual Maintenance Fee                  1,500 App Studio Annual Maintenance Fee                  1,600 Copier/Plotter                  1,600 Adobe Cloud Annual Maintenance Fee</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

233 ADVERTISING	3,519	5,000	5,000	7,000
<i>CONTRACTUAL Totals</i>		30,742	60,650	60,650

*SUPPLIES*

301 OFFICE SUPPLIES	760	950	950	1,550
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<b>Notes:</b>	Program Expansion
<p>GIS Day Program \$400                  Increase in case files \$200</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

310 PRINTING & BINDING	373	700	700	700
347 GENERAL MAINTENANCE SUPPLIES	952	500	500	500
<i>SUPPLIES Totals</i>		2,085	2,150	2,750

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

410	DUES & SUBSCRIPTIONS	1,442	2,200	2,200	3,050
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<b>Notes:</b>	APA
<p>\$870 increase in dues. APA and TX APA are increasing their fees this year. Changing from a flat fee to a scaled fee (up to 25%) of the National dues.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

415	RECRUITING EXPENSES	93	-	-	-
428	MEETING EXPENSES	-	1,500	1,500	3,000

<b>Notes:</b>	CPAC and P&Z Meals
<p>\$1,500 increase to cover the cost of CPAC and P&amp;Z meals. This will also be used to cover cost for HPAB meals for annual training and work sessions.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

430	TUITION & TRAINING	6,769	9,000	9,000	9,000
436	TRAVEL	5,106	8,500	8,500	8,500

<i>OPERATIONS Totals</i>	13,410	21,200	21,200	23,550
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*UTILITIES*

507	CELLULAR TELEPHONE	1,269	1,350	1,350	1,350
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<i>UTILITIES Totals</i>	1,269	1,350	1,350	1,350
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*CAPITAL*

612	COMPUTER EQUIPMENT	5,907	-	-	-
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<b>Notes:</b>	Tablets
<p>Surface Pro Tablets for Planner and Senior Planner (\$2,495.96) Will be used for meetings and working from home.</p> <p>*CITY MANAGER'S COMMENTS: Disapproved</p>	

<i>CAPITAL Totals</i>	5,907	-	-	-
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<b>PLANNING Totals</b>	<b>553,943</b>	<b>733,150</b>	<b>732,500</b>	<b>781,300</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

### Expenditure Summary

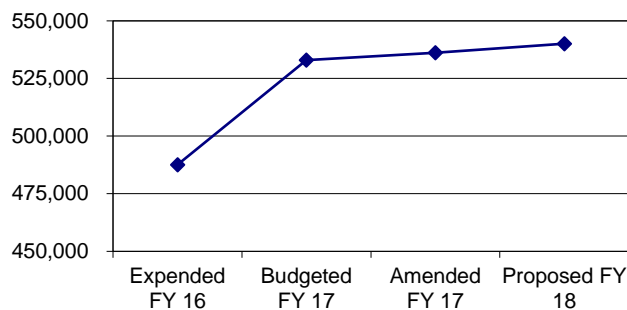
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	340,291	348,050	346,250	352,200
Contractual	99,816	129,750	134,750	155,750
Supplies	14,114	19,550	19,550	19,550
Operational	8,089	9,650	9,650	9,650
Utilities	3,133	2,950	2,950	2,950
Capital	22,141	23,000	23,000	-
<b>Total</b>	<b>487,584</b>	<b>532,950</b>	<b>536,150</b>	<b>540,100</b>

### Personnel Schedule

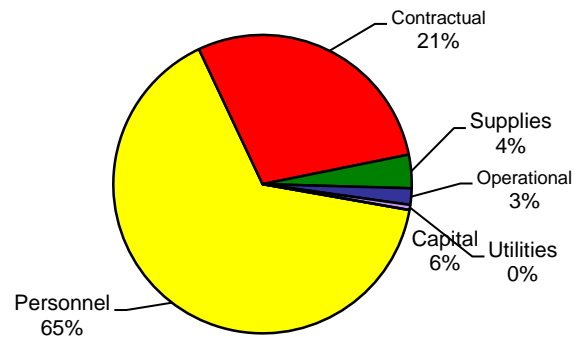
<u>Position</u>	<u>Classification</u>	<u>FY 17 Approved</u>	<u>FY 18 Proposed</u>
Neighborhood Improv. Serv. Supv.	21	1	1
Neighborhood Improv. Serv. Rep.	16	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Development Services	42 Neighborhood Impr. Services

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	59,224	60,600	60,600	63,050
104 SALARIES & WAGES-CLERICAL	50,535	51,950	51,950	51,950
107 SALARIES & WAGES-LABOR	160,693	163,850	163,850	165,900
109 SALARIES & WAGES-OVERTIME	1,467	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	900	2,400	600	600
114 LONGEVITY PAY	1,575	1,900	1,900	2,250
120 FICA & MEDICARE EXPENSE	20,570	21,150	21,150	21,500
122 T.M.R.S. RETIREMENT EXPENSE	45,327	45,200	45,200	45,950

*PERSONNEL SERVICES Totals*      340,291      348,050      346,250      352,200

*CONTRACTUAL*

213 CONSULTING FEES	432	3,000	3,000	3,000
231 SERVICEMAINTEANCE CONTRACTS	2,526	2,900	2,900	2,900
240 EQUIPMENT REPAIRS	25	250	250	250
242 EQUIPMENT RENTAL & LEASE	2,472	3,600	3,600	3,600
246 VEHICLE REPAIRS	7,991	5,000	5,000	5,000
255 CODE ENFORCEMENT CONTRACT	10,745	25,000	25,000	32,000

<b>Notes:</b>	Increased contract mowing prices
The contractor who has been performing tractor mowing for Parks and forced mowing for code compliance for the past 15 years retired this year. The City went out for bid for a new company and council awarded the bid/contract in May 2017. The new contract prices are more than double the old contract prices. Requesting an increase in this line item per new contract prices.	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

256 HEALTH INSPECTION SERVICE	70,585	70,000	75,000	89,000
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<b>Notes:</b>	Increase in Inspections
The amended increase is due to the addition of 22 new food service establishments, 4 public pools/spas and the associated routine, follow up and complaint inspections. In addition, our special event permits and the related Health Inspection work have increased roughly 10% over the last year.	
In addition, our contractor has not raised her rates since 2004. The rates for routine inspections from \$40 to \$60 and follow-up inspections from \$30 to \$40.	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

257 DEMOLITION SERVICES	5,040	20,000	20,000	20,000
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*CONTRACTUAL Totals*      99,816      129,750      134,750      155,750

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,857	2,550	2,550	2,550
310 PRINTING & BINDING	1,085	3,500	3,500	3,500
321 UNIFORMS	1,512	1,750	1,750	1,750
323 SMALL TOOLS	636	750	750	750
325 SAFETY SUPPLIES	920	1,500	1,500	1,500
331 FUEL & LUBRICANTS	8,104	9,000	9,000	9,000
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	14,114	19,550	19,550	19,550
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	3,711	3,250	3,250	3,250
415 RECRUITING EXPENSES	197	-	-	-
430 TUITION & TRAINING	1,955	3,200	3,200	3,200
436 TRAVEL	2,226	3,200	3,200	3,200
<i>OPERATIONS Totals</i>	8,089	9,650	9,650	9,650
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	3,133	2,950	2,950	2,950
<i>UTILITIES Totals</i>	3,133	2,950	2,950	2,950
<i>CAPITAL</i>				
623 VEHICLES	22,141	23,000	23,000	-

**Notes:** Two 1/2 ton pickups

Request to purchase a new 1/2 ton pickup to replace a 2005 1/2 ton pickup with 112,000 miles. The City's independent vehicle evaluator has stated that the vehicle is an overall good truck; however the vehicle has been utilized daily for over 11 years and is pretty worn.

\$24,150 Vehicle with safety lights and decals

Request to purchase a new 1/2 ton pickup to replace a 2011 police patrol unit with 97,000 miles. The existing unit was used in PD for approximately 5 years and was being cycled out of PD to be placed in the City's auction when NIS needed to acquire it. The City's independent vehicle evaluator has stated that the vehicle runs and drives well; however the car has been driven hard and is pretty rough around the edges. With that being said, one of the primary motivations to replace this particular unit is because we currently have our Neighborhood Improvement Services Supervisor driving throughout the City in a police vehicle, which I believe does not accurately represent the N.I.S. Department.

\$24,150 Vehicle with safety lights and decals

\*CITY MANAGER'S COMMENTS: Disapproved

<i>CAPITAL Totals</i>	22,141	23,000	23,000	-
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<b>NIS Total</b>	<b>487,584</b>	<b>532,950</b>	<b>536,150</b>	<b>540,100</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

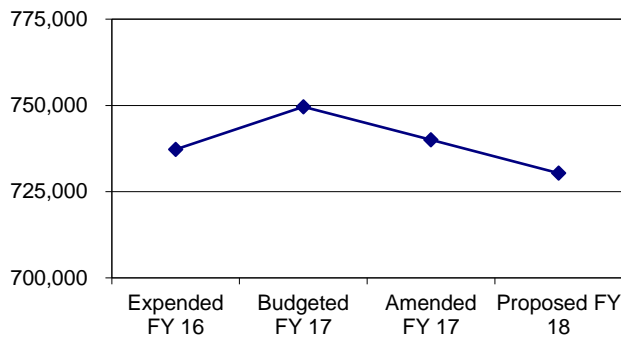
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	643,663	644,600	635,050	650,550
Contractual	44,968	54,600	54,600	54,600
Supplies	9,108	12,250	12,250	11,350
Operational	9,786	9,750	9,750	9,750
Utilities	4,756	4,100	4,100	4,100
Capital	24,925	24,300	24,300	-
<b>Total</b>	<b>737,205</b>	<b>749,600</b>	<b>740,050</b>	<b>730,350</b>

### Personnel Schedule

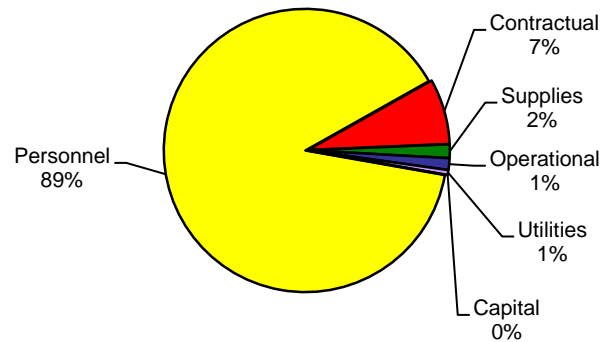
Position	Classification	FY 17 Approved	FY 18 Proposed
Building Official	31	1	1
Building Inspections Supervisor	21	1	1
Plans Examiner	19	1	1
Building Inspector	17	3	3
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 18 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	189,704	184,600	203,300	188,950
104 SALARIES & WAGES-CLERICAL	94,054	93,400	93,400	86,500
107 SALARIES & WAGES-LABOR	228,185	234,250	205,250	241,950
109 SALARIES & WAGES-OVERTIME	-	1,000	1,000	1,000
113 EDUCATION/CERTIFICATE PAY	2,100	3,000	3,000	3,000
114 LONGEVITY PAY	4,840	5,350	6,100	4,900
120 FICA & MEDICARE EXPENSE	39,053	39,200	39,200	39,600
122 T.M.R.S. RETIREMENT EXPENSE	85,727	83,800	83,800	84,650
	<u>643,663</u>	<u>644,600</u>	<u>635,050</u>	<u>650,550</u>
<i>PERSONNEL SERVICES Totals</i>				
<i>CONTRACTUAL</i>				
231 SERVICEMAINTEANCE CONTRACTS	36,100	46,400	46,400	46,400
240 EQUIPMENT REPAIRS	-	500	500	500
242 EQUIPMENT RENTAL & LEASE	2,114	2,700	2,700	2,700
246 VEHICLE REPAIRS	6,754	5,000	5,000	5,000
	<u>44,968</u>	<u>54,600</u>	<u>54,600</u>	<u>54,600</u>
<i>CONTRACTUAL Totals</i>				
<i>SUPPLIES</i>				
301 OFFICE SUPPLIES	1,133	1,250	1,250	1,250
310 PRINTING & BINDING	1,191	1,250	1,250	1,250
321 UNIFORMS	1,032	1,250	1,250	1,250
323 SMALL TOOLS	137	1,000	1,000	1,000
331 FUEL & LUBRICANTS	5,615	7,000	7,000	6,100
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
	<u>9,108</u>	<u>12,250</u>	<u>12,250</u>	<u>11,350</u>
<i>SUPPLIES Totals</i>				
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	2,329	2,500	2,500	2,500
430 TUITION & TRAINING	4,375	4,000	4,000	4,000
436 TRAVEL	3,082	3,250	3,250	3,250
	<u>9,786</u>	<u>9,750</u>	<u>9,750</u>	<u>9,750</u>
<i>OPERATIONS Totals</i>				
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	4,756	4,100	4,100	4,100
	<u>4,756</u>	<u>4,100</u>	<u>4,100</u>	<u>4,100</u>
<i>UTILITIES Totals</i>				

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CAPITAL</i>				
623 VEHICLES	24,925	24,300	24,300	-

<b>Notes:</b>	1/2 ton truck
Request to purchase a new 1/2 ton pickup to replace a 2006 unit with 80,000 miles. The existing unit has various issues including performing a repair on the camshaft which will cost \$525 and an oil leak (timing cover/gasket and oil pan gasket) which will cost \$630. Due to the fact that our employee has to add a quart of oil to the vehicle every 3 weeks, our Mechanic suspects the engine may be burning oil as well.	
\$25,515 Vehicle with bed cover, safety lights and decals	
*CITY MANAGER'S COMMENTS: Disapproved	

<i>CAPITAL Totals</i>	24,925	24,300	24,300	-
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<b>BUILDING INSPECTIONS Totals</b>	<b>737,205</b>	<b>749,600</b>	<b>740,050</b>	<b>730,350</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

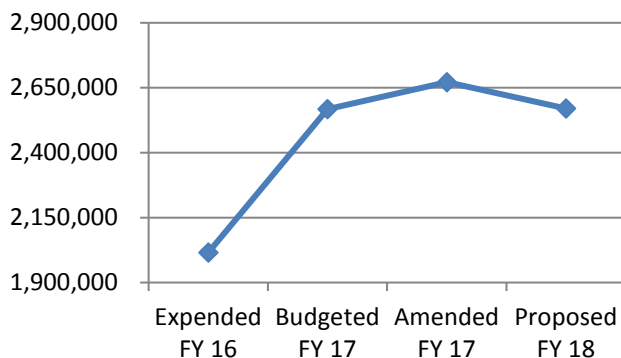
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	957,139	1,025,150	993,350	1,019,150
Contractual	368,980	596,600	596,600	655,500
Supplies	283,627	538,550	574,550	375,200
Operational	7,594	11,500	11,500	11,500
Utilities	282,078	248,400	308,400	328,400
Capital	115,751	147,600	187,100	180,000
<b>Total</b>	<b>2,015,168</b>	<b>2,567,800</b>	<b>2,671,500</b>	<b>2,569,750</b>

### Personnel Schedule

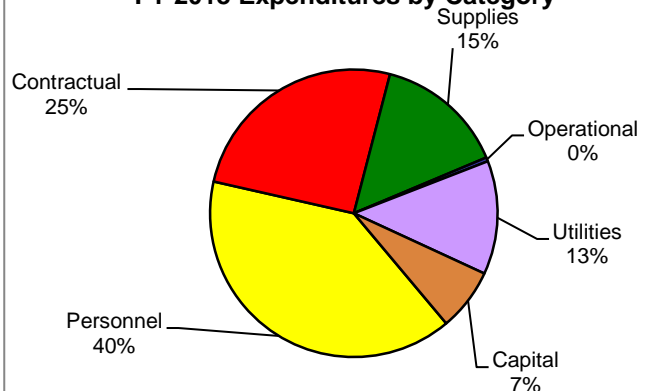
Position	Classification	2017 Approved	2018 Proposed
Parks Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	15	2	2
Irrigation/Pesticide Technician	13	1	1
Equipment Operator	13	4	4
Maintenance Worker II	9	10	10
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

#### Financial History



#### FY 2018 Expenditures by Category



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	77,268	72,100	72,100	70,950
107 SALARIES & WAGES-LABOR	665,464	736,650	700,650	733,750
109 SALARIES & WAGES-OVERTIME	21,978	16,000	22,000	16,000
113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
114 LONGEVITY PAY	6,784	8,800	7,000	7,800
120 FICA & MEDICARE EXPENSE	58,685	61,900	61,900	61,600
122 T.M.R.S. RETIREMENT EXPENSE	125,460	127,900	127,900	127,250

<i>PERSONNEL SERVICES Totals</i>	957,139	1,025,150	993,350	1,019,150
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*CONTRACTUAL*

237 UNIFORM SERVICE	9,282	15,200	15,200	15,200
240 EQUIPMENT REPAIRS	23,691	19,500	19,500	19,500
242 EQUIPMENT RENTAL & LEASE	5,616	11,800	11,800	11,800
244 BUILDING REPAIRS	5,367	23,300	23,300	27,700
246 VEHICLE REPAIRS	23,390	10,500	10,500	10,500
247 GROUNDS MAINTENANCE	295,685	504,800	504,800	559,300

**Notes:** [Maintenance Contracts Increases](#)

Additional funds request include:

\$6,500 for monthly pond weed control in two new parks; Stone Creek and Breezy Hill.

\$32,000 to increase large area tractor mowing contract. Park staff currently performs this service on approximately 20 properties around the City during the primary growing season between April and October. A complete mowing cycle by one staff person takes approximately three weeks out of every month. By contracting out this work load, the staff hours saved would be allocated to the project crew which is responsible for construction, major repairs, renovations, unscheduled repairs and customer service calls.

\$16,000 to continue the ability for grounds maintenance contractor to apply herbicides to City facilities such as City Hall, Fire Stations, The Center etc. The grounds maintenance contract is up for renewal at the end of September. This service drastically improves approves and reduces work load on City staff related to herbicide tasks.

**\*CITY MANAGER'S COMMENTS: Approved**

270 WASTE DISPOSAL SERVICE	5,950	11,500	11,500	11,500
<i>CONTRACTUAL Totals</i>	368,980	596,600	596,600	655,500

*SUPPLIES*

301 OFFICE SUPPLIES	155	150	150	150
310 PRINTING & BINDING	187	200	200	200
323 SMALL TOOLS	13,677	20,500	20,500	20,500
325 SAFETY SUPPLIES	9,664	8,000	8,000	8,000
331 FUEL & LUBRICANTS	24,563	28,100	28,100	27,000
333 CHEMICAL	30,666	31,500	31,500	31,500

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
341 CONSTRUCTION & REPAIR SUP	73,832	126,850	126,850	78,500
347 GENERAL MAINT. SUPPLY	33,411	104,050	104,050	104,050
349 AGRICULTURAL SUPPLIES	89,967	188,900	224,900	75,000
350 IRRIGATION SYSTEM SUPPLIES	7,505	30,300	30,300	30,300
<i>SUPPLIES Totals</i>	283,627	538,550	574,550	375,200
<i>OPERATIONS</i>				
415 RECRUITING EXPENSES	1,062	500	500	500
430 TUITION & TRAINING	2,114	3,500	3,500	3,500
436 TRAVEL	1,581	2,500	2,500	2,500
480 VOLUNTEER PROGRAM	2,838	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	7,594	11,500	11,500	11,500
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	2,657	3,400	3,400	3,400
513 WATER	279,421	245,000	305,000	325,000
<i>UTILITIES Totals</i>	282,078	248,400	308,400	328,400
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	-

<b>Notes:</b>	<b>Tablets</b>
<p>\$5,200 to provide tablets to three crew leaders and one field operations supervisor. These tablets are necessary for staff to have access to the new work order and asset management system. Currently they do not have access to computers and the parks maintenance building is not wired for computer access.</p> <p>The tablets will be used to communicate the creation and completion of work orders associated with scheduled tasks, unscheduled tasks, customer requests/complaints, updating status of assets (adding or removing fixed assets such as benches, fountains, play equipment etc. in the GIS database), tracking asset repair history, and costs associated with repairs, projects and equipment/vehicle maintenance.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	39,145	70,850	70,850	103,000

<b>Notes:</b>	<b>Equipment</b>
<p>\$43,000 - Replace Toro Dingo which was purchased around 2002. Due to heavy use and wear and tear, the Dingo has required major engine repairs, hydraulic repairs and a reduction in power when using certain attachments. This equipment has been critical in the performance of numerous tasks such as: tree planting, grading, playground installation, ball field work, storm clean up, debris removal from concrete surfaces and trail repair. Attachments included in this amount is a stump grinder, auger and auger power adapter for tree installation and maintenance.</p> <p>\$11,000 - PTO Driven Turf Renovator is an adjustable machine with variable depth high RPM vertical blades on a shaft that is used to blend infield conditioner, level infields, reinvigorates turf by dethatching and relieving compacted soil, level infield/outfield lips and prepare bare soil for hydro-mulching.</p> <p>\$71,000 - CAT 303-5E2 Mini Excavator. This is a new equipment request that would be used in the performance of repairs, renovation, tree/brush removal and construction projects. Currently this equipment is not available to park maintenance staff and must be rented or are performed by hand equipment. Cost includes trailer.</p> <p>\$56,500 - CAT 262D SSL Skid Steer Loader with tilt trailer. This is a request to replace the current skid loader that park staff uses which has been older equipment from by other departments. The one we currently use is unreliable and is difficult to keep running.</p> <p><i>*CITY MANAGER'S COMMENTS: Dingo and Mini Excavator are Approved, remaining equipment is Disapproved</i></p>	

623 VEHICLES	76,606	15,750	15,750	-
633 INFRASTRUCTURE IMPROVEMENTS	-	61,000	100,500	77,000

<b>Notes:</b>	<b>Downtown Lights and Sidewalks</b>
<p>\$77,000 to remove three existing antique street lights along SH 205 south of Rusk and replace with light poles that match the rest of downtown. Also propose to power wash brick and stain existing concrete sidewalks to match newer concrete.</p> <p>\$30,000 - remove and replace three light poles                      45,000 - resurface approximately 4,000 square feet of sidewalk to match.                      2,000 - power wash bricks and sidewalks on both sides of SH 205 between Washington and Rusk.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<i>CAPITAL Totals</i>	115,751	147,600	187,100	180,000
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<b>PARKS Totals</b>	<b>2,015,168</b>	<b>2,567,800</b>	<b>2,671,500</b>	<b>2,569,750</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

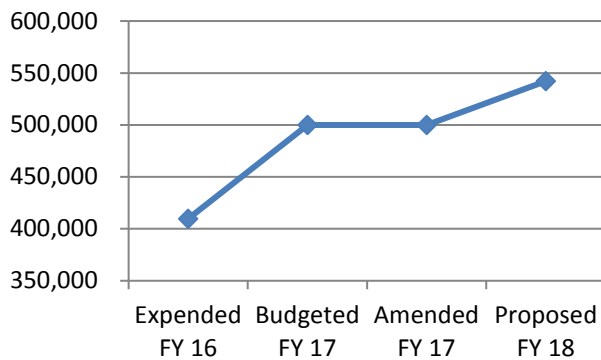
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	115,610	115,350	115,350	117,300
Contractual	104,120	123,800	123,800	168,800
Supplies	33,764	70,000	70,000	70,000
Operational	5,814	4,250	4,250	4,300
Utilities	139,138	158,500	158,500	165,700
Capital	11,275	28,000	28,000	16,000
<b>Total</b>	<b>409,721</b>	<b>499,900</b>	<b>499,900</b>	<b>542,100</b>

### Personnel Schedule

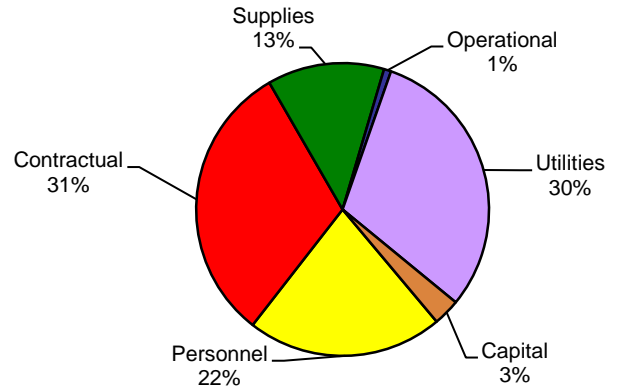
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Harbor Technician	15	1	1
Maintenance Worker II	9	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	88,589	89,100	89,100	90,500
109 SALARIES & WAGES-OVERTIME	3,694	4,000	4,000	4,000
114 LONGEVITY PAY	780	950	950	1,050
120 FICA & MEDICARE EXPENSE	7,009	6,800	6,800	6,900
122 T.M.R.S. RETIREMENT EXPENSE	15,538	14,500	14,500	14,850

*PERSONNEL SERVICES Totals*      115,610      115,350      115,350      117,300

*CONTRACTUAL*

237 UNIFORM SERVICE	980	2,800	2,800	2,800
240 EQUIPMENT REPAIRS	3,663	7,500	7,500	7,500
242 EQUIPMENT RENTAL & LEASE	533	1,000	1,000	6,000

**Notes:**      Work Boat Rental  
 \$5,000 requested for a skiff or barge rental to perform necessary repairs to boat docks. Routine and storm damage repairs often cannot be performed from the dock surface itself and requires staff in a boat to complete difficult tasks.  
 \*CITY MANAGER'S COMMENTS: Approved

244 BUILDING REPAIRS	31,988	30,000	30,000	50,000
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**Notes:**      Boat Dock Maintenance  
 \$20,000 - Additional funds requested for ongoing boat dock maintenance and repairs. Repairs and supplies include tie rods, wooden walers, steel plates, miscellaneous hardware, bumper replacements and lighting repairs.  
 \*CITY MANAGER'S COMMENTS: Approved

245 POOL REPAIR & MAINTENANCE	1,762	5,000	5,000	25,000
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**Notes:**      Budget Amendment  
 \$12,000 additional was spent on spray plaza pump vault repairs due to flooding. Insurance claim was filed and funds received.

**Notes:**      Fountain Equipment Repairs  
 \$10,500 is needed to replace corroded and aging butterfly valves, Y-strainers and other components in the spray plaza.  
 \$3,500 - request is to install an auto dialer alarm system for the sump pumps in the spray plaza vault. System will alert staff in the event that flooding occurs and sump pumps fail or can't maintain flow. This new system will require cell phone service causing an increase in the Harbor cell phone budget. Staff will also research the possibility of adding this function to the SCADA system. Either system would require a cost associated with the install.  
 \$6,000 - increase base budget to account for aging equipment, pump repair and controls.  
 \*CITY MANAGER'S COMMENTS: Approved

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
246 VEHICLE REPAIRS	868	1,500	1,500	1,500

<b>Notes:</b>	<b>Budget Amendment</b>
Budget overage is attributed to vehicle accident that resulted in body damage. Repair cost was within the insurance deductible amount.	

247	GROUNDS MAINTENANCE	64,326	76,000	76,000	76,000
	<i>CONTRACTUAL Totals</i>	<u>104,120</u>	<u>123,800</u>	<u>123,800</u>	<u>168,800</u>
	<i>SUPPLIES</i>				
323	SMALL TOOLS	1,229	2,000	2,000	2,000
325	SAFETY SUPPLIES	-	500	500	500
331	FUEL & LUBRICANTS	3,161	4,000	4,000	4,000
333	CHEMICAL	18,816	20,000	20,000	20,000
347	GENERAL MAINT. SUPPLES	6,471	7,000	7,000	7,000
349	AGRICULTURAL SUPPLIES	3,745	7,500	7,500	7,500
350	IRRIGATION SYSTEM SUPPLIES	343	1,000	1,000	1,000
390	SWIMMING POOL SUPPLIES	-	28,000	28,000	28,000
392	SIGNS AND SIGNALS	-	-	-	-
	<i>SUPPLIES Totals</i>	<u>33,764</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
	<i>OPERATIONS</i>				
410	DUES & SUBSCRIPTIONS	-	50	50	100
430	TUITION & TRAINING	-	500	500	500
436	TRAVEL	14	200	200	200
469	PROMOTION EXPENSE	5,800	-	-	-
489	HARBOR RENTAL SUPPLIES	-	3,500	3,500	3,500
	<i>OPERATIONS Totals</i>	<u>5,814</u>	<u>4,250</u>	<u>4,250</u>	<u>4,300</u>
	<i>UTILITIES</i>				
501	ELECTRICITY	101,637	102,000	92,000	92,000
507	CELLULAR TELEPHONE	1,151	1,500	1,500	2,700
513	WATER	36,350	55,000	65,000	71,000
	<i>UTILITIES Totals</i>	<u>139,138</u>	<u>158,500</u>	<u>158,500</u>	<u>165,700</u>
	<i>CAPITAL</i>				
621	FIELD MACHINERY EQUIPMENT	-	-	-	16,000

<b>Notes:</b>	<b>Replace Utility Vehicle</b>
\$16,000 - Replace 2006 Toro Workman with new Kubota Diesel utility vehicle. The Toro is in need of \$5,000 to \$7,000 in repairs. The 2006 model is discontinued and have not been able to get OEM replacement parts. Estimated repair costs include major engine overhaul, bed tailgate repair, clutch cable, push bar and fender repairs.	
*CITY MANAGER'S COMMENTS: Approved	

623	VEHICLES	11,275	28,000	28,000	-
	<i>CAPITAL Totals</i>	<u>11,275</u>	<u>28,000</u>	<u>28,000</u>	<u>16,000</u>

<b>HARBOR O &amp; M Total</b>		<b>409,721</b>	<b>499,900</b>	<b>499,900</b>	<b>542,100</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

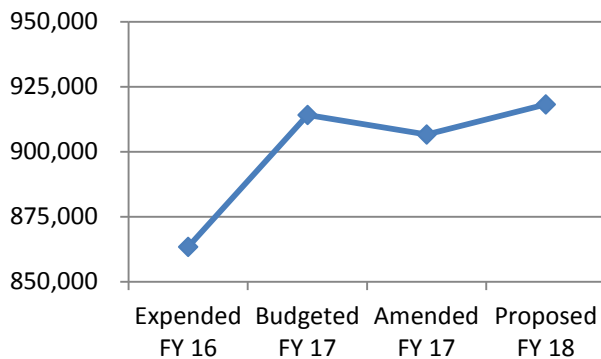
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	622,147	630,300	621,800	659,750
Contractual	40,239	70,400	70,400	38,550
Supplies	51,374	68,600	68,600	57,550
Operational	70,309	69,200	69,700	76,700
Utilities	79,280	75,700	76,200	63,700
Capital	-	-	-	22,000
<b>Total</b>	<b>863,348</b>	<b>914,200</b>	<b>906,700</b>	<b>918,250</b>

### Personnel Schedule

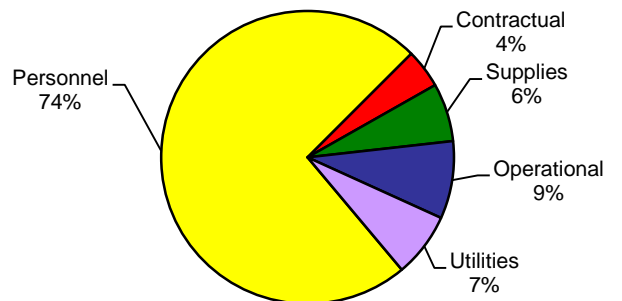
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Parks & Recreation Director	33	-	1
Parks & Recreation Manager	31	1	-
Recreation Superintendent	25	1	1
Athletics & Aquatics Supervisor	20	1	1
Recreation Coordinator	17	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**





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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	228,781	247,200	247,200	267,600
104 SALARIES & WAGES-CLERICAL	120,168	128,900	118,900	131,350
107 SALARIES & WAGES-LABOR	171,786	149,750	150,750	149,750
109 SALARIES & WAGES-OVERTIME	1,662	1,500	2,000	2,600

<b>Notes:</b>	<b>Additional OT</b>
<p>\$1,100 - The Administrative Secretary and front desk secretary work certain scheduled programs and meetings such as Park Board and senior trips. In addition, they are utilized and a necessary staff member to assist with Founders Day, Rib Rub, July 4th and early morning rentals, setup or community meetings.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

113 EDUCATION/CERTIFICATE PAY	600	600	600	600
114 LONGEVITY PAY	1,375	1,950	1,950	2,100
120 FICA & MEDICARE EXPENSE	39,731	38,900	38,900	40,500
122 T.M.R.S. RETIREMENT EXPENSE	58,045	61,500	61,500	65,250

<i>PERSONNEL SERVICES Totals</i>	622,147	630,300	621,800	659,750
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*CONTRACTUAL*

213 CONSULTING FEES	3,646	3,500	3,500	3,000
231 SERVICE MAINTENANCE CONTRACTS	5,153	7,250	7,250	7,250
239 RECREATION CONTRACTS	6,334	6,000	6,000	6,000
242 EQUIPMENT RENTAL & LEASE	12,175	9,300	9,300	9,300
245 POOL REPAIR & MAINTENANCE	3,924	38,350	38,350	7,000
246 VEHICLE REPAIRS	9,007	6,000	6,000	6,000

<i>CONTRACTUAL Totals</i>	40,239	70,400	70,400	38,550
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*SUPPLIES*

301 OFFICE SUPPLIES	2,026	2,000	2,000	2,000
307 POSTAGE	92	2,000	2,000	2,000
310 PRINTING & BINDING	13,630	16,500	16,500	16,500
321 UNIFORMS	2,007	2,100	2,100	2,100
331 FUEL & LUBRICANTS	1,291	2,600	2,600	2,000
333 CHEMICAL	10,918	10,000	10,000	10,000
347 GENERAL MAINTENANCE SUPPLIES	6,394	6,450	6,450	6,450
390 SWIMMING POOL SUPPLIES	3,307	14,450	14,450	4,000
391 RECREATION PROGRAM SUPPLIES	11,708	12,500	12,500	12,500

<i>SUPPLIES Totals</i>	51,374	68,600	68,600	57,550
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	47 Recreation

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

406 SPECIAL EVENTS	49,874	50,250	50,250	57,750
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<b>Notes:</b>	<b>Additional Special Events</b>
<p>\$7,500 - Additional funds for non-fee based free to the public events. Additional funds would be used for supplies for Special Needs Prom and Easter programs; expand Family Fun Friday games, activities and inflatables; as well as program supplies for pet events and shot clinics.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

410 DUES & SUBSCRIPTIONS	2,013	2,500	2,500	2,500
415 RECRUITING EXPENSES	4,137	2,000	2,500	2,000
428 MEETING EXPENSES	818	1,000	1,000	1,000
430 TUITION & TRAINING	8,613	6,300	6,300	6,300
436 TRAVEL	4,854	7,150	7,150	7,150

<i>OPERATIONS Totals</i>	70,309	69,200	69,700	76,700
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*UTILITIES*

501 ELECTRICITY	74,625	72,000	72,000	60,000
507 CELLULAR TELEPHONE	4,655	3,700	4,200	3,700

<i>UTILITIES Totals</i>	79,280	75,700	76,200	63,700
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*CAPITAL*

610 FURNITURE & FIXTURES	-	-	-	22,000
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<b>Notes:</b>	<b>The Center Furniture</b>
<p>\$22,000 - Replace 250 broken or damaged chairs and 16 tables in The Center. This furniture is used on a daily basis for senior programs, rentals, special events, community meetings and presentations.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

<i>CAPITAL Totals</i>	-	-	-	22,000
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<b>RECREATION Total</b>	<b>863,348</b>	<b>914,200</b>	<b>906,700</b>	<b>918,250</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

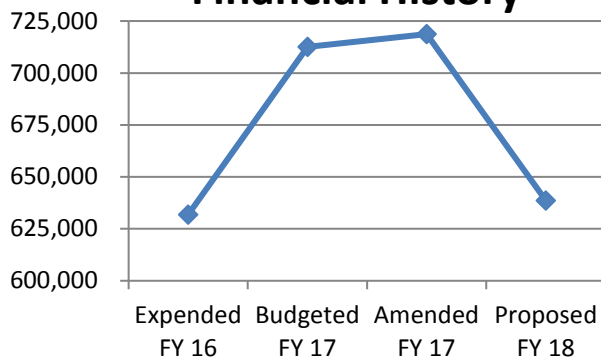
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	202,990	190,700	191,850	190,900
Contractual	416,667	427,400	432,400	425,500
Supplies	6,829	9,750	9,750	15,900
Operational	2,021	2,550	2,550	2,550
Utilities	3,377	3,800	3,800	3,800
Capital	-	78,350	78,350	-
<b>Total</b>	<b>631,883</b>	<b>712,550</b>	<b>718,700</b>	<b>638,650</b>

### Personnel Schedule

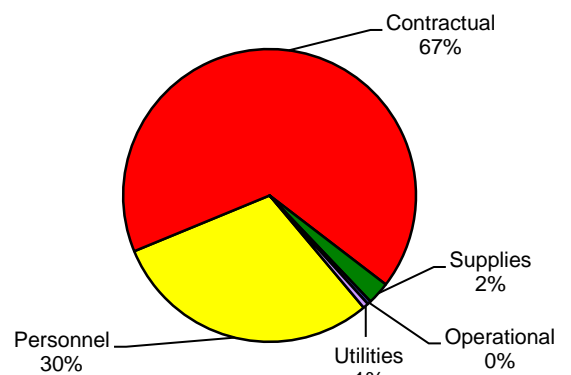
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Animal Services Crewleader	15	1	1
Animal Services Officer	12	2	2

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

107 SALARIES & WAGES-LABOR	152,176	146,500	146,500	146,500
109 SALARIES & WAGES-OVERTIME	8,826	5,000	5,950	5,000
114 LONGEVITY PAY	3,460	3,700	3,900	3,900
120 FICA & MEDICARE EXPENSE	11,795	11,300	11,300	11,300
122 T.M.R.S. RETIREMENT EXPENSE	26,733	24,200	24,200	24,200

<i>PERSONNEL SERVICES Totals</i>	202,990	190,700	191,850	190,900
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*CONTRACTUAL*

213 CONSULTING FEES	410,472	410,500	410,500	410,500
231 SERVICE MAINTENANCE CONTRACTS	-	9,400	14,400	7,500
237 UNIFORM SERVICE	2,122	3,000	3,000	3,000
240 EQUIPMENT REPAIRS	314	750	750	750
246 VEHICLE REPAIRS	3,674	3,500	3,500	3,500
270 WASTE DISPOSAL SERVICE	85	250	250	250

<i>CONTRACTUAL Totals</i>	416,667	427,400	432,400	425,500
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*SUPPLIES*

301 OFFICE SUPPLIES	163	500	500	500
310 PRINTING & BINDING	-	1,000	1,000	2,000

<b>Notes:</b>	Increase in printed material
\$1,000 - increase printing budget for the WILD program. Printed material would include, educational brochures, flyers and promotional material for participants.	
*CITY MANAGER'S COMMENTS: Approved	

321 UNIFORMS	-	-	-	3,000
325 SAFETY SUPPLIES	-	750	750	750
331 FUEL & LUBRICANTS	4,196	5,500	5,500	4,650
347 GENERAL MAINTENANCE SUPPLIES	2,470	2,000	2,000	5,000

<b>Notes:</b>	New Equipment
\$1,250 for three scanners that are used to scan pets for chip implants that contain owner information. This equipment is helpful in our Return to Home strategic initiative to reduce unnecessary shelter intakes.	
\$1,250 for replacing animal traps that are in disrepair as well as purchasing additional traps. These traps are proposed to be loaned to residents under certain conditions as a courtesy service to help remove wildlife on private property that are most prone to carry rabies.	
\$5,000 - Additional supplies are needed to complete the outfitting of the WILD Trailer. In 2017 there were only enough funds to complete one side of the trailer displays with signage, animal mounts and skins. This request is to complete the other side with additional signage, skins, mounts and sound system.	
*CITY MANAGER'S COMMENTS: Scanners and Traps are Approved. Trailer supplies are Disapproved	

<i>SUPPLIES Totals</i>	6,829	9,750	9,750	15,900
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks & Recreation	48 Animal Services

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*OPERATIONS*

410 DUES & SUBSCRIPTIONS	65	-	-	-
415 RECRUITING EXPENSES	98	-	-	-
430 TUITION & TRAINING	524	1,500	1,500	1,500
436 TRAVEL	1,335	1,050	1,050	1,050

<i>OPERATIONS Totals</i>	2,021	2,550	2,550	2,550
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*UTILITIES*

507 CELLULAR TELEPHONE	3,377	3,800	3,800	3,800
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<i>UTILITIES Totals</i>	3,377	3,800	3,800	3,800
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*CAPITAL*

612 COMPUTER EQUIPMENT	-	3,000	3,000	-
621 FIELD MACHINERY & EQUIPMENT	-	25,000	25,000	-
623 VEHICLES	-	50,350	50,350	-

**Notes:** [Vehicle Replacement](#)  
 \$54,000 - Request to replace 2006 Ford Van Animal Control vehicle with 117,000 miles. Mechanical condition is fair, appearance is poor. Replacement vehicle proposed is a new Ford Van with interior conversion with cages, work lights, safety lights and logos.  
 \*CITY MANAGER'S COMMENTS: Disapproved

<i>CAPITAL Totals</i>	-	78,350	78,350	-
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<b>ANIMAL SERVICES Totals</b>	<b>631,883</b>	<b>712,550</b>	<b>718,700</b>	<b>638,650</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

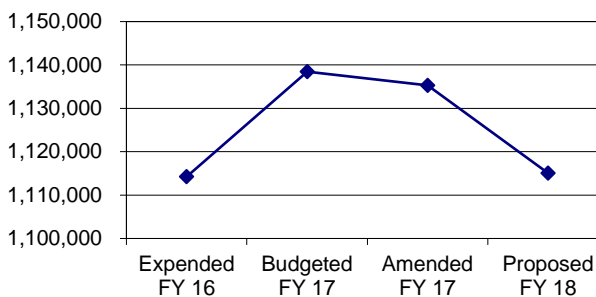
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	941,143	887,200	885,650	835,900
Contractual	122,410	164,950	164,950	214,450
Supplies	14,022	21,950	23,450	23,450
Operational	18,648	27,650	24,550	23,700
Utilities	9,575	10,050	10,050	10,050
Capital	8,445	26,650	26,650	7,500
<b>Total</b>	<b>1,114,243</b>	<b>1,138,450</b>	<b>1,135,300</b>	<b>1,115,050</b>

### Personnel Schedule

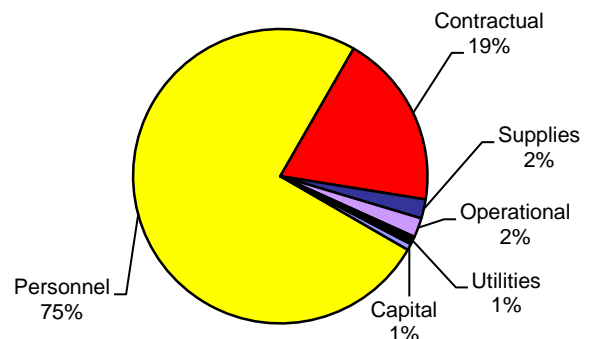
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	-	1	-
Civil Engineer	28	1	2
Senior Construction Inspector	21	1	1
Construction Inspector	17	4	4
Customer Service Coordinator	12	1	1

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	141,734	146,300	146,300	139,000
104 SALARIES & WAGES-CLERICAL	305,357	257,250	249,650	231,400
107 SALARIES & WAGES-LABOR	294,619	297,950	303,650	288,350

<b>Notes:</b>	<b>Additional Engineering Inspector</b>
<p>Since 2010, there has been a 14% growth in number of engineering projects and 28% growth since last year. Approximately 17 projects (private development and capital improvement) are being inspected daily by each inspector. The number of inspections to be performed daily does not allow sufficient time to be spent on each project nor does it allow for time to solve any unforeseen issues with these projects. The implementation of the Strategic Plan includes additional capital improvement projects to improve the water, sanitary sewer, and street systems within the City. These additional projects will increase the number of inspections for the engineering division to undertake daily. An additional engineering inspector will supplement the department and allow for comprehensive inspections to be done throughout the City.</p> <p>\$42,037 Salary 9,178 Benefits \$51,215 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved. As strategic projects are funded we will need to consider funding this position at that time.</i></p>	

109 SALARIES & WAGES-OVERTIME	11,688	12,000	12,000	12,000
113 EDUCATION/CERTIFICATE PAY	1,200	900	900	900
114 LONGEVITY PAY	6,070	6,200	6,550	6,750
120 FICA & MEDICARE EXPENSE	54,919	52,500	52,500	49,750
122 T.M.R.S. RETIREMENT EXPENSE	125,557	114,100	114,100	107,750

*PERSONNEL SERVICES Totals*      941,143      887,200      885,650      835,900

*CONTRACTUAL*

213 CONSULTING FEES	97,004	130,000	130,000	178,000
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<b>Notes:</b>	<b>Consultants</b>
<p>\$50,000 Birkhoff Hendricks and Carter lift station reviews, water/sewer hydraulic modeling, and miscellaneous requests</p> <p>\$80,000 Dwayne Stubblefield reviews all flood studies and storm water data for private and capital improvement projects. The City has been reimbursed \$40,000 in FY17 for these studies therefore only the net \$40,000 is included here.</p> <p>\$20,000 Traffic Consultant to do speed and signal studies</p> <p>\$60,000 Drainage Consultant to review drainage issues</p> <p>\$8,000 Survey to do miscellaneous tasks and to survey drainage at the service center.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	11,733	11,000	11,000	12,000

<b>Notes:</b>	Licenses
AutoCAD licenses \$4295 DGNO Annual Crossing \$800 HP DesignJet Service \$2,545 Air Card for 5 laptops \$2,400 Data Packages for 2 iPads \$960 LIDAR Software \$1,000* *Adding the LIDAR software to profile the floodplain to help distinguish the water surface elevation and flow lines of streams in floodplain regions.  *CITY MANAGER'S COMMENTS: Approved	

240 EQUIPMENT REPAIRS	-	600	600	600
242 EQUIPMENT RENTAL & LEASE	2,689	3,500	3,500	3,500
246 VEHICLE REPAIRS	4,954	6,000	6,000	6,500
276 STORMWATER PROGRAM COSTS	6,031	13,850	13,850	13,850
<i>CONTRACTUAL Totals</i>	<u>122,410</u>	<u>164,950</u>	<u>164,950</u>	<u>214,450</u>

*SUPPLIES*

301 OFFICE SUPPLIES	1,617	1,800	1,800	1,800
310 PRINTING & BINDING	551	1,500	1,500	1,500
321 UNIFORMS	939	1,050	1,050	1,050
323 SMALL TOOLS	1,347	1,500	1,500	1,500
325 SAFETY SUPPLIES	93	500	500	500
331 FUEL & LUBRICANTS	7,850	8,500	10,000	10,000
341 CONSTRUCTION & REPAIR SUPPLIES	1,625	6,600	6,600	6,600
347 GENERAL MAINTENANCE SUPPLIES	-	500	500	500
<i>SUPPLIES Totals</i>	<u>14,022</u>	<u>21,950</u>	<u>23,450</u>	<u>23,450</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	7,314	13,400	10,000	8,000
415 RECRUITING EXPENSES	-	-	300	-
430 TUITION & TRAINING	5,249	6,000	6,000	7,000

<b>Notes:</b>	Additional Training and Travel
There has been an increase in the costs of several of engineering conferences and there is an additional conference that was added (Institute of Transportation Engineers-Texas) as well as travel to TPWA and Floodplain management associations.  *CITY MANAGER'S COMMENTS: Approved	

436 TRAVEL	6,084	8,250	8,250	8,700
<i>OPERATIONS Totals</i>	<u>18,648</u>	<u>27,650</u>	<u>24,550</u>	<u>23,700</u>



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>UTILITIES</i>				
507 CELLULAR TELEPHONE	9,575	10,050	10,050	10,050
<i>UTILITIES Totals</i>	<u>9,575</u>	<u>10,050</u>	<u>10,050</u>	<u>10,050</u>

*CAPITAL*

612 COMPUTER EQUIPMENT	8,445	-	-	7,500
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<b>Notes:</b>	Trimble/GPS Unit
This would be a replacement of a 7 year old GPS unit. It would be trade-in and upgrade to a new 2017 Trimble Geo-7 high-accuracy handheld GPS unit and related desktop software. The new unit will allow for GIS staff to collect and maintain utility, parks assets, and 911 addressing data in the field, utilizing the newest technology up to decimeter accuracy. \$7,500	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

623 VEHICLES	-	26,650	26,650	-
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<b>Notes:</b>	1/2 ton Truck
Replace 2003 Ford Expedition (99,000 miles) with a 1/2 ton crew/quad cab Ford truck with light bar and decals \$31,000	
<i>*CITY MANAGER'S COMMENTS: Disapproved</i>	

<i>CAPITAL Totals</i>	<u>8,445</u>	<u>26,650</u>	<u>26,650</u>	<u>7,500</u>
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<b>ENGINEERING Totals</b>	<b>1,114,243</b>	<b>1,138,450</b>	<b>1,135,300</b>	<b>1,115,050</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

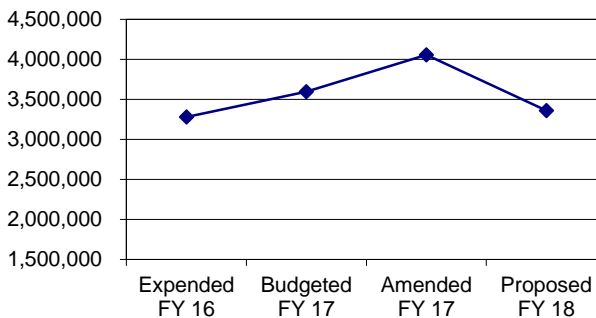
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	634,849	698,350	696,850	742,900
Contractual	161,765	223,150	223,150	227,050
Supplies	1,060,006	1,842,600	2,327,100	1,638,350
Operational	4,913	9,000	10,100	11,300
Utilities	480,987	522,550	498,800	522,700
Capital	938,997	299,550	299,550	218,650
<b>Total</b>	<b>3,281,517</b>	<b>3,595,200</b>	<b>4,055,550</b>	<b>3,360,950</b>

### Personnel Schedule

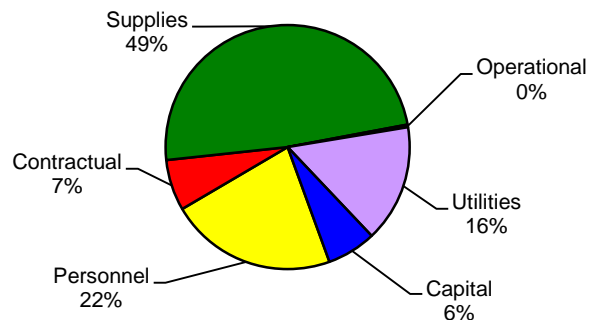
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Superintendent	25	1	1
Field Supervisor	21	1	1
Crew Leader	15	2	2
Equipment Operator	13	3	3
Sign Technician	11	2	2
Maintenance Worker II	9	3	3

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	84,444	87,850	87,850	87,850
107 SALARIES & WAGES-LABOR	403,384	455,100	455,100	491,100

<b>Notes:</b>	Field Supervisor - Signs
<p>The addition of this Supervisor position is needed to, manage and coordinate all activities that include: Street Signs, Regulatory Signs, Traffic Signals, School Lights, Pedestrian Crosswalk Lights, Pavement Markings, Project Management, Contract Management, Asset Management and other Administrative duties necessary to meet all Traffic Operation requirements.</p> <p>This position will be responsible for maintaining an existing inventory of over 10,000 street and regulatory signs. This position will also develop and administer the implementation and fabrication of all mandatory retro-reflective signage to ensure compliance with the current "Texas Manual on Uniform Traffic Control Devices" and the "Standard Highway Sign Designs for the State of Texas."</p> <p>The position will also be responsible for assisting with overall operational costs including special programs, major street projects, major inventory expenditures, vehicle and equipment replacement costs, fleet maintenance costs, sign inventory costs and must be able to provide accurate cost analysis for our annual budgetary process. We are attempting to substantially scale down our internal sign fabrication activities by outsourcing all pre-fabricated signs when possible thus allowing this position to facilitate that transition and be responsible for administering these contracts, manage inventory, and coordinate purchases.</p> <p>This position will also require coordinating with various contractors and utility companies such as setting up line locates, dispatching service contractors to diagnose and repair issues with all City owned traffic signals. Will also perform daily monitoring through our SCADA program for 31 solar powered school lights for all 11 Public Schools within the City of Rockwall, effectively diagnose, troubleshoot and repair school light deficiencies expeditiously and in a cost effective manner, will also maintain adequate inventory for all signage, fixtures and materials relative to our school lights, pedestrian crosswalk signals, traffic signals, etc.</p> <p>\$ 53,788 Salary          1 1,743 Benefits          1,400 Computer          1,700 Radio  <u>33,000</u> Truck          \$101,631 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	<b>Stormwater Crew</b>			
Establish a two person maintenance crew for the Stormwater System Maintenance Program. This position would serve as the crew leader for a two-man crew to operate the proposed stormwater vacuum truck for servicing and maintaining the (MS4) stormwater system.				
Crewleader and Equipment Operator				
\$ 71,698 Salaries				
15,653 Benefits				
1,400 Computer				
3,400 Radios				
<u>\$ 92,151 Total</u>				
<b>*CITY MANAGER'S COMMENTS: Disapproved</b>				

109	SALARIES & WAGES-OVERTIME	13,426	15,200	15,200	15,200
113	EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	2,400

<b>Notes:</b>	<b>Certification Pay</b>			
Bilingual /Certification Pay				
3-Bilingual Translation Certifications at \$600 each				
1-Bilingual Conversational Certification at \$300				
Pesticide Applicator Certification Pay				
1-Non Commercial Political Pesticide Applicator License/Certification \$300				
<b>*CITY MANAGER'S COMMENTS: Approved</b>				

114	LONGEVITY PAY	7,710	8,100	6,600	7,300
120	FICA & MEDICARE EXPENSE	39,133	41,500	41,500	44,300
122	T.M.R.S. RETIREMENT EXPENSE	85,252	88,800	88,800	94,750
		<u>634,849</u>	<u>698,350</u>	<u>696,850</u>	<u>742,900</u>

*CONTRACTUAL*

213	CONSULTING FEES	-	5,000	5,000	5,000
231	SERVICE MAINTENANCE CONTRACTS	22,325	38,400	38,400	42,300

<b>Notes:</b>	<b>Service Maintenance</b>			
\$21,335 Annual Traffic Signal Maintenance Contract - Maintain (Four) City Owned Traffic Signals at \$4,267. each				
5,200 Verizon Lite Air cards				
9,120 Scada Technical support				
3,720 Scada modem cell charges				
3,000 Cloud Access Network Subscription Fee				
<b>*CITY MANAGER'S COMMENTS: Approved</b>				

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<b>Notes:</b>	<b>Storm Sewer Inspections/Repair</b>			
<p>\$153,000 Storm Sewer Inspection Program – Year 1 of 5</p> <p>Closed Circuit Television Inspections – (CCTV) to determine the condition of storm sewer lines, the interior of the pipes are inspected using (CCTV). The camera unit is navigated between the inlet structures and manholes. Analysis of what is viewed in the pipeline is conducted in real time by the camera truck operator. The inspection is also recorded, saved and entered into the Divisions GIS system for maintenance purposes: This process can identify sections of pipe that may require cleaning, pipe lining, pipe repair, pipe replacement, etc. To get a baseline of cost for the first year of the inspection program, we used pricing from Acme Utility Inspection Services, Inc. with the average cost of television inspection at \$1.00 per LF. The City wide storm sewer network consists of approximately 764,661 linear feet of storm sewer pipe. <math>764,661 \text{ LF} \times (\\$1.00) / 5 \text{ yrs.} = \\$152,932.20</math> per year for video inspection not including cleaning.</p> <p>\$45,000 Storm Sewer Cleaning and Repair Program – Year 1 of 5 Year Program</p> <p>The current ACME rate shows a cost of \$185.00 per hr. for 4-hr minimum for a Vactor Truck. While we do not yet know the internal condition of the storm sewer system to be inspected related to cleaning and repair cost, we can assume that there will be a substantial need to budget a significant amount of funding to allow for the cleaning and repair of the issues identified with the camera inspections. At \$185.00 per hr. the daily cleaning rate for the Vactor Truck would be \$1,480. Using a baseline cost of \$1,500 per day, the per week cost (<math>\\$1,500 \times 5 = \\$7,500</math>). We are budgeting for 30 full days (6-weeks) of pipe cleaning at 1,500 per day/\$7,500 per week. As this process moves forward, we will be better able to determine more exact cost estimates, as we begin to determine the congestive nature of our storm sewer system we will be able to develop a cleaning cost per/ft. ratio.</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>				

237	UNIFORM SERVICE	7,720	9,550	9,550	9,550
240	EQUIPMENT REPAIRS	21,507	42,000	42,000	42,000
242	EQUIPMENT RENTAL & LEASE	2,831	5,000	5,000	5,000
246	VEHICLE REPAIRS	41,822	25,000	25,000	25,000
270	WASTE DISPOSAL SERVICE	65,560	98,000	98,000	98,000
271	LANDFILL MAINTENANCE	-	200	200	200
		161,765	223,150	223,150	227,050
<i>SUPPLIES</i>					
301	OFFICE SUPPLIES	674	500	500	500
310	PRINTING & BINDING	-	400	400	500
323	SMALL TOOLS	6,240	11,100	11,100	11,100
325	SAFETY SUPPLIES	5,094	6,000	6,000	6,000
331	FUEL & LUBRICANTS	21,089	30,000	30,000	30,000
333	CHEMICAL	14,900	15,500	15,500	15,500

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
341 CONSTRUCTION & REPAIR SUPPLIES	875,904	1,400,000	1,692,000	1,400,000

<b>Notes:</b>	Construction Supplies
<p>\$522,000 Asphalt Street Repair/ Reclamation/Mill &amp; Overlay/Maintenance Overlay                  Full Depth Reclamation - Full depth pavement reclamation consists of pulverizing the existing asphalt pavement back into the road base. The pulverized material is then stabilized with cement and compacted. This process is followed by an asphalt overlay. Other asphalt repair projects will consist of standard 2" surface maintenance overlays along with mill and fill overlay.                  Proposed Full Depth Reclamation Projects:</p> <ol style="list-style-type: none"> <li>1.Parks Avenue \$93,197</li> <li>2.Kernodle Street \$103,180</li> <li>3.Heath Street \$227,808</li> <li>4.Hays Lane \$ 55,000</li> <li>5. To Be Determined \$43,000</li> </ol> <p>\$400,000 Concrete Repairs of streets/alleys                  \$100,000 Miscellaneous Sidewalk Construction                  \$100,000 Pavement Lift and Stabilization</p> <p>\$25,000 Miscellaneous Sidewalk Repair (Mud Jacking) These funds will be used to establish an annual maintenance contract for lifting and leveling uneven sidewalks.</p> <p>\$50,000 Pavement Marking                  Maintain and upgrade pavement markings on various roadways throughout town.</p> <p>\$28,000 Pavement Preservation – Surface Treatments                  Preservative surface treatments such as Slurry Seals, Micro surfacing and Reclamite Rejuvenators, and crack sealing.</p> <p>\$175,000 The cost for construction materials and supplies used by city staff in its day to day maintenance operations. These supplies/materials include, hot mix asphalt, cold mix asphalt, asphalt tac, concrete, rock, flexbase, gravel and other miscellaneous material used for in-house construction and maintenance activities.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

347 GENERAL MAINT. SUPPLIES	6,922	7,500	7,500	7,500
384 DRAINAGE SYSTEM REPAIR SUPPLIES	19,762	20,000	20,000	20,000

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

G/L Account	2016	2017	2017	2018 City
	Actual Amount	Adopted Budget	Amended Budget	Manager Approved
392 SIGNS AND SIGNALS	109,422	351,600	544,100	142,250

<b>Notes:</b>	Signs and Signals
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\$11,660 Opticom Traffic Signal equipment for New Intersections. FM 1141 at SH 552 along with FM 3097 at County Line Road.

\$7,983 Purchase (2) Solar Power High Intensity LED Radar Signs. The pole mounted radar signs will be used to monitor traffic and address speeding concerns on designated streets that meet placement criteria. The signs will increase community awareness of speed, while providing critical speed data to our engineering and police departments.

\$22,622 Rapid Flashing Pedestrian Crossing System  
 The RRFB (Rectangular Rapid Flashing Beacon) is a rectangular shaped, high intensity signal head which flashes in a wig-wag, rapid flickering pattern. The alternating signals provide direct, ultra-bright concentration as well as wide-angle intensity. The beacons are pedestrian activated by push button. We are requesting to place additional RRFB,s at the school zone crosswalk crossing John King Blvd at Chesterwood Drive along with the school zone crosswalk located at North Lakeshore and Petaluma Drive. These streets are both multi lane divided collectors. By supplementing the existing crosswalk signs with the RRFB,s we can increase the walkability and safety of these crosswalks.

\$60,000 Maintenance and repair of our streets and regulatory sign network. Funding from this account also fund the maintenance, repair and replacement of our school zone beacon network (31-flashing beacons) along with our flashing crosswalk systems. The cost of sign materials and supplies continue to trend up through cost increases and accession. Materials purchased out of this budget include, The replacement of random street and regulatory signage, sign blanks, sign poles (conventional and decorative), mounting brackets, street sign mounting crosses etc. This account also covers the cost special signage projects for other city departments/divisions. Other than the in-house fabrication of random sign replacement this budget is directed to the bulk purchase of pre-fabricated signs with outsourced production including fixtures, mounts and poles.

\$40,000 (Contract Out Sign Fabrication)  
 10 – Year Strategic Sign Replacement Program – Incremental Signage Replacement  
 The reflective properties of sign materials decrease over time due to exposure to sunlight and other factors. As the reflective materials degrade, a sign becomes harder to see at night. This program would provide for the uniform replacement of all signs in a given area at specified intervals based on the signs expected lifespan above the minimum standards for retro reflectivity.  
 High Intensity Prismatic sheeting on.080 aluminum street signs have an average durability lifespan of 10 years. Over and above general maintenance, street and regulatory signs should be on a replacement schedule that insures that the signs are replaced within their designed lifespan. This program would consist of budgeting for and replacing approximately 10% of the in-field signage inventory each year (this would include both street and regulatory signage). By working off a grid system, the signs can systematically be replaced with new signs allowing the older signs to be rotated out of the inventory.  
 Incremental Sign Rotation - remove and replace 1,000 pre-fabricated street signs per budget year at a fabrication cost of \$40.00 per sign. 1,000 signs at \$40.00 per sign =40,000 per budget year. Incremental funding increases will be necessary each budget year to cover the cost of the additional signage added through accession and cost increases for pre-fabricated signs. The fabrication of these signs will be outsourced and purchased in bulk.

\*CITY MANAGER'S COMMENTS: Approved

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">Traffic Signal Installation</td> </tr> <tr> <td colspan="5">\$355,000 Traffic Signal Installation at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation.</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Disapproved. Intersection safety has been improved with the addition of flashing stop signs. When this becomes SH205, TxDOT will pay for and install signalization</td> </tr> </table>					<b>Notes:</b>	Traffic Signal Installation				\$355,000 Traffic Signal Installation at John King Blvd and Airport Road. This intersection has met the necessary warrant criteria for signal installation.					*CITY MANAGER'S COMMENTS: Disapproved. Intersection safety has been improved with the addition of flashing stop signs. When this becomes SH205, TxDOT will pay for and install signalization																			
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393 STREET LIGHTING SUPPLIES	-	-	-	5,000																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">City Maintained Street Lights</td> </tr> <tr> <td colspan="5">Public Street Lights (Harbor streets) – Replace Lamp Arms and Lamps on 4-Light Poles \$4,474</td> </tr> <tr> <td colspan="5">Miscellaneous bulb and fixture replacements \$526</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	City Maintained Street Lights				Public Street Lights (Harbor streets) – Replace Lamp Arms and Lamps on 4-Light Poles \$4,474					Miscellaneous bulb and fixture replacements \$526					*CITY MANAGER'S COMMENTS: Approved														
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<i>OPERATIONS</i>																																		
410 DUES & SUBSCRIPTIONS	-	-	900	700																														
415 RECRUITING EXPENSES	137	-	200	-																														
430 TUITION & TRAINING	1,461	4,000	4,000	5,600																														
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	4,913	9,000	10,100	11,300																														
<i>UTILITIES</i>																																		
504 STREET LIGHTING	477,039	515,750	492,000	515,750																														
507 CELLULAR TELEPHONE	3,948	6,800	6,800	6,950																														
	480,987	522,550	498,800	522,700																														
<i>CAPITAL</i>																																		
612 COMPUTER EQUIPMENT	6,050	-	-	2,800																														
<table border="1"> <tr> <td><b>Notes:</b></td> <td colspan="4">New Laptops</td> </tr> <tr> <td colspan="5">2 - Dell Latitude E6440 laptops for the streets division (City Works Implementation) at \$1,400 each.</td> </tr> <tr> <td colspan="5">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	New Laptops				2 - Dell Latitude E6440 laptops for the streets division (City Works Implementation) at \$1,400 each.					*CITY MANAGER'S COMMENTS: Approved																			
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	59 Streets

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
621 FIELD MACHINERY & EQUIPMENT	378,131	93,600	93,600	99,600

Notes:	New Equipment
<p>\$8,600 STALKER/ Speed Awareness Monitor/ Trailer Mounted/Solar Powered/6000 Programmer Speed trailers promote safety by helping to control speeding but they are also an invaluable monitoring and tracking tool. The streets division would like to supplement the existing speed trailer with a second speed trailer.</p>	
<p>\$35,000 Replace (2) Mobile Message Sign Board Trailers These trailers provide us with very effective communication devices for conveying critical information to motorist and the public in general. When motorist need advanced warning notice of road construction, detour information, roadway hazards or emergency information the electronic message boards provide a highly visible and effective way to deliver that information. The electronic message signs also play a key role in large scale city sponsored special events such as The Founders Day Festival, and the July 4th Fireworks Show and HHW.  These trailers have been in service now for 9-years, which is really outdated for this type of equipment. The message programmers are now obsolete and no longer capable of being programmed electronically by laptop or Bluetooth app. While these message boards remain marginally functional, they are in bad condition. They are sun faded, have scaling paint, worn out and dated.. In some digital configurations the message display no longer produces smooth, full clear bold text.</p>	
<p>\$13,000 Replace –ST-103-03- Ingersoll Rand Trailer w/Jack Hammer This trailer ential piece of equipment. It is used for a backup jackhammer in cases whereby we require releasing backhoe spade, condition is fair. This trailer would require such repairs as lights, axle bearings, tires etc. It is 14 years old and meets the replacement criteria. Proposed Replacement Unit – 2017/2018 Doosan 185-HP compressor with jack hammer.</p>	
<p>\$17,000 Broom Attachment for Existing 2011 John Deere Front End Loader 524K Replaces Existing Construction Broom Out of Service/Worn Out. This attachment is used for road construction, emergency clean up of storm debris, silt dirt etc. Repair is no longer feasible</p>	
<p>\$13,000 - Replace the 1999 16-FT Belshe Trailer 12-K Model T-1 (black)  This trailer is used for transporting various pieces of equipment to the various jobsites. This trailer is in fair to poor condition and will require such repairs as electrical lights, axle bearings brakes. Considering frequency of use and condition, along with the amount of repairs it will need to keep it in service, replacement is warranted. Proposed Replacement Unit – 2017/2018 20-FT Interstate Tilt Trailer Model TST-16</p>	
<p>\$13,000 - Replace a 2001 16-FT Belshe Trailer 18-K Model T-18  This trailer is used for transporting various pieces of equipment to the various jobsites. This trailer is in fair to poor condition and will require such repairs as electrical lights, axle bearings brakes, etc. and should be considered unsafe for towing heavy equipment in its current condition. Considering frequency of use and condition, along with the amount of repairs it will need to keep it in service, replacement is warranted. This vehicle meets all of the established retirement criteria’s. Proposed Replacement Unit – 2017/2018 20-FT Interstate Tilt Trailer Model TST-16</p>	
<p>*CITY MANAGER'S COMMENTS: Approved</p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Vactor Truck
<p>\$365,000 Freightliner Vactor Truck Model 311E/11                  Proposed Specifically for Storm Drainage Maintenance Operations to implement a Storm Water System Maintenance Plan including procedures and maintenance schedules for structural controls. These controls include pipes, culverts, inlets, ditches and drainage swales. These systems along with other storm water conveyance systems are major components that serve an important function in safely conveying storm water.</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

623 VEHICLES	192,709	205,950	205,950	116,250
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<b>Notes:</b>	Vehicle Replacements
<p>Replace - 2002 Ford F-650 Dump Truck                  Mileage: 33,661                  Condition: Fair/Poor</p> <p>This truck is vital to day to day operations. It is used for street sanding, transporting dirt, debris and hauling equipment to jobsites on a daily basis.                  This truck has had several costly mechanical issues within the last two years that included two broken drive lines along with the clutch and pressure plate assembly. The PTO is not working properly, electrical issues etc.</p> <p>Proposed Replacement unit: 2017-2018 Kenworth Chassis 12 yard dump body w/8 yard sand spreader, underbody tool box pass side, LED light bar, traffic advisor, 4-way strobe kit, etc.                  2nd Year Request. \$125,000</p> <p>Replace - 2006 Ford F-650 Brush Truck                  Mileage: 14,433                  Condition: Fair/Poor</p> <p>This truck is vital to day to day general maintenance operations and serves as a multi-purpose vehicle. The truck considered a daily use vehicle and is deployed primarily by the Streets and Parks Divisions. In emergency situations, such as severe weather/wind/ice/events, this vehicle is indispensable and is key to our debris and brush removal operations. The brush grapple attachment would eliminate the need or a loader to follow the truck since it is self contained/self loading unit.</p> <p>Streets Use - Brush and debris removal for general Right-of-Way maintenance, emergency clean up of brush and debris caused by storm events.</p> <p>Parks Use - Park maintenance, landscape maintenance, tree pruning and removal, along with emergency clean of brush and debris caused by storm damage at various park locations.</p> <p>The existing truck has had several mechanical issues within the last 2-years that include electrical issues a/c issues. The vehicle is consistently out of service due to electrical issues.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-750 Chassis with 16-18 foot open top tilt bed with side panels and rear swinging doors equipped with brush grapple. \$180,000</p> <p><b>*CITY MANAGER'S COMMENTS: Disapproved</b></p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<b>Notes:</b>	<b>Vehicle Replacements</b>			
<p>Replace - 2005 Ford F-250 Ex Cab-with Utility Bed                      Mileage: 123,000                      Condition: Fair/Poor                      This truck is vital to day to day operations within our sign tech operations. This vehicle is used for daily sign maintenance operations, school light maintenance, traffic signals, special event support and general operations activities. This truck has had several mechanical issues within the last 1-2 years, fuel injectors, tune up, breaks, a/c unit etc. This unit also has high mileage and meets or exceeds the replacement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-250 Extended Cab Service Truck with 5-K remote control auto crane used for sign pole operations, headache rack, compressor/generator, safety lights, etc. \$50,000</p> <p>Replace - 2006 Ford Crown Victoria 4-Door Sedan Mileage 130,000                      Condition: Fair/Poor                      This vehicle is vital to day to day operations. In the 2016/2017 budget cycle, a new position was approved for the division but a vehicle was not provided. This vehicle is currently being used by a crew leader within the streets maintenance crew due to a shortage of utility trucks within the division. This vehicle previously served as a pool vehicle for the division. This re-purposed vehicle meets all of the established retirement criteria's.                      This vehicle has had several mechanical issues within the last 2-3 years that include major coolant leak which required towing, a/c repairs, and brakes. This vehicle meets all of the established retirement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-150 with toolboxes \$25,000</p> <p>Replace - 2006 Chevrolet C-2500 Ext Cab Pickup Mileage 112,044                      Condition: Fair/Poor                      This truck is vital to day to day operations. The vehicle is currently being used by the Field Operations Supervisor as a take home vehicle for the express purpose of emergency response. This vehicle is a operation critical vehicle and must be available for emergency response 24/7.                      This vehicle has had several mechanical issues within the last 1-2 years that include brake booster, master cylinder, suspension repairs, electrical issues and the radiator replaced. This vehicle meets all of the established retirement criteria's.</p> <p>Proposed Replacement Unit – 2017/2018 Ford F-150 with toolboxes \$25,000</p> <p>2017-18 KUBOTA Multi-Purpose Utility                      Cart Proposed Specifically for Street Maintenance Operations                      This vehicle would be used primarily for the placement of traffic control devices. Traffic control and will be an essential part of the daily operations of the streets division. Cones/Road Construction Ahead/Right Lane Closed Ahead, etc. The cones and signage often need to be placed over a long distances to cover the various phases of a work zone such as Advanced Warning Zone/Transition Tapers/ Area/Activity Area/Termination Area/Termination Tapers. The placement of these work zones require that the various traffic control devices need to be spaced at required distances that often cover several hundred feet in length. This vehicle would also be used for special event support \$16,254</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>				

634 DRAINAGE PROJECTS	362,107	-	-	-
	<u>938,997</u>	<u>299,550</u>	<u>299,550</u>	<u>218,650</u>
<b>STREETS Totals</b>	<b>3,281,517</b>	<b>3,595,200</b>	<b>4,055,550</b>	<b>3,360,950</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 18, 2017  
**SUBJECT:** Water / Wastewater Rates

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North Texas Municipal Water District will be increasing their rate by 10% from the current 2.53 to 2.78 per thousand gallons of treated water. The District has established a long-range rate model and it was incorporated into the City's most recent rate study.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past several years and while consumption is increasing, it is still more than 25% below our highest previous consumption levels seen before conservation was implemented.

The City raised rates effective January 1, 2017 so the full-year effect of this increase has not yet been realized. The proposed budget assumes a full-year of the new rates on the consumption volumes and the need for another rate increase on or before January 1, 2018 to increase revenues by another 10% overall although we are still fine tuning this calculation for presentation to Council later in the fall. The proposed budget assumes implementation of this increase but we will monitor fall consumptions to see if they trend upward from this point.

We should undertake an independent rate evaluation during FY2018 in order to prepare for larger projects expected in FY2020 and beyond. The proposed budget allows sufficient funds to hire a rate consultant for this purpose.

### Wholesale Customers

Our wholesale customer rates are determined in a separate study that was completed in 2014 as well. These rates are designed to cover completely our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase of 4.26% based on study findings. The wholesale contracts with Blackland and RCH were extended at the end of 2014. The City of Heath's year-to-year contract with Rockwall provided for rate increases as NTMWD adjusts their rate and includes a minimum take provision which was implemented in FY2017.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Revenues	21,711,220	22,412,800	22,507,400	24,482,100
Operating Expenses	14,988,195	18,546,100	18,041,150	19,526,300
<b>Operating Income (Loss)</b>	<b>6,723,025</b>	<b>3,866,700</b>	<b>4,466,250</b>	<b>4,955,800</b>
Non-Operating Revenues	1,218,017	1,068,200	1,784,850	1,093,200
Non-Operating Expenses	4,093,938	4,269,200	4,269,200	3,516,100
<b>Non-Operating Income (Loss)</b>	<b>(2,875,921)</b>	<b>(3,201,000)</b>	<b>(2,484,350)</b>	<b>(2,422,900)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>3,847,105</b>	<b>665,700</b>	<b>1,981,900</b>	<b>2,532,900</b>
Net Transfers In (Out)	(949,250)	(986,650)	(986,650)	(1,015,050)
<b>Net Income (Loss)</b>	<b>2,897,855</b>	<b>(320,950)</b>	<b>995,250</b>	<b>1,517,850</b>
Working Capital - Beginning	1,666,753	2,769,712	4,564,608	5,559,858
<b>Working Capital - Ending</b>	<b>4,564,608</b>	<b>2,448,762</b>	<b>5,559,858</b>	<b>7,077,708</b>

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Available Operating Revenues:					
4601	Retail Water Sales	12,442,555	12,121,650	12,121,650	13,333,850
4603	Sewer Charges	6,245,541	6,644,000	6,644,000	7,308,400
4605	Pretreatment Charges	15,143	18,000	38,600	18,000
4609	HHW Fees	103,345	100,000	105,000	100,000
4610	Penalties	296,854	220,000	265,000	220,000
<b>Total Utility Sales</b>		<b>19,103,438</b>	<b>19,103,650</b>	<b>19,174,250</b>	<b>20,980,250</b>
4622	RCH Water Sales	1,028,904	1,002,300	1,002,300	1,032,350
4632	Blackland Water Sales	566,083	681,000	681,000	701,450
4640	Mclendon Chisholm Sewer	2,428	7,000	7,000	7,000
4650	City of Heath Water Sales	764,716	1,421,850	1,321,850	1,564,050
<b>Total Contract Sales</b>		<b>2,362,131</b>	<b>3,112,150</b>	<b>3,012,150</b>	<b>3,304,850</b>
4611	Portable Meter Sales	59,163	20,000	130,000	20,000
4660	Water Taps	129,395	120,000	134,000	120,000
4662	Sewer Taps	36,593	35,000	35,000	35,000
4665	Meter Rental Fees	20,500	22,000	22,000	22,000
<b>Total Other Receipts</b>		<b>245,651</b>	<b>197,000</b>	<b>321,000</b>	<b>197,000</b>
<b>Total Operating Revenues</b>		<b>21,711,220</b>	<b>22,412,800</b>	<b>22,507,400</b>	<b>24,482,100</b>
Available Non-Operating Revenues					
4001	Interest Earnings	51,311	25,000	77,500	50,000
4010	Auction/Scrap Proceeds	2,382	5,000	41,700	5,000
4019	Miscellaneous	34,980	15,000	15,000	15,000
4450	Land Sales	-	-	265,450	-
4480	Tower Leases	177,070	188,200	188,200	188,200
4670	Water Impact Fees	724,753	625,000	908,000	625,000
4672	Sewer Impact Fees	227,521	210,000	289,000	210,000
<b>Total Non-Operating Revenue</b>		<b>1,218,017</b>	<b>1,068,200</b>	<b>1,784,850</b>	<b>1,093,200</b>
<b>Total Available Revenues</b>		<b>22,929,237</b>	<b>23,481,000</b>	<b>24,292,250</b>	<b>25,575,300</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers Out				
To Insurance Fund	900,000	900,000	900,000	900,000
To Worker's Comp Fund	40,000	50,000	50,000	55,000
To Vehicle Replacement Fund	-	25,000	25,000	50,000
To Tech Replacement Fund	9,250	11,650	11,650	10,050
<b>Total Transfers Out</b>	<b>949,250</b>	<b>986,650</b>	<b>986,650</b>	<b>1,015,050</b>
Net Operating Transfers				
In (Out)	(949,250)	(986,650)	(986,650)	(1,015,050)

## SUMMARY OF EXPENSES

**Fund**

02 Water & Sewer

Department	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	1,183,615	1,063,500	1,046,300	1,150,700
63 Water Operations	9,105,360	10,713,700	10,418,300	11,466,800
67 Sewer Operations	4,699,220	6,768,900	6,576,550	6,908,800
Total Dept. Expenses	14,988,195	18,546,100	18,041,150	19,526,300
Non Operating Expenses				
62 Long Term Debt	4,093,938	4,269,200	4,269,200	3,516,100
Total Non-Operating Expenses	4,093,938	4,269,200	4,269,200	3,516,100
Total Expenses	19,082,133	22,815,300	22,310,350	23,042,400



## DIVISION SUMMARY

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

### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Debt Service	4,093,937	4,269,200	4,269,200	3,516,100
<b>Total</b>	<b>4,093,937</b>	<b>4,269,200</b>	<b>4,269,200</b>	<b>3,516,100</b>

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	8,866	10,000	10,000	10,000
0752 BOND - PRINCIPAL	2,215,000	2,490,000	2,490,000	1,761,000
0754 BOND - INTEREST	1,145,194	1,205,350	1,205,350	1,424,200
0772 NTMWD - PRINCIPAL	469,552	338,350	338,350	216,700
0774 NTMWD - INTEREST	255,326	225,500	225,500	104,200
<b>Debt Service TOTAL . . . . .:</b>	<b>4,093,937</b>	<b>4,269,200</b>	<b>4,269,200</b>	<b>3,516,100</b>

## DIVISION SUMMARY

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

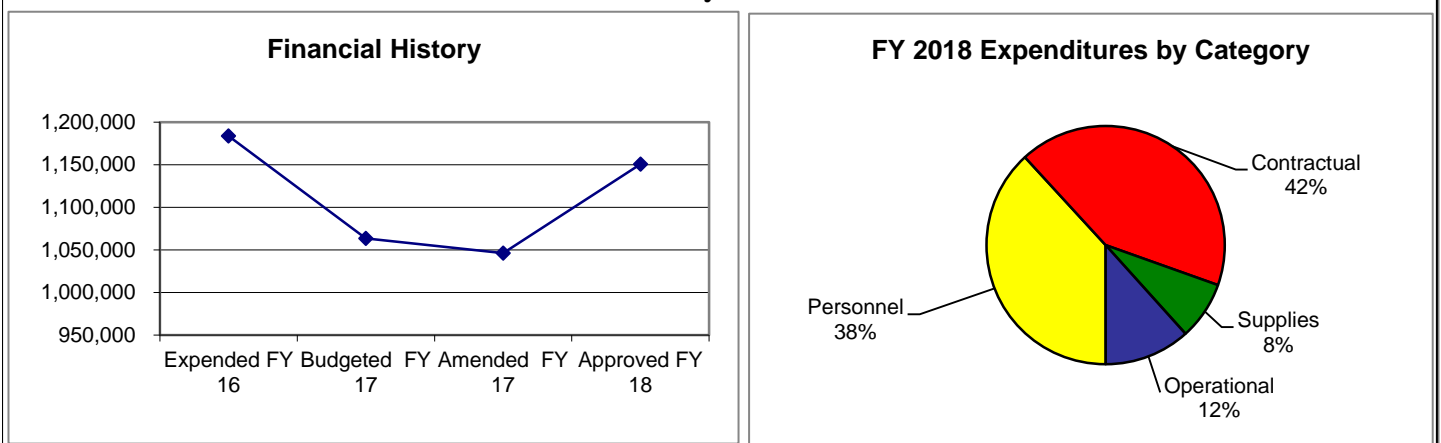
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	417,895	433,100	433,100	439,350
Contractual	449,184	395,800	403,600	486,250
Supplies	87,493	90,800	90,800	90,800
Operational	229,042	143,800	118,800	134,300
<b>Total</b>	<b>1,183,615</b>	<b>1,063,500</b>	<b>1,046,300</b>	<b>1,150,700</b>

### Personnel Schedule

Position	Classification	2017 Approved	2018 Proposed
Utility Billing Supervisor	22	1	1
Crewleader	15	1	1
Customer Service Representative	11	3	3
Meter Technician	11	3	3

### Activity Trends



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERVISOR	75,789	75,850	75,850	75,850
104 SALARIES & WAGES-CLERICAL	103,917	106,600	106,600	107,250
107 SALARIES & WAGES-LABOR	151,990	162,650	162,650	166,350
109 SALARIES & WAGES-OVERTIME	1,347	500	500	500
113 EDUCATION/CERTIFICATE PAY	900	900	900	1,200
114 LONGEVITY PAY	2,862	3,750	3,750	4,250
120 FICA & MEDICARE EXPENSE	25,562	26,400	26,400	26,750
122 T.M.R.S. RETIREMENT EXPENSE	55,530	56,450	56,450	57,200
<i>PERSONNEL SERVICES Totals</i>	<u>417,895</u>	<u>433,100</u>	<u>433,100</u>	<u>439,350</u>
<i>CONTRACTUAL</i>				
210 AUDITING	20,500	25,000	20,000	20,000
217 IT SERVICE	20,671	30,000	30,000	36,000

<b>Notes:</b>	<b>IT Contracts</b>
<p>Internet service monthly cost increased with the install of new fiber to FS 3, FS 4 and the Court bldg. Total cost of the internet service city-wide is split between General fund, Water/Sewer fund and Court Technology fund.</p> <p>\$13,500 Datamax                  7,000 Misc IT projects                  15,500 Internet service to all locations</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

223 INSURANCE-SURETY BONDS	204	200	200	200
225 INSURANCE-AUTOMOBILES	15,910	17,000	23,100	24,500
227 INSURANCE-REAL PROPERTY	28,497	30,000	30,000	37,400
228 INSURANCE-CLAIMS & DEDUCTIBLES	17,793	25,000	25,000	25,000
229 INSURANCE-LIABILITY	22,855	24,000	30,700	31,000

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
231 SERVICE MAINTENANCE CONTRACTS	312,595	229,500	229,500	297,050

<b>Notes:</b>	<b>Standard Contracts</b>
<p>Last year we negotiated a fee reduction with the online processing credit card company. Average monthly credit card fees did decline however the number of online bill payment customers has increased.</p> <p>\$ 41,500 Tyler Tech          6,500 Master Meter          1,500 Neopost          115,000 Dataprose          80,000 Credit Card Processing          800 Check Scanner          2,100 Itron</p> <p>In addition, we want to upgrade our current billing software to add a module for the online presentment and payment feature. This will allow us to offer real-time balance information. The vendor who does our bill printing provides online presentment but the balance is only good on the day the bill is printed. This is frustrating to our customers whose payment may have crossed in the mail and have to call in to be told how much to pay. We answer many calls a week like this. The one-time cost is \$31,100 and a recurring \$4,320 in annual maintenance. We anticipate saving about \$6,000 per year that we are paying our current vendor though.</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

235 BANK CHARGES	2,052	5,000	5,000	5,000
240 EQUIPMENT REPAIRS	192	1,000	1,000	1,000
242 EQUIPMENT RENTAL & LEASE	7,917	9,100	9,100	9,100
<i>CONTRACTUAL Totals</i>	<u>449,184</u>	<u>395,800</u>	<u>403,600</u>	<u>486,250</u>

*SUPPLIES*

301 OFFICE SUPPLIES	899	1,800	1,800	1,800
307 POSTAGE	79,678	80,000	80,000	80,000
310 PRINTING & BINDING	6,917	8,000	8,000	8,000
347 GENERAL MAINTENANCE SUPPLIES	-	1,000	1,000	1,000
<i>SUPPLIES Totals</i>	<u>87,493</u>	<u>90,800</u>	<u>90,800</u>	<u>90,800</u>

*OPERATIONS*

410 DUES & SUBSCRIPTIONS	-	300	300	300
430 TUITION & TRAINING	1,995	2,000	2,000	2,000
436 TRAVEL	315	1,500	1,500	2,000
450 BAD DEBT EXPENSE	122,773	30,000	30,000	30,000
490 HOUSEHOLD HAZARDOUS WASTE DAY	103,959	110,000	85,000	100,000
<i>OPERATIONS Totals</i>	<u>229,042</u>	<u>143,800</u>	<u>118,800</u>	<u>134,300</u>

<b>BILLING SERVICES Totals</b>	<b>1,183,615</b>	<b>1,063,500</b>	<b>1,046,300</b>	<b>1,150,700</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

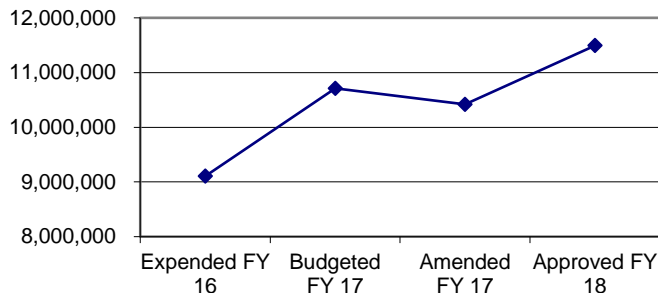
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	845,182	937,350	931,650	957,550
Contractual	7,574,347	8,751,250	8,414,750	9,692,600
Supplies	332,795	430,200	442,200	457,200
Operational	9,393	16,000	17,300	15,900
Utilities	343,644	310,550	310,550	290,550
Capital	-	268,350	301,850	79,000
<b>Total</b>	<b>9,105,360</b>	<b>10,713,700</b>	<b>10,418,300</b>	<b>11,492,800</b>

### Personnel Schedule

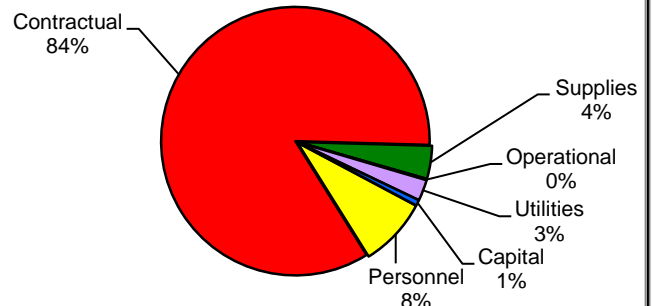
<u>Position</u>	<u>Classification</u>	2017 <u>Approved</u>	2018 <u>Proposed</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	22	1	1
Senior Production Technician	15	1	1
Public Works Coordinator	14	1	1
Crew Leader	15	1	1
Water Quality Technician	12	2	2
Equipment Operator	13	1	1
Production Technician I	11	2	2
Fire Hydrant Technician	10	2	2
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>PERSONNEL SERVICES</i>				
101 SALARIES & WAGES-SUPERV	172,958	175,750	175,750	175,750
104 SALARIES & WAGES-CLERICAL	57,525	51,450	51,450	51,450
107 SALARIES & WAGES-LABOR	390,088	482,450	448,150	487,450

<b>Notes:</b>	<b>Backflow Specialist</b>
<p>The Water Department is requesting to add a Backflow Specialist. Our staff has one employee that oversees the annual inspection function. Their duties currently include receiving the reports from the certified testers and keeping records for each device, mailing reminders to businesses for annual test reports, and compliance enforcement outlined in the ordinance. Staff checked with several cities within the Dallas Metroplex to determine if they charge a fee to perform this service and determine what level of services is performed to verify compliance with State Law.</p> <p>Staff recommends that an employee witness each test performed on each device. Currently, there is no process in place to ensure that the testers are physically testing the devices or using proper procedures to ensure the safety of the drinking water supply. A fee could be assessed of \$30.00 per each inspection of each backflow device. The funding collected for the inspection of 2000 devices in our system will pay for an individual to perform these functions.</p> <p>This individual would also test and maintain each of the City's backflow devices further providing savings to the City.</p> <p>\$43,480 Salary                  10,440 Benefits                  1,250 Cell phone                  1,600 Laptop                  30,660 Pickup Truck                  87,430 Total</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

109 SALARIES & WAGES-OVERTIME	53,473	45,000	76,000	60,000
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<b>Notes:</b>	<b>Overtime Increase</b>
<p>Over the past four years, the Water Division has exceeded the overtime budget. The trend over the four-year period indicates an increase of \$15,000 in overtime expenses.</p>	

113 EDUCATION/CERTIFICATE PAY	1,800	3,600	3,600	3,600
114 LONGEVITY PAY	6,025	8,700	6,300	7,150
120 FICA & MEDICARE EXPENSE	50,881	54,300	54,300	54,850
122 T.M.R.S. RETIREMENT EXP.	112,432	116,100	116,100	117,300

<i>PERSONNEL SERVICES Totals</i>		845,182	937,350	931,650	957,550
<i>CONTRACTUAL</i>					
211 LEGAL	1,815	5,000	50,000	50,000	
213 CONSULTING FEES	13,997	20,000	20,000	20,000	
231 SERVICE-MAINT. CONTRACTS	47,124	53,200	53,200	53,200	
237 UNIFORM SERVICE	13,550	15,400	15,400	15,400	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
240 EQUIPMENT REPAIRS	8,662	10,000	12,000	13,000

<b>Notes:</b>	Budget Amendment
The Water Division had some unexpected repairs this year.	

242 EQUIPMENT RENTAL & LEASE	8,614	16,000	16,000	16,000
244 BUILDING REPAIRS	2,987	15,000	5,000	15,000

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

246 VEHICLE REPAIRS	33,523	22,000	32,000	28,000
270 WASTE DISPOSAL SERVICE	3,323	10,000	10,000	10,000
280 STATE PERMITS	31,969	49,500	39,500	49,500
281 METER REPAIR & REPLACEMENT	8,422	12,000	12,000	12,000
287 WATER PURCHASES	7,256,197	8,349,000	7,999,000	9,259,850
288 WATERLINE REPAIR & REPLAC	36,066	70,000	70,000	70,000
289 RESERVOIR MAINT. & REPAIR	108,099	104,150	80,650	80,650

<b>Notes:</b>	Dismantle Boydston Water Tower
The Boydston Water Tower was taken is not in use in our water system. We get complaints that the tower is unsightly because it needs painted. Since it doesn't function for water storage the tower could be dismantled much more cost effectively. The tower holds antennas for several cellular providers who pay rental fees to the City. Those would need to be accommodated on the adjacent structural tower. A consultant looked at the structural tower and determined it could hold the extra weight with a few upgrades. The cost to remove the tower will be \$200,000 and the cost to upgrade the structural tower is \$41,200.	
*CITY MANAGER'S COMMENTS: Disapproved	

	CONTRACTUAL Totals	7,574,347	8,751,250	8,414,750	9,692,600
<b>SUPPLIES</b>					
301 OFFICE SUPPLIES		1,327	2,550	2,550	2,550
310 PRINTING & BINDING		778	2,000	2,000	2,000
323 SMALL TOOLS		24,868	34,850	34,850	34,850
325 SAFETY SUPPLIES		9,934	8,000	8,000	8,000
331 FUEL & LUBRICANTS		31,399	30,300	42,300	42,300
333 CHEMICAL		4,457	13,500	13,500	13,500
335 PROPANE		4,312	15,000	15,000	15,000
341 CONSTRUCTION & REPAIR SUP		34,264	70,000	70,000	70,000
347 GENERAL MAINT. SUPPLY		6,589	18,000	18,000	18,000
380 FIRE HYDRANT MAINT SUPPLY		2,446	11,000	11,000	11,000
381 WATER PIPE FITTINGS		41,440	50,000	50,000	50,000
382 METER SUPPLIES		170,982	175,000	175,000	190,000

<b>SUPPLIES Totals</b>	332,795	430,200	442,200	457,200
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water Sewer	60 Utility Services	63 Water Operations

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>OPERATIONS</i>				
410 DUES & SUBSCRIPTIONS	1,057	2,400	2,400	2,400
415 RECRUITING EXPENSES	247	100	100	-
430 TUITION & TRAINING	7,496	8,500	9,800	8,500
436 TRAVEL	593	5,000	5,000	5,000
<i>OPERATIONS Totals</i>	9,393	16,000	17,300	15,900
<i>UTILITIES</i>				
501 ELECTRICITY	333,764	300,000	300,000	280,000
507 CELLULAR TELEPHONE	5,475	6,050	6,050	6,050
508 TELEPHONE SERVICE	4,405	4,500	4,500	4,500
<i>UTILITIES Totals</i>	343,644	310,550	310,550	290,550
<i>CAPITAL</i>				
621 FIELD MACHINERY & EQUIPMENT	-	68,850	68,850	26,000

<b>Notes:</b>	<b>New Equipment</b>
<p>Enigma - Correlation System for Leak Location                  Enigma loggers are deployed at valves or hydrants. They may be programmed for either daytime or night-time operation. The loggers record the actual leak sound. When retrieved the leak sound is transferred to the host software where it is processed to display all leak positions between loggers. This system would save the Water Division time and labor in determining the exact location of a leak and prevent extensive excavation and time only to discover that the water is coming from groundwater or a spring.</p> <p>Enigma 8 pod case with 4 enigma correlators and Enigma hyQ 2 correlators + hydrophones \$26,000</p> <p>Grand LX - Valve Maintenance Trailer                  The Grand LX VMT combines all the necessary features required for valve exercising maintenance with a small hydro-excavation unit to clean valve stacks and a valve turning machine. \$75,000</p> <p><i>*CITY MANAGER'S COMMENTS: Enigma Correlator is Approved, Trailer is Disapproved</i></p>	

623 VEHICLES	-	199,500	233,000	53,000
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<b>Notes:</b>	<b>New Vehicles</b>
<p>FORD F-150 EXTENDED CAB                  This vehicle will replace a 2004 Ford Ranger with 95,060 miles driven by one of the Water Quality Technician. Engel Portable Fridge to maintain temperature of water sample. \$800                  FORD F-150 EXTENDED CAB = \$30,660                  Total: \$31,460</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Trucks 1/2 ton
<p>Replace units 196 and 198 in Meter Services with 1/2 ton trucks. Both of these older vehicles are hand-me-downs from other departments. A brief description of each truck:</p> <p>Unit 196 is a 2005 1/2 ton with 120,000 miles in need of exhaust leak repair, popping noise when turning and engine light stays on.</p> <p>Unit 198 is a 2006 1/2 ton with 90,000 miles in need of transmission replacement.</p> <p>Total replacement cost is \$53,000</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

<i>CAPITAL Totals</i>	-	268,350	301,850	79,000
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<b>WATER OPERATIONS Totals</b>	<b>9,105,360</b>	<b>10,713,700</b>	<b>10,418,300</b>	<b>11,492,800</b>
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## SEWER OPERATIONS

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

### Expenditure Summary

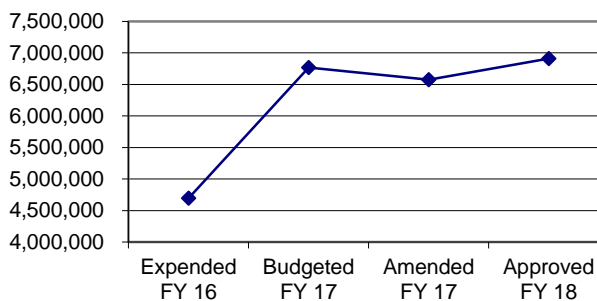
	Actual 15-16	Budgeted 16-17	Amended 16-17	Proposed 17-18
Personnel	722,642	878,700	827,400	884,200
Contractual	3,732,758	4,521,000	4,529,550	5,127,350
Supplies	130,678	192,650	197,950	197,950
Operational	9,743	14,450	14,550	14,450
Utilities	103,399	135,150	120,150	136,400
Capital	-	1,026,950	886,950	548,450
<b>Total</b>	<b>4,699,220</b>	<b>6,768,900</b>	<b>6,576,550</b>	<b>6,908,800</b>

### Personnel Schedule

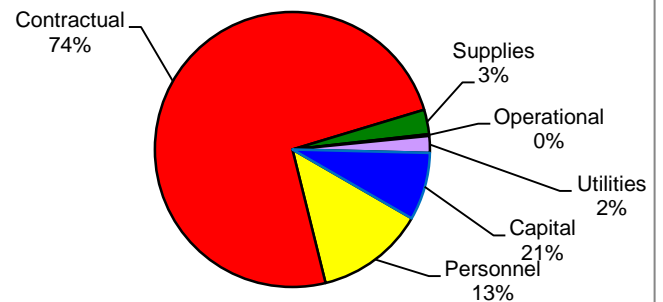
Position	Classification	2017	2018
		Approved	Proposed
Wastewater - Field Supervisor	22	1	1
Production Technician - Field Superviso	22	1	1
Crew Leader	15	2	2
FOG Agent	15	-	1
Production Technician II	14	1	1
Equipment Operator	13	2	2
Production Technician I	11	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	9	4	4

### Activity Trends

**Financial History**



**FY 2018 Expenditures by Category**



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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*PERSONNEL SERVICES*

101 SALARIES & WAGES-SUPERVISOR	147,250	147,350	147,350	147,350
107 SALARIES & WAGES-LABOR	353,152	509,950	436,950	507,550

Notes:	New Positions
<p>Maintenance Worker The Wastewater Division is requesting the addition of a Maintenance Worker. The new Maintenance Worker is needed to allow for two individuals to operate the current jet truck and assist with service calls.</p> <p>\$31,086 Salary 7,464 Benefits \$38,550 Total</p>	
<p>Pump Mechanic The Production Division is requesting the addition of a Pump Mechanic. The individual would focus on scheduled preventative and predictive maintenance of the 76 wastewater pumps and 15 water pumps.</p> <p>\$47,915 Salary 11,504 Benefits \$59,419 Total</p>	
<p>FOG Implementation/Enforcement Agent The Environmental Protection Agency (EPA) provides regulatory guidelines to eliminate pollutants that discharge into the sewer system that cause interference such as Fats, Oils, and Grease (FOG) that are discharged by residential, commercial, institutional, and industrial users. FOG presents a significant problem to the wastewater collection and treatment systems, causing sewer blockages resulting in sewer overflows and spills. Statistics have shown that 47 percent of reported blockages of sewer systems is from FOG related issues. A FOG program is a part of the City's Capacity, Management, Operations, and Maintenance Program (CMOM) submitted to the EPA for approval on December 12, 2016.</p> <p>The FOG Implementation/Enforcement Agent will report directly to the Water/Wastewater Manager. The primary duties of the new position will include:</p> <ul style="list-style-type: none"> <li>• Public educational activities</li> <li>• Conduct annual inspection of grease interceptors at food service establishment</li> <li>• Issuance of permits for approved companies that clean establishments grease interceptors</li> <li>• Written notices of violation and take enforcement action for noncompliance</li> <li>• Detailed records and reports</li> </ul> <p>\$43,480 Salary 10,440 Benefits \$53,920 Total</p>	
<p>*CITY MANAGER'S COMMENTS: FOG Agent is Approved, maintenance worker and mechanic are Disapproved</p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
109 SALARIES & WAGES-OVERTIME	74,838	60,000	84,000	60,000
113 EDUCATION/CERTIFICATE PAY	2,700	3,600	1,500	3,600
114 LONGEVITY PAY	6,715	6,900	6,700	7,700
120 FICA & MEDICARE EXPENSE	42,174	48,100	48,100	50,350
122 T.M.R.S. RETIREMENT EXPENSE	95,813	102,800	102,800	107,650
<i>PERSONNEL SERVICES Totals</i>	722,642	878,700	827,400	884,200

CONTRACTUAL

213 CONSULTING FEES	56,553	50,000	50,000	50,000
231 SERVICE-MAINT. CONTRACTS	31,683	158,300	158,300	136,700

<b>Notes:</b>	New Software and Services
<p>Ongoing maintenance:                  Air cards \$4,320                  Generator maintenance \$ 9,748                  Load bank testing all stations \$5,330                  SCADA support \$7,772                  Bomgar Service \$750                  Mowing lift stations \$7,800</p> <p>XC2 FOG Management Software for FOG program \$7,000</p> <p>Cityworks Public Asset Management Maintenance Contract \$45,000</p> <p>Granite Support Plan \$1,800</p> <p>Evoqua Odor Control - Timber Creek and Fontana Ranch lift stations \$31,000</p> <p>The wastewater division has received numerous complaints about sewer odor in the area of Tubbs Road and Mahogany Drive. Evoqua has taken readings and recommended adding odor control at the Mims lift station. Besides controlling odors in the system, Evoqua’s treatment with Bioxide prevents corrosion and overcomes safety concerns associated with atmospheric hydrogen sulfide. \$20,000</p> <p><b>*CITY MANAGER'S COMMENTS: Approved</b></p>	

237 UNIFORM SERVICE	10,978	14,700	14,700	14,700
240 EQUIPMENT REPAIRS	18,919	16,000	16,000	16,000
242 EQUIPMENT RENTAL & LEASE	3,015	10,000	15,000	10,000

<b>Notes:</b>	Budget Amendment
<p>Request additional funding of \$5,000 to complete the 2017 budget year. The division has experienced several unexpected pump failures at some key lift stations that required the rental of pumps and crane trucks.</p>	

246 VEHICLE REPAIRS	22,015	21,600	21,600	21,600
279 INDUSTRIAL PRE-TREATMENT	25,914	46,400	48,800	53,750
282 LIFT STATION MAINTENANCE	97,924	70,000	205,000	128,550

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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<b>Notes:</b>	Budget Amendment
This line item had to be increased in order to accommodate emergency repairs at lift stations.	

<b>Notes:</b>	Lift Station Upgrades
Lift station check valves and quick-connect fittings for by-pass pump connections. Some lift stations did not have these installed when originally constructed. \$28,000	
Add pressure transducers to existing lift stations for level control. This addition will give a daily estimate of the discharge flow. We propose four stations each year until completed. \$20,000	
Both Kroger Lift Station pump impellers and volutes are worn and need replacing. \$10,550	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

284	SEWER LINE REPAIR REPLACEMENT	35,133	55,000	55,000	184,650
285	SQUABBLE TREATMENT PLANT	500,242	471,500	540,550	461,850
286	BUFFALO CREEK TREATMENT PLANT	1,016,078	1,387,500	1,387,500	1,691,700
292	REGIONAL WASTEWATER SYSTEM	1,914,306	2,220,000	2,017,100	2,357,850
		<u>3,732,758</u>	<u>4,521,000</u>	<u>4,529,550</u>	<u>5,127,350</u>
<i>SUPPLIES</i>					
301	OFFICE SUPPLIES	537	1,500	1,500	1,500
323	SMALL TOOLS	20,619	15,300	15,300	15,300
325	SAFETY SUPPLIES	6,867	11,400	11,400	11,400
331	FUEL & LUBRICANTS	26,525	28,700	34,000	34,000
333	CHEMICAL	6,449	7,900	7,900	7,900
341	CONSTRUCTION & REPAIR SUPPLIES	50,353	89,000	89,000	89,000
347	GENERAL MAINTENANCE SUPPLIES	8,616	16,250	16,250	16,250
385	LIFT STATION SUPPLIES	10,713	22,600	22,600	22,600
	<i>SUPPLIES Totals</i>	<u>130,678</u>	<u>192,650</u>	<u>197,950</u>	<u>197,950</u>
<i>OPERATIONS</i>					
410	DUES & SUBSCRIPTIONS	1,101	2,150	2,150	2,150
415	RECRUITING EXPENSES	108	-	100	-
430	TUITION & TRAINING	6,931	8,500	8,500	8,500
436	TRAVEL	1,604	3,800	3,800	3,800
	<i>OPERATIONS Totals</i>	<u>9,743</u>	<u>14,450</u>	<u>14,550</u>	<u>14,450</u>
<i>UTILITIES</i>					
501	ELECTRICITY	98,743	130,000	115,000	130,000
507	CELLULAR TELEPHONE	4,656	5,150	5,150	6,400
	<i>UTILITIES Totals</i>	<u>103,399</u>	<u>135,150</u>	<u>120,150</u>	<u>136,400</u>

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

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	-	-	-	1,600
621 FIELD MACHINERY & EQUIPMENT	-	939,450	799,450	391,200

<b>Notes:</b>	<b>Heavy Equipment</b>
<p>Cat Model 305 E Compact Excavator and Trailer                  The compact excavator will replace a 2003 backhoe with 4,212 hours. The Water Division added a compact excavator to its fleet that allowed for excavate in locations that are too tight or muddy for a regular backhoe. It has proven to be a very versatile piece of equipment.</p> <p>Cat Model 305 E Compact Excavator and Trailer model 12TST \$85,250</p> <p>JOHN DEERE 5075E Utility Tractor                  The tractor will replace a 1981 Ford 3610 tractor that is in poor condition. Wastewater Division will use the tractor to mow easements to gain easy access to aerial crossings and sewer mains in remote locations. \$30,000</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Notes:</b>	<b>New Equipment</b>
<p>Source One PipePatch                  PipePatch provides a structural repair within a pipe for point repairs up to four feet in length. This product works on the same principle as relining a pipe, but on a smaller scale. When crews need to make a point repair, it requires the removal of sidewalks, pavement, landscape, and sod. Point repairs are holes, cracks, and bad joints in the pipe that can allow roots, mud, and water to enter the sewer system. PipePatch will allow crews to make these types of repairs without the expenses and time associated with excavation. \$7,200</p> <p>On Site Generators                  Lofland Farms                  FM 3097 #2                  Preserve lift stations.</p> <p>Currently, the City has 40 lift stations, with only 16 having fixed generators for standby power. The City's current standards require all new lift station to have standby power in case electrical power is lost. To protect the health and safety of the residents and lesson the chances of having an adverse impact on personal property and the environment we are requesting to add three generators this year.</p> <p>Lofland Farms Lift Station \$110,000                  FM 3097 #2 Lift Station \$120,000                  Preserve Lift Station \$154,000</p> <p>Total \$384,000</p> <p><i>*CITY MANAGER'S COMMENTS: Approved</i></p>	

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

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
623 VEHICLES	-	87,500	87,500	155,650

<b>Notes:</b>	<b>New Vehicles</b>
<p>Vacuum Truck V 390/1000 L H A –P Currently, the Wastewater Division is using a 2002 jet truck for service calls when unstopping sewer lines. The jet truck is not equipped with a vac unit to remove debris that has broken loose from inside the sewer lines. The crew has to use a catch baskets or a 2001 vacuum trailer to remove the debris from the system. When the vac trailer is used, it requires another truck and crew members to operate. If this new piece of equipment is approved, the Wastewater Division will decommission the 2002 jet truck, 2001 vac trailer, and a 1996 jet trailer that is used in the event the jet truck is in need of repair. These three pieces of equipment are prone to breaking down in a critical situation which requires the cleaning and camera crew to halt their operations and assist with the current combination vac and jet unit purchased in 2015 – 2016 budget year. \$392,450</p> <p>12-yard Dump Truck Currently, the Wastewater Division has two 5-yard dump trucks. This truck will replace a 2001, 5- yard dump truck. The truck will have the controls necessary to operate a removable sand spreader to assist the Street Division in inclement weather. Purchasing a 12-yard dump truck will improve efficiency and reduce the amount of time taken to repair a sewer main. The additional time taken with the smaller dump trucks can add additional time before wastewater repairs are completed and reduce the possibility of sanitary sewer overflows. 12 Yard Dump Truck with 8.1 CU/Yard Sand Spreader/24’ Conveyer     \$125,000</p> <p><i>*CITY MANAGER'S COMMENTS: Disapproved</i></p>	

<b>Notes:</b>	<b>Vehicle for New Position</b>
<p>FORD F-150 EXTENDED CAB This vehicle is for the new proposed FOG Implementation/Enforcement Agent position FORD F-150 EXTENDED CAB with lights and decals     \$30,660</p> <p>Crane Truck Maintainer 1400 Series Currently, the Production Division of Public Works is responsible for the maintenance of 15 water pumps and 76 wastewater pumps. The production crew is unable to perform the proper maintenance or pull pump in emergency situations because the current truck does not have the ability to lift many of the pumps. The crane truck proposed will replace the current (Unit#126) which is a 1994 1-ton GMC flatbed truck with 110,422 miles. This truck was retired from the Parks Department several years ago and then converted into a crane truck. This truck is in poor condition, is often very unreliable, and does not have the capacity to pull many of the pumps in the lift stations. Often crews depend on the City of Rowlett or a contractor to pull pumps. \$211,280 if purchased new.</p> <p><i>*CITY MANAGER'S COMMENTS: Approved, \$125,000 is included in the budget for a used crane truck. If a suitable one cannot be located then we may have to seek a budget amendment.</i></p>	

*CAPITAL Totals*     \_\_\_\_\_     -     \_\_\_\_\_     1,026,950     \_\_\_\_\_     886,950     \_\_\_\_\_     548,450

<b>SEWER OPERATIONS Totals</b>	<b>4,699,220</b>	<b>6,768,900</b>	<b>6,576,550</b>	<b>6,908,800</b>
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City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2017  
**SUBJECT:** Ad Valorem Taxes

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The certified assessed value is \$5,238,256,063 and includes senior values of \$513,283,494 and new improvements of \$141,776,810. The certified value reflects an increase of 11.11% over the prior year of which 3.01% is from new values.

A tax rate of 42.36 cents per hundred dollars of assessed value was used to prepare the 2017-18 Proposed Annual Budget.

The City's debt service rate is calculated to be 17.82 cents and the proposed operations rate would be 24.54 cents for a proposed combined rate of 42.36 cents per hundred dollars of assessed value. A penny on the tax rate generates \$472,479. Our Effective Tax Rate is 42.3671 cents and the Rollback Rate is 42.3729 cents.

*Effective Rate* – is the rate needed to collect the same tax dollars as FY17.

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

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

## **Debt Issuance**

As presented, the proposed budget anticipates issuance of \$11million in new voter-approved debt during the fiscal year. These are construction dollars approved in the 2012 bond election road projects. We may also elect to restructure some outstanding debt for interest savings but that will be market driven and determined later in the calendar year.

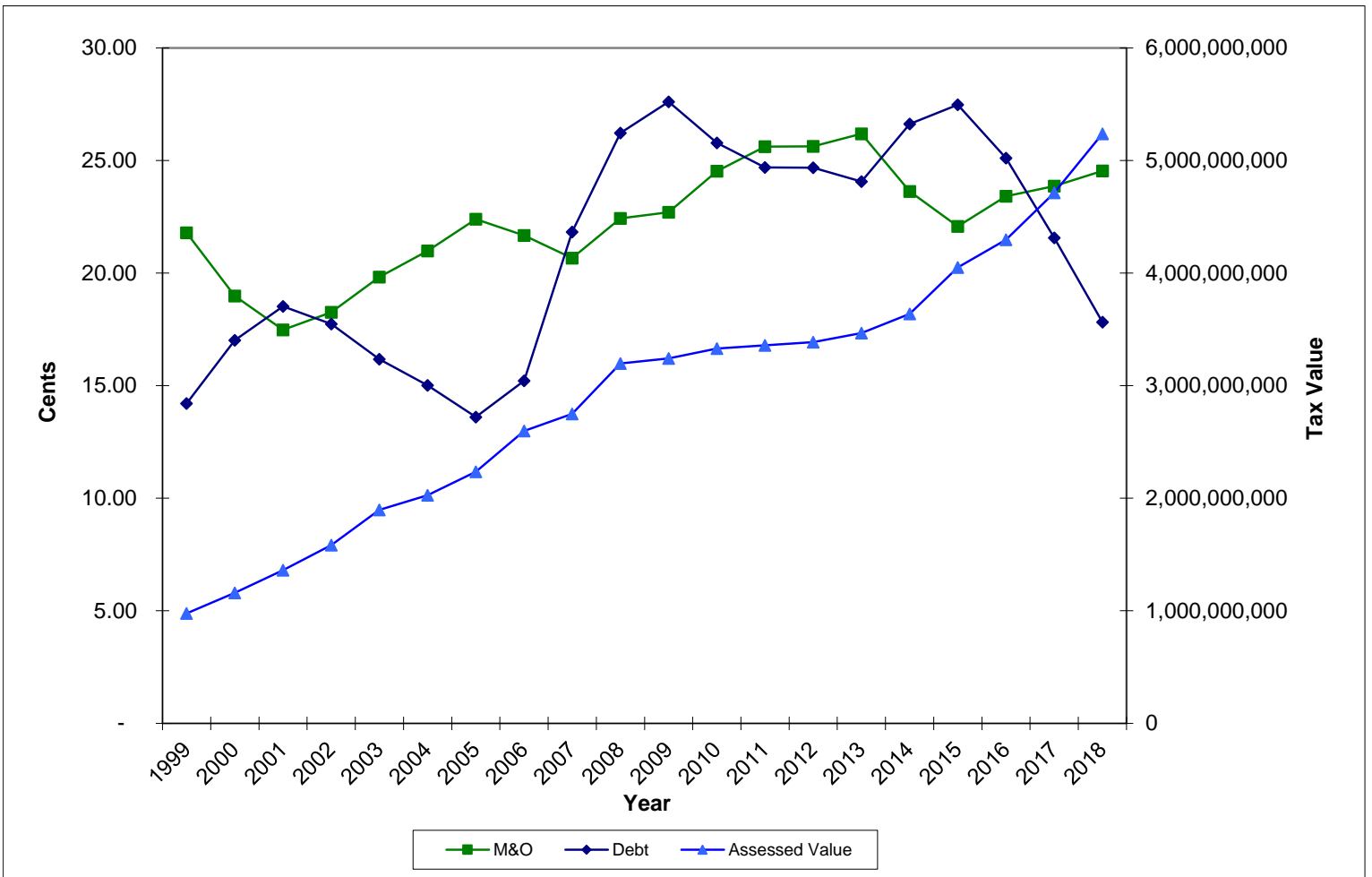
## **Public Hearings and Rate Adoption**

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by an amount over the amount calculated as the Effective rate. The proposed tax rate of 42.36 cents does not require tax rate public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the September 5<sup>th</sup> Council meeting and has been advertised as such. Adoption of the tax rate and budget will be included on the September 18<sup>th</sup> Council agenda.

### Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,583,696,414	16.42%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,896,625,329	19.76%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	2,026,950,896	6.87%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,234,955,112	10.26%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,597,246,702	16.21%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,748,347,498	5.82%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	3,197,045,052	16.33%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	3,242,344,081	1.42%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,329,794,624	2.70%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,357,317,663	0.83%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,387,038,427	0.89%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,467,380,383	2.37%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,637,881,664	4.92%	23.63	26.62	50.25	99.43%	51.37	55.02
2015	4,050,756,693	11.35%	22.07	27.48	49.55	99.44%	49.55	51.98
2016	4,297,271,069	6.09%	23.42	25.11	48.53	99.56%	48.53	49.38
2017	4,714,674,107	9.71%	23.86	21.57	45.43	99.40%	45.4345	45.4373
2018	5,238,256,063	11.11%	24.54	17.82	42.36	proj 98.00%	42.3671	42.3729



## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Total Revenues	10,964,634	10,122,850	10,738,300	9,216,300
Total Expenditures	9,696,147	9,631,200	9,631,200	11,223,500
Excess Revenues Over (Under) Expenditures	1,268,487	491,650	1,107,100	(2,007,200)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	1,268,487	491,650	1,107,100	(2,007,200)
Fund Balance - Beginning	936,769	793,820	2,205,255	3,312,355
Fund Balance - Ending	2,205,255	1,285,470	3,312,355	1,305,155

## SUMMARY OF REVENUES

**Fund**

04 Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
4001	Interest Earnings	12,502	250	17,250	12,000
4100	Current Taxes	10,408,698	9,662,600	9,787,900	8,734,300
4105	Delinquent Taxes	54,844	70,000	85,150	70,000
4110	Penalty & Interest	53,572	50,000	50,000	50,000
4460	Building Lease	13,905	15,000	15,000	-
4674	Roadway Impact Fees	421,113	325,000	783,000	350,000
<b>Total Revenues</b>		<b>10,964,634</b>	<b>10,122,850</b>	<b>10,738,300</b>	<b>9,216,300</b>

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Debt Service	9,580,639	9,631,200	9,631,200	11,223,500
<b>Total Expenditures</b>	<b>9,696,147</b>	<b>9,631,200</b>	<b>9,631,200</b>	<b>11,223,500</b>

## LONG TERM DEBT

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

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
208	E.S. Corp Contract	115,507	-	-	-
750	Admin. Fees	25,855	20,000	20,000	20,000
752	Bonds - Principal	4,910,000	5,105,000	5,105,000	5,850,500
754	Bonds - Interest	3,259,634	3,240,400	3,240,400	3,368,100
768	Certificates - Principal	1,085,000	1,080,000	1,080,000	1,820,000
770	Certificates - Interest	300,151	185,800	185,800	164,900
<b>Total Debt Service</b>		<b>9,696,147</b>	<b>9,631,200</b>	<b>9,631,200</b>	<b>11,223,500</b>



City of Rockwall  
*The New Horizon*

## MEMORANDUM

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**TO:** Rick Crowley, City Manager  
**FROM:** Mary Smith, Assistant City Manager  
**DATE:** August 16, 2017  
**SUBJECT:** Harbor Debt Analysis

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The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$94,380,072, resulting in a captured value of \$86,154,822. This is a valuation increase of 6.37%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. City property taxes to the Zone should total \$364,952. The recent amendment to the Amended and Restated agreement with the Hilton owners required an upfront payment of five years of payment in lieu of taxes which has been received.

Due to the significant savings generated from debt restructuring, the annual principal and interest payment to be covered by the TIF is nearly 50% lower than FY16. The next significant increase in payments will occur in FY2019.

Sales taxes have been estimated for fiscal year 2018 at \$281,500. 100% of the City's sales tax generated in the TIF is revenue to the zone.



## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Total Revenues	1,150,924	729,100	904,250	702,150
Total Expenditures	950,973	697,350	697,350	644,500
Excess Revenues Over (Under) Expenditures	199,951	31,750	206,900	57,650
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	199,951	31,750	206,900	57,650
Fund Balance - Beginning	127,659	766,398	327,610	534,510
Fund Balance - Ending	327,610	798,148	534,510	592,160

## SUMMARY OF REVENUES

**Fund**

05 Harbor Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
4100	Current Taxes	621,858	336,050	349,450	365,850
4105	Delinquent Taxes	-	-	1,750	-
4150	Sales Taxes	290,923	276,000	276,000	281,500
4155	Beverage Sales Taxes	39,327	33,000	33,000	33,000
4680	Developers Contribution	198,816	84,050	244,050	21,800
<b>Total Revenues</b>		<b>1,150,924</b>	<b>729,100</b>	<b>904,250</b>	<b>702,150</b>

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
Debt Service	950,973	697,350	697,350	644,500
<b>Total Expenditures</b>	<b>950,973</b>	<b>697,350</b>	<b>697,350</b>	<b>644,500</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Approved 17-18
768	Certificates - Principal	565,000	315,000	315,000	270,000
770	Certificates - Interest	385,973	382,350	442,950	435,100
<b>Total Debt Service</b>		<b>950,973</b>	<b>697,350</b>	<b>757,950</b>	<b>705,100</b>

<b>SUMMARY OF OPERATIONS</b>				
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<b>Fund</b>				
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10 Cemetery				
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	6,650	3,000	4,600	3,000
Total Expenditures	39,100	10,000	10,000	10,000
Excess Revenues Over (Under) Expenditures	(32,450)	(7,000)	(5,400)	(7,000)
Fund Balance - Beginning	103,961	101,549	71,511	66,111
Fund Balance - Ending	71,511	94,549	66,111	59,111

## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4720	Cemetery Receipts	5,625	2,000	3,600	2,000
4722	Registration & Permit Fees	1,025	1,000	1,000	1,000
<b>Total Revenues</b>		<b>6,650</b>	<b>3,000</b>	<b>4,600</b>	<b>3,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	22,000	10,000	10,000	10,000
Capital	17,100	-	-	-
<b>Total</b>	<b>39,100</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

<b>Fund</b>
10 Cemetery

<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CONTRACTUAL</i>				
247 GROUNDS MAINTENANCE	22,000	10,000	10,000	10,000
<i>CONTRACTUAL Totals</i>	<u>22,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<i>CAPITAL</i>				
633 INFRASTRUCTURE	17,100	-	-	-
<i>CAPITAL Totals</i>	<u>17,100</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CEMETERY FUND Totals</b>	<b>39,100</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>



## SUMMARY OF OPERATIONS

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	102,042	96,900	119,300	98,400
Total Expenditures	77,263	69,100	95,900	83,600
Excess Revenues Over (Under) Expenditures	24,779	27,800	23,400	14,800
Net Other Financing Sources (Uses)	(30,500)	(25,000)	(25,000)	(25,000)
Net Gain (Loss)	(5,721)	2,800	(1,600)	(10,200)
Fund Balance - Beginning	167,328	165,959	161,607	160,007
Fund Balance - Ending	161,607	168,759	160,007	149,807

## SUMMARY OF REVENUES

**Fund**

11 Public Safety Funds

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4001	Interest Earnings	-	50	50	50
4054	Donations - Police Activities	9,169	1,000	7,700	1,000
4070	Donations - Silent Partners	7,175	-	8,400	1,000
4415	Court Security Fee	23,115	24,000	24,000	24,000
4420	Technology Fee	30,625	32,000	32,000	32,000
4425	Child Safety Fines	10,322	7,500	14,800	10,000
4520	Gun Range M&O	21,636	32,350	32,350	30,350
<b>Total Revenues</b>		<b>102,042</b>	<b>96,900</b>	<b>119,300</b>	<b>98,400</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers Out To General Fund	30,500	25,000	25,000	25,000
<b>Total Other Financing Uses</b>	<b>30,500</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(30,500)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Public Safety Funds

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	71,927	68,100	83,100	80,100
Operational	3,967	1,000	12,800	3,500
Capital Outlay	1,369	-	-	-
<b>Total Expenditures</b>	<b>77,263</b>	<b>69,100</b>	<b>95,900</b>	<b>83,600</b>

<b>Fund</b> 11 Public Safety
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
208 EMERGENCY SERVICES CORP	33,558	35,100	35,100	35,100
231 SERVICE MAINTENANCE CONTRACTS	38,369	33,000	48,000	45,000
<i>CONTRACTUAL Totals</i>	<u>71,927</u>	<u>68,100</u>	<u>83,100</u>	<u>80,100</u>
<i>OPERATIONS</i>				
406 SPECIAL EVENTS	1,000	-	8,200	1,000
430 TUITION & TRAINING	2,967	1,000	1,600	1,000
464 CERT EXPENSES	-	-	1,500	500
466 SILENT PARTNERS PROGRAM	-	-	1,500	1,000
<i>OPERATIONS Totals</i>	<u>3,967</u>	<u>1,000</u>	<u>12,800</u>	<u>3,500</u>
<i>CAPITAL</i>				
621 FIELD MACHINERY	1,029	-	-	-
624 POLICE EQUIPMENT	340	-	-	-
<i>CAPITAL Totals</i>	<u>1,369</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>PUBLIC SAFETY FUNDS Totals</b>	<b>77,263</b>	<b>69,100</b>	<b>95,900</b>	<b>83,600</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	825,829	1,985,000	1,828,350	999,750
Total Expenditures	1,101,547	1,998,850	1,444,950	1,013,450
Excess Revenues Over (Under) Expenditures	(275,718)	(13,850)	383,400	(13,700)
Net Other Financing Sources (Uses)	168,600	-	-	-
Net Gain (Loss)	(107,118)	(13,850)	383,400	(13,700)
Fund Balance - Beginning	131,539	75,575	24,421	407,821
Fund Balance - Ending	24,421	61,725	407,821	394,121

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4050	Donations	42,738	40,000	50,000	50,000
4250	Recreation Program Fees	166,763	140,000	175,000	150,000
4252	RBSL Revenues	174,584	270,000	226,150	215,500
4500	Grant Proceeds	200,000	893,250	600,000	393,250
4680	Developer Contributions	-	465,750	571,200	15,000
4700	Takeline Concessions	212,894	150,000	180,000	150,000
4750	Land Lease Revenues	28,850	26,000	26,000	26,000
<b>Total Revenues</b>		<b>825,829</b>	<b>1,985,000</b>	<b>1,828,350</b>	<b>999,750</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In General Fund	168,600	-		-
<b>Total Other Financing Sources</b>	<b>168,600</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out To General Fund	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>168,600</b>	<b>-</b>	<b>-</b>	<b>-</b>



## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	258,220	347,000	345,000	302,600
Supplies	26,362	26,000	26,000	32,000
Operations	56,020	50,000	60,100	50,000
Capital Outlay	760,946	1,575,850	1,013,850	628,850
<b>Total Expenditures</b>	<b>1,101,547</b>	<b>1,998,850</b>	<b>1,444,950</b>	<b>1,013,450</b>

<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*CONTRACTUAL*

213	CONSULTING FEES	15,557	37,500	37,500	13,000
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<b>Notes:</b>	<u>Park Development</u>
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A major component of the department's Strategic Initiatives is to update, validate or initiate the public input process for the development of various future parks.

Consulting fees for each project are requested to conduct public meetings, revise or create concept plans, prepare construction cost estimates and prepare final renderings for the following parks:

\$20,000 - North community park  
 20,000 - South community park  
 20,000 - Lakeside park  
 12,500- Lakes of Squabble Creek  
 15,000 - Build-out of Phase 2 neighborhood parks  
 20,000 - Baseball/Softball Complex

\$3,000 is also needed for the annual price per acre of park land appraisal.

*\*CITY MANAGER'S COMMENTS: Appraisals are Approved, Planning projects are Disapproved. We do not want to complete the planning and then the plans go stale. If during the year, any of the projects gain momentum then the funds will be available to prepare the plans. Let's get closer to firming up a potential bond election then we can do one or more of the projects in order to be ready.*

<b>Notes:</b>	<u>Pettinger Preserve Plan</u>
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\$10,000 to plan improvements to the Pettinger Preserve land being donated to the City.

*\*CITY MANAGER'S COMMENTS: Approved*

233	ADVERTISING	21,680	30,000	30,000	30,000
235	BANK CHARGES	17,209	32,000	32,000	20,000
239	RECREATION CONTRACT	90,767	80,000	115,000	80,000
245	POOL REPAIR & MAINTENANCE	-	-	-	29,000

<b>Notes:</b>	<u>Pool House Repairs</u>
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\$29,000 - estimated for building repairs to the Myers Pool restrooms and entrance lobby. Estimate includes locate and repair leak in the men's restroom wall, demo showers in both restrooms, replace toilets, sinks, lighting, exhaust fans and emergency lights, replace FRP walls, ceiling tiles, install non-slip tile in restrooms and lobby. Repair drywall as needed.

*\*CITY MANAGER'S COMMENTS: Approved*

260	ATHLETIC PROGRAMS	113,007	167,500	130,500	130,600
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<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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	258,220	347,000	345,000	302,600
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*SUPPLIES*

341	CONSTRUCTION & REPAIR SUPPLIES	4,549	-	-	-
360	ATHLETIC PROGRAM SUPPLIES	16,327	20,000	20,000	20,000
391	RECREATION PROG. SUPPLY	5,485	6,000	6,000	12,000

<b>Notes:</b>	Kayak Program
<p>\$6,000 is requested to expand our water based and lake front recreation opportunities. Staff will become certified canoe/kayak instructors and begin offering fee-based kayak instruction classes. Kayaks can also be used during existing non-fee based programs such as Outdoor Family Campout, Family Fun Fridays and Founders Day.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

392	SIGNS AND SIGNALS	-	-	-	-
	<i>SUPPLIES Totals</i>	26,362	26,000	26,000	32,000

*OPERATIONS*

406	SPECIAL EVENTS	56,020	50,000	60,100	50,000
	<i>OPERATIONS Totals</i>	56,020	50,000	60,100	50,000

*CAPITAL*

610	FURNITURE & FIXTURES	-	-	-	29,500
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<b>Notes:</b>	AV Equipment at Center
<p>\$29,500 - Request for Audio/visual equipment for The Center includes: 12 ceiling mounted speakers; control panel on stage for sound inputs and volume control; replace movie screen; add ceiling mount video projector; connection ports for DVD, CD, Bluetooth, amplifiers and in-floor mounted microphone plugs on stage.</p> <p>*CITY MANAGER'S COMMENTS: Approved</p>	

633	INFRASTRUCTURE IMPROVEMENT	667,828	938,350	896,350	-
641	TRAIL DEVELOPMENT	51,730	-	-	-

<b>Notes:</b>	Trail along John King
<p>\$150,000 - Cost estimate to design and construct approximately 1,200 linear feet of trail adjacent to John King Blvd. This section would close the gap along City property between Skorburg parcels that were required to install 10' wide concrete trail along John King.</p> <p>*CITY MANAGER'S COMMENTS: Disapproved</p>	

<b>Fund</b> 12 Recreation Development
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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643 PLAYGROUND EQUIPMENT	41,388	113,150	93,150	75,000
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<b>Notes:</b>	Recreation Projects
<p>\$30,000 to remove and replace existing playground at Tuttle Athletic Fields. Current equipment is nearly 20 years old and cannot acquire replacement parts. One piece of equipment has been removed as a result of an unsatisfactory playground safety inspection. (see note below regarding additional \$35,000)</p> <p>\$10,000 to install a 9-hole disc golf course along the east side of The Park at Stone Creek. Cost includes, baskets, tee boxes, and all signage.</p> <p>\$16,500 to install three cantilever shade structures at the Myers dog park. We receive many complaints requesting that shade be added to the west side area. The east side is covered mostly by large trees.</p> <p>*CITY MANAGER'S COMMENTS: Playground equipment is Approved. Disc Golf and Shade Structure are Disapproved. Prior to buying the Tuttle playground equipment if it becomes clear that funding is available for the handicapped playground at Breezy Hill then the handicapped playground equipment will be purchased for Breezy Hill and the new Breezy playground equipment will be moved to Tuttle. Council agreed to add an additional \$45,000 to this amount - \$15,000 of which is from Skorburg development.</p>	

669 BOAT RAMP IMPROVEMENTS	-	524,350	24,350	524,350
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<i>CAPITAL Totals</i>	760,946	1,575,850	1,013,850	628,850
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<b>RECREATION DEVELOPMENT Totals</b>	<b>1,101,547</b>	<b>1,998,850</b>	<b>1,444,950</b>	<b>1,013,450</b>
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## SUMMARY OF OPERATIONS

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	40,949	42,350	42,350	19,200
Total Expenditures	199,168	689,150	659,670	99,150
Excess Revenues Over (Under) Expenditures	(158,219)	(646,800)	(617,320)	(79,950)
Net Other Financing Sources (Uses)	160,000	640,000	640,000	43,000
Net Gain (Loss)	1,781	(6,800)	22,680	(36,950)
Fund Balance - Beginning	13,038	7,088	14,819	37,499
Fund Balance - Ending	14,819	288	37,499	549

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4530	City Contracts	40,949	42,350	42,350	19,200
Total Revenues		40,949	42,350	42,350	19,200

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In				
From General Fund	160,000	640,000	640,000	43,000
*Expended in General Fund	75,200	75,200	75,200	75,200
Operating Transfers Out				
*Expended in General Fund	75,200	75,200	75,200	75,200
Net Other Financing Sources (Uses)	160,000	640,000	640,000	43,000

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

<b>SUMMARY OF EXPENDITURES</b>				
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<b>Fund</b>				
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13 Radio System				
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	195,587	202,680	173,200	44,400
Supplies	3,581	5,000	5,000	44,700
Operational	-	11,470	11,470	10,050
Capital	-	470,000	470,000	-
<b>Total Expenditures</b>	<b>199,168</b>	<b>689,150</b>	<b>659,670</b>	<b>99,150</b>



<b>Fund</b> 13 Radio System
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
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*CONTRACTUAL*

213 CONSULTING FEES	11,322	11,000	15,000	11,000
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<b>Notes:</b>	Consulting Fees
Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system. \$5,000	
Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$6,000	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

231 SERVICE MAINTENANCE CONTRACTS	184,265	191,680	158,200	33,400
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<b>Notes:</b>	Service Maintenance Contracts
The City is partnering with Rockwall County for the new Interoperability Radio Network. The new system is anticipated to be accepted by the County in February 2018. Rockwall County will enter into a system maintenance agreement with Harris Corporation for repair and maintenance of the system upon final acceptance. For the system infrastructure, the warranty period will be for two years. For radios and accessories, the warranty period will be for three years. There will not be a maintenance cost to the city for the first year upon final acceptance for the new system.	
The City’s current radio system maintenance runs through December 31, 2017. Since the warranty period for the new system is not expected to begin until February 2018, the City must budget for maintenance for its current system for 2 months.	
Total Service Maintenance Contract Request: \$33,385	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

<i>CONTRACTUAL Totals</i>	195,587	202,680	173,200	44,400
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*SUPPLIES*

347 GENERAL MAINT. SUPPLIES	3,581	5,000	5,000	44,700
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<b>Notes:</b>	Spare Radios
The interlocal agreement with Rockwall County provides mobile and portable radios for the police and fire departments for the number of radios that were in use at the time of the ILA. There are no spare radios and accessories included in the agreement. This request is for spare mobile and portable radios and accessories.	
Mobile Unit x 5 \$21,000	
Portable Unit x 5 \$18,700	
Miscellaneous Parts and Accessories \$5,000	
Total Spare Parts and Accessories \$44,700	
<i>*CITY MANAGER'S COMMENTS: Approved</i>	

<b>Fund</b> 13 Radio System
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved						
<i>SUPPLIES Totals</i>	3,581	5,000	5,000	44,700						
<i>OPERATIONS</i>										
430 TUITION & TRAINING	-	-	-	5,300						
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td>Radio System Training/Travel</td> </tr> <tr> <td colspan="2">The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.</td> </tr> <tr> <td colspan="2" style="color: green;">*CITY MANAGER'S COMMENTS: Approved</td> </tr> </table>					<b>Notes:</b>	Radio System Training/Travel	The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.		*CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Radio System Training/Travel									
The Internal Operations Department provides support to all departments of the City of Rockwall and the police and fire personnel in the Cities of Heath and Fate. This request is for additional radio system training related to the new County-wide system.										
*CITY MANAGER'S COMMENTS: Approved										
436 TRAVEL	-	11,470	11,470	4,750						
<i>OPERATIONS Totals</i>	-	11,470	11,470	10,050						
<i>CAPITAL</i>										
617 RADIOS	-	470,000	470,000	-						
<i>CAPITAL Totals</i>	-	470,000	470,000	-						
<b>RADIO SYSTEM FUND Totals      199,168      689,150      659,670      99,150</b>										

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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14 Street Improvements
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	36,362	-	171,750	-
Total Expenditures	69,490	120,000	102,100	23,150
Excess Revenues Over (Under) Expenditures	(33,128)	(120,000)	69,650	(23,150)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(33,128)	(120,000)	69,650	(23,150)
Fund Balance - Beginning	309,329	281,399	276,201	345,851
Fund Balance - Ending	276,201	161,399	345,851	322,701

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4001	Interest Earnings	308	-	-	-
4800	Assessments	175	-	8,100	-
4810	Assessments - Bourn St.	-	-	-	-
4812	Assessments-Emma Jane/Davy	-	-	-	-
4814	Assessments - Horizon Rd.	-	-	-	-
4816	Pro-Rata - RH Pkwy.	-	-	-	-
4818	Pro-Rata - Road Projects	35,879	-	163,650	-
<b>Total Revenues</b>		<b>36,362</b>	<b>-</b>	<b>171,750</b>	<b>-</b>

## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	69,490	-	-	-
Capital Outlay	-	102,100	102,100	23,150
<b>Total Expenditures</b>	69,490	102,100	102,100	23,150

<b>Fund</b> 14 Street Improvement
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved						
213 CONSULTING FEES	69,490	-	-	-						
<i>CONTRACTUAL Totals</i>	69,490	-	-	-						
<i>CAPITAL</i>										
635 STREET CONSTRUCTION	-	15,700	15,700	23,150						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Notes:</b></td> <td>Traffic Signal Upgrade</td> </tr> <tr> <td colspan="2">                     \$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.                 </td> </tr> <tr> <td colspan="2">                     *CITY MANAGER'S COMMENTS: Approved                 </td> </tr> </table>					<b>Notes:</b>	Traffic Signal Upgrade	\$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.		*CITY MANAGER'S COMMENTS: Approved	
<b>Notes:</b>	Traffic Signal Upgrade									
\$23,158. Traffic Signal System Upgrade – Ralph Hall Parkway to correct irregular Light Cycles at Signal at the intersection of Ralph Hall Pkwy and Market Center Drive. TX Services recently conducted an overall assessment of the signal at this intersection to provide a solution to correct the issue. It was determined that the ongoing issues at this intersection are the result of obsolete equipment/processor cards, etc. TX Services recommends that we upgrade the system by replacing the outdated equipment at this intersection with a new radar system/which consist of the latest technology.										
*CITY MANAGER'S COMMENTS: Approved										
645 INFRASTRUCTURE IMPROVEMENT	-	86,400	86,400	-						
<i>CAPITAL Totals</i>	-	102,100	102,100	23,150						
<b>STREET IMPROVEMENT FUND Totals</b>	<b>69,490</b>	<b>102,100</b>	<b>102,100</b>	<b>23,150</b>						

## SUMMARY OF OPERATIONS

**Fund**

16 Fire Equipment Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	59,062	58,300	58,300	58,250
Total Expenditures	79,053	165,000	140,000	156,850
Excess Revenues Over (Under) Expenditures	(19,991)	(106,700)	(81,700)	(98,600)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(19,991)	(106,700)	(81,700)	(98,600)
Fund Balance - Beginning	236,586	226,904	216,595	134,895
Fund Balance - Ending	216,595	120,204	134,895	36,295

### SUMMARY OF REVENUES

**Fund**

16 Fire Equipment Fund

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4001	Interest Earnings	812	50	50	-
4535	County Fire Calls	58,250	58,250	58,250	58,250
Total Revenues		59,062	58,300	58,300	58,250



## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	-	25,000	-	-
Supplies	8,479	11,000	11,000	11,000
Capital Outlay	70,574	129,000	129,000	145,850
<b>Total Expenditures</b>	<b>79,053</b>	<b>165,000</b>	<b>140,000</b>	<b>156,850</b>

<b>Fund</b> 16 Fire Equipment
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
213 CONSULTING FEES	-	25,000	-	-
<i>CONTRACTUAL Totals</i>	-	25,000	-	-
<i>SUPPLIES</i>				
377 VOLUNTEER EXPENSES	8,479	11,000	11,000	11,000
<i>SUPPLIES Totals</i>	8,479	11,000	11,000	11,000
<i>CAPITAL</i>				
617 RADIO EQUIPMENT	8,271	12,000	12,000	54,950

<b>Notes:</b>	New Radios and Pagers
\$12,000 New & Replacement Pagers (10 each) for the firefighters of emergency calls.	
\$42,950 Portable Radios for 10 New Volunteer Positions if added.	
*CITY MANAGER'S COMMENTS: Approved	

621	FIELD MACHINERY & EQUIPMENT	45,803	117,000	117,000	90,900
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<b>Notes:</b>	New Equipment
\$ 2,500 SCBA Masks for 10 New Volunteer Positions	
44,000 Replacement Bunker Gear for 10 Existing Paid/Volunteer Firefighters	
44,000 Bunker Gear for 10 New Volunteer Firefighters if added	
400 Emergency Gate Openers for 10 New Volunteer Positions if added	
*CITY MANAGER'S COMMENTS: Approved	

<b>Fund</b> 16 Fire Equipment
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G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
623 VEHICLES	16,500	-	-	-

**Notes:** Replace 1999 Pumper

New Pumper \$645,000  
 We replaced one of the two 1999 reserve pumpers in 2016 and now we need to replace the second 1999 reserve engine. We are required to have two reserve engines. It is currently 18 years old and by the time we write specifications, get bids, place order and take delivery, it will be 20 years old. We have stated in the past that our goal was to keep an engine or a ladder in front line service for 8 to 10 years and keep them in reserve status service for 18 to 20 years.

New Pumper Equipment \$100,000  
 Required loose equipment to meet the requirements of NFPA. The equipment is also required to receive credit under the ISO regulations. We will be able to use some of the equipment from the engine that is being replaced, however this engine has been in reserve for quite a long time now and the equipment has either been moved to other apparatus or is very old and needs to be replaced. This equipment will benefit the department in the strategic goal of providing excellent fire services through staff effectiveness and provide for a safe community.

*\*CITY MANAGER'S COMMENTS: Disapproved. The Fire Chief will evaluate the need for this vehicle and if needed it will be considered when new debt is being issued.*

<i>CAPITAL Totals</i>	70,574	129,000	129,000	145,850
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<b>FIRE EQUIPMENT FUND Totals</b>	<b>79,054</b>	<b>165,000</b>	<b>140,000</b>	<b>156,850</b>
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## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	60,034	42,900	42,900	53,000
Total Expenditures	48,324	67,350	135,200	49,000
Excess Revenues Over (Under) Expenditures	11,710	(24,450)	(92,300)	4,000
Net Other Financing Sources (Uses)	15,000	30,000	30,000	-
Net Gain (Loss)	26,710	5,550	(62,300)	4,000
Fund Balance - Beginning	51,207	49,762	77,917	15,617
Fund Balance - Ending	77,917	55,312	15,617	19,617

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4500	Grant Proceeds	21,400	6,900	6,900	17,000
4750	Land Lease	33,729	30,000	30,000	30,000
4752	F.B.O. Lease	4,905	6,000	6,000	6,000
<b>Total Revenues</b>		<b>60,034</b>	<b>42,900</b>	<b>42,900</b>	<b>53,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources				
Operating Transfers In				
From General Fund	15,000	30,000	30,000	-
<b>Total Other Financing Sources</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>	<b>-</b>

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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17 Airport Special Revenue
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	14,591	48,800	47,650	10,250
Supplies	2,738	2,550	2,550	2,750
Operational	29,823	13,750	82,750	33,750
Utilities	1,172	2,250	2,250	2,250
<b>Total Expenditures</b>	<b>48,324</b>	<b>67,350</b>	<b>135,200</b>	<b>49,000</b>

<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*CONTRACTUAL*

213	CONSULTING FEES	-	25,000	25,000	-
227	INSURANCE-REAL PROPERTY	1,521	1,200	1,550	1,200
229	INSURANCE-LIABILITY	-	1,500	-	1,500
240	EQUIPMENT REPAIRS	5,429	2,100	2,100	2,100

<b>Notes:</b>	<b>Equipment Repairs</b>
New Self-Service Fueling Terminal – purchase and installation of a self-service fuel dispenser. Cost: \$22,000	
Miscellaneous site work (concrete, electrical) \$4,000	
Total \$26,000	
Fuel System Maintenance - Underground Storage Tank maintenance and miscellaneous repairs (gauges, calibrations, etc.) \$1,300	
Runway light lenses and repairs \$800	
*CITY MANAGER'S COMMENTS: Self-Service Terminal is Disapproved but funding would be available if it is determined during the RFP process that the City should pursue installing a system. Fuel System maintenance is Approved.	

242	EQUIPMENT RENTAL & LEASE	-	250	250	250
244	BUILDING REPAIRS	7,641	16,050	16,050	2,500
246	VEHICLE REPAIRS	-	2,400	2,400	2,400
280	STATE PERMITS	-	300	300	300

<i>CONTRACTUAL Totals</i>	14,591	48,800	47,650	10,250
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*SUPPLIES*

331	FUEL & LUBRICANTS	1,628	1,800	1,800	2,000
339	FUEL TANK REPAIRS	1,094	250	250	250
341	CONSTRUCTION & REPAIR SUPPLIES	16	500	500	500

<i>SUPPLIES Totals</i>	2,738	2,550	2,550	2,750
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<b>Fund</b> 17 Aviation
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
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*OPERATIONS*

409 GRANT MATCHING	29,823	13,750	82,750	33,750
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<b>Notes:</b>	<b>Routine Airport Maint Program</b>
RAMP Projects are reimbursed 50/50 up to \$100,000 by TxDOT Aviation.	
AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780.	
AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with DBT and is eligible for a 50% reimbursement from RAMP Grant) \$5,966.	
Hangar Surface Improvements There are several hangars that are not available to be rented due to poor parking surface and poor drainage. It is proposed that funds be allocated to rebuild 5 hangar pads at \$5400 per space. This is eligible for 50/50 reimbursement through the TXDOT RAMP grant program. Cost \$27,000	
Total RAMP Grant Matching Request \$33,746	
<b>*CITY MANAGER'S COMMENTS: Approved</b>	

	<i>SUPPLIES Totals</i>	<u>29,823</u>	<u>13,750</u>	<u>82,750</u>	<u>33,750</u>
<i>UTILITIES</i>					
501 ELECTRICITY		1,172	2,250	2,250	2,250
	<i>UTILITIES Totals</i>	<u>1,172</u>	<u>2,250</u>	<u>2,250</u>	<u>2,250</u>

<b>AVIATION FUND Totals</b>	<b>48,323</b>	<b>67,350</b>	<b>135,200</b>	<b>49,000</b>
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## SUMMARY OF OPERATIONS

**Fund**  
18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	6,346	-	-	-
Total Expenditures	3,840	-	-	-
Excess Revenues Over (Under) Expenditures	2,506	-	-	-
Net Other Financing Sources (Uses)	-	(33,000)	(33,000)	-
Net Gain (Loss)	2,506	(33,000)	(33,000)	-
Fund Balance - Beginning	132,472	130,579	134,978	101,978
Fund Balance - Ending	134,978	97,579	101,978	101,978

### SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4780	Recycling Revenue	6,346	-	-	-
Total Revenues		6,346	-	-	-

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Uses				
Operating Transfers Out To General Fund	-	33,000	33,000	-
Total Other Financing Sources	-	(33,000)	(33,000)	-
Net Other Financing Sources (Uses)	-	(33,000)	(33,000)	-

## SUMMARY OF EXPENDITURES

**Fund**  
18 Recycling

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operational	3,840	-	-	-
<b>Total Expenditures</b>	<b>3,840</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF OPERATIONS

**Fund**

24 Downtown Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	10,000	10,000	10,000	10,000
Total Expenditures	19,439	15,750	15,750	8,500
Excess Revenues Over (Under) Expenditures	(9,439)	(5,750)	(5,750)	1,500
Net Gain (Loss)	(9,439)	(5,750)	(5,750)	1,500
Fund Balance - Beginning	16,570	56,121	7,131	1,381
Fund Balance - Ending	7,131	50,371	1,381	2,881

## SUMMARY OF REVENUES

**Fund**

24 Downtown Fund

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4050	Donations	10,000	10,000	10,000	10,000
Total Revenues		10,000	10,000	10,000	10,000

## SUMMARY OF EXPENDITURES

**Fund**

24 Downtown Fund

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	4,395	5,000	5,000	5,000
Supplies	5,044	2,750	2,750	1,000
Operational	10,000	8,000	8,000	2,500
<b>Total Expenditures</b>	<b>19,439</b>	<b>15,750</b>	<b>15,750</b>	<b>8,500</b>



<b>Fund</b> 24 Downtown Improvement
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<b>G/L Account</b>	<b>2016 Actual Amount</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<i>CONTRACTUAL</i>				
293 GRANT PROGRAM	4,395	5,000	5,000	5,000
<i>CONTRACTUAL Totals</i>	<u>4,395</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<i>SUPPLIES</i>				
347 GENERAL MAINT SUPPLY	5,044	2,750	2,750	1,000
<i>SUPPLIES Totals</i>	<u>5,044</u>	<u>2,750</u>	<u>2,750</u>	<u>1,000</u>
<i>OPERATIONS</i>				
469 PROMOTION EXPENSE	10,000	8,000	8,000	2,500
<i>OPERATIONS Totals</i>	<u>10,000</u>	<u>8,000</u>	<u>8,000</u>	<u>2,500</u>
<b>DOWNTOWN IMPROVEMENT Totals</b>	<b>19,439</b>	<b>15,750</b>	<b>15,750</b>	<b>8,500</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Narcotics - Seizure Awards

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	119,538	-	92,000	-
Total Expenditures	295,003	92,400	118,050	83,000
Excess Revenues Over (Under) Expenditures	(175,465)	(92,400)	(26,050)	(83,000)
Net Other Financing Sources (Uses)	-	(208,500)	(208,500)	-
Net Gain (Loss)	(175,465)	(300,900)	(234,550)	(83,000)
Fund Balance - Beginning	621,132	685,562	445,667	211,117
Fund Balance - Ending	445,667	384,662	211,117	128,117

## SUMMARY OF REVENUES

**Fund**

26 Narcotics - Seizure Awards

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4550	Seizure Revenue	119,538	-	92,000	-
Total Revenues		119,538	-	92,000	-

## SUMMARY OF EXPENDITURES

**Fund**

26 Narcotics - Seizure Awards

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	20,968	22,400	26,050	25,000
Operational	14,500	20,000	20,000	20,000
Capital	259,535	50,000	72,000	38,000
<b>Total Expenditures</b>	<b>295,003</b>	<b>92,400</b>	<b>118,050</b>	<b>83,000</b>

<b>Fund</b>
26 Seized Funds

G/L Account	2016 Actual Amount	2017 Adopted Budget	2017 Amended Budget	2018 City Manager Approved
<i>CONTRACTUAL</i>				
231 SERVICE MAINTENANCE CONTRACTS	20,969	22,400	22,400	25,000
246 VEHICLE REPAIRS	-	-	3,650	-
<i>CONTRACTUAL Totals</i>	<u>20,969</u>	<u>22,400</u>	<u>26,050</u>	<u>25,000</u>
	38,000			
<i>OPERATIONS</i>				
451 CONFIDENTIAL FUNDS	14,500	20,000	20,000	20,000
<i>OPERATIONS Totals</i>	<u>14,500</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
<i>CAPITAL</i>				
612 COMPUTER EQUIPMENT	10,455	-	4,500	-
623 VEHICLES	81,161	50,000	50,000	25,000

<b>Notes:</b>	New Vehicle
Purchase a Dodge Charger for our Citizens on Patrol. We have implemented a four year replacement program that would allow us to replace one aging vehicle a year utilizing our seized funds account to accomplish this goal. 2018-2019 fiscal budget will be the final year of this replacement program.	
*CITY MANAGER'S COMMENTS: Approved	

624 POLICE EQUIPMENT	167,919	-	17,500	13,000
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<b>Notes:</b>	Less Lethal Shotguns
We are requesting an additional \$9,000 to purchase 12 Less Lethal Shotguns. This will allow each patrol unit to have a less lethal option when responding to highly volatile situations. The cost of each less lethal shotgun is \$750.	
*CITY MANAGER'S COMMENTS: Approved	

<b>Notes:</b>	SWAT Equipment
SWAT Communication Headsets We are requesting an additional \$4,000 for 15 new communication headset systems for the SWAT team. The current headsets are designed to work with the old radio system and will not operate with the new portable radios when the Countywide Radio System is operational. The old headsets could be sent back to the manufacture to be refitted with new plugins at a cost of \$170.00 per unit. New headsets cost \$267.00 a unit. Several of the existing headsets are over 10 years old and in need of replacement so we are asking to purchase all new units for the team.	
*CITY MANAGER'S COMMENTS: Approved	

<i>CAPITAL Totals</i>	<u>259,535</u>	<u>50,000</u>	<u>72,000</u>	<u>38,000</u>
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<b>SEIZED FUNDS - NARCOTICS Totals</b>	<b>295,004</b>	<b>92,400</b>	<b>118,050</b>	<b>83,000</b>
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ROCKWALL ECONOMIC DEVELOPMENT CORPORATION  
YEAR IN REVIEW  
2016 - 2017

Strategic initiatives for 2016-17 clearly aligned with the Five Year Strategic Plan of the REDC. These initiatives and areas of focus included: (1) Expand and Diversify Tax Base; (2) Retain and Expand Existing Business; (3) Attract New Business and Investment to Rockwall; (4) Enhance Existing Job Opportunities and Create New Ones.

Rockwall EDC has been successful in increasing awareness of site selectors, commercial real estate brokers, Office of the Governor and state marketing organizations and businesses nationwide. Our reach and success has been achieved through reputation, building relationships, reputation, creative advertising, social media, branding and a variety of marketing initiatives. REDC developed and sent ten detailed proposals for business opportunities that have resulted in several extensive site tours.

The REDC expanded and diversified the tax base for the City of Rockwall with the opening of Pratt Industries 388,000 SF headquarters which manufactures corrugated boxes for the likes of Amazon, The Home Depot, and many other recognizable brands. Pratt Industries transferred 21 jobs to Rockwall and created an additional 79 jobs for Rockwall area residents, and had a capital investment of \$50MM.

*“Pratt Industries is excited to be a part of the growing, thriving Rockwall community. We’re grateful to the Rockwall Economic Development Corporation and the City of Rockwall for their efforts to welcome us to the area, learn about the great things we do, and streamline the process of getting the newest manufacturing plant up and running. Both entities worked quickly and efficiently throughout the process of bringing Pratt to Rockwall. We look forward to being an integral part of this community. Pratt Industries is starting out with a significant work force, which will grow even larger in the coming year. We see our partnerships with the City and the REDC as critical to our success.” John Batts, General Manager Pratt Industries*

Rockwall EDC finalized a contract with Lollicup USA, Inc., a California-based disposable plastic food container manufacturer for thousands of retailers to the Rockwall Technology Park. They will begin construction on their new 600,000 SF facility in Phase IV of the Rockwall Technology Park in 2018. Lollicup was recently listed on the Inc. Magazine’s Top 3000 fastest-growing businesses. They will create over 300 new manufacturing jobs and also provide distribution/logistics out of this \$50M facility.

There are several existing Rockwall businesses which have growth plans in their near future. REDC is in conversations with SPR, EZ-Flo, Elements and Precision Sheet Metal.

REDC’s active involvement and visibility in the Rockwall community is recognized and appreciated. Our relationship with businesses, citizens, civic and political organizations is

solid and strong. REDC maintains the reputation of credibility, honesty, integrity, quality and strength.

REDC remains active in promoting Rockwall through several professional organizations including Texas Economic Development Council (TEDC), International Economic Development Council (IEDC), Team Texas, North Texas Commercial Association of Realtors (NTCAR), Southern Economic Development Council (SEDC) and International Conference of Shopping Centers (ICSC).

We work closely with our existing businesses because we are aware that they have a choice of where to do business and we want to retain their investment and identify opportunities for them to expand and further prosper in Rockwall. We understand the importance of keeping those existing industries delighted to do business here and how their satisfaction in Rockwall strongly affects potential investors as they inquire about our business environment during site selections processes.

We are pleased to say that Rockwall, Texas remains the ideal place to live work and operate a growing successful and sustainable business.

## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	5,425,837	7,898,700	5,462,250	8,613,400
Total Expenditures	5,430,318	8,730,000	7,215,950	14,272,850
Excess Revenues Over (Under) Expenditures	(4,481)	(831,300)	(1,753,700)	(5,659,450)
Net Other Financing Sources (Uses)	-	-	-	7,700,000
Net Gain (Loss)	(4,481)	(831,300)	(1,753,700)	2,040,550
Fund Balance - Beginning	4,989,818	4,306,698	4,985,337	3,231,637
Fund Balance - Ending	4,985,337	3,475,398	3,231,637	5,272,187



## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4150	Sales Tax	5,223,273	5,263,750	5,435,450	5,535,000
4001	Interest Earnings	11,641	7,000	12,000	7,000
4019	Misc. Revenue	2,411	-	9,700	-
4020	Interest/Reserve Fund	5,432	500	5,100	500
4450	Technology Park Sales	183,079	2,627,450	-	3,070,900
<b>Total Revenues</b>		<b>5,425,837</b>	<b>7,898,700</b>	<b>5,462,250</b>	<b>8,613,400</b>

**SUMMARY OF OTHER FINANCING SOURCES (USES)**

**Fund**

21 Economic Development

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Other Financing Sources (Uses)				
Bond Proceeds	-	-	-	7,700,000
<b>Total Other Financing Sources</b>	-	-	-	<b>7,700,000</b>
Total Other Financing Uses	-	-	-	-
Net Other Financing Sources (Uses)	-	-	-	7,700,000

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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21 Economic Development
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
REDC Administration	764,034	943,700	943,700	976,350
Promotions & Marketing	238,668	255,000	255,000	240,000
Incentives	1,639,163	3,612,150	2,098,100	2,433,750
Capital Projects	154,686	1,349,750	1,349,750	7,703,000
Debt Service	2,633,767	2,569,400	2,569,400	2,919,750
<b>Total Expenditures</b>	<b>5,430,318</b>	<b>8,730,000</b>	<b>7,215,950</b>	<b>14,272,850</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Development	71 Economic Develop.

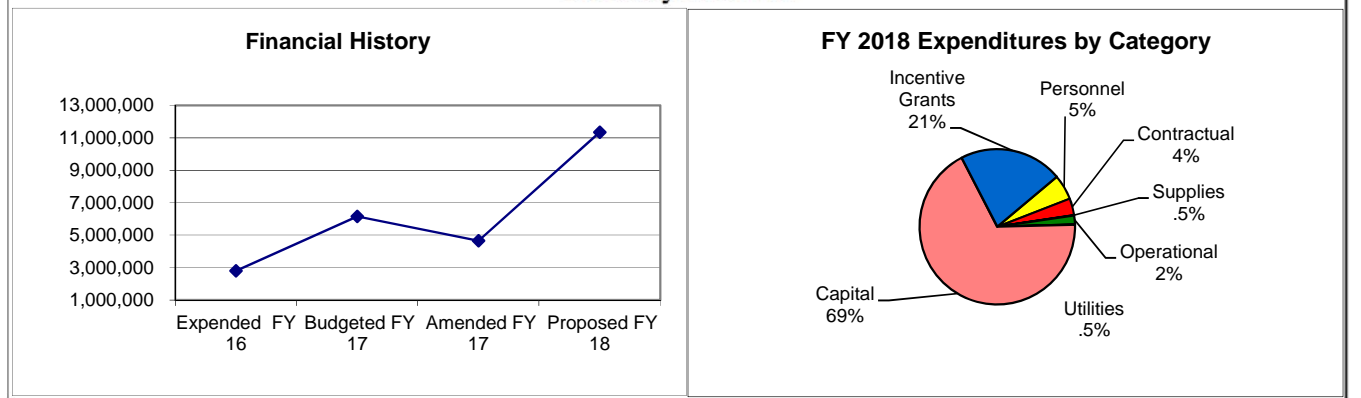
### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Personnel	488,087	572,050	572,050	593,700
Contractual	352,758	390,400	390,400	394,150
Supplies	9,451	12,300	12,300	8,300
Operational	147,309	213,450	213,450	208,600
Utilities	5,097	8,500	8,500	9,600
Capital	154,686	1,349,750	1,349,750	7,703,000
Incentive Grants	1,639,163	3,614,150	2,100,100	2,435,750
<b>Total</b>	<b>2,796,551</b>	<b>6,160,600</b>	<b>4,646,550</b>	<b>11,353,100</b>

### Personnel Schedule

<u>Position</u>	<u>FY 17 Approved</u>	<u>FY 18 Approved</u>
Economic Development Corporation President	1	1
Director of Project Development	1	1
Vacant Position	1	1
Executive Assistant	1	1

### Activity Trends



## ECONOMIC DEVELOPMENT

Fund	Department	Division
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Personnel</b>				
Salaries - Wages & Incentives	370,889	436,700	436,700	454,150
<b>Total Salaries - Wages Incentives</b>	<b>370,889</b>	<b>436,700</b>	<b>436,700</b>	<b>454,150</b>
120 FICA & Medicare	25,177	33,400	33,400	34,750
122 Retirement	60,146	71,450	71,450	74,300
128 Ins. Unemployment	3,376	2,000	2,000	2,000
224 Workers Comp.	500	500	500	500
230 Health Insurance	28,000	28,000	28,000	28,000
<b>Total Benefits</b>	<b>117,198</b>	<b>135,350</b>	<b>135,350</b>	<b>139,550</b>
<b>Total Personnel Costs</b>	<b>488,087</b>	<b>572,050</b>	<b>572,050</b>	<b>593,700</b>
<b>Contractual</b>				
210 Auditing	1,500	1,500	1,500	1,500
211 Legal	34,648	60,000	60,000	50,000
213 Consulting Fees	36,162	60,000	60,000	60,000
217 IT Services	20,502	13,000	13,000	15,000
223 Insurance - Blanket Surety Bond	100	100	100	100
227 Insurance - Property	1,800	1,800	1,800	1,800
229 Insurance - Liability	500	500	500	500
232 Temporary Labor	-	5,200	5,200	5,200
234 Marketing Expenses	193,720	180,000	180,000	180,000
242 Equipment Rental & Lease	7,712	8,500	8,500	8,500
243 Building Lease	44,114	44,800	44,800	56,550
244 Building Repairs	-	3,000	3,000	3,000
299 Administrative Services	12,000	12,000	12,000	12,000
<b>Total Contractual</b>	<b>352,758</b>	<b>390,400</b>	<b>390,400</b>	<b>394,150</b>

Annual Budget, Economic Development Cont'd

Account Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Supplies</b>				
301 Office Supplies	6,071	6,500	6,500	5,000
307 Postage	725	1,500	1,500	1,000
310 Printing & Binding	2,655	4,000	4,000	2,000
347 Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>	<b>9,451</b>	<b>12,300</b>	<b>12,300</b>	<b>8,300</b>
<b>Operational</b>				
410 Dues & Subscriptions	2,091	2,000	2,000	2,000
428 Meeting Expenses - Other	8,131	7,000	7,000	7,000
430 Tuition & Training	2,139	4,000	4,000	7,000
436 Travel	13,270	30,000	30,000	15,000
437 Marketing Conferences	14,340	15,000	15,000	15,000
438 Prospect Visits	17,338	30,000	30,000	30,000
439 Common Area Maintenance-Park	90,000	125,450	125,450	132,600
<b>Total Operational</b>	<b>147,309</b>	<b>213,450</b>	<b>213,450</b>	<b>208,600</b>
<b>Utilities</b>				
501 Electricity	-	-	-	5,600
507 Telephone	5,097	8,500	8,500	4,000
<b>Total Utilities</b>	<b>5,097</b>	<b>8,500</b>	<b>8,500</b>	<b>9,600</b>
<b>Capital</b>				
612 Computer Equipment	-	-	-	3,000
678 Phase III Eng/Construction	-	1,349,750	1,349,750	6,700,000
696 Office Eng/Construction	-	-	-	1,000,000
698 Justin Rd. Extension	154,686	-	-	-
<b>Total Capital</b>	<b>154,686</b>	<b>1,349,750</b>	<b>1,349,750</b>	<b>7,703,000</b>
<b>Incentives</b>				
660 Due Diligence	-	2,000	2,000	2,000
661 Contracted Incentives	1,639,163	3,612,150	2,098,100	2,433,750
<b>Total Incentives</b>	<b>1,639,163</b>	<b>3,614,150</b>	<b>2,100,100</b>	<b>2,435,750</b>
<b>Division Total</b>	<b>2,796,551</b>	<b>6,160,600</b>	<b>4,646,550</b>	<b>11,353,100</b>



## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
21 Economic Development	70 Economic Develop.	71 Economic Develop.

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Debt Service</b>					
750	Administration Fees	4,500	4,500	4,500	4,500
752	Principal - Bonds	1,625,000	1,590,000	1,590,000	1,940,000
754	Interest - Bonds	1,004,267	974,900	974,900	975,250
<b>Total Debt Service</b>		<b>2,633,767</b>	<b>2,569,400</b>	<b>2,569,400</b>	<b>2,919,750</b>

Detail	Principal	Interest
2008-Land Purchase	205,000	222,600
2008-Infrastructure	285,000	11,400
2012-Ref. Bonds (1999)	355,000	14,400
2013- Infrastructure	300,000	260,738
2013 Land Purchase	175,000	200,975
2015 Ref Bonds (2006)	320,000	56,296
2016 Ref Bonds (2008)	-	157,825
2017 Proposed Debt	300,000	51,000
	1,940,000	975,234

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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22 Tech Park Association
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	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	170,929	198,100	198,100	215,100
Total Expenditures	183,953	198,100	198,100	215,100
Excess Revenues Over (Under) Expenditures	(13,023)	-	-	-
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(13,023)	-	-	-
Fund Balance - Beginning	47,321	37,415	34,298	34,298
Fund Balance - Ending	34,298	37,415	34,298	34,298



## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

RTPA

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
4470	RTP Dues - Tenants	80,919	72,650	72,650	82,500
	REDC Cam Dues	90,000	125,450	125,450	132,600
	<b>Total Revenues</b>	<b>170,929</b>	<b>198,100</b>	<b>198,100</b>	<b>215,100</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
22 Tech Park Association	70 Economic Development	RTPA

### Expenditure Summary

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Contractual	142,765	154,300	154,300	171,300
Supplies	7,045	10,300	10,300	10,300
Utilities	34,143	33,500	33,500	33,500
<b>Total</b>	183,953	198,100	198,100	215,100

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 75</b>
22 Tech Park Association	70 Economic Develop.	RTPA Developed Phases

=		Actual	Budgeted	Amended	Adopted
Account	Description	15-16	16-17	16-17	17-18
<b>Contractual</b>					
210	Auditing	500	500	500	500
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Maint	114,938	120,000	120,000	132,000
299	Administrative Svcs	2,000	2,000	2,000	2,000
<b>Total Contractual</b>		<b>118,338</b>	<b>123,400</b>	<b>123,400</b>	<b>135,400</b>
<b>Supplies</b>					
329	Flag Replacements	7,045	9,000	9,000	9,000
347	Gen. Maint. Supplies	-	1,000	1,000	1,000
<b>Total Supplies</b>		<b>7,045</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Utilities</b>					
501	Electric	333	3,500	3,500	3,500
513	Water	19,166	30,000	30,000	30,000
<b>Total Utilities</b>		<b>19,499</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>
<b>Division Total</b>		<b>144,882</b>	<b>166,900</b>	<b>166,900</b>	<b>178,900</b>

## ECONOMIC DEVELOPMENT

<b>Fund</b>	<b>Department</b>	<b>Division 77</b>
22 Tech Park Association	70 Economic Develop.	RTPA Undeveloped Phases

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
<b>Contractual</b>					
227	Insurance - Property	900	900	900	900
247	Landscape/Irrig Main <sup>1</sup> incl. mowing EDC owned lots	23,527	30,000	30,000	35,000
<b>Total Contractual</b>		<b>24,427</b>	<b>30,900</b>	<b>30,900</b>	<b>35,900</b>
<b>Supplies</b>					
329	Flag Replacements	-	-	-	-
347	Gen. Maint. Supplies	-	300	300	300
<b>Total Supplies</b>		<b>-</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>Utilities</b>					
501	Electric	2,982	-	-	-
513	Water	11,662	-	-	-
<b>Total Utilities</b>		<b>14,644</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Division Total</b>		<b>39,071</b>	<b>31,200</b>	<b>31,200</b>	<b>36,200</b>



City of Rockwall

**CITY OF ROCKWALL, TEXAS  
MEMORANDUM**

**TO: Rick Crowley, City Manager**  
**FROM: Cheryl Dunlop  
Director, Administrative Services**  
**DATE: August 25, 2017**  
**SUBJECT: City's Health & Welfare Programs**

**General Overview**

The City of Rockwall has partnered with **Holmes Murphy** since January 2012 for broker and consultant services to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. In January of 2017, the City changed third-party administrators for administration of the health plan from Group & Pension Administrators, Inc. (GPA) to **Cigna**. The RFP analysis showed that the City would experience greater network access and discounts, a more favorable prescription contract, and decreased administration costs if it moved to Cigna.

**Health Care Cost Summary**

As the chart below indicates, the City has experienced an almost continued rise in healthcare claims and costs since the 2014 plan year. However, comparing GPA claims to mature Cigna claims, the monthly reduction in claims expense by moving to Cigna is estimated at \$77,000 a month based on claims through June 2017.

**History of Claims Cost:**

Cal Year	Claims Cost	Annual Cost PEPY	# of EEs @ YR End
2011	\$2,251,503	\$9,006	253
2012	\$2,402,215	\$9,053	245
2013	\$1,901,422	\$7,989	238
2014	\$2,425,875	\$10,279	236
2015	\$2,914,258	\$12,143	240
2016	\$2,889,527	\$12,040	240

**Prescription Benefits Plan**

The chart below shows that the City of Rockwall's prescription claims increased significantly in 2016. With the move to Cigna, isolating mature prescription claims, the City of Rockwall has realized an average monthly claim expense reduction of \$38,000 through June of this year.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$624,073	21.5%
2015	\$594,363	-5%
2016	\$741,688	24.8%

Note: Claims cost does not include Admin Fees.

### Healthcare Reform

The City was faced with additional fees and plan changes as a result of the *Affordable Care Act*. For 2016, the fees included:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$977.42*
- *Transitional Reinsurance Fee - \$25,000 (estimated)*

For 2017, the projected fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$1,300 (estimated)*
- *Transitional Reinsurance Fee - \$15,900 (estimated)*. In January 2017, this fee will be eliminated.

There may be other factors of healthcare reform that may impact the City going forward such as the **Cadillac Tax (2020)**, if actually implemented.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Total Revenues	1,556,213	803,000	1,104,650	898,000
Total Expenditures	4,800,282	4,074,000	4,074,000	4,124,000
Operating Income (Loss)	(3,244,069)	(3,271,000)	(2,969,350)	(3,226,000)
Non-Operating Revenues	7,521	6,000	9,000	6,000
Non-Operating Income (Loss)	7,521	6,000	9,000	6,000
Net Income (Loss) Before Transfers	(3,236,548)	(3,265,000)	(2,960,350)	(3,220,000)
Net Transfers In (Out)	3,400,000	3,400,000	3,150,000	3,400,000
Net Income (Loss)	163,452	135,000	189,650	180,000
Retained Earnings - Beginning	736,622	582,953	900,074	1,089,724
Retained Earnings - Ending	900,074	717,953	1,089,724	1,269,724

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Revenues					
4019	Miscellaneous	30,067	28,000	28,000	28,000
4850	Employee Contributions	750,208	755,000	845,000	850,000
4860	Stop Loss Reimbursements	775,938	20,000	231,650	20,000
<b>Total Operating Revenues</b>		<b>1,556,213</b>	<b>803,000</b>	<b>1,104,650</b>	<b>898,000</b>
Non-Operating Revenues					
4001	Interest Earnings	7,521	6,000	9,000	6,000
<b>Total Non-Operating Revenues</b>		<b>7,521</b>	<b>6,000</b>	<b>9,000</b>	<b>6,000</b>
<b>Total Revenues</b>		<b>1,563,734</b>	<b>809,000</b>	<b>1,113,650</b>	<b>904,000</b>



## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers In				
From General Fund	2,500,000	2,500,000	2,500,000	2,500,000
From Water & Sewer Fund	900,000	900,000	900,000	900,000
<b>Total Operating Transfers In</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,400,000</b>
Operating Transfers Out				
To Workers Compensation Fund	-	-	250,000	-
<b>Total Operating Transfers Out</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>-</b>
<b>Net Operating Transfers In (Out)</b>	<b>3,400,000</b>	<b>3,400,000</b>	<b>3,150,000</b>	<b>3,400,000</b>

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Expenses				
Operations	4,800,282	4,074,000	4,074,000	4,124,000
<b>Total Expenditures</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>

<b>Fund</b>
31 Employee Benefits

<b>ACCOUNT</b>	<b>2016 Actual Expense</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>40 Operational</b>				
422 EMPLOYEE ACTIVITIES	5,366	5,000	5,000	5,000
440 ADMINISTRATION FEES	262,097	250,000	250,000	250,000
441 REINSURANCE PREMIUMS	271,208	345,000	345,000	345,000
442 PAID HEALTH CLAIMS	4,207,196	3,450,000	3,450,000	3,500,000
443 LIFE INSURANCE PREMIUMS	54,415	24,000	24,000	24,000
<b>Operational TOTAL . . . . .:</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>
<b>Employee Benefits TOTAL . . . . .:</b>	<b>4,800,282</b>	<b>4,074,000</b>	<b>4,074,000</b>	<b>4,124,000</b>



**MEMORANDUM**

**TO:** Rick Crowley, City Manager

**FROM:** Cheryl Dunlop  
Director, Administrative Services

**CC:** Mary Smith, Asst. City Manager

**DATE:** August 25, 2017

**SUBJECT:** Employee Safety Program

In 1990, the City issued Certificates of Obligation for \$2,000,000 to fund a self-insured workers' compensation program. The bond issue was paid off in August 2000. Claims processing is managed by the Texas Municipal League with the City paying deductible expenses up to \$200,000 per occurrence, with an aggregate exposure of \$600,000.

The City's self-funded Risk Management Program includes many components that have worked well together over the past several years to ensure and promote a safe work environment for all our employees. These include: *job placement assessments, drug/alcohol testing, job evaluation & site assessments, specific job safety training, incident investigation and reporting, workplace inspections, risk assessments and analysis* conducted by TMLIRP.

The HR staff reviews the claims data to identify potential trends in the following areas: *types of injuries, injuries occurring within certain job classifications, injuries resulting from types of equipment or specific job tasks, severity of claims, number of "days lost", and costs.* In addition, employees are encouraged to report *incidents without injuries* in order to assist in tracking and identifying potential safety hazards that can be corrected pro-actively.

Although the *reportable incidents* have increased slightly, the *number of days away from work* and the *days on restricted or light duty* have reduced significantly. In addition, the *medical claims cost* to-date is the lowest it has been in 20 years. However, there was one claim pending from FY '15-'16 incurring costs through to May 2017. This claim has been challenged and appealed to the highest level with a favorable result to the City. Although the claimant has until September 9, 2017 to dispute in district court, the City anticipates recovering costs from this claim. TMLIRP will prepare a detailed audit after the September 9<sup>th</sup> date and will notify the City of the recoverable amount.

Staff could not recommend to fund the safety incentive to employees in last year's budget due to the number of serious incidents and the increase in overall costs. However, this year's data fully supports the recommendation to fund the safety incentive to employees.

Workers' Compensation Claims Activity												
Fiscal Year												
Fiscal Year	Total # of EE Receiving A Pay Check	Reportable Incidents	Non Reportable Incidents	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty (Light/Modified)	Medical Claims Cost	Expenses Paid by TML	Property Damage	TOTAL	Recovered Amount	Total Loss for Rockwall
14/15	302	18	17	114	\$ 19,056	207	\$ 72,687	NA	NA	NA	NA	\$ 89,092
15/16	300	20	33	292	\$ 78,639	337	\$237,350	\$ 28,771	\$20,467	\$479,815	\$ 20,691	\$ 452,101
16/17	302	23	25	27	\$ 8,890	97	\$ 15,340	\$ 1,530	\$ -	\$ 21,776	\$ 4,569	\$ 17,207

The City has achieved great results over the majority of the past 25 years in managing claim costs, though some of these years have presented challenges. With each year's claims and administration, the fund balance has been declining. We had a difficult year last fiscal year primarily to the one claim mentioned above. Even with the very good year this fiscal year, we expect the fund balance to continue to deplete. We anticipate we will need to increase the General Fund and Water/Sewer transfers over the next several years in order to build a reserve again. In addition to these transfers, we will make a one-time transfer from the employee benefits fund balance to the workers' comp fund.

## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Revenues	-	-	-	-
Operating Expenses	305,016	119,000	317,950	262,000
Operating Income (Loss)	(305,016)	(119,000)	(317,950)	(262,000)
Non-Operating Revenues	1,269	1,000	1,000	1,000
Non-Operating Expenses	-	-	-	-
Non-Operating Income (Loss)	1,269	1,000	1,000	1,000
Net Income (Loss) Before Transfers	(303,747)	(118,000)	(316,950)	(261,000)
Net Transfers In (Out)	150,000	200,000	450,000	230,000
Net Income (Loss)	(153,747)	82,000	133,050	(31,000)
Retained Earnings - Beginning	82,900	392,946	(70,847)	62,203
Retained Earnings - Ending	(70,847)	474,946	62,203	31,203

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Non-Operating Revenues					
4001	Interest Earnings	769	500	500	500
4019	Misc. Revenues	500	500	500	500
<b>Total Non-Operating Revenues</b>		<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total Revenues</b>		<b>1,269</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operating Transfers In				
From General Fund	110,000	150,000	150,000	175,000
From Water & Sewer Fund	40,000	50,000	50,000	55,000
From Employee Benefits Fund	-	-	250,000	-
Net Operating Transfers In (Out)	150,000	200,000	450,000	230,000



## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensati

	Actual 15-16	Budgeted 16-17	Amended 16-17	Adopted 17-18
Operational	305,016	119,000	317,950	262,000
<b>Total Operating Expenses</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>
<b>Total Expenditures</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>

<b>Fund</b>
32 Worker's Compensation

<b>ACCOUNT</b>	<b>2016 Actual Expense</b>	<b>2017 Adopted Budget</b>	<b>2017 Amended Budget</b>	<b>2018 City Manager Approved</b>
<b>40 Operational</b>				
431 SAFETY TRAINING	-	1,000	1,000	1,000
440 ADMINISTRATION FEES	34,037	38,000	46,950	56,000
444 PAID LOSSES	194,524	75,000	265,000	125,000
446 SAFETY INCENTIVES	74,340	-	-	75,000
447 DRUG TESTING	2,115	5,000	5,000	5,000
<b>Operational TOTAL . . . . .:</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>
<b>Worker's Compensation TOTAL . . . . .:</b>	<b>305,016</b>	<b>119,000</b>	<b>317,950</b>	<b>262,000</b>