



**City of Rockwall**

**FY 2008 – 2009**

**Adopted Annual  
Operating Budget**



City of Rockwall  
*The New Horizon*

This budget will raise more total property taxes than last year's budget by \$2,387,658 and of that amount \$858,569 is tax revenue to be raised from new property added to the tax roll this year.

## Executive Summary

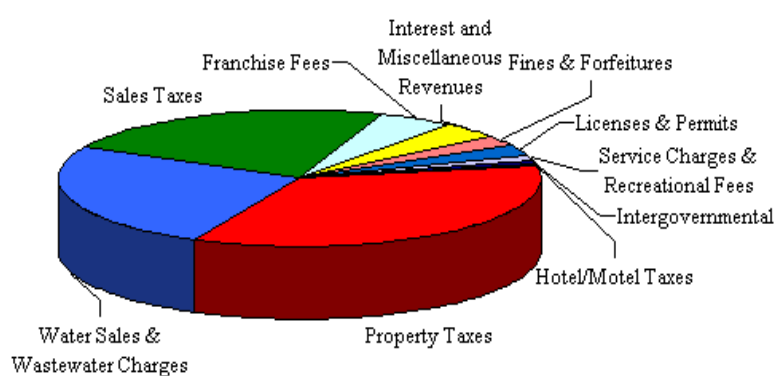
This executive summary provides an overview of the major elements included in the fiscal year (FY) 2009 Budget. The first section presents revenues and expenditures, by type and fund, for the City as a whole. The second section focuses on revenues and expenditures in the General Fund which, as the City's largest operating fund, includes most of the activities typically associated with municipal government. The third section will provide tax impact of new requests by department.

Immediately following the new General Fund requests, the Utility fund is described in detail and new requests are listed. The last section describes the special funds that are included in the budget.

## The Budget in Perspective

The City's revenues are budgeted at \$44,835,000 for FY 2009. These revenues are obtained from a variety of sources, as outlined in the following chart and table.

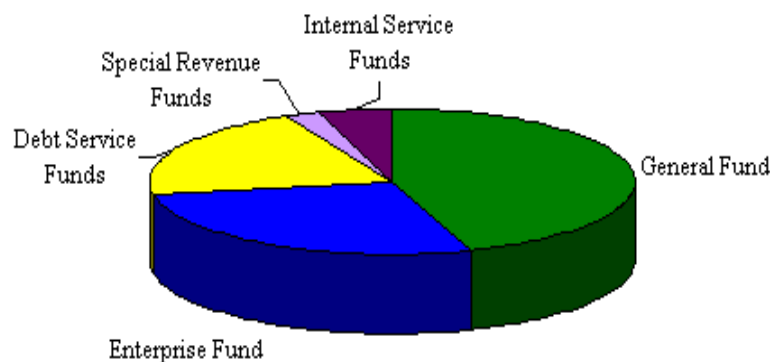
### Revenues by Type



	Amount	Percent of Total
Property Taxes	\$16,254,950	35.46%
Water Sales & W/W Charges	11,808,700	25.76%
Sales Taxes	10,184,500	22.22%
Franchise Fees	2,215,000	4.83%
Interest and Misc. Revenues	1,036,400	2.26%
Fines & Forfeitures	1,054,000	2.30%
Licenses & Permits	756,750	1.65%
Service Charges & Rec. Fees	1,033,450	2.25%
Intergovernmental	491,250	1.07%
<b>Total FY 2009 Revenues</b>	<b>\$44,835,000</b>	<b>100.00%</b>

### Expenditures by Fund Type

The City's operating expenditures are grouped into five types of funds: General Fund, Enterprise Fund, Debt Service Funds, Special Revenue Funds, and Internal Service Funds. Expenditures are budgeted at \$48,365,020 for FY 2009, as shown in the following chart and table.



	Amount	Percent of Total
General Fund	21,622,400	44.71%
Enterprise Fund	13,595,050	28.11%
Debt Service Funds	9,571,000	19.79%
Special Revenue Funds	1,116,320	2.31%
Internal Service Funds	2,460,250	5.09%
<b>Total FY 2009 Expenditures</b>	<b>\$48,365,020</b>	<b>100.00%</b>

## Combined Budget Summary FY 2008 – 2009 All Funds

FUND	Fund Title	FY 2008-2009					Estimated Fund Balance 9/30/09
		Estimated Fund Balance 9/30/08	Total Revenues	Total Expenditures	Net Inc/(Dec)	Internal Transfers (Net)	
01	General Fund	\$7,829,856	\$21,905,000	\$21,622,400	\$282,600	(\$668,250)	\$7,444,206
02	Water and Wastewater	8,913,701	12,218,700	13,595,050	(1,376,350)	(1,228,300)	6,309,051
04	Debt Service	391,432	8,639,200	8,677,000	(37,800)	-	353,632
05	Harbor Debt Service	27,388	894,000	894,000	-	-	27,388
10	Cemetery	138,889	4,000	-	4,000	-	142,889
11	Police Investigations	286,538	70,200	37,800	32,400	(115,200)	203,738
12	Recreational Development	250,573	298,500	393,750	(95,250)	(50,000)	105,323
13	Radio	3,365	36,300	218,050	(181,750)	181,800	3,415
14	Street Improvement	1,741,685	29,000	-	29,000	-	1,770,685
16	Fire Equipment	176,865	103,450	167,900	(64,450)	-	112,415
17	Aviation	33,236	83,600	107,320	(23,720)	10,000	19,516
18	Recycling	78,145	26,500	10,000	16,500	(34,000)	60,645
26	Special Crimes Unit	319,721	1,100	181,500	(180,400)	-	139,321
31	Employee Benefits	1,065	496,450	2,272,000	(1,775,550)	1,795,500	21,015
32	Worker's Compensation	1,238,957	29,000	188,250	(159,250)	30,000	1,109,707
<b>Total Primary Government</b>		<b>\$21,431,416</b>	<b>\$44,835,000</b>	<b>\$48,365,020</b>	<b>(\$3,530,020)</b>	<b>(\$78,450)</b>	<b>\$17,822,946</b>

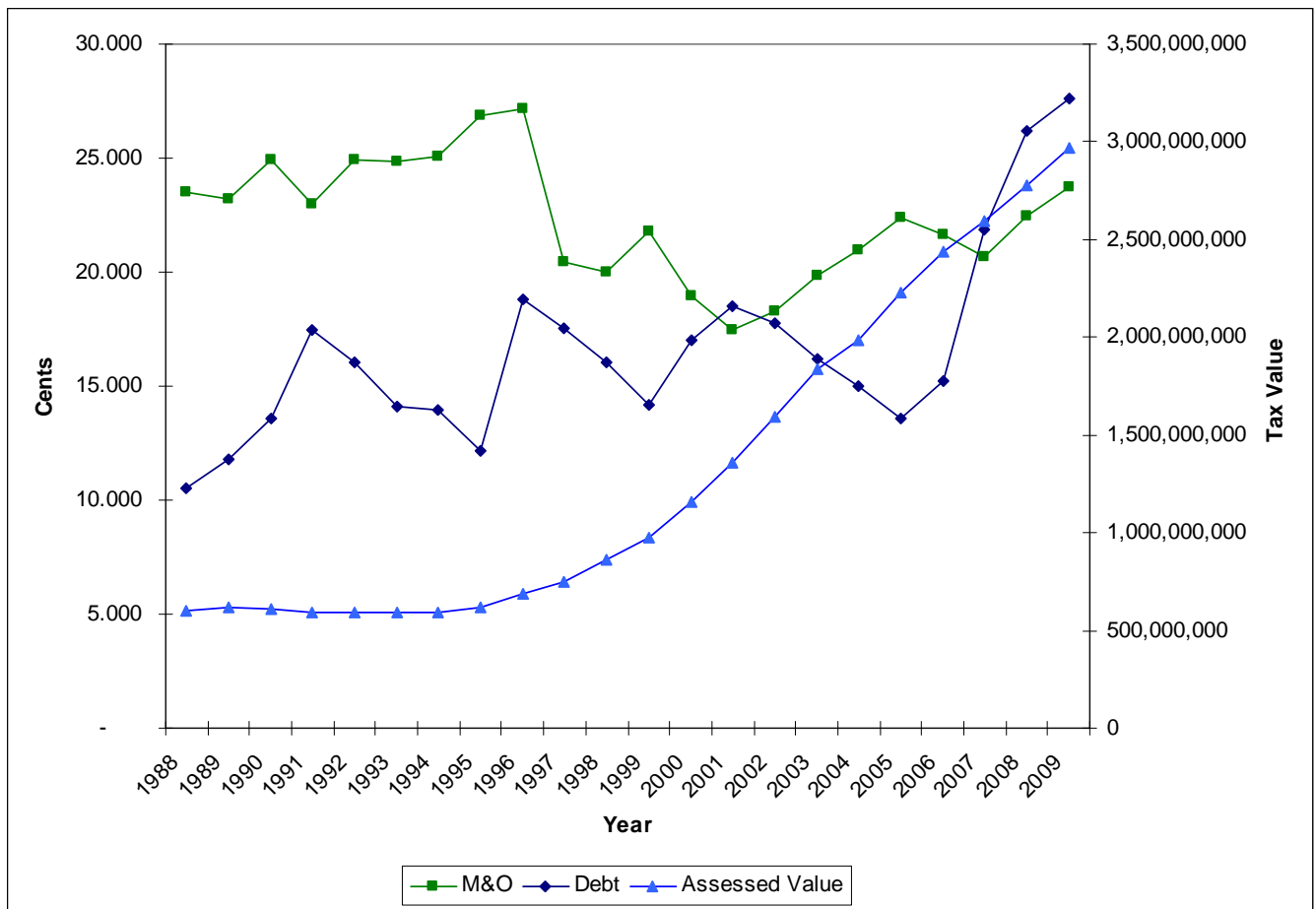
### Property Taxes

Property taxes are the largest single source of City revenues. The property tax rate is comprised of two elements: the portion that pays for the operation and maintenance of General Fund programs and services, and the portion that funds the repayment of debt. In FY 2009, the General Fund's portion of the tax rate represents 46.2 percent of the total, and the debt service portion represents 53.8 percent of the total rate. The total tax rate for the City in FY 2009, and the amount by which each portion of the rate will change compared to FY 2008, is shown in the following table. The amounts below are expressed as "cents per \$100 of assessed value."

	FY 2008	FY 2009	Net Increase (Decrease)
General Fund Tax Rate	22.43	22.70	1.20%
Debt Service Tax Rate	26.22	27.61	5.30%
Total Property Tax Rate	48.65	50.31	3.41%



The property tax rate is one side of the equation that ultimately produces the revenue generated by property taxes; the other side is the assessed value of property in the City. The total assessed value for the City for FY 2009 is \$2,972,551,814. This is a 6.88 percent increase over last year's value of \$2,781,217,425. While the City's property values are growing, the rate of growth has slowed compared to the double digit increases experienced between 1998 and 2003 as shown in the following graph.



The following table shows the various property tax rates for FY 2009.

- Adopted Tax Rate 50.31
- Effective Tax Rate 47.88
- Rollback Rate 52.32

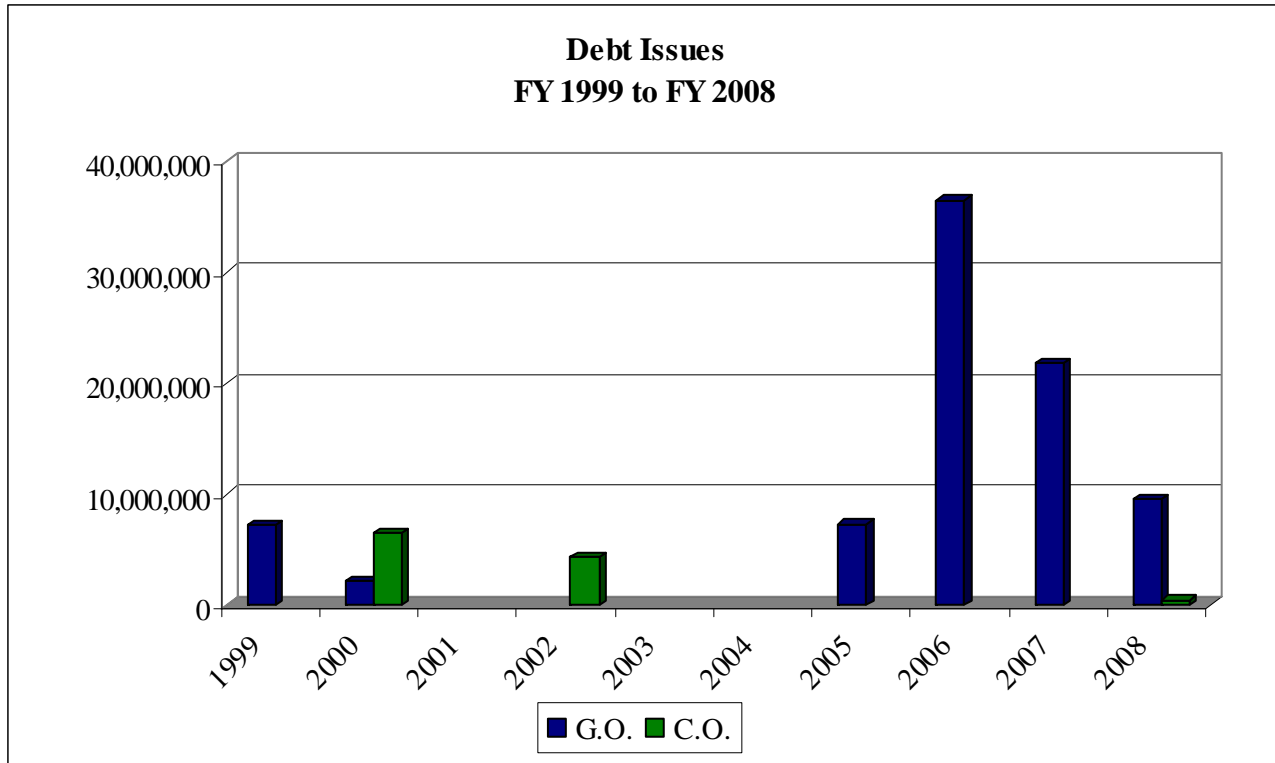
The effective tax rate for FY 2009 is 47.88 cents. This is the rate that would produce the same amount of revenue from the properties that were on the tax rolls in both FY 2008 and FY 2009. The rollback rate is 52.32 cents.

Additional details regarding the tax rate can be found behind the Debt Service tab in the Adopted Budget.

The City held bond elections in 1994, 1998, 1999, 2002 and 2005 which impact current year property taxes. In each of those years, materials were prepared for the voters which projected the tax impact of each election proposition if successful. General Obligation bonds are then sold as project funding is anticipated.

The City may issue Certificates of Obligation, another form of tax obligation. Certificates were issued in 2000 for the voter approved City Hall project and in 2002 to allow the City to proceed with replacement of its antiquated public safety radio system.

Debt issues in recent issues have been significantly higher than in prior years as shown in the next table.



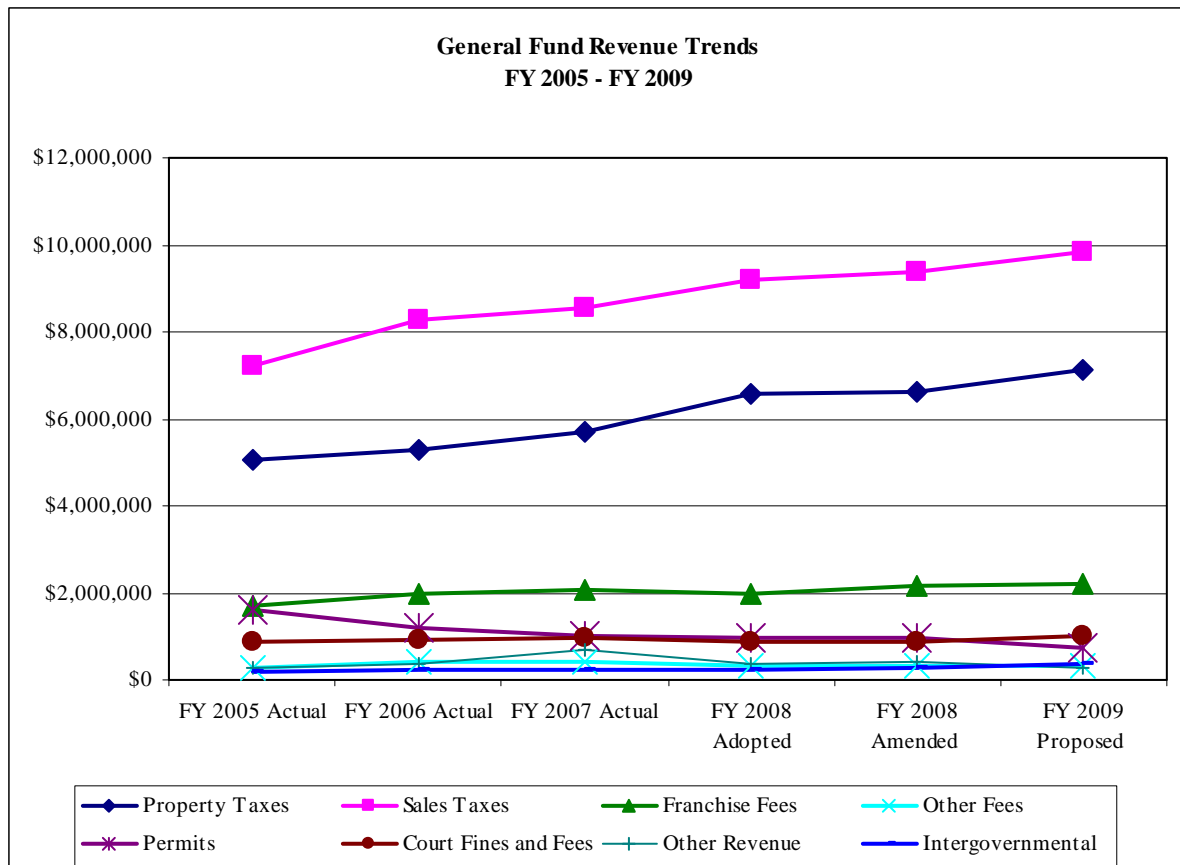
## The General Fund

As the primary operating fund of the City, the General Fund is used to account for resources associated with core government services. Property taxes, sales taxes and franchise fees are the primary revenue sources for the General Fund. In FY 2009, General Fund revenues and transfers are budgeted at \$22,652,900 and expenditures are budgeted at \$23,038,550 (including \$375,500 of reserve expenditures).

## General Fund Revenues

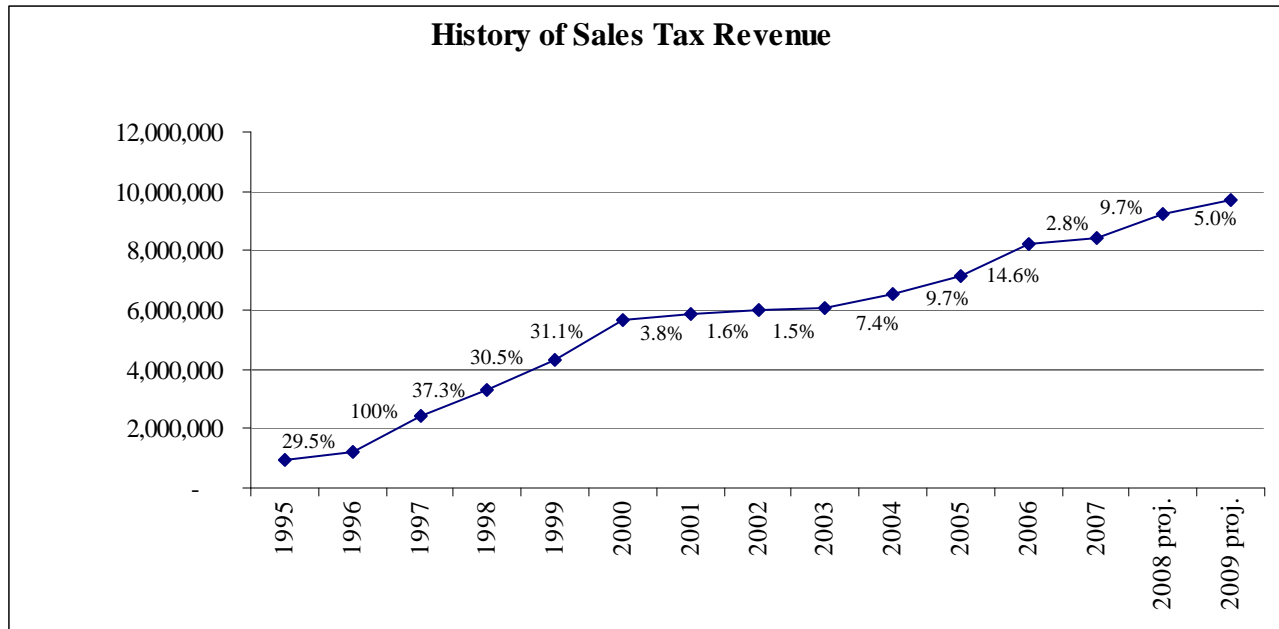
General Fund revenues can be classified into the categories shown in the table below. Recent trends in General Fund revenues are shown on the second chart below. Total revenue growth in FY 2009 is projected to be 7 percent above the original FY 2008 budget.

	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Adopted	FY 2008 Amended	FY 2009 Adopted
Property Taxes	\$5,057,703	\$5,277,568	\$5,720,256	\$6,558,450	\$6,615,600	\$7,120,350
Sales Taxes	7,232,908	8,286,316	8,534,183	9,173,000	9,373,000	9,850,900
Franchise Fees	1,715,242	1,981,016	2,046,674	1,990,000	2,149,900	2,215,000
Other Fees	268,125	426,995	417,049	331,500	306,500	307,500
Permits	1,613,966	1,200,939	1,009,884	949,400	960,400	756,750
Court Fines and Fees	852,851	921,416	957,064	876,000	881,000	1,003,000
Other Revenue	254,474	357,229	688,932	353,000	393,000	298,000
Intergovernmental	183,284	221,360	243,163	236,750	261,750	353,500
<b>Total Revenues</b>	<b>\$17,178,553</b>	<b>\$18,672,839</b>	<b>\$19,617,205</b>	<b>\$20,468,100</b>	<b>\$20,941,150</b>	<b>\$21,905,000</b>



## **Sales Taxes - \$9,850,900, 44.9 Percent of General Fund Revenues**

The City's portion of the total 8.25 cent sales tax rate is 2 cents. Six and one-quarter cents is retained by the state, the General Fund receives 1.5 cents, and one-half cent is allocated to economic development to foster diversification of the property tax base. General Fund sales tax revenue for FY 2009 is projected at \$9,715,900. This represents a 5 percent increase over estimates for FY 2008. Sales tax is the most volatile revenue in the General Fund thus funds should be budgeted conservatively each year. During FY 2009, the only significant business opening expected is Costco. We have projected small increases in existing business allowing for the conservative increase proposed.



\*The 1997 100% increase reflects the collection of the sales tax for property tax reduction and growth in the commercial sector.

## **Property Taxes - \$7,120,350, 32.5 Percent of General Fund Revenues**

The second largest revenue source for the General Fund is the Property Tax, also known as the Ad Valorem Tax. In FY 2009, this revenue represents 32.5 percent of General Fund revenues, up from 32 percent in the FY 2008 adopted budget. The total assessed value of taxable property in the City is estimated at \$2,972,551,814, and the General Fund's portion of the total property tax is calculated using a rate of 22.70 cents per \$100 of assessed value.

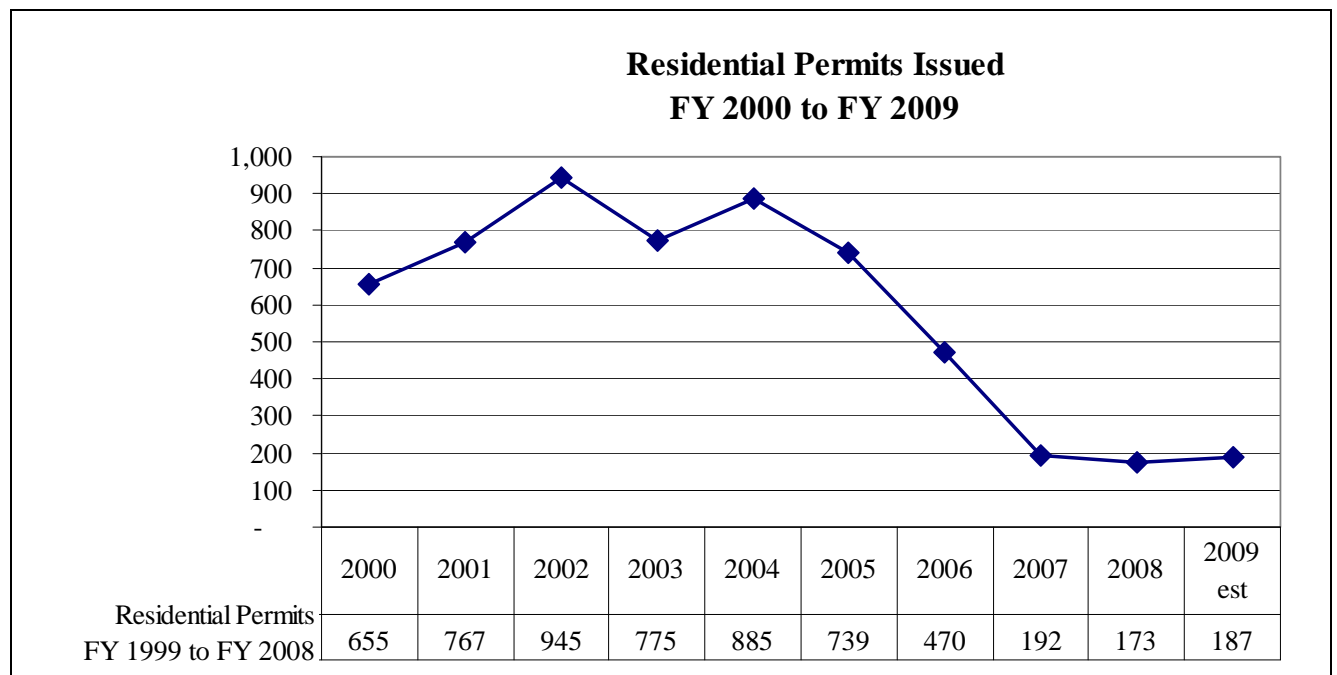
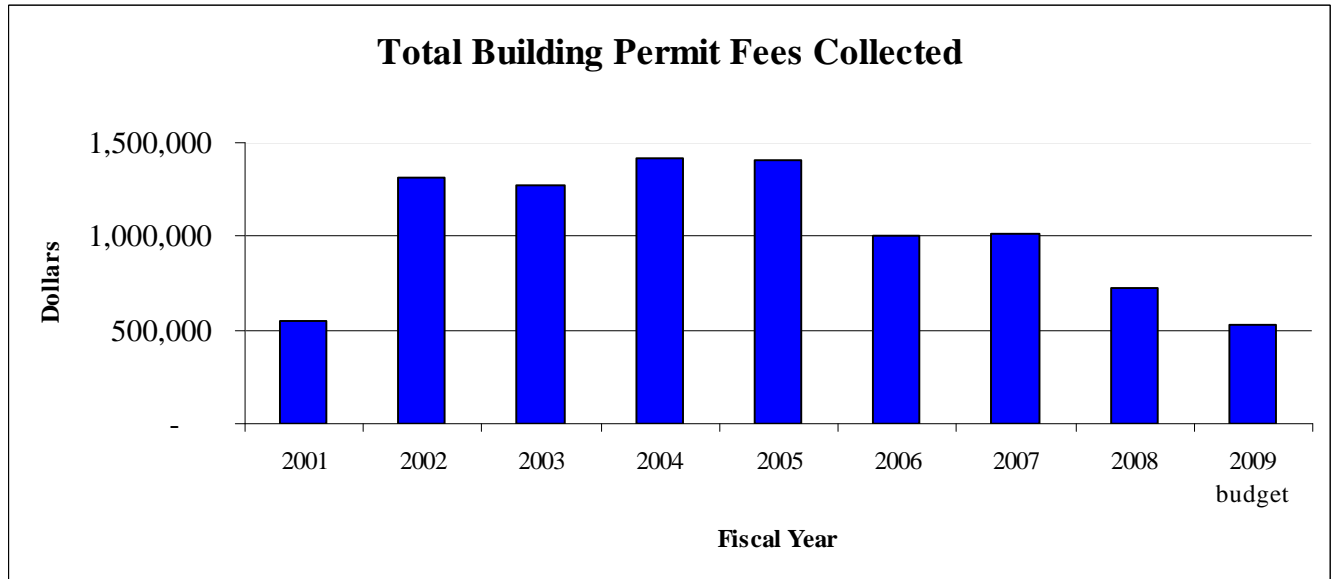
## **Franchise Fees - \$2,215,000, 10.11 Percent of General Fund Revenues**

Franchise Fees are paid by utilities for the use of City streets, alleys and property in providing utility service to citizens. These revenues represent 10.11 percent of General Fund revenues. The electric utility pays the most in franchise fees and is expected to pay \$1.35 million in FY 2009. Other Franchise Fees include the telephone, cable television, garbage collection, and gas utilities.



## Service Charges and Permits - \$1,064,250, 4.9 Percent of General Fund Revenues

Service charges are collected by the City for the use of facilities or services. These include pool and recreation fees, various inspections and reviews conducted by City personnel and various permit fees. In FY 2009, these revenues represent 4.9 percent of General Fund revenues, down from 6.3 percent in the FY 2008 budget. The continued reduction in these revenues is primarily associated with slowing construction resulting in fewer residential building permits issued and construction fees collected.



## Court Fines & Fees - \$1,003,000, 4.6 Percent of General Fund Revenues

These revenues are obtained primarily from fines assessed by the City's Municipal Court. In FY 2009, these revenues represent 4.6 percent of General Fund revenues, up slightly from the FY 2008 budget.

## Other Revenues – \$651,500, 3 Percent of General Fund Revenues

The other revenue sources for the General Fund include interest, monies received from other government agencies for grants or services provided and other general miscellaneous revenues. In FY 2009, these revenues represent 3 percent of General Fund revenues, the same as presented in the FY 2008 budget.

## Interfund Transfers – Net (\$668,250)

The General Fund receives transfers from, and transfers money to, other funds of the City. In FY 2009, the Water and Sewer Fund will pay the General Fund for indirect costs associated with work performed for that fund. Court Security fees will pay the General Fund for items purchased in FY 2007. The Recreational Development

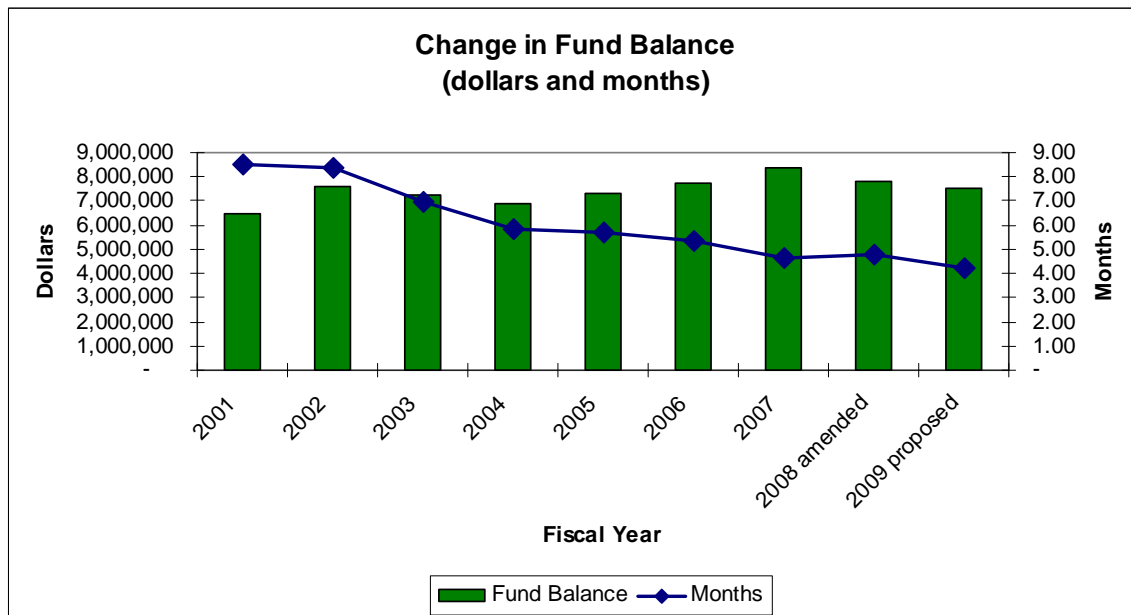
### **FY 2009 INTERFUND TRANSFERS**

Water and Sewer Fund Indirect Costs	\$ 589,600
Court Security and Technology Fees	47,000
Recreational Development Fund Loan Repayment	50,000
Seizures Awarded	61,300
Radio Fund	(125,000)
Airport Fund	(10,000)
Employee Benefits Fund	(1,160,000)
Technology Replacement Fund	(121,150)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (668,250)</b>

Fund will make its 5<sup>th</sup> payment to reimburse the General Fund for a \$500,000 loan taken in FY 2005. The General Fund will transfer funds to Radio, Airport, Employee Benefit and Technology Replacement Funds. These transfers are further explained within each fund. In total, FY 2009 transfers net \$729,550 in funding transferred to other funds within the City, as reflected in the accompanying table.

## Unallocated Reserve

The reserve constitutes the City's fund for emergencies and unanticipated expenses. The balance in this fund at the end of FY 2009 is estimated to be \$7,444,206 or 4 months and 7 days. This is within the allowed fund balance reserve stated in the Budgetary Financial Policies. In FY 2009, \$375,500 is budgeted to be spent from General Fund reserves for a number of consulting projects including, an ordinance review project, architectural planning for Police/Courts facility, PD-32 Consulting and an alley condition study. Additionally, another year of "Destination Boot Camp" for local business owners and a guardrail constructed on West Summer Lee Drive and funding for year 1 of the Main Street Program is included.



## General Fund Expenditures by Classification

As an organization focused on providing services, the General Fund's largest expense is for the salaries and benefits of full-time staff totaling 217.5 positions. Salaries and benefits comprise two-thirds of the City's expenditures. This percentage is representative of other area city's budgeted funds spent on personnel related items.

	Amount	Percent of Total
Salaries & Benefits	\$16,800,050	68.76%
Contractual, Supplies, Operational, Utilities	6,063,500	24.82%
Capital Outlay	1,569,500	6.42%
<b>Total FY 2009 Expenditures</b>	<b>\$24,433,050</b>	<b>100.00%</b>

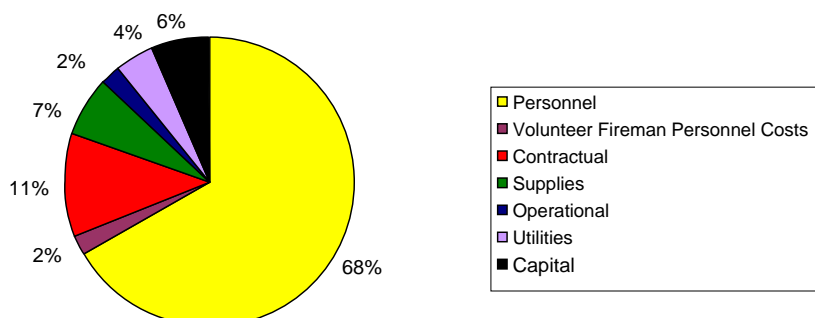


### Consolidated General Fund Expenditures

	Actual 06-07	Budgeted 06-07	Amended 07-08	Proposed 08-09	% Inc (Dec)*
<b>Personnel</b>					
Salaries	10,620,828	11,477,990	11,531,380	12,483,950	8.76%
Benefits	3,256,507	3,420,800	3,811,500	3,787,775	10.73%
Volunteer Fire	357,353	400,860	428,560	528,325	31.80%
<b>Total Personnel</b>	<b>14,234,688</b>	<b>15,299,650</b>	<b>15,771,440</b>	<b>16,800,050</b>	<b>9.81%</b>
<b>Contractual</b>	<b>2,312,032</b>	<b>2,513,800</b>	<b>2,655,300</b>	<b>2,779,000</b>	<b>10.55%</b>
Supplies	1,276,034	1,485,100	1,515,600	1,654,450	11.40%
Operational	482,736	591,150	604,650	451,200	-23.67%
Utilities	862,345	963,600	1,058,600	1,053,850	9.37%
Operating Transfers	313,150	92,100	92,100	125,000	35.72%
<b>Total Operating Exp (not including Personnel)</b>	<b>5,340,827</b>	<b>5,645,750</b>	<b>5,926,250</b>	<b>6,063,500</b>	<b>7.40%</b>
<b>Capital</b>					
Operating	8,700	52,500	50,000	43,850	-16.48%
Contractual	500,000	1,418,800	395,000	1,394,500	-1.71%
Technology	104,000	118,100	118,100	121,150	2.58%
Transfers	32,250	0	347,800	10,000	0%
<b>Total Capital (operating &amp; short term financing)</b>	<b>644,950</b>	<b>1,589,400</b>	<b>910,900</b>	<b>1,569,500</b>	<b>-1.25%</b>
<b>Total Expenditures</b>	<b>20,125,935</b>	<b>22,534,800</b>	<b>22,608,590</b>	<b>24,433,050</b>	<b>8.42%</b>

\* % calculated based on adopted budget

Proposed 08-09 Expenditures



### Methodology

This calculation compares the employee salaries and benefits including (FICA, TMRS, health insurance transfer, longevity, etc.) This is then compared to the total operating and capital budget. Previously this calculation included Fire Volunteer incentives in the Salary and Benefits total but did not include the capital items for which we issue contractual obligations. While short-term debt is issued, this is still operating type capital items, which could be included in an O&M budget in any given year.

## General Fund Staffing

The City budgeted a total of 217.5 positions, which staff the divisions as shown in the following table.

Division	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Adopted	Changes from FY 2008 to FY 2009
Administration	5.0	5.0	6.0	6.0	6.0	
Administrative Services	5.0	5.0	5.0	5.0	5.0	
Internal Operations	11.0	11.0	11.0	11.0	11.0	
Finance	7.5	8.0	8.0	8.0	8.0	
Municipal Court	4.0	4.0	4.0	4.0	4.0	
Fire Operations	5.0	5.0	6.0	6.0	13.0	7.0
Fire Marshal	4.0	4.0	4.0	4.0	4.0	
Police – Admin	7.0	8.0	6.0	6.0	6.0	
Dispatch	9.0	10.0	10.0	11.0	12.0	1.0
Patrol	38.0	43.0	46.0	48.0	49.0	1.0
Criminal Investigations	10.0	10.0	8.0	8.0	9.0	1.0
Community Services	6.0	6.0	6.0	6.0	6.0	
Warrants	2.0	3.0	3.0	3.0	3.0	
Records	0.0	0.0	5.0	5.0	5.0	
Planning	4.0	5.0	6.0	6.0	7.0	1.0
Code Enforcement	5.5	5.5	6.5	6.5	6.5	
Building Inspections	10.0	11.0	10.0	9.0	8.0	-1.0
Animal Services	6.0	7.0	7.0	8.0	8.0	
Park Maintenance*	15.0	16.0	18.0	18.0	18.0	
Harbor O&M	0.0	0.0	1.0	1.0	2.0	1.0
Recreation*	5.0	5.0	6.5	5.5	6.0	0.5
Street Maintenance	11.0	11.0	11.0	11.0	11.0	
Engineering	10.0	12.0	12.0	12.0	10.0	-2.0
<b>TOTAL GENERAL FUND</b>	<b>180.0</b>	<b>194.5</b>	<b>206.0</b>	<b>208.0</b>	<b>217.5</b>	<b>9.5</b>

\* The Parks and Recreation divisions have multiple seasonal positions, however budget a flat dollar amount each year rather than a number of employees.

Included in the FY 2009 adopted budget are: 4.5 new positions fully funded, 8 partially funded new positions, 1 position transferred in from the Special Crimes Fund, 2 positions transferred to the Water/Sewer Fund and 1 position eliminated. Positions funded partial year would add an additional \$255,651 to fund full year as illustrated below.

		Budgeted	Full Year	Difference
<b>Funded 1/1/09</b>				
Communications	Dispatcher	\$32,513	\$43,352	\$10,839
<b>Funded 4/1/09</b>				
Fire	3 Captains	122,711	245,423	122,712
Fire	4 Driver/Operators	122,099	244,199	122,100
		<b>\$277,323</b>	<b>\$532,974</b>	<b>\$255,651</b>

## General Fund Expenditures

The following pages summarize departmental expenditures and tax impact of changes in funding. Additional details regarding new programs and service changes are included in each department's budget presented in the FY 2009 Annual Operating Budget.

The chart below indicates the tax bill for the average home value in the City of Rockwall as compared to the actual cost of service.

### Property Tax Estimator

2008 Average Home Value (estimated) \$196,556

Estimated tax (before exemptions)\* \$988.87

	Citizen Contribution		What it Costs	Total Expenditure
Debt Service	27.61	\$542.69	\$542.69	\$8,499,200
Police	7.81	153.53	495.21	7,798,050
General Government	3.29	64.61	208.41	3,281,850
Parks/Recreation	2.84	55.77	179.88	2,832,600
Streets	1.71	33.69	108.67	1,711,250
Fire Operations	1.99	39.17	126.34	1,989,400
Finance/Court	1.54	30.26	97.59	1,536,750
Code/Inspections	1.24	24.36	78.58	1,237,350
Engineering	1.05	20.66	66.64	1,049,450
Planning	0.70	13.77	44.41	699,350
Animal Services	0.53	10.38	33.47	527,000
	<b>50.31</b>	<b>\$988.87</b>	<b>\$1,981.89</b>	<b>\$31,162,250</b>

\* This tax amount is calculated from the full value of the home before exemptions (homestead, over 65, etc.). Actual tax may be less.

## Water and Wastewater Fund

The Water and Wastewater Fund is classified as an Enterprise Fund. Its purpose is to account for water and wastewater services provided to the City's retail and wholesale customers. All activities associated with providing such services are accounted for in this fund, including administration, operations, maintenance, debt service, capital improvements, billing and collection. The City's intent is that all costs of providing the services to the general public on a continuing basis are financed through user charges in a manner similar to a private business enterprise.

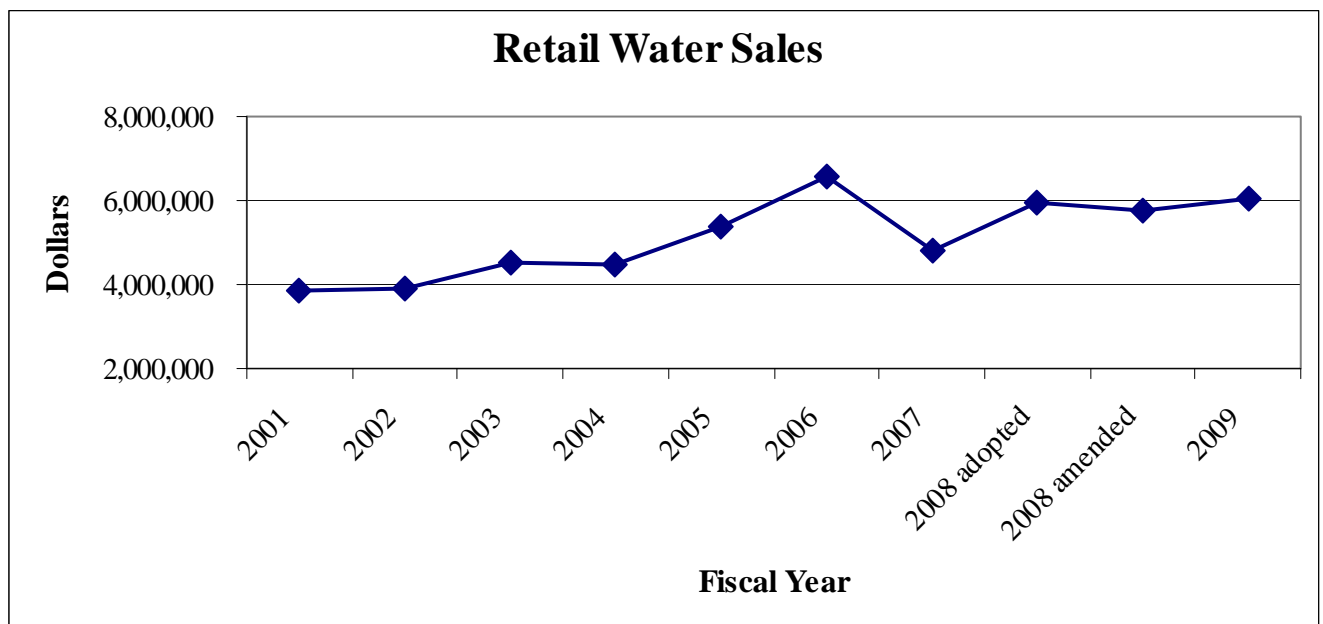
### Summary of Revenues

Water and Wastewater revenues can be classified into the categories shown in the table below. Total revenue growth in FY 2009 is projected to be 11.2 percent above the original FY 2008 budget.

	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Adopted	FY 2008 Amended	FY 2009 Adopted
Utility Sales	\$7,614,489	\$9,173,250	\$7,401,510	\$8,749,300	\$8,312,300	\$8,710,600
Contract Sales	1,592,156	1,699,058	1,239,762	1,635,000	1,510,000	1,560,000
Other Receipts/Fees	268,518	173,107	85,825	87,000	95,500	87,000
Non-Operating Revenue	351,789	1,875,643	2,342,380	510,000	1,963,300	1,861,100
<b>Total Revenues</b>	<b>\$9,826,952</b>	<b>\$12,921,058</b>	<b>\$11,069,477</b>	<b>\$10,981,300</b>	<b>\$11,881,100</b>	<b>\$12,218,700</b>

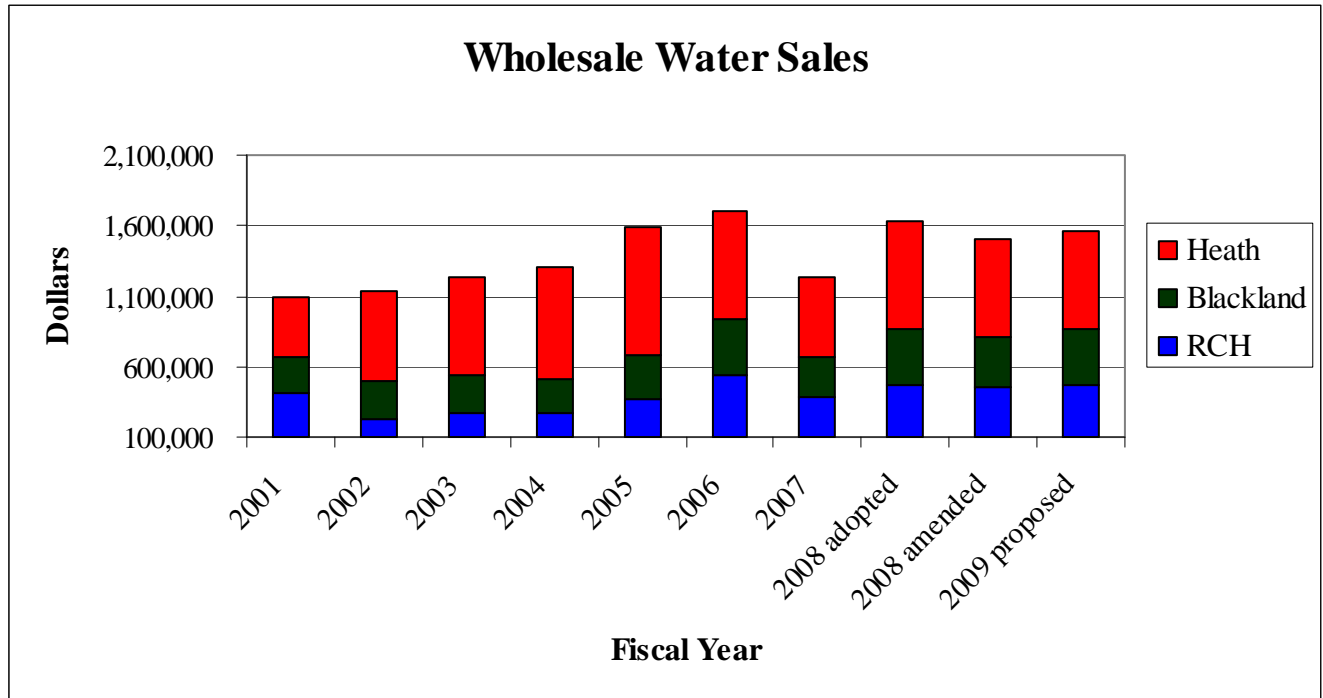
### Retail Utility Sales - \$8,710,600, 71.3 Percent of Revenues

Included in these revenues are retail water sales, sewer and pretreatment charges, hazardous waste fees and penalties. The largest revenue source for this fund is retail water sales. The graph below illustrates the increasing trend in water sales followed by a significant decrease in a wet year. Sales are budgeted a level amount next year as it is impossible to know if we will have a wet or dry year.



## Wholesale Water Sales - \$1,560,000, 12.8 Percent of Revenues

The City provides water at a wholesale price to RCH Water Supply, Blackland Water Supply, and City of Heath. These revenues represent 12.8 percent of Water/Wastewater Fund revenues, down from 14.9 percent in the FY 2008 budget.



## Non-Operating Revenues – \$1,948,100, 15.9 Percent of Revenues

Other revenue sources for the Water and Wastewater Fund include tap fees, meter rental fees, interest and other miscellaneous revenues. In FY 2009, these revenues represent 15.2 percent of total revenues, up from 5.4 percent in the FY 2008 budget. Primarily, the large increase is due to recognizing impact fees utilized for debt service.

## Interfund Transfers – (\$1,228,300)

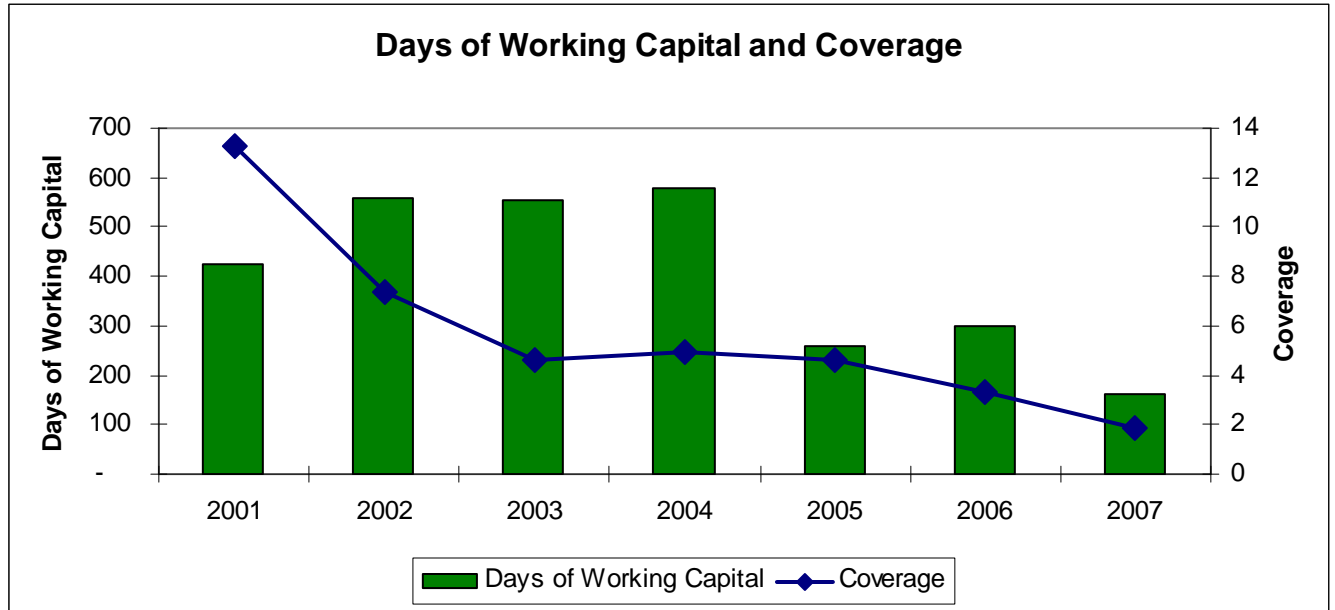
The Water and Wastewater Fund transfers money to other funds of the City. In FY 2009 this fund will pay the General Fund for indirect costs associated with work performed for the Water and Wastewater Fund. Transfers

<b>FY 2009 INTERFUND TRANSFERS</b>	
Recycling Fund	\$ 34,000
General Fund	(589,600)
Worker's Compensation Fund	(30,000)
Employee Benefits Fund	(635,500)
Technology Replacement Fund	(7,200)
<b>TOTAL INTERFUND TRANSFERS</b>	<b>\$ (1,228,300)</b>

to the Internal Service Funds and Technology Replacement Fund will pay for items expensed in those funds. A transfer from the Recycling Fund will fund 50% of the proposed Conservation Coordinator's salary and benefits. FY 2009 transfers total \$1,228,300 transferred to other funds within the City, as reflected in the accompanying table. These transfers are further explained within each fund.

## Reserve Fund Balance

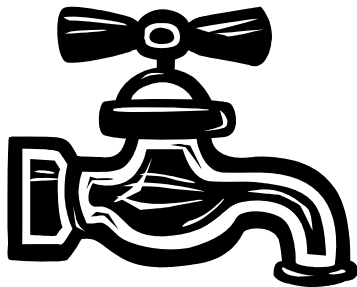
The City must issue debt to finance major projects of both the water and wastewater utilities. The City covenants to the bond buyers that we will maintain our rate structure in order to provide sufficient revenues to the utilities. The city must annually maintain “working capital” (current assets minus current liabilities) of at least 60 days. This is similar to the days of fund balance calculation in the General Fund. In addition, available revenues (revenues after operating expenditures are subtracted) must be at least 1.25 times the debt service requirements for the year. The City has an independent rate study conducted periodically to ensure that our rates are sufficient to meet these tests.



## Water and Wastewater Expenses by Classification

The largest expenses in this fund are for the purchase of water and for sewer treatment. These two items account for 31.2 percent of this fund’s budget. Additionally, 8.6 percent of the FY 2009 budget is allocated to system acquisition. Water is purchased from North Texas Municipal Water District under our member city “take or pay” contract. Annually the City allocates funds to be able to purchase the “right to serve” areas annexed into the city and served by one of the water supply corporations.

The district manages our Squabble Creek and Buffalo Creek Wastewater Treatment Plants by contract. They also financed the interceptor line which carries wastewater to the South Mesquite Treatment Plant and for which we pay both debt service and treatment costs.

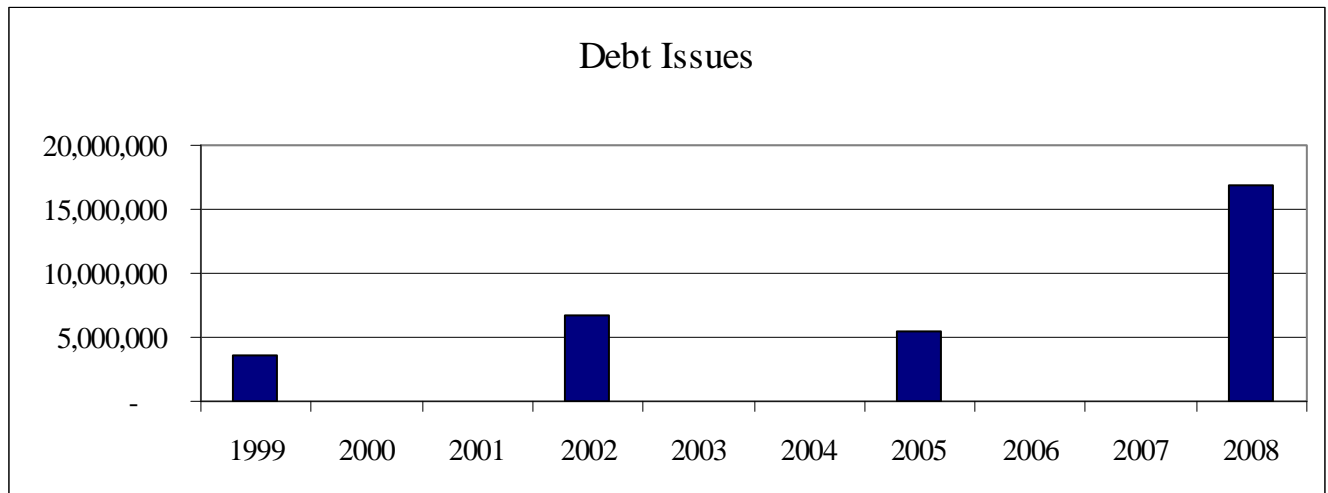


	Amount	Percent of Total
Salaries & Benefits	\$3,281,300	18.76%
Contractual, Supplies, Operational, Utilities	8,610,200	49.22%
Capital Outlay	1,683,300	9.62%
Debt Service	3,916,850	22.40%
<b>Total FY 2009 Expenditures</b>	<b>\$17,491,650</b>	<b>100.00%</b>



## Debt Service

The City issues revenue bonds, backed by the revenues of the utilities for major capital projects such as a new water tower or sewer main project. Revenue bonds have been sold as project funding is anticipated.



## Utility Staffing

The City has budgeted a total of 38 positions in this fund, which staff the divisions as shown in the following table.

Division	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Proposed	Changes from FY 2008 to FY 2009
Utility Billing	8.0	8.0	8.0	8.0	8.0	
Water Operations	10.0	11.0	12.0	14.0	17.0	3.0
Wastewater Operations	8.0	10.0	11.0	12.0	13.0	1.0
<b>TOTAL WATER &amp; WASTEWATER FUND</b>	<b>26.0</b>	<b>29.0</b>	<b>31.0</b>	<b>34.0</b>	<b>38.0</b>	<b>4.0</b>

Included in the FY 2009 budget are 2 new positions, 1 each in Water and Wastewater Operations along with 2 positions being transferred from the General Fund.

## **Special Revenue Funds**

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Cemetery Fund** – established to account for the annual income from the sale of plots and cemetery maintenance costs.

**Police Investigation Fund** – established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** – established to account for the annual lease income from marinas and golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** – established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvements Fund** – established to account for the proceeds of street improvement assessments.

**Hotel Motel Tax Fund** – established to account for the annual income from hotel motel taxes.

**Fire Equipment Fund** – established to account for funds to be used for the purchase of fire equipment for the volunteer fire department.

**Aviation Fund** – established to account for funds received from airport operations and related expenses.

**Recycling Fund** – established to account for funds to be used for the City's recycling program.

**Special Crimes Fund** – established to account for revenues and expenditures related to a county-wide task force.

## **Internal Service Funds**

**Employee Benefits Fund** – established to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

**Worker's Compensation Fund** – established to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided from proceeds from certificates of obligation and operating transfers from other funds.

# **DEBT SERVICE**

General Debt Service Fund - to account for the accumulation and distribution of resources for the payment of general long-term principal and interest, including general obligation bonds, certificates of obligation, and contractual obligations.

## SUMMARY OF OPERATIONS

**Fund**

04 Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	6,128,222	7,697,200	7,764,200	8,639,200
Total Expenditures	6,533,633	8,178,450	8,178,450	8,677,000
Excess Revenues Over (Under) Expenditures	(405,412)	(481,250)	(414,250)	(37,800)
Net Other Financing Sources (Uses)	-	-	(250,200)	-
Net Gain (Loss)	(405,412)	(481,250)	(664,450)	(37,800)
Fund Balance - Beginning	1,461,294	884,394	1,055,882	391,432
Fund Balance - Ending	1,055,882	403,144	391,432	353,632

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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04 Debt Service
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Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	152,883	90,000	90,000	65,000
4100	Current Taxes	5,839,868	7,532,200	7,532,200	8,499,200
4105	Delinquent Taxes	79,293	40,000	75,000	40,000
4110	Penalty & Interest	56,177	35,000	67,000	35,000
<b>Total Revenues</b>		<b>6,128,222</b>	<b>7,697,200</b>	<b>7,764,200</b>	<b>8,639,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

04 Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
<b>Total Other Financing Sources</b>	-	-	-	-
Other Financing Uses				
To Harbor Debt Service	-	-	250,200	-
<b>Total Other Financing Uses</b>	-	-	250,200	-
<b>Net Other Financing Sources (Uses)</b>	-	-	(250,200)	-

## SUMMARY OF EXPENDITURES

**Fund**

04 Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	6,533,633	8,178,450	8,178,450	8,677,000
<b>Total Expenditures</b>	<b>6,533,633</b>	<b>8,178,450</b>	<b>8,178,450</b>	<b>8,677,000</b>

## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	09 Long Term Debt

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	6,533,633	8,178,450	8,178,450	8,677,000
<b>Total</b>	<b>6,533,633</b>	<b>8,178,450</b>	<b>8,178,450</b>	<b>8,677,000</b>



## LONG TERM DEBT

<b>Fund</b>	<b>Department</b>	<b>Division</b>
04 Debt Service	90 Finance	09 Long Term Debt

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
208	E.S. Corp Contract	89,933	90,200	90,200	22,700
750	Admin. Fees	6,484	10,200	10,200	11,400
752	Bonds - Principal	1,911,505	2,639,900	2,639,900	2,716,550
754	Bonds - Interest	2,646,554	3,656,950	3,656,950	3,954,950
762	Contractual Oblig.-Prin.	35,000	145,900	145,900	35,000
764	Contractual Oblig.-Int.	14,540	45,500	45,500	11,500
768	Certificates - Principal	1,560,000	1,385,000	1,385,000	1,690,000
770	Certificates - Interest	269,618	204,800	204,800	234,900
<b>Total Debt Service</b>		<b>6,533,633</b>	<b>8,178,450</b>	<b>8,178,450</b>	<b>8,677,000</b>

# **DEBT SERVICE**

Harbor Debt Service Fund - to account for the accumulation and distribution of resources for the payment of principal and interest, including Certificates of Obligation issued for completion of Harbor Project Public Improvements.

Revenues are property tax increases generated in the TIF Zone by City and County as well as other available revenues in the Zone.

## SUMMARY OF OPERATIONS

**Fund**

05 Harbor Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	289,744	905,700	650,500	894,000
Total Expenditures	896,744	901,950	900,750	894,000
Excess Revenues Over (Under) Expenditures	(607,000)	3,750	(250,250)	-
Net Other Financing Sources (Uses)	634,438	-	250,200	-
Net Gain (Loss)	27,438	3,750	(50)	-
Fund Balance - Beginning	-	-	27,438	27,388
Fund Balance - Ending	27,438	3,750	27,388	27,388

<b>SUMMARY OF REVENUES</b>
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<b>Fund</b>
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05 Harbor Debt Service
------------------------

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	-	5,000	-	-
4100	Current Taxes	125,400	425,500	425,500	560,400
4150	Sales Taxes	164,344	475,200	225,000	333,600
<b>Total Revenues</b>		<b>289,744</b>	<b>905,700</b>	<b>650,500</b>	<b>894,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

05 Harbor Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In:				
From EDC - Debt	896,744	-	-	-
From Debt Service Fund	-	-	250,200	-
<b>Total Other Financing Sources</b>	896,744	-	250,200	-
Other Financing Uses				
To EDC - Sales Tax	262,306	-	-	-
<b>Total Other Financing Uses</b>	262,306	-	-	-
<b>Net Other Financing Sources (Uses)</b>	634,438	-	250,200	-

\* Transfer in from Rockwall Economic Development Corporation was as contractually agreed for the second year's debt service payments in excess of available revenues.

## SUMMARY OF EXPENDITURES

**Fund**

05 Harbor Debt Service

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	896,744	901,950	900,750	894,000
<b>Total Expenditures</b>	<b>896,744</b>	<b>901,950</b>	<b>900,750</b>	<b>894,000</b>

## DIVISION SUMMARY

**Fund**

05 Harbor Debt Service

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	896,744	901,950	900,750	894,000
<b>Total</b>	<b>896,744</b>	<b>901,950</b>	<b>900,750</b>	<b>894,000</b>

## LONG TERM DEBT

**Fund**

05 Harbor Debt Service

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
750	Bond Admin. Fees	-	1,200	-	-
768	Certificates - Principal	220,000	235,000	235,000	240,000
770	Certificates - Interest	676,744	665,750	665,750	654,000
<b>Total Debt Service</b>		<b>896,744</b>	<b>901,950</b>	<b>900,750</b>	<b>894,000</b>



# GENERAL FUND

General Fund - to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

## SUMMARY OF OPERATIONS

**Fund**

01 General

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	19,617,204	20,468,100	20,941,150	21,905,000
Total Operating Expenditures	17,983,050	19,817,300	20,105,540	21,246,900
Capital Reserve Expenditures	210,950	86,000	125,800	375,500
Excess Revenues Over (Under) Expenditures	1,423,204	564,800	709,810	282,600
Net Other Financing Sources (Uses)	(805,300)	(555,100)	(1,216,650)	(668,250)
Net Gain (Loss)	617,904	9,700	(506,840)	(385,650)
Fund Balance - Beginning	7,718,792	7,736,042	8,336,696	7,829,856
Fund Balance - Ending	8,336,696	7,745,742	7,829,856	7,444,206

## SUMMARY OF REVENUES

**Fund**

01 General

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4100	Current Taxes	5,560,173	6,443,450	6,483,600	6,988,350
4105	Delinquent Taxes	101,199	65,000	74,000	74,000
4110	Penalty & Interest	58,884	50,000	58,000	58,000
<b>Total Property Taxes</b>		<b>5,720,256</b>	<b>6,558,450</b>	<b>6,615,600</b>	<b>7,120,350</b>
4150	Sales Taxes	8,432,128	9,068,000	9,253,000	9,715,900
4155	Beverage Taxes	102,055	105,000	120,000	135,000
<b>Total Sales Taxes</b>		<b>8,534,183</b>	<b>9,173,000</b>	<b>9,373,000</b>	<b>9,850,900</b>
4201	Electrical Franchise	1,283,670	1,225,000	1,318,100	1,350,000
4203	Telephone Franchise	169,653	175,000	175,000	175,000
4205	Gas Franchise	294,139	275,000	341,800	375,000
4207	Cable TV Franchise	136,882	135,000	135,000	135,000
4209	Garbage Franchise	162,330	180,000	180,000	180,000
<b>Total Franchise</b>		<b>2,046,674</b>	<b>1,990,000</b>	<b>2,149,900</b>	<b>2,215,000</b>
4250	Park & Recreation Fees	16,818	14,000	22,000	24,000
4251	Municipal Pool Fees	9,581	10,000	10,000	11,000
4253	Center Rentals	16,602	17,000	24,000	21,000
4255	Harbor Rentals	7,031	10,000	10,000	10,000
4260	Tax Certificate Fees	545	500	500	500
4270	Code Enforcement Fees	161	2,000	2,000	1,000
4280	Planning & Zoning Fees	61,228	50,000	35,000	50,000
4283	Construction Fees	274,578	210,000	175,000	175,000
4295	Fire - Plans	30,505	18,000	28,000	15,000
<b>Total Fees</b>		<b>417,049</b>	<b>331,500</b>	<b>306,500</b>	<b>307,500</b>

## Summary of Revenues, Cont'd.

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4300	Building Permits	815,305	725,000	725,000	525,000
4302	Fence Permits	15,905	20,000	20,000	20,000
4304	Electrical Permits	21,356	22,000	22,000	22,000
4306	Plumbing Permits	44,509	45,000	45,000	45,000
4308	Mechanical Permits	18,895	16,000	16,000	16,000
4310	Daycare Center Permits	2,660	6,600	2,000	2,000
4312	Health Permits	38,167	67,800	72,400	75,500
4314	Sign Permits	21,570	22,000	24,000	22,000
4288	Beverage Permits	-	-	6,000	1,250
4320	Miscellaneous Permits	31,516	25,000	28,000	28,000
Total Permits		1,009,884	949,400	960,400	756,750
4400	Court Fines	475,165	430,000	430,000	470,000
4402	Court Fees	144,418	123,000	123,000	145,000
4404	Warrant Fees	55,479	58,000	58,000	58,000
4406	Court Deferral Fees	235,273	225,000	225,000	235,000
4408	Animal Control Fees	46,728	40,000	45,000	50,000
	Alarm Fees and Fines	-	-	-	45,000
Total Municipal Court		957,064	876,000	881,000	1,003,000
4001	Interest Earnings	460,777	275,000	250,000	210,000
4007	Sale of Supplies	3,066	3,000	3,000	3,000
4019	Other	225,090	75,000	140,000	75,000
4050	Donation-Allied	-	-	-	10,000
Total Miscellaneous		688,932	353,000	393,000	298,000
4500	Grant Proceeds	268	-	-	-
4510	School Patrol	109,152	121,600	121,600	177,000
4520	County Contracts	46,472	24,000	49,000	24,000
4530	City Contracts	87,271	91,150	91,150	152,500
Total Intergovernmental		243,163	236,750	261,750	353,500
Total Revenues		19,617,204	20,468,100	20,941,150	21,905,000

## SUMMARY OF OPERATING TRANSFERS

**Fund**

01 General

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	515,000	538,100	538,100	589,600
From Recreational Development	50,000	50,000	50,000	50,000
From Court Security/Tech Fees	52,000	45,000	45,000	47,000
From Police Seizures Awarded	-	-	-	61,300
From Siren Fund	-	24,500	24,500	-
<b>Total Other Financing Sources</b>	<b>617,000</b>	<b>657,600</b>	<b>657,600</b>	<b>747,900</b>
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	29,000	-	-	10,000
To Police Inv Fund	27,000	-	-	-
To Downtown Fund	-	-	-	-
To Radio Fund	3,000	92,100	92,100	125,000
To Fire Equipment Fund	5,250	-	-	-
To Special Crimes Unit	246,400	-	-	-
To Employee Benefit Fund (Ins.)	982,650	1,002,500	1,316,250	1,160,000
To Capital Projects Fund	25,000	-	347,800	-
To Bond Projects	-	-	-	-
To Tech. Replacement Fund	104,000	118,100	118,100	121,150
<b>Total Other Financing Uses</b>	<b>1,422,300</b>	<b>1,212,700</b>	<b>1,874,250</b>	<b>1,416,150</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(805,300)</b>	<b>(555,100)</b>	<b>(1,216,650)</b>	<b>(668,250)</b>

## SUMMARY OF EXPENDITURES

**Fund**

01 General

Dept.	Div.		Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
10	01	Mayor/Council	111,555	116,300	116,300	122,700
10	05	Administration	1,303,744	1,472,800	1,451,300	1,524,550
10	06	Administrative Services	528,243	510,150	519,900	490,700
10	09	Internal Operations	918,212	1,068,050	1,078,300	1,059,200
15	11	Finance	895,022	953,350	958,300	1,027,400
15	15	Municipal Court	300,187	313,350	310,750	325,200
20	25	Fire Operations	1,033,930	1,092,900	1,165,790	1,495,650
20	29	Fire Marshal	300,614	374,600	349,500	404,550
30	31	Police Administration	660,767	797,200	796,100	758,850
30	32	Communications	659,460	718,650	717,800	801,600
30	33	Patrol	3,350,117	3,522,150	3,645,450	4,057,700
30	34	CID	483,252	550,900	560,400	657,850
30	35	Community Services	417,854	495,850	489,800	515,050
30	36	Warrants	202,297	207,600	209,800	217,600
30	37	Records	321,477	286,100	287,000	296,000
40	41	Planning	464,432	547,050	580,950	759,050
40	42	Code Enforcement	426,218	553,900	567,900	554,000
40	43	Building Inspections	711,643	702,700	677,450	634,850
40	44	Animal Services	402,579	455,750	449,000	505,500
45	45	Parks	1,276,670	1,436,450	1,442,150	1,476,250
45	46	Harbor O&M	351,058	351,850	358,700	398,250
45	47	Recreation	729,485	741,700	804,750	816,400
45	49	Streets	1,304,279	1,528,050	1,628,350	1,726,550
50	53	Engineering	1,040,905	1,105,900	1,065,600	996,950
			18,194,000	19,903,300	20,231,340	21,622,400
Less Capital Reserve			210,950	86,000	125,800	375,500
<b>Total Operating Expenditures</b>			<b>17,983,050</b>	<b>19,817,300</b>	<b>20,105,540</b>	<b>21,246,900</b>

Reserve Expenditures - Fiscal Year 2008

15,800	Destination Boot Camp
18,000	Parking lot expansion
22,000	Voicemail System
30,000	PD-32 Consulting
30,000	Street Planning
<u>10,000</u>	Jason Castro Event
125,800	

15,800	Destination Boot Camp
50,000	Ordinance Review
100,000	PD-32 Consulting
91,200	Main Street Program
25,000	LRE Demolitions
20,500	Animal Shelter security cameras
<u>73,000</u>	Summer Lee Guardrail

375,500

## DIVISION SUMMARY

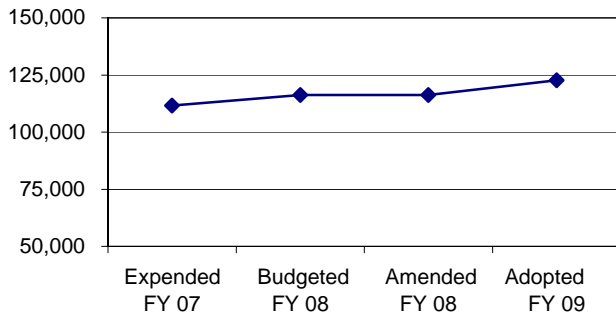
<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	10 General Government	01 Mayor/Council

### Expenditure Summary

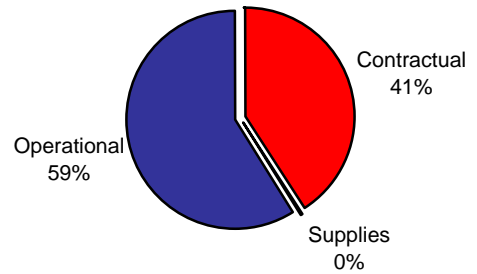
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	49,550	52,000	52,000	50,000
Supplies	532	600	600	400
Operational	61,473	63,700	63,700	72,300
<b>Total</b>	<b>111,555</b>	<b>116,300</b>	<b>116,300</b>	<b>122,700</b>

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0221 INSURANCE-PUBLIC OFFICIAL	49,550	52,000	52,000	50,000
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<b>Contractual TOTAL . . . . .:</b>	<b>49,550</b>	<b>52,000</b>	<b>52,000</b>	<b>50,000</b>
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**30 Supplies**

0310 PRINTING & BINDING	340	300	300	300
0347 GENERAL MAINT. SUPPLY	192	300	300	100

<b>Supplies TOTAL . . . . .:</b>	<b>532</b>	<b>600</b>	<b>600</b>	<b>400</b>
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**40 Operational**

0401 COUNCIL COMPENSATION	20,625	22,500	22,500	22,500
0402 YOUTH ADVISORY COUNCIL	1,107	2,000	2,000	2,000

**DOCUMENTS FOR ACCOUNT . . . . : 01-10-01-0402**

**YAC Program**

Staff proposes to increase the number of students who can participate in the program.

**CITY MANAGER'S COMMENTS:** Approved

**CITY COUNCIL COMMENTS:** Reduced by \$3,000

0404 ELECTION EXPENSES	6,250	4,000	9,300	9,300
0410 DUES & SUBSCRIPTIONS	8,269	8,500	9,500	10,000
0420 AWARDS	5,239	7,000	7,000	8,500
0428 OTHER	2,907	3,000	3,000	3,000
0430 TUITION & TRAINING	2,200	4,700	4,700	5,000
0436 TRAVEL	14,876	12,000	5,700	12,000

<b>Operational TOTAL . . . . .:</b>	<b>61,473</b>	<b>63,700</b>	<b>63,700</b>	<b>72,300</b>
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<b>MAYOR/COUNCIL TOTAL :</b>	<b>111,555</b>	<b>116,300</b>	<b>116,300</b>	<b>122,700</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

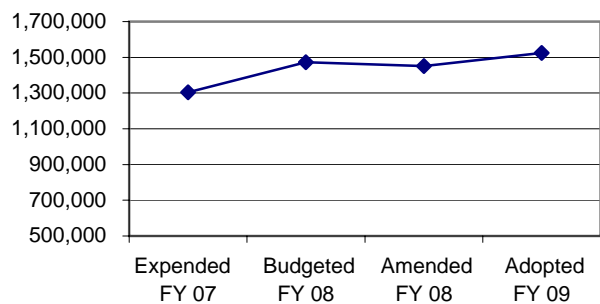
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	588,412	695,300	670,100	712,350
Contractual	642,368	695,800	699,500	734,900
Supplies	26,139	31,500	31,500	26,200
Operational	45,189	43,500	43,500	47,500
Utilities	1,636	3,600	3,600	3,600
Capital	-	3,100	3,100	-
<b>Total</b>	<b>1,303,744</b>	<b>1,472,800</b>	<b>1,451,300</b>	<b>1,524,550</b>

### Personnel Schedule

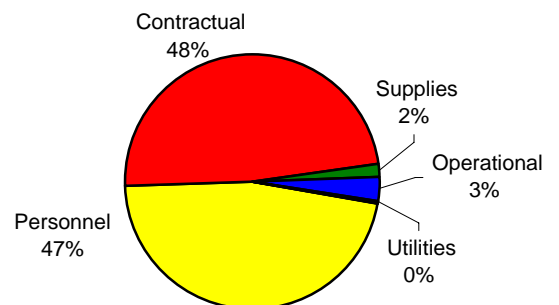
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
City Manager	-	1	1
Assistant City Manager	-	1	1
Internal Operations Manager	26	1	1
Assitant to the City Manager/ City Secretary	23	1	1
Management Analyst/Emergency Mgmt Coord	19	1	0
Management Analyst	19	1	1
Assistant to the City Secretary	15	0	1
Intern	-	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	266,653	298,000	304,000	316,300
0104	SALARIES & WAGES-CLERICAL	207,943	263,000	228,800	255,600

<b>Salaries &amp; Wages TOTAL . . . . . :</b>	<b>474,596</b>	<b>561,000</b>	<b>532,800</b>	<b>571,900</b>
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**15 Benefits**

0114	LONGEVITY PAY	4,005	4,300	4,400	4,350
0116	AUTO ALLOWANCE	14,500	18,600	18,600	18,600
0120	FICA & MEDICARE EXPENSE	38,002	44,800	47,700	46,800
0122	T.M.R.S. RETIREMENT EXP.	57,309	66,600	66,600	70,700

<b>Benefits TOTAL . . . . . :</b>	<b>113,816</b>	<b>134,300</b>	<b>137,300</b>	<b>140,450</b>
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**20 Contractual**

0207	APPRAISAL & COLLECTION	146,116	155,000	161,100	151,000
0208	E.S. CORP CONTRACT	160,749	192,050	192,050	203,450

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

**ES Corporation Allocations**

- \$660 Administrative Budget
- \$133,390 Ambulance Program
- \$65,784 Emergency Management Program
- \$3,601 Gun Range Operations

0211	LEGAL	148,225	150,000	150,000	200,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0211**

**Code of Ordinance Review**

Staff has consulted with Bickerstaff, Heath in Austin regarding a review of our Code of Ordinances. In addition, we need to have a codification update done. The approximate cost to perform the services is expected to be \$50,000.

**CITY MANAGER'S COMMENTS:** Approved as a General Fund Reserve Expenditure

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0213	CONSULTING FEES	101,538	110,500	110,500	94,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0213** **Consulting Items**

- 5,000 Appraisals
- 2,500 Environmental Studies
- 25,200 Public Relations Writing
- 2,000 Citizen Survey/Focus Groups
- 30,000 Process Audits/C3 projects
- 8,000 Annual Report Design
- 8,500 Cable Channel Updates Disapproved
- 4,350 Telicon Legislative Updates
- 1,850 Miscellaneous
- 15,800 Destination Boot Camp - Downtown Reserves
- 15,800 Destination Boot Camp - Harbor Reserves

Telicon is a service provider of "up to the minute" legislative action during the upcoming session. The service provides bill tracking, pager service, record votes, committee meeting agendas, committee public hearing agendas and other valuable information related to the Texas legislative session. Price allows up to four to access site.

**CITY MANAGER'S COMMENTS:** Approved with exception noted. Destination Boot Camps are approved as General Fund Reserve Expenditures.

**CITY COUNCIL COMMENTS:** Harbor Boot Camp is cut. Reduce reserve expenditure by \$15,800.

0231	SERVICE-MAINT. CONTRACTS	23,647	25,900	25,900	26,800
0233	ADVERTISING	2,652	4,000	4,000	4,000
0236	COMMUNITY SERVICES	51,090	48,500	48,500	47,500
0240	EQUIPMENT REPAIRS	0	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,951	6,950	6,950	6,950
0243	BUILDING LEASE	2,400	2,400	0	0

<b>Contractual TOTAL . . . . .:</b>	<b>642,368</b>	<b>695,800</b>	<b>699,500</b>	<b>734,900</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,075	3,500	3,500	1,850
0310	PRINTING & BINDING	22,791	27,500	27,500	23,850
0347	GENERAL MAINT. SUPPLY	273	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>26,139</b>	<b>31,500</b>	<b>31,500</b>	<b>26,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	05 Administration

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0254	RECORDING FEES	5,038	4,000	4,000	4,000
0410	DUES & SUBSCRIPTIONS	13,440	15,000	15,000	15,000
0428	OTHER	8,082	8,500	8,500	8,500
0430	TUITION & TRAINING	2,987	6,000	6,000	8,000
0436	TRAVEL	15,642	10,000	10,000	12,000

<b>Operational TOTAL . . . . .:</b>	<b>45,189</b>	<b>43,500</b>	<b>43,500</b>	<b>47,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,636	3,600	3,600	3,600
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<b>Utilities TOTAL . . . . .:</b>	<b>1,636</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
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**60 Capital**

0610	FURNITURE & FIXTURES	0	3,100	3,100	0
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<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>3,100</b>	<b>3,100</b>	<b>0</b>
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<b>Administration TOTAL . . .:</b>	<b>1,303,744</b>	<b>1,472,800</b>	<b>1,451,300</b>	<b>1,524,550</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

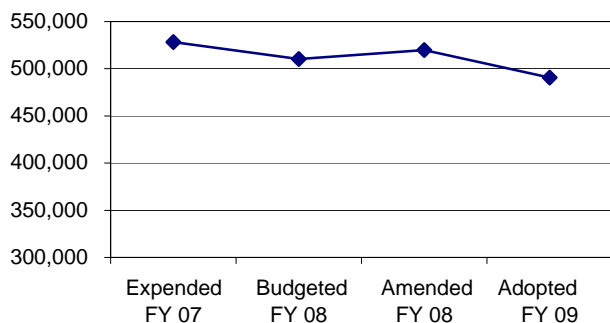
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	380,996	419,150	425,700	429,400
Contractual	92,292	2,500	8,500	5,000
Supplies	3,092	3,500	3,500	2,500
Operational	50,313	82,900	80,100	51,700
Utilities	1,550	2,100	2,100	2,100
Capital	-	-	-	-
<b>Total</b>	<b>528,243</b>	<b>510,150</b>	<b>519,900</b>	<b>490,700</b>

### Personnel Schedule

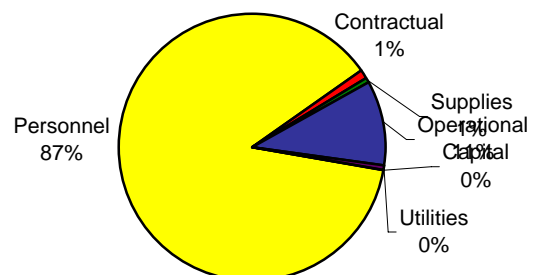
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Administrative Services Director	32	1	1
HR Supervisor	22	1	1
HR Specialist	14	2	2
Administrative Secretary	11	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	98,207	110,400	109,750	116,700
0104	SALARIES & WAGES-CLERICAL	177,241	191,700	191,100	200,700
0109	SALARIES & WAGES-OVERTIME	0	0	50	0
0112	INCENTIVE PAY	41,876	50,000	50,000	40,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>317,324</b>	<b>352,100</b>	<b>350,900</b>	<b>357,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	300	900	900	1,200
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0113**

**Certification Incentive**

Advanced Bi-lingual \$600, Advanced DOL-FMLA Certification \$600

**CITY MANAGER'S COMMENTS: Approved**

0114	LONGEVITY PAY	1,520	1,850	1,900	2,000
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	21,537	22,300	23,000	23,400
0122	T.M.R.S. RETIREMENT EXP.	34,885	36,400	37,400	39,800
0128	UNEMPLOYMENT INS.	2,430	2,000	8,000	2,000

<b>Benefits TOTAL . . . . .:</b>	<b>63,672</b>	<b>67,050</b>	<b>74,800</b>	<b>72,000</b>
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**20 Contractual**

0211	LEGAL	917	2,500	8,500	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0211**

**Employment Law Issues**

Current workers' compensation issues pending through to FY '08-'09. Legal consulting needed to address current and potential FLSA issues in public safety departments.

**CITY MANAGER'S COMMENTS: Approved**

0213	CONSULTING FEES	91,375	0	0	0
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<b>Contractual TOTAL . . . . .:</b>	<b>92,292</b>	<b>2,500</b>	<b>8,500</b>	<b>5,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,679	2,500	2,500	1,000
0310	PRINTING & BINDING	1,282	500	500	1,000

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0310**

**Training Materials**

When feasible, training material is produced in-house to minimize the cost incurred for city-wide training programs. This line item also includes the printing and binding of the City's Safety Manual, Employee Handbook, Employee Benefits information (SPD's and cost-sharing of letterhead/envelopes).

**CITY MANAGER'S COMMENTS: Approved**

0347	GENERAL MAINT. SUPPLY	131	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>3,092</b>	<b>3,500</b>	<b>3,500</b>	<b>2,500</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,676	2,000	2,000	2,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0410**

**Organization Dues**

Membership dues and subscriptions to human resources & employment law resource materials include: PEBA, SHRM, TML/TMHRA, IPMA, ICMA/TCMA, Waters Consulting, Thompson Publishing - accessible by all department staff. Also includes membership to TATOA (telecommunications association) providing regulatory resources and support.

**CITY MANAGER'S COMMENTS: Approved**

0415	RECRUITING EXPENSES	0	100	300	300
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0415**

**Recruitment Costs**

Includes minor incremental costs for miscellaneous background investigations, criminal searches, drug screening. Employee 90-day introductory welcome packages.

0420	AWARDS	4,312	5,500	5,500	5,500
0422	EMPLOYEE ACTIVITIES	13,767	14,000	11,000	14,000
0430	TUITION & TRAINING	1,738	5,500	5,500	5,500
0435	EMPLOYEE DEVELOPMENT	25,206	50,800	50,800	18,800

**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0435**

**Council Action**

**CITY COUNCIL COMMENTS: Reduced by \$32,000 - LEAD will not be funded.**

0436	TRAVEL	3,614	5,000	5,000	5,000
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<b>Operational TOTAL . . . . . :</b>	<b>50,313</b>	<b>82,900</b>	<b>80,100</b>	<b>51,700</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	06 Admin. Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,550	2,100	2,100	2,100
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<b>Utilities TOTAL . . . . .:</b>	<b>1,550</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-06-0612** **Workstation/scanner**

Needs for FY'08-'09 include a dedicated workstation, scanner and printer to accommodate the transition of all personnel records, confidential medical records, workers' compensation documents & files, and applicant tracking system to a paperless system allowing supervisors and directors ability to access their staffs' information through a password secured system. The cost of this workstation is minimal - \$2500.

**CITY MANAGER'S COMMENTS:** Approved, funded in the Technology Replacement Fund Transfer.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Administrative Services TOTAL :</b>	<b>528,243</b>	<b>510,150</b>	<b>519,900</b>	<b>490,700</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

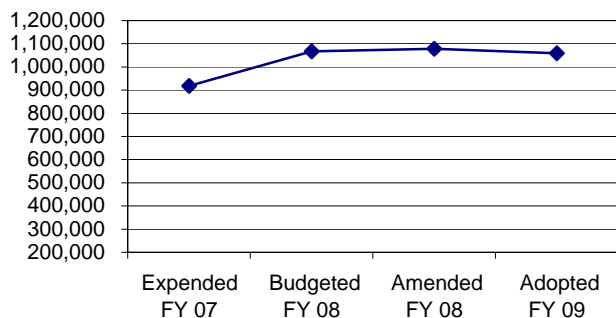
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	413,971	460,550	454,250	493,850
Contractual	156,984	176,700	176,200	171,100
Supplies	74,773	76,100	82,650	59,150
Operational	1,183	2,000	2,500	1,500
Utilities	271,301	328,200	338,200	333,600
Capital	-	24,500	24,500	-
<b>Total</b>	<b>918,212</b>	<b>1,068,050</b>	<b>1,078,300</b>	<b>1,059,200</b>

### Personnel Schedule

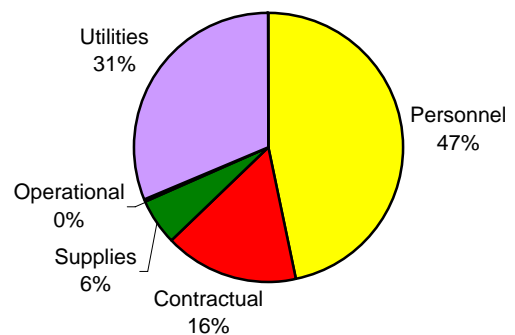
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Facilities Superintendent	22	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	8	3	3
Lead Custodian	8	2	2
Custodian	5	4	4

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	0	0	63,600
0104	SALARIES & WAGES-CLERICAL	41,117	44,000	44,000	46,600
0107	SALARIES & WAGES-LABOR	295,553	333,000	323,100	292,400

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

**New Custodian Position**

The City has over 80,000 square feet of space that it cleans on a daily basis with 6 custodians, which averages approximately 13,333 square feet per custodian. In addition to general cleaning, two of the six custodians on staff are also responsible for floor buffing and carpet extractions. Most recently, the City has constructed or will soon construct new facilities, adding additional square footage to the Internal Operations Department's responsibility for regular custodial services: New Animal Adoption Center (not including kennel area) - 3728 square feet of new space. FS #3 and #4 without apparatus bay, equipment room, etc. - 10,300 square feet of space. Total additional square footage: 16,626.

Proposed Grade 5 salary and benefits: 29,350.

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	5,599	6,000	7,800	6,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>342,269</b>	<b>383,000</b>	<b>374,900</b>	<b>408,600</b>
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**15 Benefits**

0114	LONGEVITY PAY	2,660	3,350	3,350	3,950
0120	FICA & MEDICARE EXPENSE	26,844	28,800	29,600	30,800
0122	T.M.R.S. RETIREMENT EXP.	42,198	45,400	46,400	50,500

<b>Benefits TOTAL . . . . .:</b>	<b>71,702</b>	<b>77,550</b>	<b>79,350</b>	<b>85,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	10 Administration	09 Internal Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213	CONSULTING FEES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0213** **Architectural Services**

Architectural Services for a New Police / Courts Bldg.

The need for a new Police and Courts Building has been discussed in recent months. The Police need 33,000 square feet by 2026. The space planning study identified a need for a Courts Building to allow for growth in the courts system. Courts needs an estimated 9,129 square feet. Combined we would need 42,129 square feet on approximately 7 acres.

The current PD / Courts Building is 10,000 square feet.

In order to have the most realistic construction cost estimates for city facilities to go to voters in a bond election, it is proposed that the City approach future construction projects by funding architectural and construction management services for pre-design and cost estimation.

Staff proposes to complete the following pre-planning activities:

- \$9,000 Preliminary site planning
- 10,000 Soils testing
- 1,000 Cost estimate preparation
- 30,000 Conceptual floor plan layouts
- 20,000 Building Elevations
- \$70,000 Total

**CITY MANAGER'S COMMENTS:** Approved as a General Fund Reserve expenditure.

**CITY COUNCIL COMMENTS:** Disapproved.

0231	SERVICE-MAINT. CONTRACTS	82,479	79,650	79,650	91,700
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231** **Service Maintenance Contracts**

- \$5,800 Fire Alarms/Extinguishers (adding new animal shelter)
- \$9,300 Pest Control
- \$9,070 Outdoor Warning Sirens (1st price increase since 2004)
- \$8,500 Emergency Generators
- \$2,300 Offsite Storage Unit
- \$7,150 Elevators
- \$5,500 Fire Alarm Monitoring
- \$32,325 Access and Security System
- \$11,250 Telephone System (added new animal shelter system)
- \$500 Mobile Data Service

**CITY MANAGER'S COMMENTS:** Approved

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0237 UNIFORM SERVICE	2,215	3,000	3,000	3,000
0240 EQUIPMENT REPAIRS	9,447	7,000	7,000	8,000
0242 EQUIPMENT RENTAL & LEASE	462	1,500	1,000	1,000
0244 BUILDING REPAIRS	44,316	68,150	68,150	50,000
0246 VEHICLE REPAIRS	4,539	3,500	3,500	3,500
0272 JANITORIAL SERVICES	13,526	13,900	13,900	13,900
<b>Contractual TOTAL . . . . .:</b>	<b>156,984</b>	<b>176,700</b>	<b>176,200</b>	<b>171,100</b>

**30 Supplies**

0301 OFFICE SUPPLIES	860	900	900	900
0323 SMALL TOOLS	2,179	2,000	2,000	2,000
0331 FUEL & LUBRICANTS	9,997	9,200	9,200	11,250
0335 PROPANE	18,280	19,000	25,550	0

**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0335**

**Decrease in line item**

We are removing the Animal Shelter from having propane service The remaining propane account is moved to the water/sewer budget.

0345 CLEANING SUPPLIES	14,945	15,000	15,000	15,000
0347 GENERAL MAINT. SUPPLY	28,512	30,000	30,000	30,000

<b>Supplies TOTAL . . . . .:</b>	<b>74,773</b>	<b>76,100</b>	<b>82,650</b>	<b>59,150</b>
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**40 Operational**

0415 RECRUITING EXPENSES	0	500	1,000	0
0430 TUITION & TRAINING	800	1,000	1,000	1,000
0436 TRAVEL	383	500	500	500

<b>Operational TOTAL . . . . .:</b>	<b>1,183</b>	<b>2,000</b>	<b>2,500</b>	<b>1,500</b>
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**50 Utilities**

0501 ELECTRICITY	165,105	170,000	180,000	207,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0501**

**CAPP Projections**

Due to increases in the electric market, CAPP anticipates the City will pay approximately 22% more per Kwh, increasing by \$37,400.

**CITY MANAGER'S COMMENTS:** Approved

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0507 CELLULAR TELEPHONE	3,562	4,200	4,200	4,200
0508 TELEPHONE SERVICE	80,224	117,000	117,000	85,000
0510 NATURAL GAS SERVICE	6,259	7,000	7,000	7,000
0513 WATER	16,151	30,000	30,000	30,000
<b>Utilities TOTAL . . . . .:</b>	<b>271,301</b>	<b>328,200</b>	<b>338,200</b>	<b>333,600</b>

**60 Capital**

0603 BUILDINGS	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0603**

**Security Camera Upgrade**

The City's video camera system is approximately 6 years old and in poor quality condition by today's standards. The current system uses a mixture of fixed and pan tilt-zoom cameras at city facilities and records to a DVR system. The proposed system will provide high quality, superior image, day/night, color cameras that connects to the City's network just like a desktop PC. Video will be stored on a server instead of individual DVRs. The software package will allow users to access camera views from their normal desktops as well as Police Officers' onboard computers in their police vehicles.

The proposal is for 42 cameras at City Hall, Rockwall PD, the Center and the Municipal Service Center. The system will accommodate up to 64 cameras, which will allow the City to add areas such as water yards, traffic intersections and the Harbor District in the future.

Total Request: \$149,840

**CITY MANAGER'S COMMENTS: Disapproved**

0617 RADIO EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0617**

**Radio for New Position**

New portable radio and accessories for new Custodian position. \$1,900

**CITY MANAGER'S COMMENTS: Disapproved**

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0621	FIELD MACHINERY & EQUIPMENT	0	24,500	24,500	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0621** **Two New Warning Sirens**

The City currently has 11 outdoor emergency warning sirens throughout the city. These sirens are intended to warn citizens that an imminent threat of severe weather is approaching and to take cover inside a building. There are areas without siren coverage in the City. It is recommended that funds be allocated to install two new outdoor warning sirens: one siren to cover Caruth Lake and all areas north, east, and south of the lake; another siren in the area of FM 552 and FM 1141 to cover the Stoney Hollow, Dalton Ranch, and Saddlebrook Subdivisions, and Hayes Elementary and Williams Middle School.

Requested amount: 2 @ \$24,500.00 each  
 Project Contingency - 10%  
 Total Request: \$53,900.00

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>24,500</b>	<b>24,500</b>	<b>0</b>
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<b>Internal Operations TOTAL :</b>	<b>918,212</b>	<b>1,068,050</b>	<b>1,078,300</b>	<b>1,059,200</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

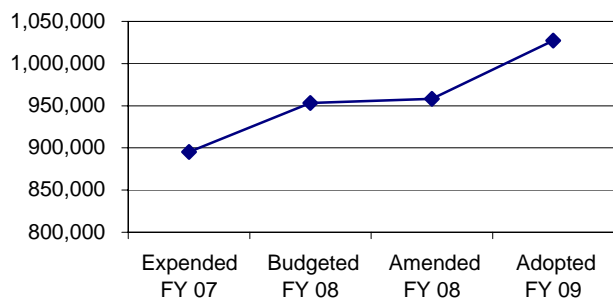
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	571,455	612,700	622,650	655,900
Contractual	254,153	260,600	260,600	268,000
Supplies	57,450	62,750	60,750	86,200
Operational	10,511	15,500	12,500	15,500
Utilities	1,463	1,800	1,800	1,800
<b>Total</b>	<b>895,032</b>	<b>953,350</b>	<b>958,300</b>	<b>1,027,400</b>

### Personnel Schedule

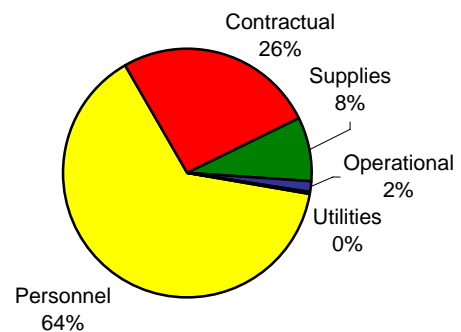
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Director of Finance	33	1	1
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Network Administrator	22	1	1
Network Technology Technician	18	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Control Clerk	13	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	106,909	120,700	119,600	127,500
0104	SALARIES & WAGES-CLERICAL	364,962	384,400	391,650	411,300
0109	SALARIES & WAGES-OVERTIME	0	500	300	300

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>471,871</b>	<b>505,600</b>	<b>511,550</b>	<b>539,100</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114	LONGEVITY PAY	3,713	4,200	4,200	4,800
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	35,273	37,200	38,900	39,600
0122	T.M.R.S. RETIREMENT EXP.	57,598	60,900	63,200	67,600

<b>Benefits TOTAL . . . . .:</b>	<b>99,584</b>	<b>107,100</b>	<b>111,100</b>	<b>116,800</b>
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**20 Contractual**

0210	AUDITING	28,000	29,000	29,000	29,000
0217	IT SERVICE	60,465	59,300	59,300	59,300
0223	INSURANCE-SURETY BONDS	454	500	500	500
0225	INSURANCE-AUTOMOBILES	32,756	34,000	34,000	36,000
0227	INSURANCE-REAL PROPERTY	34,007	36,000	36,000	38,000
0228	INSURANCE-CLAIMS & DED.	19,732	20,000	20,000	20,000
0229	INSURANCE-LIABILITY	35,896	36,000	36,000	38,000
0231	SERVICE-MAINT. CONTRACTS	36,420	41,600	41,600	43,000
0233	ADVERTISING	3,143	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	510	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,770	2,700	2,700	2,700

<b>Contractual TOTAL . . . . .:</b>	<b>254,153</b>	<b>260,600</b>	<b>260,600</b>	<b>268,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	15 Finance	11 Fiscal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,486	3,000	3,000	2,250
0303	COMPUTER SUPPLIES	13,942	15,000	15,000	15,000
0305	COPY MACHINE SUPPLY	10,901	11,000	11,000	38,200

**DOCUMENTS FOR ACCOUNT . . . : 01-15-11-0305**

**Copier Printer Supplies**

All copier and printer toner costs have been moved from departments' various supply accounts and consolidated here. \$27,000

**CITY MANAGER'S COMMENTS: Approved**

0307	POSTAGE	26,452	30,000	28,000	28,000
0310	PRINTING & BINDING	2,932	3,000	3,000	2,000
0347	GENERAL MAINT. SUPPLY	737	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>57,450</b>	<b>62,750</b>	<b>60,750</b>	<b>86,200</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	3,450	3,500	3,500	3,500
0430	TUITION & TRAINING	2,892	6,000	4,500	6,000
0436	TRAVEL	4,169	6,000	4,500	6,000

<b>Operational TOTAL . . . . . :</b>	<b>10,511</b>	<b>15,500</b>	<b>12,500</b>	<b>15,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,463	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . . :</b>	<b>1,463</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>FINANCE TOTAL . . :</b>	<b>895,032</b>	<b>953,350</b>	<b>958,300</b>	<b>1,027,400</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

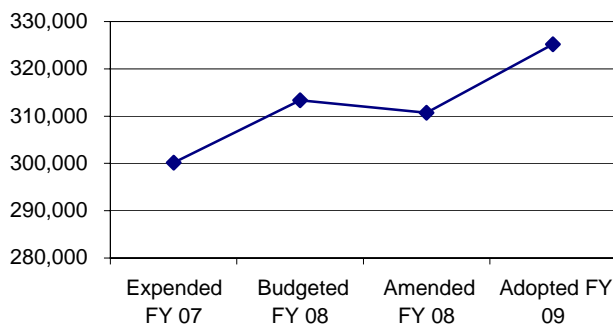
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	222,016	238,600	235,800	246,850
Contractual	70,904	66,300	65,700	68,100
Supplies	5,142	4,750	4,750	5,750
Operational	2,125	3,700	4,500	4,500
<b>Total</b>	<b>300,187</b>	<b>313,350</b>	<b>310,750</b>	<b>325,200</b>

### Personnel Schedule

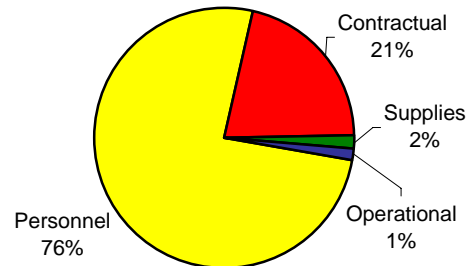
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	2	2
Deputy Municipal Court Clerk I	10	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	67,785	71,800	71,600	75,400
0104	SALARIES & WAGES-CLERICAL	113,427	120,600	121,200	125,800
0109	SALARIES & WAGES-OVERTIME	3,048	5,500	1,500	2,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>184,260</b>	<b>197,900</b>	<b>194,300</b>	<b>203,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	600	600	600
0114	LONGEVITY PAY	1,970	2,200	2,200	2,450
0120	FICA & MEDICARE EXPENSE	13,417	14,700	14,700	15,400
0122	T.M.R.S. RETIREMENT EXP.	22,369	23,200	24,000	25,200

<b>Benefits TOTAL . . . . .:</b>	<b>37,756</b>	<b>40,700</b>	<b>41,500</b>	<b>43,650</b>
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**20 Contractual**

0211	LEGAL	46,076	50,000	50,000	51,300
0229	INSURANCE-LIABILITY	1,384	1,400	0	0
0231	SERVICE-MAINT. CONTRACTS	8,670	9,000	9,800	10,900
0240	EQUIPMENT REPAIRS	60	500	500	500
0242	EQUIPMENT RENTAL & LEASE	5,389	5,400	5,400	5,400
0252	COLLECTION SERVICES	9,325	0	0	0

<b>Contractual TOTAL . . . . .:</b>	<b>70,904</b>	<b>66,300</b>	<b>65,700</b>	<b>68,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,544	1,500	1,500	1,500
0310	PRINTING & BINDING	3,013	2,500	2,500	3,500
0347	GENERAL MAINT. SUPPLY	585	750	750	750

<b>Supplies TOTAL . . . . .:</b>	<b>5,142</b>	<b>4,750</b>	<b>4,750</b>	<b>5,750</b>
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**40 Operational**

0407	JURY EXPENSE	240	200	1,000	1,000
0410	DUES & SUBSCRIPTIONS	459	500	500	500
0430	TUITION & TRAINING	350	1,500	1,500	1,200
0436	TRAVEL	1,076	1,500	1,500	1,800

<b>Operational TOTAL . . . . .:</b>	<b>2,125</b>	<b>3,700</b>	<b>4,500</b>	<b>4,500</b>
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<b>Municipal Court TOTAL . . .:</b>	<b>300,187</b>	<b>313,350</b>	<b>310,750</b>	<b>325,200</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

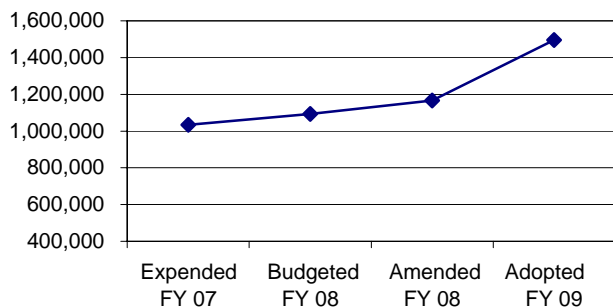
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	793,100	852,050	913,740	1,255,000
Contractual	127,110	131,550	131,550	134,050
Supplies	66,280	71,450	74,650	72,600
Operational	39,971	33,000	41,000	31,200
Utilities	2,645	2,450	2,450	2,800
Capital	4,699	2,400	2,400	-
<b>Total</b>	<b>1,033,805</b>	<b>1,092,900</b>	<b>1,165,790</b>	<b>1,495,650</b>

### Personnel Schedule

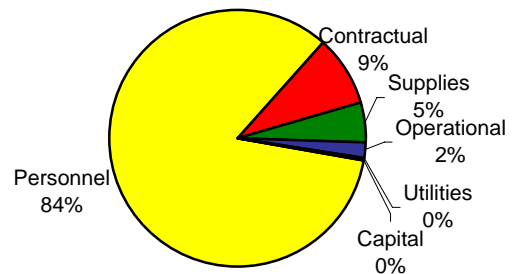
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Fire Chief	33	1	1
Battalion Chief	28	0	1
Captain/Drivers	25	0	3
Lt. - Fire Training Officer/Maint. Supervisor	23	1	0
Firefighter/Driver/Maintenance Technician	19	2	6
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	101,034	113,600	113,150	120,200
0104	SALARIES & WAGES-CLERICAL	90,000	93,700	94,300	96,800
0107	SALARIES & WAGES-LABOR	349,767	367,500	389,340	666,700

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Additional Personnel**

With the construction of two new stations expected to be complete next spring, additional personnel will be needed to ensure each station has at least one driver on duty. In addition several changes will be needed to existing full and part-time staff.

The proposed full year changes include:

1. Upgrade Training Lieutenant to Battalion Chief
2. Increase part-time driver pay from \$17.50 per hour to \$20 per hour (see next page)

Changes proposed beginning April 1, 2009 include:

1. Move current driver/operator staff (2 people) to 24-hour shifts
2. Add 3 Captains (\$34,030 per person)
3. Add 4 Driver/Operator positions (\$25,396 per person)

This structure will allow for one full-time driver or captain to be on duty 24 hours per day at 3 stations and 1 station covered by part-time drivers in 12-hour shifts. Currently, the 2 full time drivers staff Station 1 and 2 from 6 a.m. to 6 p.m. Monday through Friday. Part-time drivers work 12-hour shifts 6 p.m. to 6 a.m. Monday through Friday and 24 hours on weekends and city holidays.

The staff will be responsible for all driver duties and maintaining readiness of 12 pieces of fire apparatus, mobile command vehicle, haz-mat and fire investigation trailers, and smoke training trailer along with numerous other pieces of equipment. Additionally, daily and monthly checks of 63 SCBAs are required along with a new NFPA requirement that each driver will be responsible for cleaning of the previous shifts' bunker gear.

Partial year salary and benefits \$244,800

**CITY MANAGER'S COMMENTS:** Additional staff and upgrade of Training Lieutenant approved beginning April 1, 2009. Increase in part-time driver pay approved beginning October 1, 2008.

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107**

**Increase part-time driver pay**

The current rate for our part-time driver/operators is \$17.50 per hour. Overtime is paid when a driver works a holiday shift. This part-time program was implemented almost 6 years ago.

In 2006-2007 a study was conducted by Independent Sector which determined the value of a volunteer is \$19.51 per hour. The study is based on volunteer work in jobs which are not as dangerous as firefighting and do not require state certifications. In FY 2007 the volunteers requested that I propose the part-time driver pay increase to \$20 per hour. Council approved a rate of \$17.50.

Currently, the part-time drivers work 912 regular shifts and 44 holiday shifts covering two stations. Under the new structure, part-time drivers will staff one station 24 hours per day in 12-hour shifts and stations where the full-time is off totaling an expected 996 regular shifts and 36 holiday shifts.

I request that part-time driver pay increase to \$20 per hour allowing overtime for holiday shifts. Increasing the rate will go a long way to retain the current drivers and recruiting additional qualified and hopefully certified volunteers. The proposed rate will increase the budget \$50,200 including benefits.

Approved Holidays

Thanksgiving Day	Christmas Friday	Memorial Day
Thanksgiving Friday	New Year's Eve night	July 3rd
Christmas Eve night	New Year's Day	July 4th
Christmas Day	Martin L. King Day	Labor Day

**CITY MANAGER'S COMMENTS: Approved**

0109	SALARIES & WAGES-OVERTIME	1,852	4,000	4,000	4,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>542,653</b>	<b>578,800</b>	<b>600,790</b>	<b>887,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	22,313	35,000	35,000	35,000
0114	LONGEVITY PAY	1,565	1,850	29,650	33,800

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0114**

**Longevity**

Full time employees, part time employees and volunteer firefighters receive \$5 per month for members who have completed a full continuous year of service or more with the City. This program was implemented by City Council action in fiscal year 2008.

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0115 FIREMEN-INCENTIVE PAY	78,078	80,000	80,000	88,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0115** **Incentive Programs**

\$75,000 per call incentive divided between volunteers

5,000 one time incentive of \$1,000 to any volunteer who completes basic firefighter and EMT program.

8,000 Everyone Get One Program - provides an incentive to current volunteers to recruit new volunteers.

**CITY MANAGER'S COMMENTS:** Approved

0116 AUTO ALLOWANCE	6,000	6,900	6,900	6,900
0120 FICA & MEDICARE EXPENSE	41,472	43,000	48,200	66,500
0122 T.M.R.S. RETIREMENT EXP.	42,420	44,000	50,700	74,600
0125 FIREMEN WATER DISCOUNT	4,404	5,100	5,100	5,100
0126 RETIREMENT-FIREMENS PENSION	54,195	57,400	57,400	57,400

<b>Benefits TOTAL . . . . . :</b>	<b>250,447</b>	<b>273,250</b>	<b>312,950</b>	<b>367,300</b>
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**20 Contractual**

0213 CONSULTING FEES	2,405	1,500	1,500	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0213** **Fire & Alarm Stats**

\$2,000 Consulting fees to maintain existing queries for Fire Statistics and Alarm reports and to assist in writing new queries as needed.

**CITY MANAGER'S COMMENTS:** Approved

0222 DISABILITY INSURANCE	24,946	38,550	38,550	31,750
0231 SERVICE-MAINT. CONTRACTS	17,875	22,750	22,750	35,100

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231** **Service Agreements**

- 700 Copier Maintenance
- 500 Direct TV(Mobile Command)
- 3,300 HazMat Decontamination
- 10,500 Air Compressors/Cascade Station Quarterly Maint. And yearly SCBA testing (vendor increasing prices)
- 3,000 MDT Aircards
- 2,600 Ladder testing
- 9,450 Hose testing
- 1,200 Mask Fit testing
- 2,700 Pump Testing
- 1,150 Air Compressor Maint (was Internal Ops)

**CITY MANAGER'S COMMENTS:** Approved

0237 UNIFORM SERVICE	1,088	1,500	1,500	1,200
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0238 TRAINING REIMBURSEMENT	6,456	8,250	8,250	8,000
0240 EQUIPMENT REPAIRS	16,687	15,500	15,500	12,500
0242 EQUIPMENT RENTAL & LEASE	5,658	5,700	5,700	5,700
0246 VEHICLE REPAIRS	51,995	37,800	37,800	37,800
<b>Contractual TOTAL . . . . .</b>	<b>127,110</b>	<b>131,550</b>	<b>131,550</b>	<b>134,050</b>

**30 Supplies**

0301 OFFICE SUPPLIES	1,276	2,500	2,500	2,150
0310 PRINTING & BINDING	123	500	500	500
0321 UNIFORMS	2,623	11,450	11,450	11,450
0323 SMALL TOOLS	0	500	500	500
0325 SAFETY SUPPLIES	0	1,500	4,700	0
0331 FUEL & LUBRICANTS	16,868	18,000	18,000	20,000
0347 GENERAL MAINT. SUPPLY	791	1,000	1,000	2,000

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

**General Maintenance**

\$2,000 General maintenance supplies to maintain the stations and equipment.

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

0378 FIRE PREVENTION SUPPLIES	119	1,000	1,000	1,000
0379 FIRE FIGHTING SUPPLIES	44,480	35,000	35,000	35,000

<b>Supplies TOTAL . . . . .</b>	<b>66,280</b>	<b>71,450</b>	<b>74,650</b>	<b>72,600</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	2,039	3,100	3,100	3,100
0415 RECRUITING EXPENSES	16,175	5,900	13,900	4,100

**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0415**

**Recruiting**

- \$ 250 DOT Physicals for 5 new firemen (\$50 each)
- 250 DOT Drug Screens for 5 new firemen (\$50 each)
- 250 Respirator/SCBA mask fit test for 5 new firemen (\$50 each)
- 350 TB Test for 5 firemen to attend EMT School (\$70 each)

\$3,000 Consultant's fees to pay a volunteer \$20 per hour to do background investigations. Investigations can take from 5 to as much as 20 hours per applicant. This amount allows for 150 hours of investigation time.

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

0430 TUITION & TRAINING	6,791	13,000	13,000	13,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	25 Fire Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0436 TRAVEL	14,966	11,000	11,000	11,000
<b>Operational TOTAL . . . . .:</b>	<b>39,971</b>	<b>33,000</b>	<b>41,000</b>	<b>31,200</b>

**50 Utilities**

0507 CELLULAR TELEPHONE	2,645	2,450	2,450	2,800
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0507** **Cell Phones**

Cost associated with Fire Chief and Lieutenant cell phones, which are needed on the scene of emergencies. Also includes basic monthly service charges for the Mobile Command Unit.

**CITY MANAGER'S COMMENTS:** Approved

<b>Utilities TOTAL . . . . .:</b>	<b>2,645</b>	<b>2,450</b>	<b>2,450</b>	<b>2,800</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	0	2,400	2,400	0
0617 RADIO EQUIPMENT	4,699	0	0	0

<b>Capital TOTAL . . . . .:</b>	<b>4,699</b>	<b>2,400</b>	<b>2,400</b>	<b>0</b>
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<b>Fire Operations TOTAL :</b>	<b>1,033,805</b>	<b>1,092,900</b>	<b>1,165,790</b>	<b>1,495,650</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

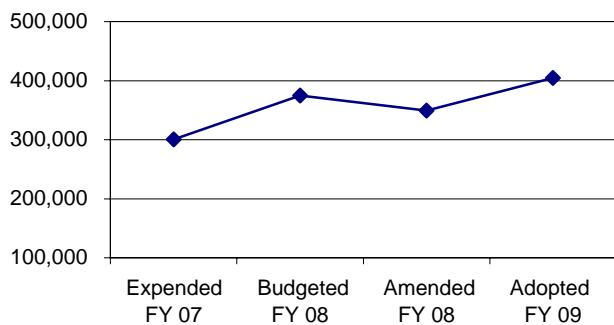
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	261,996	299,850	274,750	334,100
Contractual	9,158	13,100	13,100	18,750
Supplies	17,253	37,100	37,100	31,950
Operational	8,950	20,050	20,050	15,950
Utilities	3,257	4,500	4,500	3,800
Capital	-	-	-	-
<b>Total</b>	<b>300,614</b>	<b>374,600</b>	<b>349,500</b>	<b>404,550</b>

### Personnel Schedule

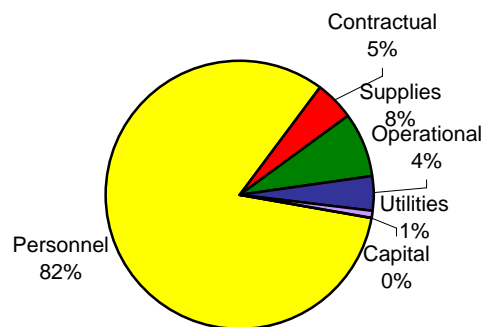
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Educator	20	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	75,913	78,700	78,900	83,600
0107	SALARIES & WAGES-LABOR	134,745	165,200	141,800	186,300
0109	SALARIES & WAGES-OVERTIME	3,629	4,000	4,000	4,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>214,287</b>	<b>247,900</b>	<b>224,700</b>	<b>273,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,623	3,100	3,000	3,900
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0113**

**Certification Pay**

It is important we encourage the few full time employees in this department to earn and maintain certifications.

- Driver / Operator Certification 2 @ 300
- Haz Mat Technician Certification 2 @ 300
- Intermediate Arson Investigator 2 @ 300
- Intermediate Peace Officer 1 @ 300
- Intermediate Inspector 2 @ 300
- Advanced Inspector 1 @ 300
- Instructor 1 @ 300
- Bachelors' Degree 1 @ 600

**CITY MANAGER'S COMMENTS:** Approved

0114	LONGEVITY PAY	858	750	1,550	1,800
0120	FICA & MEDICARE EXPENSE	16,794	18,700	17,600	20,600
0122	T.M.R.S. RETIREMENT EXP.	26,434	29,400	27,900	33,900

<b>Benefits TOTAL . . . . .:</b>	<b>47,709</b>	<b>51,950</b>	<b>50,050</b>	<b>60,200</b>
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**20 Contractual**

0213	CONSULTING FEES	0	0	0	5,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0213**

**Consulting**

This fee is for fire alarm and fire sprinkler plan review fees if done by a third party engineering firm. This money is returned to the City General Fund when the bills are paid by the submitting contractor.

0231	SERVICE-MAINT. CONTRACTS	1,945	2,400	2,400	2,400
0237	UNIFORM SERVICE	1,712	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	356	500	500	500

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0242 EQUIPMENT RENTAL & LEASE	2,400	2,400	2,400	3,850

**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0242**

**Storage Rental**

\$3,850 Storage fee of \$320 per month for indoor storage of the Public Safety Trailer - we have been notified of a fee increase.

**CITY MANAGER'S COMMENTS: Approved**

0246 VEHICLE REPAIRS	2,745	5,300	5,300	4,500
0261 CRIME SCENE SERVICES	0	500	500	500

<b>Contractual TOTAL . . . . . :</b>	<b>9,158</b>	<b>13,100</b>	<b>13,100</b>	<b>18,750</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	973	1,500	1,500	1,150
0310 PRINTING & BINDING	1,803	3,000	3,000	2,000
0321 UNIFORMS	991	3,300	3,300	2,300
0331 FUEL & LUBRICANTS	6,084	9,000	9,000	10,000
0347 GENERAL MAINT. SUPPLY	21	500	500	500
0373 INVESTIGATION SUPPLIES	373	1,000	1,000	1,000
0378 FIRE PREVENTION SUPPLIES	6,546	16,300	16,300	14,000
0379 FIRE FIGHTING SUPPLIES	462	2,500	2,500	1,000

<b>Supplies TOTAL . . . . . :</b>	<b>17,253</b>	<b>37,100</b>	<b>37,100</b>	<b>31,950</b>
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**40 Operational**

0409 GRANT MATCHING	0	2,450	2,450	0
0410 DUES & SUBSCRIPTIONS	1,584	1,600	1,600	1,950
0415 RECRUITING EXPENSES	580	2,000	2,000	0
0430 TUITION & TRAINING	3,922	8,000	8,000	8,000
0436 TRAVEL	2,864	6,000	6,000	6,000

<b>Operational TOTAL . . . . . :</b>	<b>8,950</b>	<b>20,050</b>	<b>20,050</b>	<b>15,950</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	3,257	4,500	4,500	3,800
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<b>Utilities TOTAL . . . . . :</b>	<b>3,257</b>	<b>4,500</b>	<b>4,500</b>	<b>3,800</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	20 Fire	29 Fire Marshal

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0612**

**PC Tablets and Printers**

PC Tablets and mobile printers for each Fire inspector and the Fire Marshal for use in the field. Automated on-site data collection and transfer with a mobile device saves time and money. These mobile computers transmit and store large quantities of essential information quickly, and accurately. Hand held units help inspectors to: instantly record, report and transmit field data in in real time into our Track-it system; access critical data or reports, regardless of location; communicate with other City Departments, business owners, developers, builders and architects.

**CITY MANAGER'S COMMENTS:** Disapproved, while the equipment could be funded in a Contractual Obligations issue, increased operating expense cannot be funded at this time.

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Fire Marshal TOTAL :</b>	<b>300,614</b>	<b>374,600</b>	<b>349,500</b>	<b>404,550</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

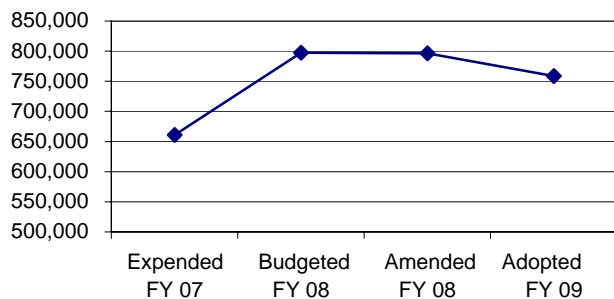
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	573,724	633,850	632,750	672,500
Contractual	59,365	61,750	61,750	54,250
Supplies	11,344	11,000	11,000	12,500
Operational	11,301	85,750	85,750	14,750
Utilities	5,033	4,850	4,850	4,850
Capital	-	-	-	-
<b>Total</b>	<b>660,767</b>	<b>797,200</b>	<b>796,100</b>	<b>758,850</b>

### Personnel Schedule

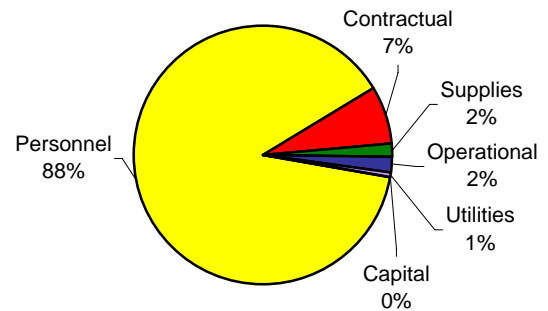
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Police Chief	33	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	3	3
Administrative Assistant	12	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditure by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	109,569	123,200	127,200	130,100
0104	SALARIES & WAGES-CLERICAL	43,708	46,000	46,600	46,700
0107	SALARIES & WAGES-LABOR	313,576	349,700	341,400	372,100
0109	SALARIES & WAGES-OVERTIME	0	500	300	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>466,853</b>	<b>519,400</b>	<b>515,500</b>	<b>549,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	4,096	4,100	3,900	3,900
0114	LONGEVITY PAY	3,030	3,450	3,450	3,800
0116	AUTO ALLOWANCE	6,000	6,900	6,900	6,900
0120	FICA & MEDICARE EXPENSE	35,559	37,500	38,900	39,600
0122	T.M.R.S. RETIREMENT EXP.	58,186	62,500	64,100	68,900

<b>Benefits TOTAL . . . . .:</b>	<b>106,871</b>	<b>114,450</b>	<b>117,250</b>	<b>123,100</b>
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**20 Contractual**

0226	INSURANCE-LAW ENFORCEMENT	27,240	28,500	28,500	28,500
0231	SERVICE-MAINT. CONTRACTS	69	0	0	0
0237	UNIFORM SERVICE	1,235	1,250	1,250	1,250
0240	EQUIPMENT REPAIRS	315	500	500	500
0246	VEHICLE REPAIRS	981	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	29,525	30,000	30,000	22,500
0265	MEDICAL SERVICE-PRISONER	0	500	500	500

<b>Contractual TOTAL . . . . .:</b>	<b>59,365</b>	<b>61,750</b>	<b>61,750</b>	<b>54,250</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,175	1,000	1,000	500
0310	PRINTING & BINDING	158	500	500	1,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0310**

**Annual Report**

With the creation of the Departmental Annual Report we will need an increase to cover this new expense.

**CITY MANAGER'S COMMENTS:** Approved

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

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
0321 UNIFORMS	1,031	1,000	1,000	1,000
0331 FUEL & LUBRICANTS	8,890	7,000	7,000	8,000
0347 GENERAL MAINT. SUPPLY	90	1,500	1,500	1,500
<b>Supplies TOTAL . . . . . :</b>	<b>11,344</b>	<b>11,000</b>	<b>11,000</b>	<b>12,500</b>

**40 Operational**

0409 GRANT MATCHING	0	70,000	70,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0409**

**Grant Match**

Since the nature of the grant for the original Drug Task Force has changed, this match will instead be allocated as an employee's salary and more properly assigned within the CID function.

0410 DUES & SUBSCRIPTIONS	1,791	2,000	2,000	2,000
0420 AWARDS	472	750	750	750
0428 OTHER	1,069	0	0	0
0430 TUITION & TRAINING	3,720	4,500	4,500	4,500
0436 TRAVEL	4,249	8,500	8,500	7,500

<b>Operational TOTAL . . . . . :</b>	<b>11,301</b>	<b>85,750</b>	<b>85,750</b>	<b>14,750</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	5,033	4,850	4,850	4,850
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<b>Utilities TOTAL . . . . . :</b>	<b>5,033</b>	<b>4,850</b>	<b>4,850</b>	<b>4,850</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0612**

**Software Module**

New World systems CAD Mapping interface provides dispatchers with a live map display of units and location of incident. Dispatchers can use the detailed street map to zoom in and out to effectively communicate locations to emergency personnel in the field. Emergency personnel will also have access to maps providing them with information to find the quickest route to a call in an effort to reduce response times.

Total cost for module: \$90,050

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Police Administration TOTAL :</b>	<b>660,767</b>	<b>797,200</b>	<b>796,100</b>	<b>758,850</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

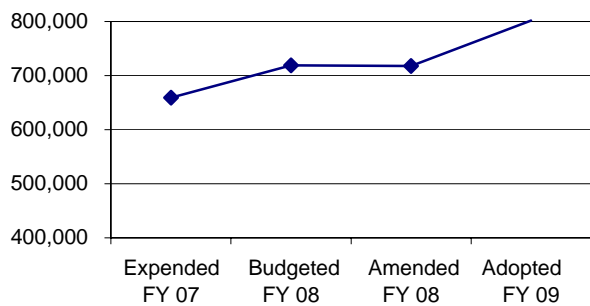
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	543,614	584,050	583,200	646,400
Contractual	107,613	122,250	122,250	141,100
Supplies	2,615	3,300	3,300	3,300
Operational	5,079	8,300	8,300	10,300
Utilities	539	750	750	500
<b>Total</b>	<b>659,460</b>	<b>718,650</b>	<b>717,800</b>	<b>801,600</b>

### Personnel Schedule

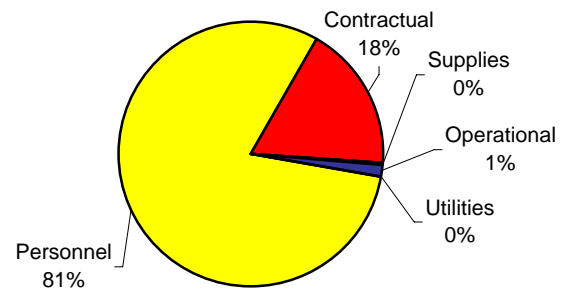
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Communications Supervisor	19	1	1
Communications Specialist	13	10	11

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	62,452	64,800	65,400	65,700
0104	SALARIES & WAGES-CLERICAL	338,393	391,800	373,000	440,900

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104**

**Additional Dispatcher**

In 1995, The City of Rockwall entered into an interlocal agreement with the City of Heath to pay for one full time communication specialist. At the time the staff consisted of 5 full time specialists and one supervisor.

As call volumes have increased we have not approached Heath about additional staffing allocations. Historical call volumes show:

	2000	2007
Heath	1,802	3,386
Rockwall PD	14,633	27,137
Rockwall FD	426	777

In order to keep up with the increase in call volume and work load, the City of Rockwall has increased the size of the department. The center currently employs 10 full time communication specialists and one supervisor. We still have times during the day and night that we are not fully staffed in Dispatch. With increases in call volumes, we propose adding an additional dispatcher.

We have discussed staffing and cost allocation with the City of Heath and they are willing to increase their percentage to more closely track the services. Heath's cost allocation under this agreement will increase from \$51,012 in fiscal year 2008 to \$68,000 in fiscal year 2009. An additional dispatcher with salary and benefits: \$43,352

**CITY MANAGER'S COMMENTS:** Approved, beginning 1/1/09.

0109	SALARIES & WAGES-OVERTIME	51,817	35,000	47,000	35,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>452,662</b>	<b>491,600</b>	<b>485,400</b>	<b>541,600</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,963	2,550	2,500	2,400
0120	FICA & MEDICARE EXPENSE	34,261	34,900	36,300	38,800
0122	T.M.R.S. RETIREMENT EXP.	54,728	55,000	59,000	63,600

<b>Benefits TOTAL . . . . .:</b>	<b>90,952</b>	<b>92,450</b>	<b>97,800</b>	<b>104,800</b>
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Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**20 Contractual**

0231 SERVICE-MAINT. CONTRACTS	107,613	122,250	122,250	141,100
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231** **Service Agreements**

- \$ 88,900 New World Systems (10% increase)
- 8,000 IBM
- 6,800 Travis Voice
- 16,000 Mobile Data Service
- 4,000 Reverse 911 Service
- 7,400 E-Ticket SSMA
- 10,000 Upgrade existing mobile software for patrol laptops
- \$141,100 Total

<b>Contractual TOTAL . . . . . :</b>	<b>107,613</b>	<b>122,250</b>	<b>122,250</b>	<b>141,100</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,732	1,700	1,700	900
0310 PRINTING & BINDING	0	100	100	100
0321 UNIFORMS	717	1,000	1,000	1,800

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0321** **Uniforms**

With the addition of a position it will be necessary to provide them with a uniform. There is also a need to replace worn out uniforms for the staff.

**CITY MANAGER'S COMMENTS:** Approved

0347 GENERAL MAINT. SUPPLY	166	500	500	500
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<b>Supplies TOTAL . . . . . :</b>	<b>2,615</b>	<b>3,300</b>	<b>3,300</b>	<b>3,300</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	1,208	2,000	2,000	2,000
0415 RECRUITING EXPENSES	307	1,000	1,000	3,300

**DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0415** **Recruiting**

The hiring process for communication specialist will now require a skills based test, a psychological exam, and background investigation. Critical software will be purchased to administer the skills based test. Total cost for software: 2,300

**CITY MANAGER'S COMMENTS:** Approved

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0428 OTHER	180	300	300	0
0430 TUITION & TRAINING	1,941	2,500	2,500	2,500
0436 TRAVEL	1,443	2,500	2,500	2,500

<b>Operational TOTAL . . . . . :</b>	<b>5,079</b>	<b>8,300</b>	<b>8,300</b>	<b>10,300</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	539	750	750	500
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<b>Utilities TOTAL . . . . . :</b>	<b>539</b>	<b>750</b>	<b>750</b>	<b>500</b>
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<b>Communications TOTAL . . . :</b>	<b>659,460</b>	<b>718,650</b>	<b>717,800</b>	<b>801,600</b>
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## DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	33 Patrol

### Expenditure Summary

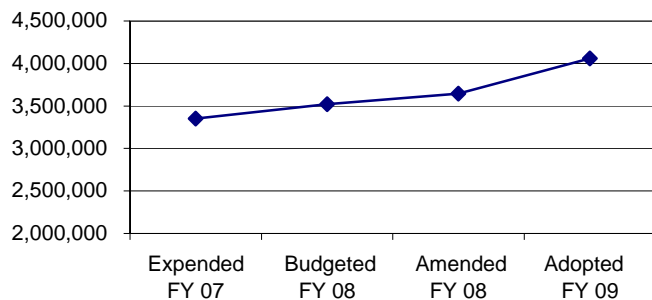
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	3,061,768	3,227,200	3,350,500	3,731,700
Contractual	81,687	75,000	75,000	79,350
Supplies	189,383	192,750	192,750	223,450
Operational	13,474	20,200	20,200	20,200
Utilities	3,805	3,000	3,000	3,000
Capital	-	4,000	4,000	-
<b>Total</b>	<b>3,350,117</b>	<b>3,522,150</b>	<b>3,645,450</b>	<b>4,057,700</b>

### Personnel Schedule

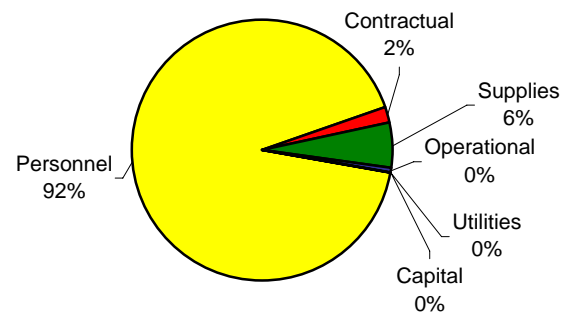
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Patrol Sergeant	-	6	6
Patrol Officer	-	42	43

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	377,170	409,100	388,400	429,700
0107	SALARIES & WAGES-LABOR	1,957,096	2,094,850	2,134,150	2,475,700

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107**

**Additional Police Officers**

The challenges to achieve our public safety goals for this community continue to stretch our resources, as demands for police service grow faster than the population. Calls increased by 25% in 2007 and are up 13% through May 2008 as compared to the same time last year. We have seen a tremendous increase in calls throughout the business corridor.

Our current population is about 31,386 and is estimated to be 31,869 by the end of 2008. If the annexation of Lake Rockwall Estates is completed in Spring 2009, we will add an additional 2,805 residents.

Five additional police officer positions are recommended to maintain our ratio of 2.0 officers per 1,000 residents and address the growing demands for service.

**CITY MANAGER'S COMMENTS:** 1 Patrol Officer position is approved.

**CITY COUNCIL COMMENTS:** Approved, \$45,000 of overtime and other minor expenses are being funded through a transfer from seizures awarded rather than this expense as originally discussed.

0108	OVERTIME-STEP	85,952	85,000	85,000	80,000
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**CITY COUNCIL COMMENTS:** Reduce by \$5,000.

0109	SALARIES & WAGES-OVERTIME	103,721	107,000	156,000	122,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109**

**Police Overtime**

We are requesting overtime be increased by \$15,000.

The department has experienced a shortage of personnel in patrol due to officers out for FMLA, vacations, sick leave, training, workers compensation and leaving employment with the department. The department has also experienced an increase in the demand for police presence at city special events, especially at The Harbor. In order to meet minimum staffing needs it is often necessary to either hold personnel over or call them in early to ensure proper city-wide coverage to meet the citizen's expectations for public safety and customer service.

**CITY MANAGER'S COMMENTS:** Approved

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>2,523,939</b>	<b>2,695,950</b>	<b>2,763,550</b>	<b>3,107,400</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	24,119	22,800	22,000	21,900
0114	LONGEVITY PAY	13,218	15,000	14,300	15,700
0120	FICA & MEDICARE EXPENSE	192,721	191,600	212,800	222,200
0122	T.M.R.S. RETIREMENT EXP.	307,771	301,850	337,850	364,500

<b>Benefits TOTAL . . . . .:</b>	<b>537,829</b>	<b>531,250</b>	<b>586,950</b>	<b>624,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	23,709	21,300	21,300	23,650
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0231** **Service Agreement**

Contract for 8 new patrol cars. Increase of 11% from last year's contract price.

0240	EQUIPMENT REPAIRS	4,511	4,000	4,000	6,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0240** **Equipment Repairs**

The equipment repair budget needs to be increased by \$2,000. This item covers everything in cars not related to vehicle repair: in car camera system, emergency light bars, as well as Tasers and radars which have required more frequent repairs during this past budget due to their age.

**CITY MANAGER'S COMMENTS: Approved**

0242	EQUIPMENT RENTAL & LEASE	8,266	9,700	9,700	9,700
0246	VEHICLE REPAIRS	45,201	40,000	40,000	40,000

<b>Contractual TOTAL . . . . .</b>	<b>81,687</b>	<b>75,000</b>	<b>75,000</b>	<b>79,350</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,189	1,200	1,200	750
0310	PRINTING & BINDING	1,475	1,500	1,500	1,500
0315	TRAINING SUPPLIES	7,911	9,000	9,000	13,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315** **Training Supplies**

Rifle ammunition- The goal of the department is to have all officers rifle qualified by fiscal year 2010. The department will also need to continue annual rifle training for those officers who are already trained to carry either the departmental rifle or their personal weapon. Due to the Iraq war we were not able to get rifle ammo in the 2008 budget. This request will allow training not provided last year.

10,000 rounds of practice rifle ammunition - \$4,800

Duty pistol ammunition is needed to maintain an adequate level of ammunition to issue to new officers of the department as well as qualifying each officer annually. This will allow the officer to use old duty ammunition during qualification and provide them fresh ammunition to carry. This insures proper function of the duty weapon.

2500 rounds duty ammunition \$1,200.

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Reduce by \$2,000.**

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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0321 UNIFORMS	45,232	58,750	58,750	55,450
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0321** **Uniforms**

It costs about \$3,000 to outfit each officer. A \$15,000 increase will provide necessary uniforms and equipment for 5 additional police personnel. Base uniform budget is \$49,750 for all officers.

1 radio @ \$2,700 for approved position

**CITY MANAGER'S COMMENTS:** Approved, uniform and radio for one position and base uniform budget.

0331 FUEL & LUBRICANTS	122,053	112,300	112,300	143,000
0347 GENERAL MAINT. SUPPLY	7,512	7,500	7,500	7,250
0376 POLICE CANINE EXPENSE	4,011	2,500	2,500	2,500

<b>Supplies TOTAL . . . . . :</b>	<b>189,383</b>	<b>192,750</b>	<b>192,750</b>	<b>223,450</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	70	200	200	200
0415 RECRUITING EXPENSES	3,457	3,000	3,000	3,000
0430 TUITION & TRAINING	7,021	13,000	13,000	13,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0430** **Training**

The Rockwall Police Department would like to change its training program for recruits. The department currently uses the San Jose model that was developed in 1968. The department would like to implement a new training program, The Patrol Training Officer (PTO Program). This program was developed in 2002 and is based on community oriented policing.

The cost to implement the PTO program is \$20,000.

The Rowlett Police Department is also interested in moving towards this training philosophy and will pay half of the cost, \$10,000. The Rockwall Police Department is requesting \$5,000 to be included in the 2008-2009 budget and the remaining \$5,000 be budgeted out of donated funds.

**CITY MANAGER'S COMMENTS:** The program change is approved but will be funded entirely by donations in Public Safety Activities Fund.

0436 TRAVEL	2,926	4,000	4,000	4,000
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<b>Operational TOTAL . . . . . :</b>	<b>13,474</b>	<b>20,200</b>	<b>20,200</b>	<b>20,200</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	33 Patrol

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>50 Utilities</b>				
0507 CELLULAR TELEPHONE	3,805	3,000	3,000	3,000
<b>Utilities TOTAL . . . . .:</b>	<b>3,805</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>

<b>60 Capital</b>				
0623 VEHICLES	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623** **New Vehicles**

Per the City Vehicle Replacement Policy, the Department is requesting eight vehicles for Patrol. This will maintain the fleet at its current size since 8 other vehicles will be passed down to other divisions and those older vehicles then removed from the fleet. All the vehicle equipment will also be transferred to the new vehicles except for two new builds.

Total vehicle cost: \$205,000  
 Total equipment cost including change out: \$52,000

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

0624 POLICE EQUIPMENT	0	4,000	4,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624** **Police Equipment**

Traffic cones-The current traffic cones used by the department do not meet Federal Guidelines according to the manual on Uniform Traffic Control Devices, which must be in full compliance by 2010. The requested cones meet Federal and State guidelines for Uniform Traffic Safety procedures on high and low speed roadways and are approved for use during day or night. Items will help reduce spending on roadway flares which are non-compliant with the current Federal mandates.

128 cones, 28 inches high, reflective \$1800

**CITY MANAGER'S COMMENTS:** *Disapproved, will need to be funded in fiscal year 2010 budget.*

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>
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<b>Patrol TOTAL . . .:</b>	<b>3,350,117</b>	<b>3,522,150</b>	<b>3,645,450</b>	<b>4,057,700</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

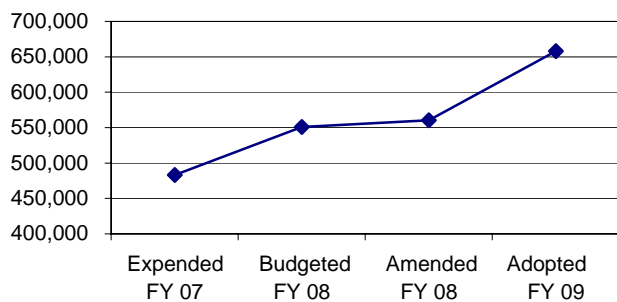
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	443,797	506,550	516,050	616,200
Contractual	14,609	14,100	14,100	11,600
Supplies	18,500	18,350	20,850	21,650
Operational	2,918	5,200	5,200	5,200
Utilities	3,428	3,200	3,200	3,200
Capital	-	3,500	1,000	-
<b>Total</b>	<b>483,252</b>	<b>550,900</b>	<b>560,400</b>	<b>657,850</b>

### Personnel Schedule

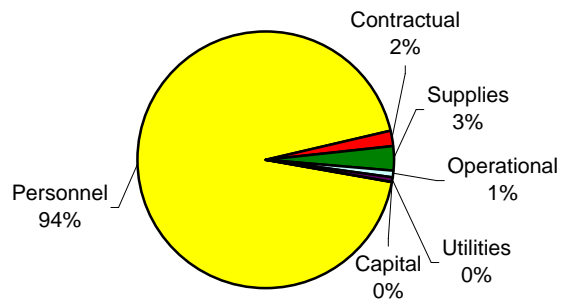
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Sergeant	-	1	1
Investigator	-	4	4
Investigator - SCU	-	0	1
Investigator (PT)	-	0.5	0.5
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	65,168	64,700	65,400	76,900
0104	SALARIES & WAGES-CLERICAL	0	0	0	42,700
0107	SALARIES & WAGES-LABOR	292,155	350,200	352,300	382,600

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107** **Added Personnel**

An additional Detective position is needed to prepare for the annexation of Lake Rockwall Estates in 2009. The annexation will increase the daily case load carried by Detectives and will add an additional 10 registered sex offenders that will be included with the current 8 for registration and compliance check purposes.

Additionally, CID has not grown since 2001, while the remainder of the department has grown by 50% since that time, even though cases in need of investigation have continued to increase.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107** **Transfer SCU employee**

The salary for our employee assigned to the Special Crimes Unit is reflected here rather than as grant match in the Administration budget. This does not result in an increase to the General Fund.

0109	SALARIES & WAGES-OVERTIME	4,738	4,000	6,300	5,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>362,061</b>	<b>418,900</b>	<b>424,000</b>	<b>507,200</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	5,641	5,400	5,400	5,700
0114	LONGEVITY PAY	2,900	3,250	2,850	4,500
0120	FICA & MEDICARE EXPENSE	29,193	31,700	33,000	38,400
0122	T.M.R.S. RETIREMENT EXP.	44,002	47,300	50,800	60,400

<b>Benefits TOTAL . . . . .:</b>	<b>81,736</b>	<b>87,650</b>	<b>92,050</b>	<b>109,000</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,319	1,350	1,350	1,350
0240	EQUIPMENT REPAIRS	0	0	0	500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0240** **Equipment repair**

We are seeking \$500 in this account to take care of repairs of cameras, lighting equipment, and other pieces of equipment utilized by this unit.

**CITY MANAGER'S COMMENTS: Approved**

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0242 EQUIPMENT RENTAL & LEASE	742	750	750	750
0246 VEHICLE REPAIRS	4,040	4,000	4,000	3,000
0261 CRIME SCENE SERVICES	8,508	8,000	8,000	6,000
<b>Contractual TOTAL . . . . .</b>	<b>14,609</b>	<b>14,100</b>	<b>14,100</b>	<b>11,600</b>

**30 Supplies**

0301 OFFICE SUPPLIES	756	750	750	750
0310 PRINTING & BINDING	583	600	600	600
0321 UNIFORMS	3,924	4,000	4,000	4,000

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0321**

**Uniforms**

We are seeking a \$2000 increase to the uniform account which will allow for the added Detective position and will allow for adequate funds for the purchase of replacement uniforms, as needed.

**CITY MANAGER'S COMMENTS: Disapproved**

0331 FUEL & LUBRICANTS	9,241	9,300	9,300	10,300
0347 GENERAL MAINT. SUPPLY	394	200	200	500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0347**

**General Maintenance**

We are seeking an increase in the general maintenance account to allow adequate funds for the purchase of batteries and video supplies.

**CITY MANAGER'S COMMENTS: Approved**

0373 INVESTIGATION SUPPLIES	3,602	3,500	6,000	5,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0373**

**Investigative Supplies**

We are seeking a \$2,000 transfer from account 01-30-34-0261 to allow for the purchase of necessary crime scene supplies for the crime scene team that will be developed this summer.

**CITY MANAGER'S COMMENTS: Approved**

<b>Supplies TOTAL . . . . .</b>	<b>18,500</b>	<b>18,350</b>	<b>20,850</b>	<b>21,650</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	34 CID

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	70	200	200	200
0430	TUITION & TRAINING	840	2,500	2,500	2,500

**DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0430**

**Increase to training budget**

An increase is being requested to cover the added Detective position and training necessary for newly appointed Detectives.

**CITY MANAGER'S COMMENTS: Disapproved**

0436	TRAVEL	2,008	2,500	2,500	2,500
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<b>Operational TOTAL . . . . .:</b>	<b>2,918</b>	<b>5,200</b>	<b>5,200</b>	<b>5,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,428	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . .:</b>	<b>3,428</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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**60 Capital**

0624	POLICE EQUIPMENT	0	3,500	1,000	0
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<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>3,500</b>	<b>1,000</b>	<b>0</b>
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<b>CID TOTAL . . . .:</b>	<b>483,252</b>	<b>550,900</b>	<b>560,400</b>	<b>657,850</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

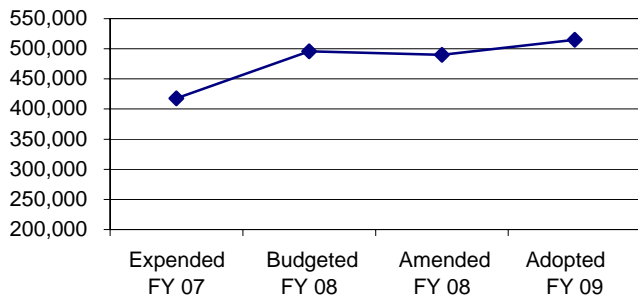
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	373,202	446,000	439,950	464,400
Contractual	25,614	27,550	27,550	27,400
Supplies	14,915	14,700	14,700	15,650
Operational	3,067	6,500	6,500	6,500
Utilities	1,056	1,100	1,100	1,100
<b>Total</b>	<b>417,854</b>	<b>495,850</b>	<b>489,800</b>	<b>515,050</b>

### Personnel Schedule

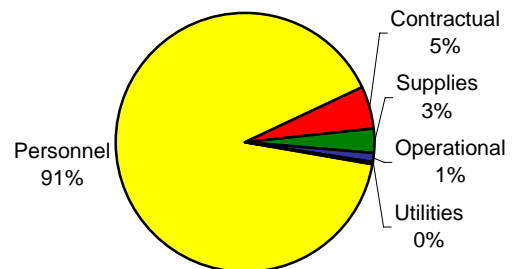
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
Patrol Officer - School Liaison	-	4	4
Police Officer - D.A.R.E.	-	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	72,509	74,400	72,400	76,900
0107	SALARIES & WAGES-LABOR	228,533	287,600	283,200	298,600
0109	SALARIES & WAGES-OVERTIME	4,271	6,000	5,000	6,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>305,313</b>	<b>368,000</b>	<b>360,600</b>	<b>381,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	3,830	3,900	3,700	3,600
0114	LONGEVITY PAY	2,425	2,700	2,850	3,400
0120	FICA & MEDICARE EXPENSE	24,166	27,750	26,750	28,800
0122	T.M.R.S. RETIREMENT EXP.	37,468	43,650	46,050	47,100

<b>Benefits TOTAL . . . . .:</b>	<b>67,889</b>	<b>78,000</b>	<b>79,350</b>	<b>82,900</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,500	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	523	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,699	5,050	5,050	4,900
0243	BUILDING LEASE	15,410	17,000	17,000	17,000
0246	VEHICLE REPAIRS	3,482	3,000	3,000	3,000

<b>Contractual TOTAL . . . . .:</b>	<b>25,614</b>	<b>27,550</b>	<b>27,550</b>	<b>27,400</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	941	1,000	1,000	750
0310	PRINTING & BINDING	642	600	600	600
0321	UNIFORMS	2,803	2,500	2,500	2,500
0331	FUEL & LUBRICANTS	7,519	7,300	7,300	8,500
0347	GENERAL MAINT. SUPPLY	127	500	500	500
0370	COP PROGRAM SUPPLIES	767	1,000	1,000	1,000
0371	CRIME PREV. SUPPLIES	2,116	1,800	1,800	1,800

**DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0371**

**Explorer's Program**

We are seeking a \$6,000 increase in this account due to the initiation of the youth Explorer's program next year. The funds will be needed for uniforms, program materials, and competition expenses. It is estimated that an initial group of 12-15 students will sign up to participate.

**CITY MANAGER'S COMMENTS:** Disapproved

<b>Supplies TOTAL . . . . .:</b>	<b>14,915</b>	<b>14,700</b>	<b>14,700</b>	<b>15,650</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	35 Community Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0372	CPA PROGRAM SUPPLIES	422	500	500	500
0410	DUES & SUBSCRIPTIONS	429	500	500	500
0428	OTHER	265	0	0	0
0430	TUITION & TRAINING	1,285	2,000	2,000	2,000
0436	TRAVEL	666	3,500	3,500	3,500

<b>Operational TOTAL . . . . . :</b>	<b>3,067</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	1,056	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>1,056</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Community Services TOTAL :</b>	<b>417,854</b>	<b>495,850</b>	<b>489,800</b>	<b>515,050</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

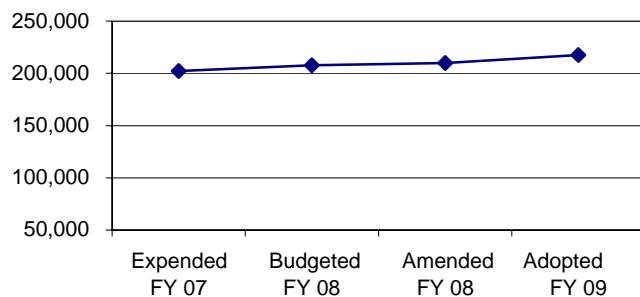
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	195,443	198,300	200,500	207,800
Contractual	1,060	2,200	2,200	1,850
Supplies	3,843	4,600	4,600	5,450
Operational	218	700	700	700
Utilities	1,733	1,800	1,800	1,800
<b>Total</b>	<b>202,297</b>	<b>207,600</b>	<b>209,800</b>	<b>217,600</b>

### Personnel Schedule

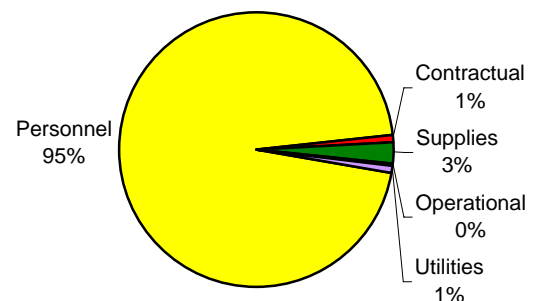
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Warrant Officer	-	2	2
Warrant Clerk	10	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0104	SALARIES & WAGES-CLERICAL	42,617	41,800	42,200	42,400
0107	SALARIES & WAGES-LABOR	115,913	119,200	119,300	125,400
0109	SALARIES & WAGES-OVERTIME	699	1,500	1,100	1,500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>159,229</b>	<b>162,500</b>	<b>162,600</b>	<b>169,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,869	1,800	2,200	2,400
0114	LONGEVITY PAY	2,110	2,300	2,300	2,300
0120	FICA & MEDICARE EXPENSE	12,508	12,300	13,000	12,800
0122	T.M.R.S. RETIREMENT EXP.	19,727	19,400	20,400	21,000

<b>Benefits TOTAL . . . . .:</b>	<b>36,214</b>	<b>35,800</b>	<b>37,900</b>	<b>38,500</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	525	1,500	1,500	900
0240	EQUIPMENT REPAIRS	0	200	200	200
0242	EQUIPMENT RENTAL & LEASE	59	0	0	0
0246	VEHICLE REPAIRS	476	500	500	750

**DOCUMENTS FOR ACCOUNT . . . : 01-30-36-02466**

Increase repair budget

An increase is being sought to cover repair expenses for the warrant vehicle currently in service.

**CITY MANAGER'S COMMENTS: Approved**

<b>Contractual TOTAL . . . . .:</b>	<b>1,060</b>	<b>2,200</b>	<b>2,200</b>	<b>1,850</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	167	300	300	150
0310	PRINTING & BINDING	0	300	300	300
0321	UNIFORMS	1,000	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	2,676	3,000	3,000	4,000

<b>Supplies TOTAL . . . . .:</b>	<b>3,843</b>	<b>4,600</b>	<b>4,600</b>	<b>5,450</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	36 Warrants

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0430 TUITION & TRAINING	80	350	350	350
0436 TRAVEL	138	350	350	350

<b>Operational TOTAL . . . . .:</b>	<b>218</b>	<b>700</b>	<b>700</b>	<b>700</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	1,733	1,800	1,800	1,800
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<b>Utilities TOTAL . . . . .:</b>	<b>1,733</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>
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<b>Warrants TOTAL . . .:</b>	<b>202,297</b>	<b>207,600</b>	<b>209,800</b>	<b>217,600</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

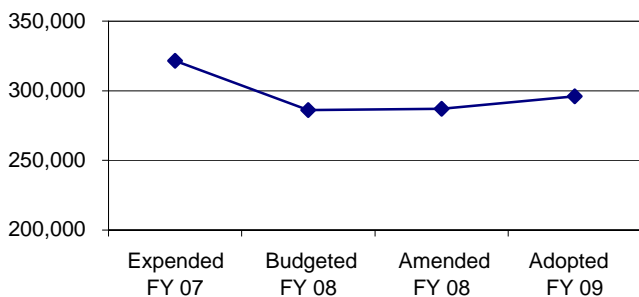
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	316,446	278,400	279,300	289,000
Contractual	1,651	2,300	2,300	2,050
Supplies	960	1,700	1,700	1,250
Operational	1,609	2,600	2,600	2,600
Utilities	811	1,100	1,100	1,100
<b>Total</b>	<b>321,477</b>	<b>286,100</b>	<b>287,000</b>	<b>296,000</b>

### Personnel Schedule

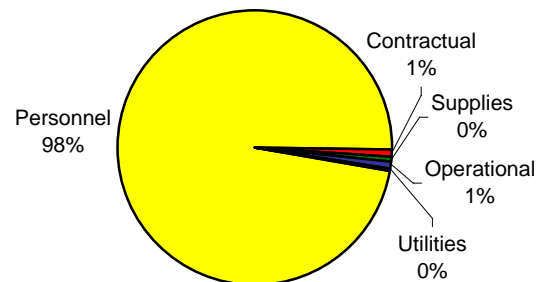
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Public Safety Computer Manager	22	1	1
Crime Analyst	16	1	1
Records Clerk II	11	2	2
Records Clerk II/Receptionist	11	1	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,251	75,000	75,850	76,100
0104	SALARIES & WAGES-CLERICAL	184,563	154,400	153,800	161,300

**DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0104**

**New I.T. Tech**

The Public Safety Computer Division's responsibilities continue to grow. It maintains 35 laptops, 45 desktops and 19 ticket writers. All of which require regular Windows updates, monthly virus protection and software updates. It also maintains the PS400, RS6000 and mobile field reporting server. All of the work is currently being handled by the Computer Manager and the Crime Analyst. The Computer manager also supervises the Records Department.

The responsibilities of the new position would include maintaining Police and Fire Department computer systems and equipment. The position would also be responsible for assisting Internal Operations with maintaining and supporting the radio system.

Salary and Benefits:	\$55,400
Workstation and computer	2,700
Cell Phone	500
Training/travel	2,000

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	356	500	400	500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>262,170</b>	<b>229,900</b>	<b>230,050</b>	<b>237,900</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	600	600	600	600
0114	LONGEVITY PAY	2,185	2,600	2,250	2,500
0120	FICA & MEDICARE EXPENSE	19,976	17,600	18,000	18,200
0122	T.M.R.S. RETIREMENT EXP.	31,515	27,700	28,400	29,800

<b>Benefits TOTAL . . . . .:</b>	<b>54,276</b>	<b>48,500</b>	<b>49,250</b>	<b>51,100</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	1,250	1,300	1,300	1,300
0240	EQUIPMENT REPAIRS	0	500	500	500
0246	VEHICLE REPAIRS	401	500	500	250

<b>Contractual TOTAL . . . . .:</b>	<b>1,651</b>	<b>2,300</b>	<b>2,300</b>	<b>2,050</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	30 Police	37 Records

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	777	750	750	300
0310	PRINTING & BINDING	183	200	200	200
0331	FUEL & LUBRICANTS	0	750	750	750

<b>Supplies TOTAL . . . . . :</b>	<b>960</b>	<b>1,700</b>	<b>1,700</b>	<b>1,250</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	25	100	100	100
0415	RECRUITING EXPENSES	259	0	0	0
0430	TUITION & TRAINING	624	1,500	1,500	1,500
0436	TRAVEL	701	1,000	1,000	1,000

<b>Operational TOTAL . . . . . :</b>	<b>1,609</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	811	1,100	1,100	1,100
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<b>Utilities TOTAL . . . . . :</b>	<b>811</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
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<b>Records TOTAL . . :</b>	<b>321,477</b>	<b>286,100</b>	<b>287,000</b>	<b>296,000</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

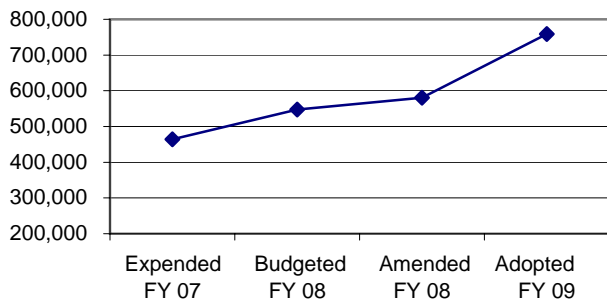
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	427,960	482,900	483,900	514,600
Contractual	23,337	43,300	76,200	223,400
Supplies	2,429	3,800	3,800	1,900
Operational	9,996	16,250	16,250	18,350
Utilities	710	800	800	800
Capital	-	-	-	-
<b>Total</b>	<b>464,432</b>	<b>547,050</b>	<b>580,950</b>	<b>759,050</b>

### Personnel Schedule

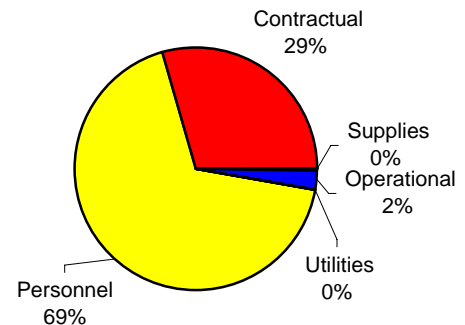
<u>Position</u>	<u>Classification</u>	FY 08 <u>Approved</u>	FY 09 <u>Approved</u>
Planning and Zoning Director	32	1	1
Planning and Zoning Manager	23	1	1
GIS Coordinator	22	1	1
Sr. Planner	22	1	1
Planning Technician	15	2	1
Planning Coordinator	12	0	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	98,207	110,400	111,500	116,700
0104	SALARIES & WAGES-CLERICAL	251,537	287,700	285,100	305,300

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

**Planner Position and Intern Position**

We are requesting approval of funds for an intern to work on various GIS projects this year. The first and primary project is to complete the mapping of water and sewer lines and related utilities.

We are asking for \$12,000 based on 1000 hours at \$12 per hour.

**CITY MANAGER'S COMMENTS:** \$8,000 is approved for an intern position and will be funded from Administration.

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

**Main Street Program Manager**

A memo is included in the budget workbook explaining the program and associated funding in full detail.

**CITY MANAGER'S COMMENTS:** Disapproved, funding is not available at this time.

**CITY COUNCIL COMMENTS:** see account 0215.

0109	SALARIES & WAGES-OVERTIME	3,371	2,500	2,500	2,500
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>353,115</b>	<b>400,600</b>	<b>399,100</b>	<b>424,500</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	600
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0113**

**Certification Pay**

We have two positions that are AICP (certified planners) that require continuing education maintenance for certification.

**CITY MANAGER'S COMMENTS:** Approved

0114	LONGEVITY PAY	795	1,200	1,200	1,600
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	27,653	29,600	30,900	31,400
0122	T.M.R.S. RETIREMENT EXP.	43,397	47,900	49,100	52,900

<b>Benefits TOTAL . . . . .:</b>	<b>74,845</b>	<b>82,300</b>	<b>84,800</b>	<b>90,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213 CONSULTING FEES	9,143	25,000	55,000	112,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213** **Consulting**

We anticipate consultant fees for the following projects:

Downtown planning - \$10,000

Historic consulting - \$2,500

PD-32 consulting - \$100,000

General consulting - \$10,000

**CITY MANAGER'S COMMENTS:** Approved, PD-32 consulting will be from General Fund reserves.

**CITY COUNCIL COMMENTS:** Reduced by \$10,000 - downtown planning.

0215 MAIN STREET PROGRAM	0	0	0	92,100
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0215** **Main Street Program**

**CITY COUNCIL COMMENTS:** Program is being added to the budget; if the State approves the program participation then the various expense components will be indentified in the budget individually. This will be a General Fund reserve expenditure.

0231 SERVICE-MAINT. CONTRACTS	5,856	11,700	14,600	12,200
0233 ADVERTISING	4,354	2,500	2,500	2,500
0242 EQUIPMENT RENTAL & LEASE	3,984	4,100	4,100	4,100

<b>Contractual TOTAL . . . . .:</b>	<b>23,337</b>	<b>43,300</b>	<b>76,200</b>	<b>223,400</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	1,710	1,600	1,600	550
0310 PRINTING & BINDING	719	1,500	1,500	650
0347 GENERAL MAINT. SUPPLY	0	700	700	700

<b>Supplies TOTAL . . . . .:</b>	<b>2,429</b>	<b>3,800</b>	<b>3,800</b>	<b>1,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	41 Planning

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,804	1,850	1,850	1,850
0415	RECRUITING EXPENSES	118	0	0	0
0430	TUITION & TRAINING	5,530	9,850	9,850	11,950

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

**Tuition and Training**

We are requesting funding for the following training:

- Texas APA Conference - \$1,600 (4 persons)
- TML - \$250 (1 person)
- P&Z Training - \$1,000
- Historic Board - \$1,000
- GIS Training - \$2,940
- Special Training - \$2,940

(This more specialized training is for programming skills with SQL, SDE, and Visual Basic, which will be needed as we build the larger and more advanced GIS system)

- CRW Training - \$1,500 (2 persons) - continued training for administrators
- National APA Conference - \$700

**CITY MANAGER'S COMMENTS: Approved**

0436	TRAVEL	2,544	4,550	4,550	4,550
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<b>Operational TOTAL . . . . . :</b>	<b>9,996</b>	<b>16,250</b>	<b>16,250</b>	<b>18,350</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	710	800	800	800
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<b>Utilities TOTAL . . . . . :</b>	<b>710</b>	<b>800</b>	<b>800</b>	<b>800</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0612**

**Computers**

We are requesting funding for two (2) 24" computer monitors estimated cost of \$1,300. These will be utilized for GIS mapping.

**CITY MANAGER'S COMMENTS: Approved, funded in the Technology Replacement Fund transfer.**

<b>Capital TOTAL . . . . . :</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Planning TOTAL . . :</b>	<b>464,432</b>	<b>547,050</b>	<b>580,950</b>	<b>759,050</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	42 Code Enforcement

### Expenditure Summary

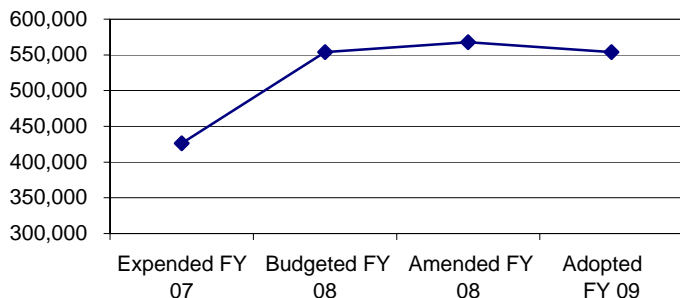
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	323,645	379,450	393,450	399,250
Contractual	71,452	138,150	138,150	120,100
Supplies	17,967	21,450	21,450	19,450
Operational	8,454	11,900	11,900	11,900
Utilities	2,595	2,950	2,950	3,300
Capital	2,105	-	-	-
<b>Total</b>	426,218	553,900	567,900	554,000

### Personnel Schedule

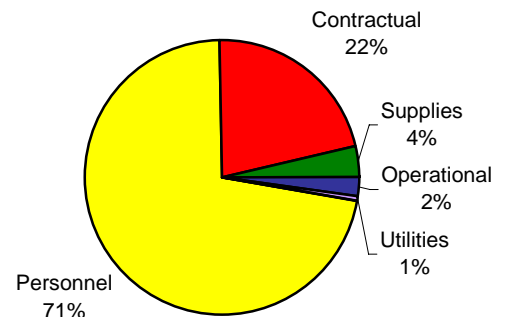
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Code Enforcement Supervisor	20	1	1
Code Enforcement Officer - LRE	16	1	1
Code Enforcement Officer	15	3	3
Code Enforcement Coordinator	12	1	1
Parking Enforcement Officer	7	0.5	0.5

### Activity Trends

**Financial History**



**FY 2009 Expenditure by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	0	0	0	65,000
0104	SALARIES & WAGES-CLERICAL	38,817	41,600	41,600	44,000
0107	SALARIES & WAGES-LABOR	220,272	264,000	266,100	215,700

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0107**

**New Code Officer**

We need to add a fourth Code Enforcement Officer Position. The last time we added a Code Enforcement Officer position (excluding an Officer dedicated to the Lake Rockwall Estates area) was in 2003. At that time, we had 7500 properties in Rockwall and a total of 3 Code Enforcement Officers, with each Officer responsible for approximately 2500 properties. After much observation and planning, I've determined that for our Code Officers to be able to operate in a very proactive manner and to have the time and ability to manage his/her workload effectively; their work load responsibility should not exceed 3000 properties each.

Since we added the last Officer position in 2003, the total number of properties within the city has doubled to approximately 15,000. Therefore the workload for the 3 existing officers has also doubled, with each Officer currently responsible to maintain 5,000 properties.

**CITY MANAGER'S COMMENTS: Disapproved**

0109	SALARIES & WAGES-OVERTIME	11,857	12,550	18,050	5,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0109**

**Overtime**

One Code Officer is scheduled to work a 4-hour shift every weekend. 4 hours per week @ 52 weeks. The Building & Standards Commission meets once a month from 6:00 P.M. until finished, usually around 8:30 or 9:00 P.M., and this meeting requires attendance of the Administrative Assistant, and usually at least two of the Code Enforcement Officers.

52 weekends x \$148 (per weekend) amounts to \$7,969 (Weekend Enforcement)

12 months x \$444 (per month) amounts to \$5,328 (Building & Standards Commission)

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Reduced by \$8,000 - no weekend enforcement**

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>270,946</b>	<b>318,150</b>	<b>325,750</b>	<b>330,000</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,800	1,800	1,800
0114	LONGEVITY PAY	865	1,200	1,600	1,950
0120	FICA & MEDICARE EXPENSE	20,850	23,400	25,500	24,800
0122	T.M.R.S. RETIREMENT EXP.	30,984	34,900	38,800	40,700

<b>Benefits TOTAL . . . . .:</b>	<b>52,699</b>	<b>61,300</b>	<b>67,700</b>	<b>69,250</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	42 Code Enforcement

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213	CONSULTING FEES	0	5,000	5,000	4,250
0231	SERVICE-MAINT. CONTRACTS	3,332	5,800	5,800	4,300
0240	EQUIPMENT REPAIRS	97	250	250	250
0242	EQUIPMENT RENTAL & LEASE	4,832	6,000	6,000	5,200
0246	VEHICLE REPAIRS	4,278	3,500	3,500	3,500
0255	CODE ENFORCEMENT CONTRACT	9,070	19,500	19,500	19,500
0256	HEALTH INSPECTION SERVICE	45,253	50,100	50,100	53,100

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

**Contractual Health Inspections**

Planning & Zoning is aware of approximately 12 - 15 new food service establishments planning to open sometime during the 2008/2009 budget year. These 15 food service establishments will require a minimum of 30 routine inspections @ \$40 (\$1,200), and 30 follow-up inspections @ \$30 (\$900). The \$51,000 that we need to sustain current operations, plus the additional \$2,100 for new inspections amounts to \$53,100.

**CITY MANAGER'S COMMENTS: Approved**

0257	DEMOLITION SERVICES	4,590	48,000	48,000	30,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0257**

**Demolitions**

We typically budget \$8,000 per year for demolition activity within the city limits. This budget year we will be addressing approximately 5 properties in LRE @ approximately \$5,000 each.

\$8,000 within the city

\$25,000 within LRE

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Fund \$25,000 for LRE with reserves and cut \$3,000.**

<b>Contractual TOTAL . . . . .:</b>	<b>71,452</b>	<b>138,150</b>	<b>138,150</b>	<b>120,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,875	3,500	3,500	2,550
0310	PRINTING & BINDING	4,089	7,000	7,000	5,000
0321	UNIFORMS	1,673	1,750	1,750	1,750
0323	SMALL TOOLS	1,249	750	750	750
0325	SAFETY SUPPLIES	1,162	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	5,286	6,450	6,450	7,400
0347	GENERAL MAINT. SUPPLY	633	500	500	500

<b>Supplies TOTAL . . . . .:</b>	<b>17,967</b>	<b>21,450</b>	<b>21,450</b>	<b>19,450</b>
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Fund	Department	Division
01 General Fund	40 Community Development	42 Code Enforcement

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	3,380	3,900	3,900	3,900
0415 RECRUITING EXPENSES	70	0	0	0
0430 TUITION & TRAINING	2,503	4,800	4,800	4,800
0436 TRAVEL	2,501	3,200	3,200	3,200

<b>Operational TOTAL . . . . .:</b>	<b>8,454</b>	<b>11,900</b>	<b>11,900</b>	<b>11,900</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	2,595	2,950	2,950	3,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0507** **Cell Phone**

5 phones @ \$40 per month x 12 months \$2,400  
 Smart Phone ( Supervisor Position) \$75 per month \$ 900

**CITY MANAGER'S COMMENTS:** Approved

<b>Utilities TOTAL . . . . .:</b>	<b>2,595</b>	<b>2,950</b>	<b>2,950</b>	<b>3,300</b>
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**60 Capital**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0612** **Computers**

One Laptop for new position - \$2,000  
 Comp mount for new truck - \$500  
 Thin client for new position - \$1,000  
 Data Drop - \$900  
 Cubicle - \$3,300

**CITY MANAGER'S COMMENTS:** Position was disapproved.

0617 RADIO EQUIPMENT	2,105	0	0	0
0623 VEHICLES	0	0	0	0

**DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0623** **Vehicles**

Vehicle - 1/2 ton truck \$16,600  
 Safety lights for new vehicle - \$1,500

**CITY MANAGER'S COMMENTS:** Position was disapproved.

<b>Capital TOTAL . . . . .:</b>	<b>2,105</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Code Enforcement TOTAL :</b>	<b>426,218</b>	<b>553,900</b>	<b>567,900</b>	<b>554,000</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

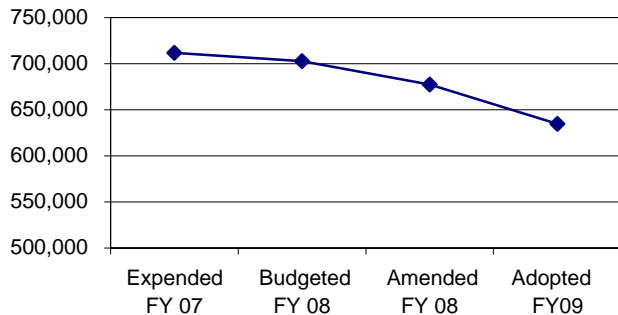
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	652,284	635,300	610,050	569,800
Contractual	25,101	32,950	32,950	31,750
Supplies	18,390	17,800	17,800	16,650
Operational	10,492	11,650	11,650	11,650
Utilities	5,376	5,000	5,000	5,000
<b>Total</b>	<b>711,643</b>	<b>702,700</b>	<b>677,450</b>	<b>634,850</b>

### Personnel Schedule

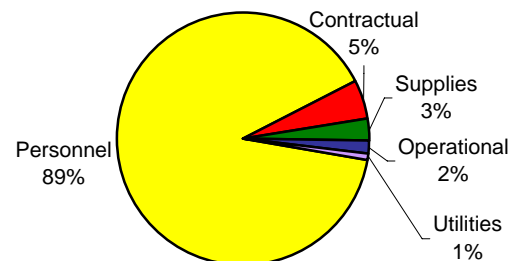
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Director of Building Inspections & Code Enforcement / Building Official	32	1	1
Senior Building Inspector	19	1	1
Plans Examiner	17	1	1
Building Inspector	16	3	2
Property Maintenance Inspector	16	1	1
Permit Technician	12	2	2

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	98,122	110,400	109,950	116,800
0104	SALARIES & WAGES-CLERICAL	80,948	86,700	87,200	90,700
0107	SALARIES & WAGES-LABOR	356,777	321,000	298,200	254,700

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0107**

**Inspector for L.R.E.**

I propose to add a Building Inspector position beginning April 1, 2009, due to the annexation of the Lake Rockwall Estates area. The increased work load that we will experience with L.R.E. will in my opinion warrant a position to perform the related inspections and customer service. Once we extend our building and property maintenance codes into the L.R.E. area, all construction activities will require a permit. Because building code requirements have been non-existent in the L.R.E. area, a high percentage of the properties have existing building code violations. Much of the work has been performed by the home owners or non qualified contractors. Due to these facts, issuing permits and the subsequent inspections will be much more time consuming, than in the city's current incorporated areas. In addition, once we annex the area our Property Maintenance Code will apply as well. Many of the properties have P.M. Code violations and as we begin to work that code proactively, a high number of the property owners will be asked to repair their structures in order to bring them into compliance. These will necessitate permits and inspections, which will be performed by a Building Inspector position. This is a grade 16 position.

**CITY MANAGER'S COMMENTS:** Disapproved, one inspector position is being reassigned to new "Green" and conservation initiatives as well.

0109	SALARIES & WAGES-OVERTIME	2,398	3,000	1,300	2,500
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>538,245</b>	<b>521,100</b>	<b>496,650</b>	<b>464,700</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,500	6,000	6,000	6,000
0114	LONGEVITY PAY	2,540	3,300	3,000	3,100
0116	AUTO ALLOWANCE	3,000	3,600	3,600	3,600
0120	FICA & MEDICARE EXPENSE	41,405	38,900	38,800	34,400
0122	T.M.R.S. RETIREMENT EXP.	65,594	62,400	62,000	58,000

<b>Benefits TOTAL . . . . :</b>	<b>114,039</b>	<b>114,200</b>	<b>113,400</b>	<b>105,100</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	43 Inspections

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0213	CONSULTING FEES	4,691	4,500	4,500	2,500
0231	SERVICE-MAINT. CONTRACTS	15,820	21,800	21,800	22,600

**DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0231**

Service Maintenance

OptiSoft software maintenance added \$800

0240	EQUIPMENT REPAIRS	120	500	500	500
0242	EQUIPMENT RENTAL & LEASE	2,665	2,650	2,650	2,650
0246	VEHICLE REPAIRS	1,805	3,500	3,500	3,500

<b>Contractual TOTAL . . . . . :</b>	<b>25,101</b>	<b>32,950</b>	<b>32,950</b>	<b>31,750</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,363	3,500	3,500	2,500
0310	PRINTING & BINDING	4,257	4,000	4,000	3,550
0321	UNIFORMS	1,019	1,500	1,500	1,000
0323	SMALL TOOLS	1,326	1,000	1,000	500
0331	FUEL & LUBRICANTS	8,140	7,300	7,300	8,600
0347	GENERAL MAINT. SUPPLY	285	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>18,390</b>	<b>17,800</b>	<b>17,800</b>	<b>16,650</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	1,884	3,050	3,050	3,050
0415	RECRUITING EXPENSES	989	0	0	0
0430	TUITION & TRAINING	4,812	4,600	4,600	4,600
0436	TRAVEL	2,807	4,000	4,000	4,000

<b>Operational TOTAL . . . . . :</b>	<b>10,492</b>	<b>11,650</b>	<b>11,650</b>	<b>11,650</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	5,376	5,000	5,000	5,000
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<b>Utilities TOTAL . . . . . :</b>	<b>5,376</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
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<b>Building Inspections TOTAL :</b>	<b>711,643</b>	<b>702,700</b>	<b>677,450</b>	<b>634,850</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	40 Community Development	44 Animal Services

### Expenditure Summary

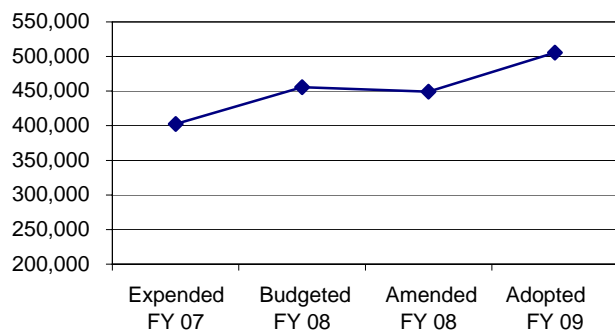
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	345,662	386,200	376,950	409,150
Contractual	33,028	37,300	37,300	38,600
Supplies	18,985	24,550	27,050	30,050
Operational	1,665	4,500	4,500	4,000
Utilities	3,239	3,200	3,200	3,200
Capital	-	-	-	20,500
<b>Total</b>	<b>402,579</b>	<b>455,750</b>	<b>449,000</b>	<b>505,500</b>

### Personnel Schedule

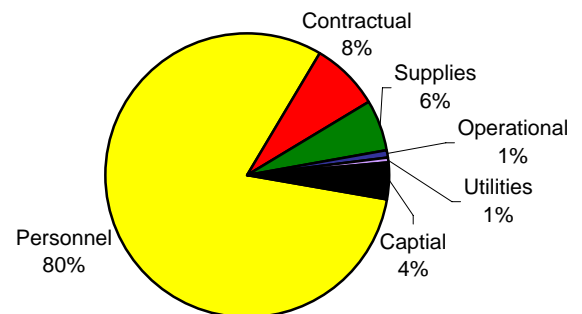
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Animal Control Supervisor	20	1	1
Animal Control Officer	12	5	5
Shelter Attendant	7	2	2

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	53,987	57,800	57,850	61,300
0107	SALARIES & WAGES-LABOR	221,274	254,900	241,700	267,000
0109	SALARIES & WAGES-OVERTIME	9,091	6,700	9,700	9,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>284,352</b>	<b>319,400</b>	<b>309,250</b>	<b>337,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	1,200	1,500	1,500	1,500
0114	LONGEVITY PAY	3,290	3,700	3,800	4,150
0120	FICA & MEDICARE EXPENSE	22,038	23,900	24,200	25,100
0122	T.M.R.S. RETIREMENT EXP.	34,782	37,700	38,200	41,100

<b>Benefits TOTAL . . . . .:</b>	<b>61,310</b>	<b>66,800</b>	<b>67,700</b>	<b>71,850</b>
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	0	500	500	700
0240	EQUIPMENT REPAIRS	1,042	750	750	750
0242	EQUIPMENT RENTAL & LEASE	703	3,200	3,200	4,300
0246	VEHICLE REPAIRS	3,502	3,500	3,500	3,500
0266	VETERINARY CONTRACTS	26,995	28,350	28,350	28,350
0270	WASTE DISPOSAL SERVICE	786	1,000	1,000	1,000

<b>Contractual TOTAL . . . . .:</b>	<b>33,028</b>	<b>37,300</b>	<b>37,300</b>	<b>38,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,061	1,000	1,000	1,000
0310	PRINTING & BINDING	586	1,500	1,500	1,500
0321	UNIFORMS	1,374	4,000	4,000	3,500
0325	SAFETY SUPPLIES	0	750	750	750
0331	FUEL & LUBRICANTS	12,000	11,300	13,800	17,300
0347	GENERAL MAINT. SUPPLY	900	1,000	1,000	1,000
0375	ANIMAL SHELTER SUPPLY	3,064	5,000	5,000	5,000

<b>Supplies TOTAL . . . . .:</b>	<b>18,985</b>	<b>24,550</b>	<b>27,050</b>	<b>30,050</b>
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Fund	Department	Division
01 General Fund	40 Community Development	44 Animal Services

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	138	500	500	500
0415	RECRUITING EXPENSES	123	500	500	0
0430	TUITION & TRAINING	744	1,750	1,750	1,750
0436	TRAVEL	660	1,750	1,750	1,750

<b>Operational TOTAL . . . . .:</b>	<b>1,665</b>	<b>4,500</b>	<b>4,500</b>	<b>4,000</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	3,239	3,200	3,200	3,200
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<b>Utilities TOTAL . . . . .:</b>	<b>3,239</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	20,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612** **New Thin Client Computer**  
 We need to add one thin client computer to be utilized in the new adoption center treatment/workroom area. \$900.

**CITY MANAGER'S COMMENTS:** Approved, funded in the Technology Replacement Fund Transfer.

**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612** **Security Cameras**  
 This will fund the purchase and installation of a CCTV camera system for our Animal Adoption Center. I originally got a quote on this system during design of the new facility; however, due to funding constraints, we could not purchase and install it during the building construction. I believe having this system is prudent due to the fact that the new facility is located in a somewhat isolated location. This system will prevent or at least minimize any vandalism, theft or unauthorized individuals from entering the property. The system will include four exterior cameras and the associated monitoring equipment. In addition, we will be able to tie into our PD dispatch office so they can monitor the site as well. Total cost is \$20,500.

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

**CITY COUNCIL COMMENTS:** Funding will be from General Fund reserves.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	40 Community Development	44 Animal Services

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-40-44-0612**

**Mobile Data Equipment**

I propose to add mobile data equipment for our Animal Service Officers. We currently utilize an excellent animal shelter software product; however, our field personnel cannot access it while they are in their vehicles. I believe this new equipment will greatly enhance our capabilities and the level of efficiency and service we can provide to our residents and customers. Currently, when an Animal Officer picks up a stray or lost dog, they have no way to try and identify the owner, other than to call the Animal Adoption Center and speak to another employee there, which has to sit down at a computer and spend time searching our database to provide the officer with the information.

Giving field personnel access to the software database while in the field allows them to search our database by breed and animal photos and will many times be able to identify who the animal owner is and return the animal to them quickly without ever having to bring the animal into the Adoption Center. This will be great customer service and save our residents the time and inconvenience of having to come down to the Adoption Center to retrieve their animal. This will result in savings for us, because it will minimize a number of animals that we would otherwise have to house in our facility. In addition, this new capability will allow the officers to search our database to determine if an animal is currently registered with the city and if it is not, they can leave a courtesy notice on the resident's door asking them to get the animal registered with us.

5 laptop computers at \$2,000 each and 5 truck mounts at \$500 each - Total \$12,500.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,500</b>
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<b>Animal Services TOTAL :</b>	<b>402,579</b>	<b>455,750</b>	<b>449,000</b>	<b>505,500</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

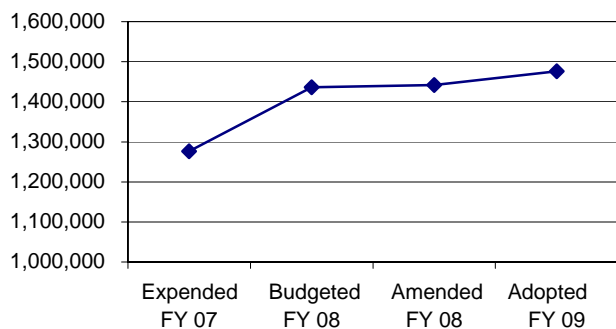
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	692,232	829,750	810,450	852,000
Contractual	245,954	270,000	270,000	298,000
Supplies	204,290	198,500	198,500	212,050
Operational	32,679	34,200	34,200	16,200
Utilities	101,515	98,000	123,000	98,000
Capital	-	6,000	6,000	-
<b>Total</b>	<b>1,276,670</b>	<b>1,436,450</b>	<b>1,442,150</b>	<b>1,476,250</b>

### Personnel Schedule

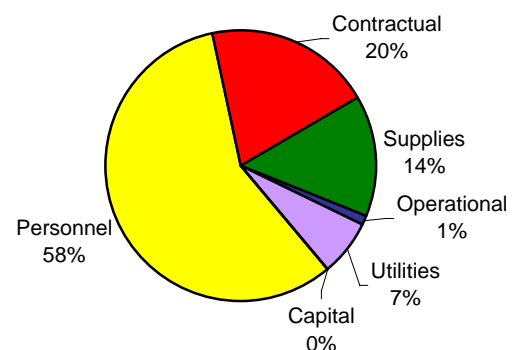
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Parks Superintendent	23	1	1
Crew Leader	13	3	3
Irrigation/Pesticide Technician	13	1	1
Landscape Beautification Coordinator	13	1	1
Equipment Operator I	9	3	3
Maintenance Worker II	8	8	8
Maintenance Worker I	8	1	1
Maintenance Worker (PT/Temporary)	-	6	6

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,531	78,800	79,600	79,850
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0101**

**Park Operations Supervisor**

The Park Operations Supervisor will provide direct daily supervision to the three Parks Department Crew Leaders. Position will be responsible for compliance to department maintenance standards, contract compliance for contractor maintained areas and provide assistance to Park Superintendent in collection of data and formulating reports including playground safety inspection reports, parks maintenance checklists and pesticide application records. Additional responsibilities include providing a level of supervision in department capital improvement projects. Grade 16 Salary: \$55,000.

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

**CITY COUNCIL COMMENTS:** *Disapproved.*

0107	SALARIES & WAGES-LABOR	482,409	595,700	571,900	607,600
0109	SALARIES & WAGES-OVERTIME	15,369	16,000	19,300	16,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>575,309</b>	<b>690,500</b>	<b>670,800</b>	<b>703,450</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,500	1,500	1,500
0114	LONGEVITY PAY	5,975	6,650	6,950	7,100
0120	FICA & MEDICARE EXPENSE	43,757	51,650	51,550	53,750
0122	T.M.R.S. RETIREMENT EXP.	67,191	79,450	79,650	86,200

<b>Benefits TOTAL . . . . .:</b>	<b>116,923</b>	<b>139,250</b>	<b>139,650</b>	<b>148,550</b>
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**20 Contractual**

0237	UNIFORM SERVICE	8,172	10,500	10,500	10,500
0240	EQUIPMENT REPAIRS	13,135	16,500	16,500	16,500
0242	EQUIPMENT RENTAL & LEASE	11,687	12,000	12,000	17,000

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

**Tub Grinder Rental**

This request is for the rental of a tub grinder service every 4 to 6 months to take all of the limbs and trees that are stockpiled at the Service Center and grind it into mulch. This mulch is made available to the citizens for their use. This work was done in previous years by the inmate crew over a period of several weeks. We currently do not have access to the inmate crew and must hire a tub grinder once a year to reduce the pile. With the changes in the service center due to the 205 by-pass cutting through the fenced in area, our ability to stock pile trees is greatly reduced and will need to be mulched more frequently. The cost for the rental is \$7,000.

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

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0244	BUILDING REPAIRS	2,154	3,000	3,000	3,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0244** **Building Repair Increase**

This project is for a \$2,000 increase for building repair. Since 2006 we have built or expanded 4 neighborhood parks and 1 public boat ramp. These parks have pavilions, fishing piers and other amenities that will require repairing vandalism, graffiti, electrical repairs and lamp replacement.

**CITY MANAGER'S COMMENTS:** Disapproved

0246	VEHICLE REPAIRS	8,344	6,500	6,500	9,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0246** **Line Item Increase**

This line item increase is for additional vehicle repairs for a 1990 dump truck and a 1990 480F Case front loader. Due to their age and use, the amount of needed repairs has increased.

**CITY MANAGER'S COMMENTS:** Approved

0247	GROUNDS MAINTENANCE	201,673	220,000	220,000	240,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247** **Grounds Maintenance Contract**

The City contracts with a private company to maintain City facilities, medians and rights of way during the growing season. We also contract for litter abatement each year. The fiscal year 2008 budget is \$220,000.

Fiscal Year 2009 we will need to add the following areas and services to the program.

Summer Lee at Tubbs, Harbor Parking lot, Lakeshore Blvd, medians on Townsend at Yellowjacket. \$33,000 for weekly basis, 32 cycles.

We also expect a price increase due to fuel costs and CPI in the range of \$2,500 on the base contract.

Animal Adoption Center, 26 weekly cycles \$4,500

Industrial Blvd and Justin Rd extensions added to biweekly mowing cycle for 16 cycles \$6,500.

205 By-pass added to mowing contract when the project is completed. The ROW and medians would be mowed bi-weekly for 16 cycles March to October. Cost is \$45,000.

Increase in pond maintenance contract to account for the enlarged pond at Foxchase Park, the enlarged pond at Emerald Bay and the new ponds at Hickory Ridge. This is a monthly performed to control algae and other invasive aquatic weeds. \$3,200.

**CITY MANAGER'S COMMENTS:** Due to budget constraints, the mowing cycles will need to be adjusted. The department requests total \$315,000. We are able to fund \$240,000 and will need to adjust services accordingly.



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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NOTE FROM DIRECTOR: Services that will be adjusted due to the budget constraints are:

1. Eliminate State Highway Right of Way Mowing - \$32,000  
includes FM549, SH276, FM3097, SH205 N of Heath St., SH205 S of Ralph Hall Pkwy and SH66 E of Caruth. These cuts will result in mowing of these areas by TxDOT 5 to 7 times a year.
2. Service Center and Animal Adoption Center mowing - \$4,200  
one time per week mowing reduced to bi-weekly.
3. John King Blvd mowing reduced - \$39,000  
proposed weekly mowing reduced to seven (7) times annually.

0270 WASTE DISPOSAL SERVICE	789	1,500	1,500	1,500
<b>Contractual TOTAL . . . . .:</b>	<b>245,954</b>	<b>270,000</b>	<b>270,000</b>	<b>298,000</b>

**30 Supplies**

0301 OFFICE SUPPLIES	473	500	500	350
0310 PRINTING & BINDING	264	200	200	200
0323 SMALL TOOLS	7,614	10,800	10,800	12,500

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0323**

**Line Item Increase**

This line item increase for the replacement and addition of small tools such as weed eaters, edgers, drills, saws, air compressors and portable generators.

**CITY MANAGER'S COMMENTS: Approved**

0325 SAFETY SUPPLIES	1,883	2,000	2,000	2,000
0331 FUEL & LUBRICANTS	36,685	35,000	35,000	42,000
0333 CHEMICAL	38,073	31,500	31,500	31,500
0341 CONSTRUCTION & REPAIR SUPPLY	47,887	47,500	47,500	47,500
0347 GENERAL MAINT. SUPPLY	32,416	28,000	28,000	33,000

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

**Line Item Increase**

A line item increase is necessary to maintain the additional 4 neighborhood parks and boat ramp that have been constructed since 2006. We added 21 acres of high quality turf, approximately 3 miles of trail, irrigation, aerial fountains, drinking fountains, 2 new spraygrounds and 2 basketball courts. This increase is for \$5,000.

**CITY MANAGER'S COMMENTS: Approved**

0349 AGRICULTURAL SUPPLIES	30,984	35,000	35,000	35,000
0350 IRRIGATION SYS SUPPLIES	8,011	8,000	8,000	8,000

<b>Supplies TOTAL . . . . .:</b>	<b>204,290</b>	<b>198,500</b>	<b>198,500</b>	<b>212,050</b>
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Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**40 Operational**

0415	RECRUITING EXPENSES	893	1,500	1,500	1,500
0430	TUITION & TRAINING	2,401	3,500	3,500	3,500
0436	TRAVEL	625	3,200	3,200	3,200
0480	VOLUNTEER PROGRAM	28,760	26,000	26,000	8,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0480**

**Volunteer Network Program**

This budget is historically dedicated to maintaining the inmate work program with our partnership with Dawson State Jail. Due to their difficulty in staying fully staffed, the program has been temporarily suspended until further notice. In late 2007, we began building a formal volunteer network to involve citizens in parks and recreation projects. This project would be used for recruitment, retention, support, training and safety equipment. In addition to volunteers, this budget is needed for hiring temporary labor throughout the year for short term projects or tasks such as: removing trash and debris in green belts and drainage areas and help with park improvement and repair projects. This initiative will help offset some of the labor hours lost from the inmate program. This project cost is \$15,000, which is an \$11,000 reduction from the original line item.

**CITY MANAGER'S COMMENTS:** Approved

**CITY COUNCIL COMMENTS:** Reduced by \$7,000.

<b>Operational TOTAL . . . . .:</b>	<b>32,679</b>	<b>34,200</b>	<b>34,200</b>	<b>16,200</b>
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**50 Utilities**

0507	CELLULAR TELEPHONE	2,054	3,000	3,000	3,000
0513	WATER	99,461	95,000	120,000	95,000

<b>Utilities TOTAL . . . . .:</b>	<b>101,515</b>	<b>98,000</b>	<b>123,000</b>	<b>98,000</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0612**

**Laptops for Work Orders**

This project is a recommendation of the C3 team related to work orders and maps. These computers would be placed in the crew leader's and superintendent's trucks. The computers would provide access to the proposed work order and service request system as well as plans and irrigation as-builts. The cost of the 5 laptops are \$12,725 and include a truck mount bracket and power supply adapter.

**CITY MANAGER'S COMMENTS:** Disapproved.

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	45 Park Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0621 FIELD MACHINERY & EQUIPMENT	0	6,000	6,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621** **Commerical Walk Behind Mower**

This project replaces two 36" self-propelled walk behind mowers. They were originally purchased in 1995 and have lost engine power and require a significant amount of repair. This type of mower would be used in the new neighborhood parks where there are many slopes and tight corners that a riding mower cannot reach and currently must be weedeated. The cost for each mower is \$3,750 for a total of \$7,500.

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

**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621** **Infield Groomer**

This project is for replacing the infield groomer which was purchased in 2003. According to the vehicle replacement policy, it is eligible for replacement in 2008. We have had to use other tractors or utility vehicles to prepare the infields at Tuttle Sports Complex due to the down time associated with oil leaks and the replacement of starter, alternator and ignition switch. The cost for the groomer is \$18,000.

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

0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623** **Vehicle Replacement**

This project is for replacing unit #167 which is a 1997 Ford F-250. According to the vehicle replacement policy it is eligible for replacement. It has approximately 98,000 miles on it. Its overall appearance is fair to poor. It gets approximately 7 miles per gallon. It needs major suspension repair. The request is to replace it with a crew cab truck with utility tool bed, ladder rack and safety light bar. This vehicle will be for the construction and special projects crew and is suited for the activities they perform. The cost for this vehicle is \$31,000.

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

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>
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<b>Parks TOTAL . . .:</b>	<b>1,276,670</b>	<b>1,436,450</b>	<b>1,442,150</b>	<b>1,476,250</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

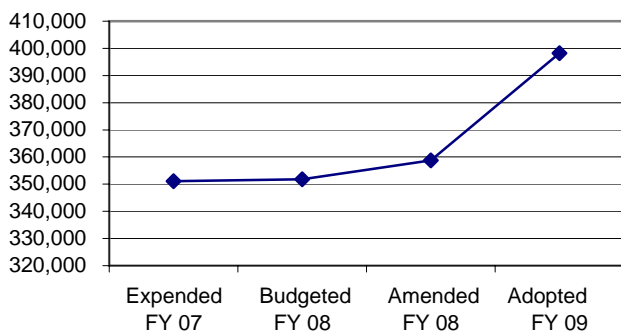
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	86,929	51,250	54,100	95,300
Contractual	60,712	101,700	101,700	105,700
Supplies	44,380	59,000	63,000	57,400
Operational	52,072	7,500	7,500	5,500
Utilities	106,965	132,400	132,400	132,400
Capital	-	-	-	1,950
<b>Total</b>	<b>351,058</b>	<b>351,850</b>	<b>358,700</b>	<b>398,250</b>

### Personnel Schedule

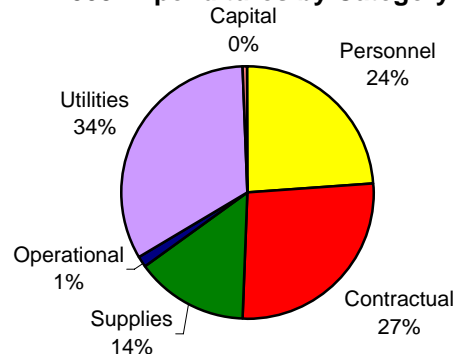
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Harbor Technician	13	1	1
Maintenance Worker II	8	0	1

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0107	SALARIES & WAGES-LABOR	36,153	39,400	39,450	75,300
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0107**

**Maintenance Worker**

This project is for adding a Maintenance Worker II to the Harbor. Due to the work load and maintenance requirements of the Harbor, we have utilized a Parks Department employee to help with the daily operations and the impact of rentals and concert series. Adding this employee will allow the maintenance worker to return to the Parks Department.

Salary and Benefits Grade 8: \$34,600.

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

0109	SALARIES & WAGES-OVERTIME	36,447	4,000	5,600	4,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>72,600</b>	<b>43,400</b>	<b>45,050</b>	<b>79,300</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	0	0	300
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0113**

**Certification Pay**

This project is for the additional Harbor Maintenance worker, if approved to become a Certified Pool Operator (CPO). This position will work around pumps, bleach, filters and other chemicals necessary for the healthy operation of the Harbor fountains.

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

0114	LONGEVITY PAY	95	150	150	500
0120	FICA & MEDICARE EXPENSE	5,502	3,000	3,400	5,800
0122	T.M.R.S. RETIREMENT EXP.	8,732	4,700	5,500	9,400

<b>Benefits TOTAL . . . . .:</b>	<b>14,329</b>	<b>7,850</b>	<b>9,050</b>	<b>16,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**20 Contractual**

0237	UNIFORM SERVICE	0	1,200	1,200	1,200
0240	EQUIPMENT REPAIRS	6,047	6,000	6,000	6,000
0242	EQUIPMENT RENTAL & LEASE	4,807	3,500	3,500	3,500
0244	BUILDING REPAIRS	604	1,500	1,500	3,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0244** **Building Repair Increase**

This project is for increasing the building repair line item to address vandalism and wear and tear on the restroom facility. Due to shifting and shrinking soil, sections of concrete have begun to lift up and crack and will require repair. The project cost is \$1,500.

**CITY MANAGER'S COMMENTS:** Approved

0245	POOL REPAIR & MAINT	980	2,000	2,000	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0245** **Line Item Increase**

This project is for a line item increase. There are many pieces of equipment that run constantly and due to wear and tear have begun to need replacement, such as bleach pump, hoses, fountain lights, nozzles. This expense will also help with the cost of a major pump or motor failure. The cost of this project is \$2,000.

0246	VEHICLE REPAIRS	0	0	0	2,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0246** **Line Item Increase for Vehicle Repair**

This project is for an increase in vehicle repair for unit #162 which is a 1997 Ford F-250. This vehicle was moved from the parks department fleet to the Harbor budget in 2007 and needs it own vehicle repair budget. The project cost is \$2,500.

0247	GROUNDS MAINTENANCE	44,585	60,000	60,000	60,000
0258	SECURITY SERVICES	3,689	26,500	26,500	26,500
0270	WASTE DISPOSAL SERVICE	0	1,000	1,000	1,000

<b>Contractual TOTAL . . . . . :</b>	<b>60,712</b>	<b>101,700</b>	<b>101,700</b>	<b>105,700</b>
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**30 Supplies**

0310	PRINTING & BINDING	4,536	3,000	3,000	3,000
0321	UNIFORMS	294	500	500	500
0323	SMALL TOOLS	14,306	2,000	2,000	2,000
0325	SAFETY SUPPLIES	1,354	500	500	500
0331	FUEL & LUBRICANTS	2,252	2,200	6,200	6,800
0333	CHEMICAL	12,723	36,800	36,800	30,600

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0333** **Chemicals Budget**

**CITY COUNCIL COMMENTS:** Reduced by \$6,200.

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0341 CONSTRUCTION & REPAIR SUPPLY	-6,443	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0341** **Boat Dock Light Fixtures**

This project is for removing the existing light fixtures on the Harbor boat dock and mounting 8 new poles and 16 fixtures along the concrete sidewalk directed toward the boat docks. The lights and electrical conduit require constant repair and replacement due to their weight and location on the docks. The new fixtures will match the appearance of existing pole mounted lights throughout the Harbor and will be designed and aimed to safely illuminate the surface of the docks.

**CITY MANAGER'S COMMENTS: Disapproved**

0347 GENERAL MAINT. SUPPLY	7,705	5,000	5,000	5,000
0349 AGRICULTURAL SUPPLIES	7,444	8,500	8,500	8,500
0350 IRRIGATION SYS SUPPLIES	209	500	500	500

<b>Supplies TOTAL . . . . . :</b>	<b>44,380</b>	<b>59,000</b>	<b>63,000</b>	<b>57,400</b>
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**40 Operational**

0406 SPECIAL EVENTS	36,656	0	0	0
0430 TUITION & TRAINING	240	0	0	0
0469 PROMOTION EXPENSE	11,116	4,000	4,000	2,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0469** **Promotion Budget**

**CITY COUNCIL COMMENTS: Reduced by \$2,000.**

0489 HARBOR RENTAL SUPPLIES	4,060	3,500	3,500	3,500
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<b>Operational TOTAL . . . . . :</b>	<b>52,072</b>	<b>7,500</b>	<b>7,500</b>	<b>5,500</b>
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**50 Utilities**

0501 ELECTRICITY	95,890	110,000	110,000	110,000
0507 CELLULAR TELEPHONE	1,497	1,200	1,200	1,200
0508 TELEPHONE SERVICE	0	1,200	1,200	1,200
0513 WATER	9,578	20,000	20,000	20,000

<b>Utilities TOTAL . . . . . :</b>	<b>106,965</b>	<b>132,400</b>	<b>132,400</b>	<b>132,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	46 Harbor O & M

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**60 Capital**

0617 RADIO EQUIPMENT	0	0	0	1,950
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0617** **Radio for Maintenance Worker**

This project is for adding a handheld radio for the new Harbor Maintenance Worker position. This is their primary means of communication with other employees. This employee does not have a city phone assigned to them. The cost is \$1,950.

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

0621 FIELD MACHINERY & EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0621** **Core Aerifier**

Request to purchase a self-propelled aerifier that pulls soil cores to relieve compaction from the foot traffic of heavy weekend use and the 21 concerts. A traditional tractor mounted core aerifier is not effective due to the grade changes of the seating areas on the amphitheatre. Relieving soil compaction is a necessary maintenance practice to maintain high quality turf. The project cost is \$18,000.

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

**DOCUMENTS FOR ACCOUNT . . . : 01-45-46-0621** **Utility Vehicle**

This project is a request for an additional 4 wheel utility vehicle similar to a John Deere Gator or Toro Workman. The Parks Department was budgeted a John Deere vehicle 2 years ago. This vehicle was relocated to the Harbor once it opened, to reduce the need for a large truck on site. While this vehicle is essential at the harbor, it is being shared regularly with the Parks Department for special events, ballfield maintenance, trail maintenance and accessing sites too wet or difficult for full size vehicles. The older vehicle would return to the Parks Department and serve the above mentioned functions. The project cost is \$8,000.

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

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,950</b>
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<b>HARBOR O&amp;M TOTAL :</b>	<b>351,058</b>	<b>351,850</b>	<b>358,700</b>	<b>398,250</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

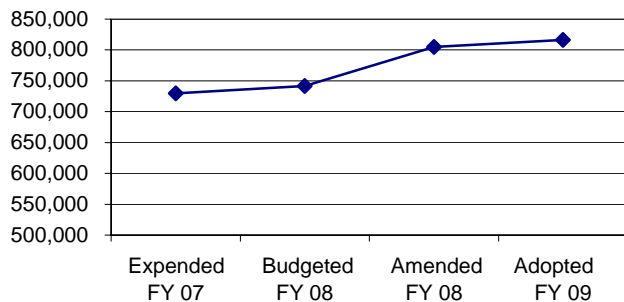
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	502,448	506,250	558,550	599,700
Contractual	25,119	42,700	42,700	47,550
Supplies	50,526	37,800	38,550	51,200
Operational	100,146	91,550	101,550	54,550
Utilities	51,246	63,400	63,400	63,400
<b>Total</b>	<b>729,485</b>	<b>741,700</b>	<b>804,750</b>	<b>816,400</b>

### Personnel Schedule

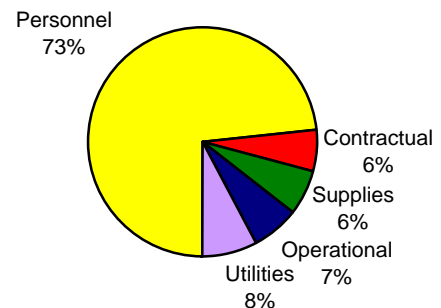
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Director of Parks & Recreation/Streets	33	1	1
Parks & Recreation Manager	25	1	1
Recreation Superintendent	23	1	1
Recreation Coordinator	16	1	1
Administrative Assistant	12	1	1
Recreation Assistant	9	0.5	1
Temporary Part - Time (Seasonal)	N/A		

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	229,251	235,150	251,650	266,700
0104	SALARIES & WAGES-CLERICAL	80,507	86,400	91,500	135,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0104**

**Rec Asst from P/T to F/T**

The Recreation Department has a permanent part time position with benefits that works 30 hours per week managing the front desk operations, taking program registration, facility registrations, answering phone calls, and assists with room set-ups, break downs, rentals and other customer service type activities. The position is scheduled from 8:00 - 3:00 Monday - Friday and the remainder of the hours that the Center is open, a part-time non benefited position, generally a less experienced person assumes the same duties. The building is open 64 hours per week and up to five different people may work the front desk. We would like to make the Recreation Asst. position a F/T position, similar to a Customer Service Rep. The suggested Pay Grade is PG 9. The difference is two hours per day between an hourly P/T wage and a F/T Cust Service wage. Position is also being reclassified from Labor to Clerical.

**CITY MANAGER'S COMMENTS: Approved**

0107	SALARIES & WAGES-LABOR	113,992	104,500	124,300	107,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0107**

**Special Events Supervisor**

The Special Events Supervisor position will coordinate the City sponsored special events such as the Concert by the Lake Series, the City's Easter Egg Hunt, the Fall Carnival, the City Christmas Tree Lighting Ceremony, the Founders Day Festival, the proposed Summer Block Party program, the Movies in the Park Series, the Daddy-Daughter Dance, the Mother-Son Event and other events that may require Parks and Recreation department assistance. The demands on the Recreation staff limit the addition of many new programs and the recreation program has grown significantly over the past five years.

Suggested pay grade is a 19, salary and benefits total \$58,100

**CITY MANAGER'S COMMENTS: Disapproved.**

0109	SALARIES & WAGES-OVERTIME	928	1,000	4,000	1,000
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<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>424,678</b>	<b>427,050</b>	<b>471,450</b>	<b>509,700</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,225	1,550	1,550	1,800
0116	AUTO ALLOWANCE	4,200	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	32,563	31,650	36,250	35,700
0122	T.M.R.S. RETIREMENT EXP.	39,782	40,900	44,200	47,400

<b>Benefits TOTAL . . . . .:</b>	<b>77,770</b>	<b>79,200</b>	<b>87,100</b>	<b>90,000</b>
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Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**20 Contractual**

0231	SERVICE-MAINT. CONTRACTS	4,113	4,800	4,800	4,950
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0231** **Service Agreements**

CLASS Software has increased their annual service fee by 5%. This results in an increase of \$150.

0239	RECREATION CONTRACT	2,888	2,000	2,000	2,000
0242	EQUIPMENT RENTAL & LEASE	7,317	5,400	5,400	10,100

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0242** **Equipment Rental**

- Copier \$5,400
- Pagers 480
- Portalets 3,800
- Misc rentals 500

**CITY MANAGER'S COMMENTS: Approved**

0243	BUILDING LEASE	5,152	24,000	24,000	24,000
0245	POOL REPAIR & MAINT	5,642	6,000	6,000	6,000
0246	VEHICLE REPAIRS	7	500	500	500

<b>Contractual TOTAL . . . . . :</b>	<b>25,119</b>	<b>42,700</b>	<b>42,700</b>	<b>47,550</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,020	2,300	2,300	1,950
0307	POSTAGE	4,921	3,800	3,800	5,400

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0307** **Postage Line Item Increase**

We mail the Fun Guide three times a year to each residence which is approximately 11,500 homes. We also mail our Senior Moment monthly to our Senior participants. Our annual mailing cost is \$5,400

**CITY MANAGER'S COMMENTS: Approved**

0310	PRINTING & BINDING	16,738	16,500	16,500	16,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0307** **Fun Guide Enhancements**

Increase budget for printing costs by \$2,500.

**CITY MANAGER'S COMMENTS: Approved**

**CITY COUNCIL COMMENTS: Disapproved, reduced by \$2,500.**

0321	UNIFORMS	1,932	2,100	2,100	2,100
0331	FUEL & LUBRICANTS	1,248	1,100	1,850	2,000

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0333	CHEMICAL	9,000	7,000	7,000	8,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0333** **Pool Chemicals**

Our pool chemical costs have increased due to fuel costs and a general increase in the manufacturing costs. The increase necessary is \$1,500.

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

0347	GENERAL MAINT. SUPPLY	1,281	2,500	2,500	1,250
0390	SWIMMING POOL SUPPLIES	2,643	2,500	2,500	2,500
0391	RECREATION PROG. SUPPLY	10,743	0	0	11,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0391** **Reestablish Rec Supplies**

This line item was accidentally deleted through the 07-08 budget process by the Department Head. This account is used to purchase games, balls, arts and craft supplies, senior program supplies, etc.

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

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0391** **Summer Block Party Program**

This is a six week summer program encouraging residents to come to their local neighborhood park, meet their neighbors, encourage ownership in their park system and provide opportunities to encourage our residents to engage in a healthier more active lifestyle. Other opportunities will focus on recruitment of volunteers, establishing police community service programs and provide information regarding emergency preparedness. The events would be planned for the Shores Park, Emerald Bay Park, Chandlers Park, Hickory Ridge Park, Fox Chase Park and Myers Park. The total project cost for all six events is \$32,000.

**CITY MANAGER'S COMMENTS:** *Disapproved*

<b>Supplies TOTAL . . . . . :</b>	<b>50,526</b>	<b>37,800</b>	<b>38,550</b>	<b>51,200</b>
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**40 Operational**

0406	SPECIAL EVENTS	79,963	74,000	84,000	37,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406** **25th Annual Christmas Tree Lighting**

During the City Christmas Tree Lighting event, a few of the City Council members suggested a budget increase for the 25th annual event which will be held this year. The project is for an additional \$7,000 to add a 100' ice sled ride.

**CITY MANAGER'S COMMENTS:** *Disapproved*

**DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0406** **Events Allocated to H/M Fund**

The Concerts on the Lake and Jazz Series are to be paid from hotel/motel funding. All expenses related to Founder's Day are to be paid from hotel/motel funding.

**CITY COUNCIL COMMENTS:** *Council moved the funding for the above events to Fund 15.*

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0410 DUES & SUBSCRIPTIONS	1,739	1,750	1,750	1,750
0415 RECRUITING EXPENSES	3,013	1,500	1,500	1,500
0428 OTHER	1,465	1,500	1,500	1,500
0430 TUITION & TRAINING	4,008	4,900	4,900	4,900
0436 TRAVEL	9,958	7,900	7,900	7,900
<b>Operational TOTAL . . . . . :</b>	<b>100,146</b>	<b>91,550</b>	<b>101,550</b>	<b>54,550</b>

**50 Utilities**

0501 ELECTRICITY	48,702	60,000	60,000	60,000
0507 CELLULAR TELEPHONE	2,503	3,400	3,400	3,400
0513 WATER	41	0	0	0

<b>Utilities TOTAL . . . . . :</b>	<b>51,246</b>	<b>63,400</b>	<b>63,400</b>	<b>63,400</b>
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<b>Recreation TOTAL :</b>	<b>729,485</b>	<b>741,700</b>	<b>804,750</b>	<b>816,400</b>
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## DIVISION SUMMARY

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General	45 Parks & Recreation	49 Streets

### Expenditure Summary

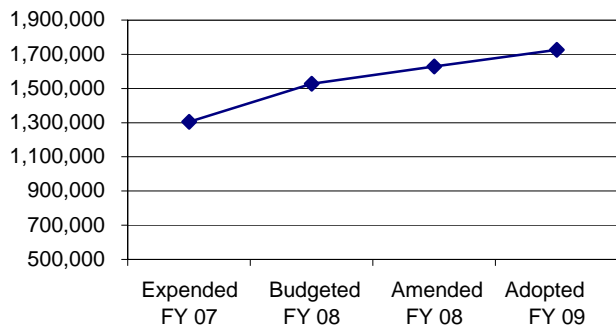
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	569,109	609,100	644,400	586,700
Contractual	42,556	56,550	61,550	59,900
Supplies	404,954	560,100	560,100	677,350
Operational	-	1,200	1,200	2,500
Utilities	285,764	292,100	352,100	379,500
Capital	1,896	9,000	9,000	20,600
<b>Total</b>	<b>1,304,279</b>	<b>1,528,050</b>	<b>1,628,350</b>	<b>1,726,550</b>

### Personnel Schedule

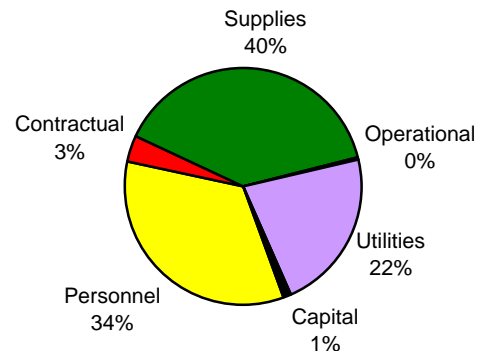
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Superintendent	24	1	1
Crew Leader	13	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Maintenance Worker II	8	5	5

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	77,531	97,100	151,400	82,200
0107	SALARIES & WAGES-LABOR	381,506	396,400	373,000	390,800

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

**Streets and Drainage Field Supervisor**

Request to add a Field Supervisor Position to the Street Department. This position will take a lead role regarding issues that come up in the field along with providing field guidance to the various crew leaders as necessary. This position would also assist with quality control and customer service issues. The positive response to the Online Service Request and the Street Department Hotline has greatly increased the expectations of residents who request the services of the street department. A field supervisor would coordinate with the crew leaders to make sure that service requests along with regular maintenance responsibilities are addressed in a timely professional manner and evaluate the performance of the various field crews. The Field Supervisor would respond to emergencies and assist personnel under charge as well as directing personnel functions and activities such as assignment selection and scheduling. The Water and Wastewater Departments already have a similar position with a field supervisor directly under the Superintendent in each department.

**CITY MANAGER'S COMMENTS: Disapproved**

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

**Crew Leader**

Request to add another crew leader position to the Street Department. I would like to re-organize the street department so that it can operate in a more proactive manner. The street department has not had any significant staff increases over the last several years. I would like to have additional staff so that we can assume a more aggressive philosophy as it relates to proactive streets and drainage systems maintenance while meeting the additional demands of increased service request. The street department currently has two crew leaders. I would like to add an additional crew leader so that I can form another street crew whose primary responsibility will be to address the various service requests submitted by our customers. The street department has been receiving a consistent flow of service request on a daily basis since the program started.

The service request crew can focus on addressing customer service concerns on a full time basis while lending staff support to the other crews during major construction events or emergencies. The service request crew would be a 3-person team.

**CITY MANAGER'S COMMENTS: Disapproved**

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

**Maintenance Worker II**

I am requesting the addition of two-maintenance worker positions so that a third support crew can be added to the street department. The two maintenance worker positions are necessary for staff support.

**CITY MANAGER'S COMMENTS: Disapproved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0109 SALARIES & WAGES-OVERTIME	8,679	10,000	6,000	10,000
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>467,716</b>	<b>503,500</b>	<b>530,400</b>	<b>483,000</b>

**15 Benefits**

0114 LONGEVITY PAY	8,215	8,300	8,100	8,200
0120 FICA & MEDICARE EXPENSE	35,804	37,800	40,600	36,200
0122 T.M.R.S. RETIREMENT EXP.	57,374	59,500	65,300	59,300
<b>Benefits TOTAL . . . . .:</b>	<b>101,393</b>	<b>105,600</b>	<b>114,000</b>	<b>103,700</b>

**20 Contractual**

0213 CONSULTING FEES	0	30,000	30,000	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0213**

**Alley Assessment**

This project is the follow up to the Street Assessment Study which was approved in the 2007/2008 budget. The alley assessment study will provide an in depth analysis of all alleys located within the city. The study will help determine the life expectancy, current condition and will assist with identifying alley maintenance needs. This information will be used for ongoing maintenance and to plan for future CIP programs.

**CITY MANAGER'S COMMENTS:** Approved as a General Fund Reserve expenditure.

**CITY COUNCIL COMMENTS:** Disapproved, want to see results of street study before considering this request.

0231 SERVICE-MAINT. CONTRACTS	0	0	0	2,400
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0231**

**Service Contracts**

Air Cards for Lap tops  
 5 - Air cards for lap top computers @ \$50 ea per month  
 \$250 x12 months =\$3,000

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0231**

**Street Sweeping**

The downtown square will need to remain on a regularly scheduled street sweeping program. I am proposing that the square be swept twice-monthly May thru October and once monthly between November and April.

We are sweeping the following streets:  
 Rusk Street from Goliad to Fannin  
 Kaufman from Goliad to Fannin  
 Goliad form Kaufman to Washington  
 San Jacinto form Kaufman to Washington

May - October = 12 sweepings @ \$400 per = 4,800  
 November - April = 6 sweepings @ \$400 per = 2,400

**CITY MANAGER'S COMMENTS:** Approved

**CITY COUNCIL COMMENTS:** Reduced by \$4,800 - funding remains for sweeping each month Apr - Sept. (6 sweepings)



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0237 UNIFORM SERVICE	7,182	4,800	7,300	7,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0237** **Uniforms**

We have historically not budgeted sufficient funds to provide uniform service for the department's employees for the year. This corrects the budget for uniforms.

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

0240 EQUIPMENT REPAIRS	18,562	6,000	8,500	12,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0240** **Addl Heavy Equip Repair**

This item will be used to pay for the miscellaneous repair of field equipment as necessary. Equipment such as the front end loader & backhoe, Volvo rubber tire loader, Pneumatic roller, steel wheel roller, asphalt lay down machine, chain saws, concrete saws etc. The amounts budgeted for this account during the 2007/2008 budget was insufficient. We have already exhausted 124% of the budgeted amount. I am recommending that we amend the budget on this item for the 2008/2009 budget to 8,500.

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

0242 EQUIPMENT RENTAL & LEASE	580	1,000	1,000	2,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0242** **Additional Rentals**

The amounts budgeted for this account during the 2007/2008 budget was insufficient. We have already exhausted 98% of the budgeted amount. I am recommending that we amend the budget on this item for the 2008/2009 budget to \$2,000.

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

0246 VEHICLE REPAIRS	10,833	9,000	9,000	9,000
0270 WASTE DISPOSAL SERVICE	5,230	5,000	5,000	26,800

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0270** **Additional Service**

Due to the construction of the 205 Bypass (John King Blvd), we are no longer able to stockpile miscellaneous brush and construction debris such as soil spoils, asphalt and concrete debris at the Service Center as was previously done in the past. We will be placing materials at a designated area on other property and will arrange for disposal on a periodic interval.

Disposal costs are estimated to be \$21,800.

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

0271 LANDFILL MAINTENANCE	169	750	750	200
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<b>Contractual TOTAL . . . . :</b>	<b>42,556</b>	<b>56,550</b>	<b>61,550</b>	<b>59,900</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	617	500	500	400
0310	PRINTING & BINDING	0	100	100	100
0323	SMALL TOOLS	9,494	5,000	5,000	6,100

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0323**

**Cameras**

- 1 - digital camera for proposed field supervisor.
- 1 - digital camera for proposed crew leader.
- 2 - digital cameras for existing crew leaders

Total Digital Cameras = 4 cameras @ \$ 550 each = \$2,200

It is critical that field supervisors/crew leaders have cameras for field documentation. These cameras will be used to document existing conditions prior to construction such as driveways, mailboxes sidewalks, landscaping etc. They will also be used if necessary to document storm damage such as, flooding and wind damage.

**CITY MANAGER'S COMMENTS: 2 are approved for existing crew leader positions.**

0325	SAFETY SUPPLIES	3,488	3,000	3,000	12,550
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0325**

**Work Zone Traffic Control**

Work Zone Traffic Control Devices:

Traffic cones - 200 @16.50 ea = \$3,300

Portable stop sign bases 40 @ \$181 ea =\$5,430

Flag Stand Construction Signs

\* Flagger Ahead - 5 signs @ \$185 ea = \$925

\* Road Work Ahead - 5 Signs @ 185 ea = \$925

\* End Road Work - 5 signs @ 185 ea = \$925

\* Flag Stand - 15 @ 265 ea = \$3,975

\* Stop/Slow Flagger Paddles (pole) 6 @ 125 ea = \$750

\* Stop/Slow Flagger Paddles (hand held) 10 @ 46.50 ea = \$465

**CITY MANAGER'S COMMENTS: Flag stand signs are approved, cones and portable sign bases are disapproved.**

0331	FUEL & LUBRICANTS	29,778	27,500	27,500	33,000
0333	CHEMICAL	0	200	200	200

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0341	CONSTRUCTION & REPAIR SUPPLY	341,685	490,000	490,000	583,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341** **On-Line Service Request Program**

The Streets & Drainage Department has received great citizen response to the "Online Service Request" and "Streets and Drainage Hotline". Since the program was introduced to the public, the street department has received a steady flow of request for services. On any given business day there are multiple work orders directed to addressing these service request. Staff is proposing that an additional \$100,000 be designated to cover the additional construction cost generated by the online service request service.

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341** **Construction & Repair**

Construction costs are continuing to rise. The cost of construction materials and supplies have gone up significantly over the past year and the trend suggests that they will continue to increase further impacting the cost of cement, rebar, asphalt etc. We also anticipate increased maintenance cost to be generated by the online service request and streets and drainage hot line. In order to pursue an aggressive maintenance program. Staff is recommending a minimum 30% increase in funding for the construction and repair account. We have a significant amount of asphalt streets that are in extremely poor condition. It will be necessary to rebuild and stabilize the pavement subgrades followed by 3-inches of asphalt overlay on each street or section of street that is in need of major repairs. Streets such as East Quail Run, Mims, National Drive, Jackson, Joe White, Kernoodle, Lillian, Sid's, and East Heath are in need of major repairs. There are many other asphalt streets that will require substantial repairs. Much of the concrete pavement is 15-30 years old and is in need of various degrees of repair.

Funding will need to be appropriated to address the concrete pavement repair issues as identified by the Pavement Management Study and for miscellaneous concrete repairs.

**CITY MANAGER'S COMMENTS:** Funds are increased by \$20,000 due to budget constraints. With increasing asphalt and concrete prices in the range of 24% over previous years we will not be able to accomplish as many projects as have been completed in the past with these limited funds.

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0341** **Traffic Rated Guardrail Summer Lee Drive**

Budget for traffic rated guardrail at Summer Lee Drive adjacent to the Harbor.

Option 1 - 1,490 linear ft of modified tubular guardrail @ \$49 per ft  
Total cost \$73,070

Option 2 - 1,490 linear ft of standard guard rail @ \$24 per ft  
Total cost \$35,000

**CITY MANAGER'S COMMENTS:** Option 1 is approved as a General Fund Reserve expenditure.

0347	GENERAL MAINT. SUPPLY	6,391	6,000	6,000	5,000
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Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
0384 DRAIN. SYS. REPAIR SUPP	2,875	10,000	10,000	20,000

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0384**

**Drainage System Repairs**

Staff is requesting that the drainage system repair supply budget be amended. The 2007/2008 budget for this item was 10,000.00. I am recommending that the budget be increased to \$60,000.00 to allow for a more aggressive drainage systems repair and maintenance program. Many of the drainage ditches associated with our older residential streets will require grading and culvert maintenance. There are grading issues on Washington, Bost, East Kaufman, Throckmorton, County Line Road, Denison, Tyler and Parks, just to mention a few. The box culverts located under Washington Street at the entrance to the Municipal Pool are heavily silted and the drainage channel will need to be dredged out. The outfall area of the storm sewer at Lake Ray Hubbard behind 1906 Lakeshore is in need of dredging due to a large amount of sediment deposits, which because of is location will require specialized equipment to be used. Headwalls and new culverts need to be placed at various locations and some existing headwalls will require significant maintenance.

**CITY MANAGER'S COMMENTS:** \$30,000 is approved.

**CITY COUNCIL COMMENTS:** Reduced by \$10,000

0392 SIGNS AND SIGNALS	10,626	17,800	17,800	17,000
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<b>Supplies TOTAL . . . . . :</b>	<b>404,954</b>	<b>560,100</b>	<b>560,100</b>	<b>677,350</b>
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**40 Operational**

0430 TUITION & TRAINING	0	500	500	1,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0430**

**Certified Manager Program**

Certified Manager Program - 7 tracts @ \$595 per tract = \$3,695

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0430**

**Street Department Staff Training**

Staff Training - 11 employees @ 2 classes ea @ \$200 per class = \$4,400

Proposed New Employees 4-employees @ 2 classes ea @ \$ 200 per class = \$1,600

**CITY MANAGER'S COMMENTS:** \$1,000 of additional funding is approved.

0436 TRAVEL	0	700	700	1,000
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<b>Operational TOTAL . . . . . :</b>	<b>0</b>	<b>1,200</b>	<b>1,200</b>	<b>2,500</b>
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Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**50 Utilities**

0504 STREET LIGHTING	284,049	290,000	350,000	377,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0504** **Street Lights**

We recommend an increase in the street lighting budget for the 2008/2009 street lighting budget fund. The budgeted amount for the 2007/2008 budget year was \$290,000 and had to be increased.

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

0507 CELLULAR TELEPHONE	1,715	2,100	2,100	2,500
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0507** **PDA's**

Field supervisors-exchanging regular cell phones for PDA's for access to City's computer network. These employees do not have a computer at this time. This PDA would allow for great efficiency when in the field. Additional cost of \$400.

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

<b>Utilities TOTAL . . . . .:</b>	<b>285,764</b>	<b>292,100</b>	<b>352,100</b>	<b>379,500</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	0	0	0	11,000
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-4-0610** **Supt. Furniture**

Office Furniture - Superintendent Work Station \$2,000

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

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0610** **Shelving for Bldgs 2&3**

The Water, Parks and Street Departments are participating in a joint venture to improve the space management capabilities within the outlying building # 2 and building # 3 located at the Service Center. Shelving will be installed at each of above noted buildings to maximize the storage and use capability of each structure. The cost of the shelving including installation will be approximately \$18,000. The Water/Sewer Fund and General Fund will split the cost.

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

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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0612	COMPUTER EQUIPMENT	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0612** **Laptops**

Lap top computer truck mount @ \$500 ea x 5 = 2,500

Lighter adapter @ \$45 ea x5 = \$225

Lap top computers @ 18 ea x 5 = 9,000

This equipment is a recommendation of the C-3 team as it related to work orders and maps. The computers would be placed in the superintendents, field supervisor and crew leader's vehicles. The computers would provide access to as-built Mylar's so that the crews can pull maps, construction plans for pavement, storm drains, and water/wastewater utilities and locate easements directly in the field. The lap tops will also be a critical part of the proposed work order software which would allow the crew leaders and other supervisor to provide real time work order data and cost amounts.

**CITY MANAGER'S COMMENTS: Disapproved**

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

4-radios @ \$2,500 ea = 10,000

These radios will be for the 4-proposed street department employees.

**CITY MANAGER'S COMMENTS: Disapproved**

0621	FIELD MACHINERY & EQUIPMENT	1,896	9,000	9,000	9,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Hydraulic Jackhammer**

We are recommending the purchase of a hydraulic jackhammer. The jackhammer is designed to be an attachment to the existing bobcat loader. The jackhammer will be necessary for miscellaneous concrete repairs. This concrete demolition equipment will greatly increase staff efficiency and construction reduce construction time and labor when compared to the current method of concrete removal which is a standard hand held jackhammer. The hand held jackhammer is very labor intensive and time consuming. \$9,000.

**CITY MANAGER'S COMMENTS: Disapproved**

Fund	Department	Division
01 General Fund	45 Parks	49 Street Maintenance

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Special Event/Emergency Support Trailer**  
 Transport/Storage Trailer - Special Event Support/Emergency Support Traffic Control.  
 Cargo Mate Enclosed Trailer with ramp doors and side doors \$4,610.

The box trailer would allow for special event support/emergency traffic control devices, to be stored on the trailer and ready for use at all times. Traffic control devices used for special event support need to be kept separate from the general construction cones which are often not ideal for special event support because they are often blemished with tar, dirt, paint etc. The box trailer would allow for secure storage of the special event traffic control devices while also providing the street department the capability to provide almost instant support related to emergency traffic control and street barricading when necessary during emergencies.

**CITY MANAGER'S COMMENTS: Disapproved**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Transport/Storage Trailer Striping Equip**  
 Transport/Storage Trailer - Street & Parking Lot Striping Equipment and Materials  
 Cargo Mate Enclosed Trailer with ramp doors and side doors \$4,610

The box trailer would allow for the line Lazar pavement marker, line driver, traffic control devices and associated paint and materials to be stored and transported. It would also assist the street department in becoming more efficient and pro-active as it relates to keeping the City's pavement markings well maintained.

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Line Driver for Paint Machine**

Line Driver Ride on System for the Line Paint Machine \$5,000 The line driver is a small motorized tractor cart with a seat which attaches to the line Lazar pavement marker. This item is necessary because of the very steep street grades maintained by the Street Department. It is very difficult for staff to manually push the heavy striping equipment on steep streets such as Summit Ridge. The motorized cart would allow the street department to be more efficient, provide a better product and greatly enhance the safety factor for staff when conducting street striping activity on steep street grades.

**CITY MANAGER'S COMMENTS: Approved**

<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Asphalt Zipper Milling Machine**  
 Asphalt Zipper - Asphalt Pulverizing & Milling Machine    \$ 90,000

The asphalt zipper allows for full depth pavement recycling by pulverizing an asphalt surface with a portion of the underlying existing base material. This allows for the existing asphalt material to be milled and recycled into the existing street grade instead of being removed and hauled off the site. By adding concrete treated base material or lime slurry to the subgrade during the pulverizing process we could level and stabilize the street subgrade prior to placing the final asphalt surface. This would dramatically increase the life expectancy of the pavement when compared to just placing a leveling course of asphalt on a street with already existing subgrade issues. The zipper is transported to the jobsite on a trailer which is included with the purchase. The zipper is attached to the bucket of the rubber tire front end loader with a quick connect attachment.

**CITY MANAGER'S COMMENTS:** Disapproved

**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0621** **Crackseal Machine**  
 Crackseal Machine    \$25,000

Crack sealing is used for a first line of defense against pavement deterioration because it offers several important benefits, effective crack sealing keeps water from entering and weakening the base or sub-base. It helps preserve the pavement adjacent to the cracks and extends the life of the pavement by minimizing crack growth. We are requesting the purchase of a crack seal machine so as to allow the Street Department to be proactive with the maintenance of our asphalt and concrete pavement.

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



<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	45 Parks	49 Street Maintenance

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0623 VEHICLES	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-45-49-0623** **New Vehicles**

¾ ton ext cab truck - proposed field supervisor vehicle \$25,700

¾ ton ext cab truck - proposed crew leader vehicle \$29,830

¾ ton ext cab truck - Replace unit 150 - \$29,830

\*Note - This vehicle meets the replacement criteria requirements of the City and will need to be retired. The vehicle is 11 years old and has over 100,000 miles. It is in poor condition.

¾ ton bucket truck for sign installation vehicle - \$45,000

\*Note - This vehicle is needed for sign installation. The current bucket truck is not safe for street sign installation. The truck was purchased to trim trees and service street lights, install Christmas decorations and internal operations functions.

The top of the bucket at the non elevated position is at 10ft and presents a safety factor getting in and out of multiple times daily. You have to reach and enter the bucket from an elevated ladder on the truck. The smaller truck setup allows the entry in the bed and is much safer and easier to access. The existing bucket truck is widely used by our department and other departments but it is not suited to be a sign installation vehicle. A smaller boom bucket truck would allow safer access to the bucket and more maneuverability around the sign post.

**CITY MANAGER'S COMMENTS:** One replacement vehicle is approved and financed with Contractual Obligations. Remaining vehicles are disapproved.

<b>Capital TOTAL . . . . .:</b>	<b>1,896</b>	<b>9,000</b>	<b>9,000</b>	<b>20,600</b>
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<b>Streets TOTAL . . :</b>	<b>1,304,279</b>	<b>1,528,050</b>	<b>1,628,350</b>	<b>1,726,550</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

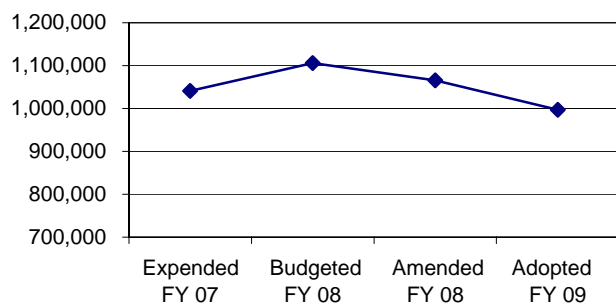
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	911,829	964,400	924,100	858,100
Contractual	90,655	87,450	87,450	86,500
Supplies	21,892	27,950	27,950	20,400
Operational	9,851	18,800	18,800	26,150
Utilities	6,678	7,300	7,300	5,000
Capital	-	-	-	800
<b>Total</b>	<b>1,040,905</b>	<b>1,105,900</b>	<b>1,065,600</b>	<b>996,950</b>

### Personnel Schedule

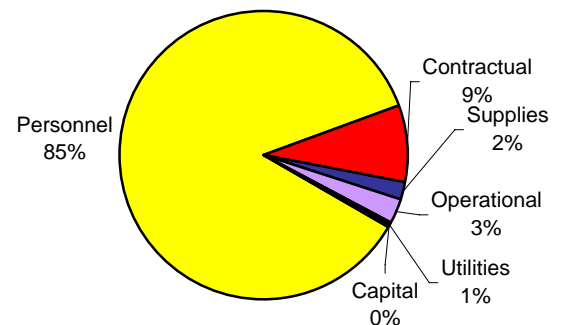
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
City Engineer/Public Works Director	33	1	1
Engineer II	24	2	2
Engineer Designer	22	1	1
Field Construction Coordinator	22	1	0
Senior Construction Inspector	19	1	1
Construction Inspector I	16	4	4
Customer Service Coordinator	12	1	1
Public Works Coordinator	12	1	0

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	113,771	123,200	122,750	130,100
0104	SALARIES & WAGES-CLERICAL	289,444	305,900	290,300	276,400

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0104****Clerical**

The coordinator at the Service Center was previously reported in this line item. She is now included in the water/sewer budget.

0107	SALARIES & WAGES-LABOR	323,866	352,100	326,400	283,100
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0107****Open Position**

Construction Coordinator's position is vacant at this time. With the slow down in construction this position will not be filled in fiscal year 2009, the duties will be performed by existing staff.

0109	SALARIES & WAGES-OVERTIME	26,124	20,000	21,300	20,000
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<b>Salaries &amp; Wages TOTAL . . . . :</b>	<b>753,205</b>	<b>801,200</b>	<b>760,750</b>	<b>709,600</b>
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**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	600	600	1,200
0114	LONGEVITY PAY	5,280	5,900	6,050	4,700
0116	AUTO ALLOWANCE	4,200	5,100	5,100	5,100
0120	FICA & MEDICARE EXPENSE	57,165	57,900	57,800	51,000
0122	T.M.R.S. RETIREMENT EXP.	91,979	93,700	93,800	86,500

<b>Benefits TOTAL . . . . :</b>	<b>158,624</b>	<b>163,200</b>	<b>163,350</b>	<b>148,500</b>
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**20 Contractual**

0213	CONSULTING FEES	78,170	73,000	73,000	73,000
0231	SERVICE-MAINT. CONTRACTS	3,576	5,100	5,100	5,100
0240	EQUIPMENT REPAIRS	535	500	500	500
0242	EQUIPMENT RENTAL & LEASE	4,045	3,900	3,900	3,900
0243	BUILDING LEASE	1,173	950	950	0
0246	VEHICLE REPAIRS	3,156	4,000	4,000	4,000

<b>Contractual TOTAL . . . . :</b>	<b>90,655</b>	<b>87,450</b>	<b>87,450</b>	<b>86,500</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
01 General Fund	50 Public Works	53 Engineering

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	3,950	4,000	4,000	1,350
0310	PRINTING & BINDING	1,269	1,200	1,200	1,200
0321	UNIFORMS	680	1,000	1,000	1,000
0323	SMALL TOOLS	1,254	750	750	750
0325	SAFETY SUPPLIES	1,038	1,500	1,500	1,200
0331	FUEL & LUBRICANTS	12,143	12,500	12,500	12,500
0341	CONSTRUCTION & REPAIR SUPPLY	380	5,500	5,500	1,200

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0341**

**Construction Supplies**

Survey monuments, markers and floodplain markers (for city projects only).

\$600 - C-35DB 3 1/2" survey markers (20)

\$600 - C35D 3 1/2" floodway markers (20)

Previously we furnished these to developers. They have to purchase and install them now.

0347	GENERAL MAINT. SUPPLY	1,178	1,500	1,500	1,200
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<b>Supplies TOTAL . . . . . :</b>	<b>21,892</b>	<b>27,950</b>	<b>27,950</b>	<b>20,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	4,215	7,600	7,600	13,600
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0410**

**Dues & Subscriptions**

\$2,800 - NCTCOG Construction Standards

\$3,500 - NCTCOG Stormwater program

\$5,600 - NCTCOG Public Works Program

\$ 705 - PE Registration (3)

\$ 300 - AWWA

\$ 270 - APWA

\$ 450 - ASCE

The Public Works Program was previously reported in other budgets.

The water/sewer transfer into the General Fund has been increased to cover this expense.

**CITY MANAGER'S COMMENTS:** Approved

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0430 TUITION & TRAINING	3,808	9,200	9,200	8,050
0436 TRAVEL	1,828	2,000	2,000	4,500

**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0436** **Travel**

\$1,500 - TPWA and APWA conferences  
 \$ 500 - TPWA  
 \$2,000 - Travel for inspectors and other staff to attend training

**CITY MANAGER'S COMMENTS: Approved**

<b>Operational TOTAL . . . . .:</b>	<b>9,851</b>	<b>18,800</b>	<b>18,800</b>	<b>26,150</b>
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**50 Utilities**

0507 CELLULAR TELEPHONE	6,678	7,300	7,300	5,000
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<b>Utilities TOTAL . . . . .:</b>	<b>6,678</b>	<b>7,300</b>	<b>7,300</b>	<b>5,000</b>
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**60 Capital**

0610 FURNITURE & FIXTURES	0	0	0	800
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0610** **Flat File**

\$800 - Flat File Cabinet

**CITY MANAGER'S COMMENTS: Approved**

0612 COMPUTER EQUIPMENT	0	0	0	0
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**DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0612** **Computer Equipment**

This request is for a second "rugged computer" to be used by the construction inspectors in the field. The computer will be used to receive and respond to e-mails, make inspection notes and comments, and access as-built plans from a remote drive downloaded from plans in the City network. This item was identified in the C3 process.

NOTE: There have been speed related problems with the computers loading the as-builts via aircard. We are still working on developing inspection forms and funds may be needed for that. \$3,800 – Dell XFR D630 (tablet) \$ 525 - Vehicle Cradle w/RS232 \$ 50 - Cig. Lighter adapter \$ 75 - 4GB Remote drive

**CITY MANAGER'S COMMENTS: Disapproved.**

<b>Capital TOTAL . . . . .:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>800</b>
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<b>Engineering TOTAL . . .:</b>	<b>1,040,905</b>	<b>1,105,900</b>	<b>1,065,600</b>	<b>996,950</b>
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# **ENTERPRISE FUND**

Water and Sewer Fund - to account for the provision of water and sewer services to the residents of the City and some special water districts. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt service and billing and collection.

## SUMMARY OF OPERATIONS

**Fund**

02 Water &amp; Sewer

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Revenues	8,727,098	10,471,300	9,917,800	10,357,600
Operating Expenses	8,425,320	9,846,750	9,802,050	10,636,400
Depreciation & Amortization Expense	1,578,795	1,000,000	1,000,000	1,000,000
<b>Operating Income (Loss)</b>	<b>(1,277,018)</b>	<b>(375,450)</b>	<b>(884,250)</b>	<b>(1,278,800)</b>
Non-Operating Revenues	2,342,380	510,000	1,963,300	1,861,100
Non-Operating Expenses	933,137	1,360,300	1,374,500	1,958,650
<b>Non-Operating Income (Loss)</b>	<b>1,409,243</b>	<b>(850,300)</b>	<b>588,800</b>	<b>(97,550)</b>
<b>Net Income (Loss) Before Transfers</b>	<b>132,225</b>	<b>(1,225,750)</b>	<b>(295,450)</b>	<b>(1,376,350)</b>
Net Transfers In (Out)	(1,350,335)	(1,209,700)	(1,287,450)	(1,228,300)
<b>Net Income (Loss)</b>	<b>(1,218,110)</b>	<b>(2,435,450)</b>	<b>(1,582,900)</b>	<b>(2,604,650)</b>
Retained Earnings - Beginning	11,714,711	25,942,221	10,496,601	8,913,701
<b>Retained Earnings - Ending</b>	<b>10,496,601</b>	<b>23,506,771</b>	<b>8,913,701</b>	<b>6,309,051</b>
Working Capital	3,751,770	4,162,900	3,675,450	4,949,350

The Water and Sewer Fund has previously been reported on a full accrual basis - all outstanding utility bills are reported as if collected. All bond proceeds and Impact Fees, although restricted in their use, have been included in the Retained Earnings in prior budget years.

Staff has adjusted Actual 06-07, Amended 07-08 and Approved 08-09 Retained Earnings to reflect those resources which are unrestricted in nature. In addition, we have added the figures for Working Capital which is defined as Current Assets minus Current Liabilities and best approximates the term "**Fund Balance**".

## SUMMARY OF REVENUES

**Fund**

02 Water &amp; Sewer

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Available Operating Revenues:					
4601	Retail Water Sales	4,815,755	5,950,000	5,750,000	6,037,500
4603	Sewer Charges	2,338,825	2,600,000	2,350,000	2,467,500
4605	Pretreatment Charges	10,655	19,300	19,300	20,600
4607	Garbage Revenue	13,324	-	-	-
4609	HHW Fees	81,135	80,000	85,000	85,000
4610	Penalties	109,605	100,000	108,000	100,000
4612	Water Fines	32,212	-	-	-
<b>Total Utility Sales</b>		<b>7,401,510</b>	<b>8,749,300</b>	<b>8,312,300</b>	<b>8,710,600</b>
4622	RCH Water Sales	381,102	475,000	460,000	475,000
4632	Blackland Water Sales	290,123	385,000	345,000	385,000
4650	City of Heath Water Sales	568,537	775,000	705,000	700,000
<b>Total Contract Sales</b>		<b>1,239,762</b>	<b>1,635,000</b>	<b>1,510,000</b>	<b>1,560,000</b>
4660	Water Taps	69,532	70,000	76,000	70,000
4662	Sewer Taps	9,148	9,000	11,000	9,000
<b>Total Other Receipts</b>		<b>78,680</b>	<b>79,000</b>	<b>87,000</b>	<b>79,000</b>
4665	Meter Rental Fees	7,145	8,000	8,500	8,000
<b>Total Other Fees</b>		<b>7,145</b>	<b>8,000</b>	<b>8,500</b>	<b>8,000</b>
<b>Total Operating Revenues</b>		<b>8,727,098</b>	<b>10,471,300</b>	<b>9,917,800</b>	<b>10,357,600</b>
Available Non-Operating Revenues					
4001	Interest Earnings	627,114	400,000	375,000	300,000
4019	Other	140,189	110,000	137,200	110,000
4035	Impact Fees	1,477,077	-	1,451,100	1,451,100
4500	Grant Proceeds	98,000	-	-	-
<b>Total Non-Operating Revenue</b>		<b>2,342,380</b>	<b>510,000</b>	<b>1,963,300</b>	<b>1,861,100</b>
<b>Total Available Revenues</b>		<b>11,069,478</b>	<b>10,981,300</b>	<b>11,881,100</b>	<b>12,218,700</b>



## SUMMARY OF OPERATING TRANSFERS

**Fund**

02 Water & Sewer

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Transfers In				
From Recycling Fund	-	-	-	34,000
Operating Transfers Out				
To General Fund	515,000	538,100	538,100	589,600
To Insurance Fund	618,000	631,000	708,750	635,500
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Bond Projects	178,285	-	-	-
To Tech Replacement Fund	9,050	10,600	10,600	7,200
Total Transfers Out	1,350,335	1,209,700	1,287,450	1,262,300
Net Operating Transfers				
In (Out)	(1,350,335)	(1,209,700)	(1,287,450)	(1,228,300)

## SUMMARY OF EXPENSES

**Fund**

02 Water &amp; Sewer

Department	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	778,267	776,000	774,600	811,000
63 Water Operations	4,771,841	6,869,700	5,598,250	7,576,300
67 Sewer Operations	3,045,424	3,949,100	3,934,250	3,925,200
Total Dept. Expenses	8,595,532	11,594,800	10,307,100	12,312,500
Conversion to GAAP:				
Less Capital	170,212	1,748,050	505,050	1,676,100
Total Operating Expenses	8,425,320	9,846,750	9,802,050	10,636,400
Non Operating Expenses				
62 Long Term Debt	1,943,626	2,734,800	2,734,800	3,916,850
Conversion to GAAP:				
Less Debt Retirement	1,010,489	1,374,500	1,360,300	1,958,200
Total Non-Operating Expenses	933,137	1,360,300	1,374,500	1,958,650
Total Expenses	9,358,457	11,207,050	11,176,550	12,595,050

## DIVISION SUMMARY

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

### Expenditure Summary

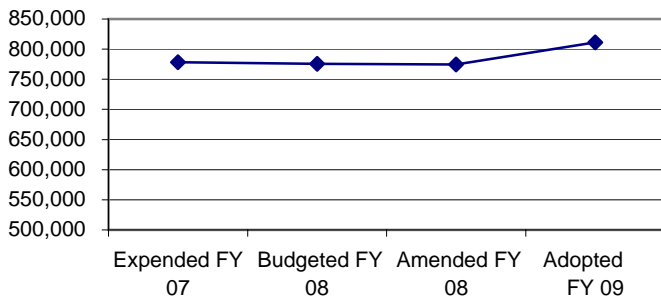
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	348,710	372,200	363,050	391,300
Contractual	189,806	218,500	218,500	225,600
Supplies	73,821	76,000	76,000	75,300
Operational	165,930	108,800	117,050	118,800
<b>Total</b>	<b>778,267</b>	<b>775,500</b>	<b>774,600</b>	<b>811,000</b>

### Personnel Schedule

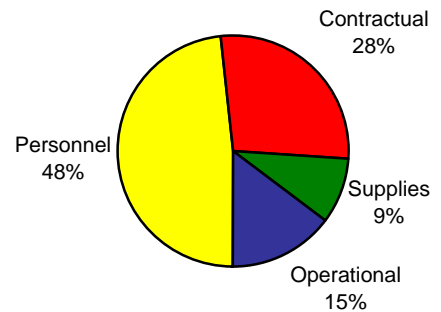
<u>Position</u>	<u>Classification</u>	<u>FY 08 Approved</u>	<u>FY 09 Approved</u>
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**



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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	61,405	65,300	65,100	68,900
0104	SALARIES & WAGES-CLERICAL	97,940	102,600	94,900	105,900
0107	SALARIES & WAGES-LABOR	129,888	139,700	139,650	148,000
0109	SALARIES & WAGES-OVERTIME	223	1,500	500	500

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>289,456</b>	<b>309,100</b>	<b>300,150</b>	<b>323,300</b>
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**15 Benefits**

0114	LONGEVITY PAY	1,985	2,500	2,500	2,800
0120	FICA & MEDICARE EXPENSE	22,221	23,500	23,600	24,700
0122	T.M.R.S. RETIREMENT EXP.	35,048	37,100	36,800	40,500

<b>Benefits TOTAL . . . . .:</b>	<b>59,254</b>	<b>63,100</b>	<b>62,900</b>	<b>68,000</b>
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**20 Contractual**

0210	AUDITING	15,000	17,500	17,500	17,500
0217	IT SERVICE	25,463	32,000	32,000	32,000
0223	INSURANCE-SURETY BONDS	300	400	400	400
0225	INSURANCE-AUTOMOBILES	17,500	21,000	21,000	23,000
0227	INSURANCE-REAL PROPERTY	15,000	17,500	17,500	19,500
0228	INSURANCE-CLAIMS & DED.	30,712	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	15,000	18,000	18,000	20,000
0231	SERVICE-MAINT. CONTRACTS	61,252	76,700	76,700	77,500
0240	EQUIPMENT REPAIRS	510	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	9,069	9,400	9,400	9,700

<b>Contractual TOTAL . . . . .:</b>	<b>189,806</b>	<b>218,500</b>	<b>218,500</b>	<b>225,600</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	1,515	1,800	1,800	1,800
0307	POSTAGE	62,829	65,000	65,000	65,000
0310	PRINTING & BINDING	9,218	8,200	8,200	7,500
0347	GENERAL MAINT. SUPPLY	259	1,000	1,000	1,000

<b>Supplies TOTAL . . . . .:</b>	<b>73,821</b>	<b>76,000</b>	<b>76,000</b>	<b>75,300</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	61 Utility Billing

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	200	300	300	300
0415 RECRUITING EXPENSES	770	0	0	0
0430 TUITION & TRAINING	1,961	2,500	1,000	2,500
0436 TRAVEL	0	1,000	750	1,000
0450 BAD DEBT EXPENSE	88,884	30,000	30,000	30,000
0490 HOUSEHOLD HAZ WASTE DAY	74,115	75,000	85,000	85,000

<b>Operational TOTAL . . . . . :</b>	<b>165,930</b>	<b>108,800</b>	<b>117,050</b>	<b>118,800</b>
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<b>Utility Billing TOTAL :</b>	<b>778,267</b>	<b>775,500</b>	<b>774,600</b>	<b>811,000</b>
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## DIVISION SUMMARY

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

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Debt Service	1,943,627	2,734,800	2,734,800	3,916,850
<b>Total</b>	<b>1,943,627</b>	<b>2,734,800</b>	<b>2,734,800</b>	<b>3,916,850</b>

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>70 Debt Service</b>				
0750 BOND ADMINISTRATION FEES	6,282	6,200	6,200	7,200
0752 BOND - PRINCIPAL	813,495	1,139,500	1,139,500	1,709,450
0754 BOND - INTEREST	608,079	886,800	886,800	1,763,950
0772 NTMWD - PRINCIPAL	196,994	235,000	235,000	248,750
0774 NTMWD - INTEREST	318,777	467,300	467,300	187,500
<b>Debt Service TOTAL . . . . .:</b>	<b>1,943,627</b>	<b>2,734,800</b>	<b>2,734,800</b>	<b>3,916,850</b>

## DIVISION SUMMARY

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

### Expenditure Summary

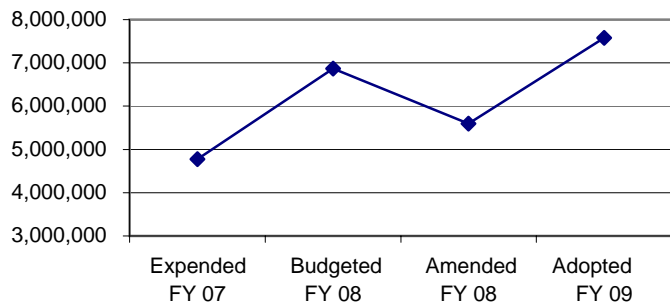
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	649,922	741,200	732,500	971,000
Contractual	3,516,622	3,937,150	3,886,150	4,358,100
Supplies	201,239	294,650	294,650	316,350
Operational	6,878	9,950	13,200	15,900
Utilities	274,831	330,600	315,600	330,600
Capital	122,349	1,556,150	356,150	1,584,350
<b>Total</b>	<b>4,771,841</b>	<b>6,869,700</b>	<b>5,598,250</b>	<b>7,576,300</b>

### Personnel Schedule

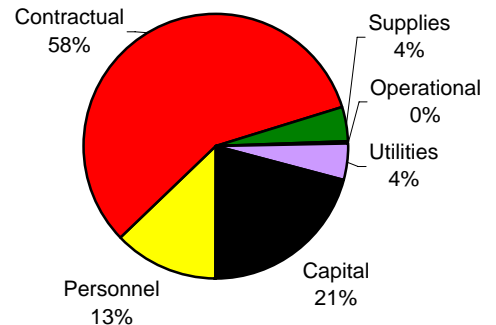
Position	Classification	FY 08 Approved	FY 09 Approved
Interim Water/Wastewater Manager	-	1	1
Water/Wastewater Superintendent	24	1	1
Water Operations Manager	21	1	1
Conservation Coordinator	16	0	1
Pump Tech II	14	1	1
Crew Leader	13	1	1
Water Quality Technician	12	1	1
Public Works Coordinator	12	0	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Fire Hydrant Tech	10	2	2
Maintenance Worker II	8	4	5

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**





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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101	SALARIES & WAGES-SUPERVISOR	116,284	197,000	204,600	220,700
0104	SALARIES & WAGES-CLERICAL	0	0	0	40,600
0107	SALARIES & WAGES-LABOR	376,283	351,000	358,300	503,500

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

**Maintenance Worker II**

I am requesting to add a Maintenance Worker II position.

We will utilize this person to perform maintenance on water valves. The duties will include locating, raising, identifying, marking, exercising and repairing of water main valves. This employee will also engage in the construction and repair of water mains. Salary at a grade 8: \$36,800

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

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

**Conservation Coordinator**

This item would reassign one employee currently serving in the Building Inspection Department to redirect efforts toward achievement of several other strategic goals of the City. These include:

- Coordination of a City Water Conservation Program
- Coordination of a City "Green" Initiative
- Coordination of a City Energy Conservation Program
- Coordination of a City Recycling Promotion Program

The Water Conservation Program will allow the City to more aggressively inform residents & business of:

- The importance of Water Conservation
- The potential for saving money through wise use of water
- Water loss and conservation inspections

The City "Green" Initiative Program would include:

- Use of Building Inspector knowledge to assist management in evaluation of potential program elements.
- Research alternatives for consideration
- Assistance in development of the program
- Assistance in Public Education associated with the program

The Energy Conservation Program would include:

- Use of Inspector's skills to monitor and reduce energy consumption in building and facilities
- Assistance to further develop vehicle efficiency program

The Recycling Promotion Program would include:

- Assistance with development of promotional programs to increase residential recycling levels
- Coordinate study of allowing businesses to participate in recycling program

The position will be funded 50% by water revenues and 50% by a transfer in from the Recycling Fund. The City earns about \$2,000 per month in recycling rebates from Allied Waste.

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

0109	SALARIES & WAGES-OVERTIME	47,621	80,000	45,000	45,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	63 Water Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>540,188</b>	<b>628,000</b>	<b>607,900</b>	<b>809,800</b>

**15 Benefits**

0113	EDUCATION/CERTIFICATE PAY	0	1,800	1,800	1,800
0114	LONGEVITY PAY	4,445	3,500	3,500	4,900
0120	FICA & MEDICARE EXPENSE	41,355	41,900	45,700	58,500
0122	T.M.R.S. RETIREMENT EXP.	59,432	66,000	73,600	96,000
0128	UNEMPLOYMENT INS.	4,502	0	0	0

<b>Benefits TOTAL . . . . .:</b>	<b>109,734</b>	<b>113,200</b>	<b>124,600</b>	<b>161,200</b>
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**20 Contractual**

0211	LEGAL	11,900	10,000	10,000	10,000
0213	CONSULTING FEES	36,931	40,000	40,000	40,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0213**

**Consulting**

Consulting services for water system planning, review of water availability for proposed developments, looking at impact of annexation on water system. This also includes material testing services for in-house water projects. - \$40,000

**CITY MANAGER'S COMMENTS: Approved**

0231	SERVICE-MAINT. CONTRACTS	12,414	11,500	11,500	12,850
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231**

**Service Contracts**

Public Works Copier- \$ 500

Generator Maintenance (fixed) - \$3,250

Generator Maintenance (Light Towers) - \$2,200

Inspection and Maintenance of Water control valves (pump control, rate of flow, and booster station) - \$2,040

Equipment Calibration of flow meters and level transmitters - \$2,650

Cathodic protection and erosion water towers - \$1,610

Air Card service - \$600

Total \$12,850

0233	ADVERTISING	0	500	500	0
0237	UNIFORM SERVICE	13,258	10,000	11,500	12,650

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0237**

**Uniforms**

We have typically under budgeted for the department's uniform needs. This request provides the correct funding for the employees of the department.

0240	EQUIPMENT REPAIRS	5,888	8,000	8,000	8,000
0242	EQUIPMENT RENTAL & LEASE	3,469	22,850	22,850	22,850

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0244 BUILDING REPAIRS	133,813	30,000	30,000	40,000
<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0244</b>				<b>Building Repairs</b>

The Municipal Service Center is the home of the Public Works Department. This complex houses Parks, Streets, and Water and Wastewater departments. It provides offices, storage and workspace for staff and field crews. The original portion of the building was complete in 1984, with 32 employees. The facility was remodeled in 1998, with 34 employees. The remodel included adding a break room in a portion of the existing shop and three storage buildings. Today the Service Center houses 56 full time employees.

We propose funding the planning stages for remodeling the building to create more office space, a larger breakroom and more adequate and efficient storage areas. We need to demolish parts of the old animal shelter and remodel newer areas of the old shelter.

We also need to install a Sand and Grease Interceptor to catch water from washing of vehicles and drainage from parking lot for all departments to meet TCEQ requirements. Total for Sand and Grease Interceptor: \$10,000

**CITY MANAGER'S COMMENTS:** \$30,000 is approved to hire an architect to develop plans and specifications for a remodel. After cost estimates are developed by the architect, the information can be presented to City Council for possible mid-year funding.

The Sand and Grease Interceptor project is approved.

0246 VEHICLE REPAIRS	21,851	22,000	22,000	22,000
0258 SECURITY SERVICES	25,200	2,500	0	0
0270 WASTE DISPOSAL SERVICE	0	0	0	15,900

<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0270</b>				<b>Materials Disposal</b>
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Due to the construction of the 205 Bypass (John King Blvd), we are no longer able to stockpile miscellaneous brush and construction debris such as soil spoils, asphalt and concrete debris at the Service Center as was previously done in the past. We will be placing materials at a designated area on other property and will arrange for disposal on a periodic interval. Disposal costs are estimated to be \$15,900.

**CITY MANAGER'S COMMENTS:** Approved

0280 STATE PERMITS	21,296	35,000	35,000	38,000
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<b>DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0280</b>				<b>Permits</b>
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THD chemical sampling \$6,000  
 TCEQ lead and copper sampling and lab fees \$4,000  
 State System Permit \$6,000  
 TCEQ Chemical Sampling of Water System (lab) \$22,000.00  
 Total: \$38,000

0281 METER REPAIR & REPLACEMENT	13,846	15,000	15,000	15,000
0287 WATER PURCHASES	3,089,735	3,546,900	3,546,900	3,875,750

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0288	WATERLINE REPAIR & REPLACEME	59,658	60,000	60,000	65,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0288** **Fire Hydrants**

We need funding for replacement of 26 Kennedy Fire Hydrants. This brand of fire hydrant is below City of Rockwall standards. The fire hydrants can break under normal operation. It is difficult to find replacement parts in a timely manner, leaving the fire hydrants out of service. Labor and material per fire hydrant replacement \$2,500 X 26 = \$65,000

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

0289	RESERVOIR MAINT. & REPAIR	67,363	72,900	72,900	80,100
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289** **Reservoir Maintenance and Repair**

- \$30,000 Rebuild Water Pumps (1 each pump station)
- 33,750 Valve Replacement Eastside 700 Pump #6
- 4,865 Tank Inspection, 7 tanks at 695/tank
- 1,900 Minor Tank Cleaning, 2 at \$950/tank
- 3,600 Tank Cleaning, 1 at \$3600/tank
- 6,000 Misc Repairs
- \$80,115 Total

0293	GRANT PROGRAM	0	50,000	0	100,000
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<b>Contractual TOTAL . . . . . :</b>	<b>3,516,622</b>	<b>3,937,150</b>	<b>3,886,150</b>	<b>4,358,100</b>
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**30 Supplies**

0301	OFFICE SUPPLIES	2,016	2,550	2,550	2,550
0310	PRINTING & BINDING	5,575	7,000	7,000	7,000
0323	SMALL TOOLS	6,011	9,100	9,100	13,200
0325	SAFETY SUPPLIES	2,253	3,500	3,500	4,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0325** **Safety Supplies**

- AC Blower (for confined space) - \$ 1,000
- Lumidor Gas Detector (for confined space)-\$1,800
- Tote bags for personal protective equipment - \$400
- Misc. Safety Supplies- \$1,500

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

0331	FUEL & LUBRICANTS	44,392	53,000	53,000	57,000
0333	CHEMICAL	2,185	2,500	2,500	2,900
0341	CONSTRUCTION & REPAIR SUPPLY	14,071	15,000	15,000	15,000

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

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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0347 GENERAL MAINT. SUPPLY	15,888	13,000	13,000	18,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0347** **General Maintenance**

Locks for towers, yards & enclosures (split with Sewer)  
 Padlocks less Core 80 at \$70.40/each = \$5,632  
 Padlock Core 85 at \$68/each = \$5,780  
 Total - \$11,412 split = \$5,706  
 \$ 477 Aux. Contacts motor starters Heath St.  
 780 Pump motor control transformers Heath St.  
 3,000 Replacement Contacts for motor starters both pump stations  
 8,000 Misc Supplies  
 Total: \$17,963

**CITY MANAGER'S COMMENTS: Approved**

0380 FIRE HYDRANT MAINT SUPPLY	10,974	11,000	11,000	11,000
0381 WATER PIPE FITTINGS	27,901	28,000	28,000	35,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0381** **Water Pipe Fittings**

For the past two years we have budgeted \$28,000 and had to amend this amount midyear, so with this previous history, we would like to increase this item. As our system matures, fittings have to be replaced on a more frequent basis as well.

**CITY MANAGER'S COMMENTS: Approved**

0382 METER SUPPLIES	69,973	150,000	150,000	150,000
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<b>Supplies TOTAL . . . . . :</b>	<b>201,239</b>	<b>294,650</b>	<b>294,650</b>	<b>316,350</b>
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**40 Operational**

0410 DUES & SUBSCRIPTIONS	75	3,700	3,700	1,200
0415 RECRUITING EXPENSES	1,790	1,000	1,000	1,000
0430 TUITION & TRAINING	3,617	4,250	7,500	11,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0430** **Tuition and Training**

14 Water employees, 2 classes each at \$200 per class = \$5,600  
 2 Pump Technicians require yearly continuing ed. at \$70 each = \$140  
 2 Pump Technicians for additional electrical training = \$2,000  
 Superintendent and Manager to attend Water Conference \$800  
 City Sponsored supervisor training = \$500  
 Online CEU courses \$1,500  
 Safety training films \$500  
 Quarterly departmental luncheon (1/2 with Sewer \$1,296) = \$648

**CITY MANAGER'S COMMENTS: Approved**

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

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
0436 TRAVEL	1,396	1,000	1,000	2,000
<b>Operational TOTAL . . . . .:</b>	<b>6,878</b>	<b>9,950</b>	<b>13,200</b>	<b>15,900</b>

**50 Utilities**

0501 ELECTRICITY	257,976	315,000	300,000	315,000
0507 CELLULAR TELEPHONE	4,909	5,100	5,100	5,100
0508 TELEPHONE SERVICE	11,946	10,500	10,500	10,500

<b>Utilities TOTAL . . . . .:</b>	<b>274,831</b>	<b>330,600</b>	<b>315,600</b>	<b>330,600</b>
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**60 Capital**

0603 BUILDINGS	0	0	0	0
0610 FURNITURE & FIXTURES	3,264	800	800	9,800

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0610**

**Furniture and Fixtures**

The Water, Parks and Street Departments are participating in a joint venture to improve the space management capabilities within the outlying buildings at the Service Center. Shelving installed at these building would utilize the space more efficiently. The cost of the shelving including installation will be approximately \$18,000. The Water/Sewer Fund and General Fund contribute \$9,000 each.

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

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0610**

**Flat File**

Flat file for plans as recommended by C3 \$800

0612 COMPUTER EQUIPMENT	0	0	0	18,950
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0612**

**Computer Equipment**

\$3,395 SCADA upgrade to allow remote access with internet connection.

\$1,500 UPS at SCADA room and 2 pump stations and misc supplies

We would like to purchase laptops as recommended by the C-3 KLRA Team.

\$14,050 Lap top computers (6) with mounts and adaptors

The laptops would be used to provide in the field access to maps, as built, and technical information which the crews must now go to the shop to have access to. The laptops will provide greater efficiency to the department.

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

0617 RADIO EQUIPMENT	3,630	0	0	3,500
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0617**

**Radio Equipment**

Mobile radio for truck #134 and portable for new Maintenance worker. \$3,500

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

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0621 FIELD MACHINERY & EQUIPMENT	2,111	17,350	17,350	46,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621**

**Field Machinery and Equipment**

\$27,000 to purchase a forklift for all departments to use at Service Center. We currently use the front-end loader, which works well in the yard, but is too large to use in the buildings to stack materials on shelving. We propose to purchase an electric forklift Toyota model 7FBEHU18 forklift - \$27,000.

\$2,760 Compressor/Generator for Pump Tech Truck #122

\$5,538 WACHS P/2 Portable Valve Operator

\$2,760 MI-T\_M Compressor/Generator for Truck #123

\$7,885 Crane for Truck #123

**CITY MANAGER'S COMMENTS: Approved**

0623 VEHICLES	93,799	57,000	57,000	0
0631 LINE EXTENSION/RELOCATION	19,545	25,000	25,000	0
0638 SYSTEM ACQUISITION	0	1,456,000	256,000	1,506,100

<b>Capital TOTAL . . . . .:</b>	<b>122,349</b>	<b>1,556,150</b>	<b>356,150</b>	<b>1,584,350</b>
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<b>Water Operations TOTAL :</b>	<b>4,771,841</b>	<b>6,869,700</b>	<b>5,598,250</b>	<b>7,576,300</b>
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## SEWER OPERATIONS

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

### Expenditure Summary

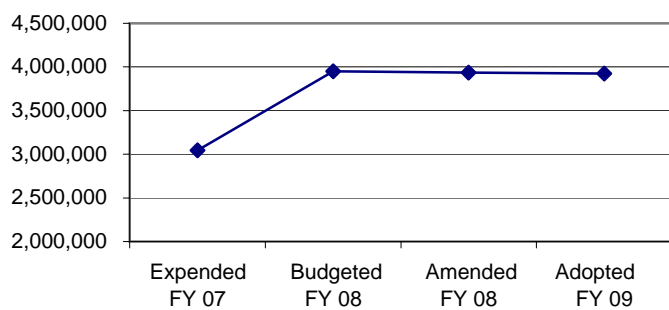
	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	562,354	597,600	587,600	663,900
Contractual	2,190,750	2,954,900	2,962,900	2,939,500
Supplies	117,657	98,550	103,550	94,400
Operational	3,766	8,150	8,300	12,650
Utilities	100,228	98,000	123,000	123,000
Capital	70,672	191,900	148,900	91,750
<b>Total</b>	<b>3,045,427</b>	<b>3,949,100</b>	<b>3,934,250</b>	<b>3,925,200</b>

### Personnel Schedule

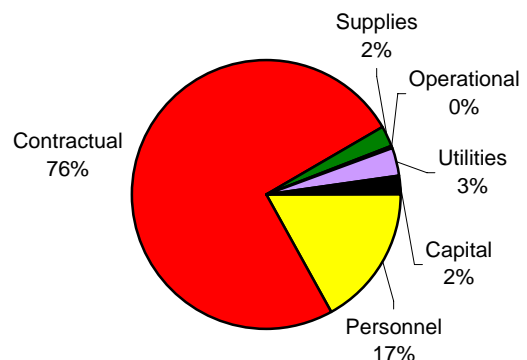
Position	Classification	FY 08 Approved	FY 09 Approved
Sewer Operations Manager	21	1	1
Pump Tech Field Supervisor	21	0	1
Pump Tech III	17	1	1
Crew Leader	13	1	1
Equipment Operator II	11	1	1
Pump Tech I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	6	6

### Activity Trends

**Financial History**



**FY 2009 Expenditures by Category**





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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**10 Salaries & Wages**

0101 SALARIES & WAGES-SUPERVISOR	0	0	0	117,400
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0101**

**Pump Tech Supervisor**

I am requesting to add a new Pump Technician Supervisor.

We last added a Pump Tech in 2003. At that time, we had 27 pump stations and four Pump Technicians, which averaged out to about seven pump stations per Technician. We have grown to 42 pump stations since then. With 10 stations each, the techs have very little time to do preventive maintenance. This position will allow the Pump Technicians time to maintain our current pump stations and conduct a preventive maintenance program effectively. While this position would take a lead role regarding issues that may come up in the field, this person will also perform budget analysis, work scheduling, coordinating with contractors and vendors on all new pump station projects in the future, maintain division equipment, materials and supplies inventory.

The new position will be comparable to the position of Water Field Supervisor and Waste Water Field Supervisor. Grade 21 salary:\$54,300

**CITY MANAGER'S COMMENTS: Approved**

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0101**

**Operations Supervisor**

This position was previously being reported in the Labor line, funds have been moved to the Supervisor line and the Labor line reduced appropriately.

0107 SALARIES & WAGES-LABOR	416,229	472,300	450,100	402,100
0109 SALARIES & WAGES-OVERTIME	52,127	27,000	35,000	35,000

<b>Salaries &amp; Wages TOTAL . . . . .:</b>	<b>468,356</b>	<b>499,300</b>	<b>485,100</b>	<b>554,500</b>
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**15 Benefits**

0113 EDUCATION/CERTIFICATE PAY	0	1,200	1,200	1,200
0114 LONGEVITY PAY	3,235	4,100	4,000	3,300
0120 FICA & MEDICARE EXPENSE	34,772	36,100	37,400	39,700
0122 T.M.R.S. RETIREMENT EXP.	55,991	56,900	59,900	65,200

<b>Benefits TOTAL . . . . .:</b>	<b>93,998</b>	<b>98,300</b>	<b>102,500</b>	<b>109,400</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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**20 Contractual**

0213	CONSULTING FEES	24,355	30,000	35,000	35,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0213** **Consulting Fees**

This item is for hiring a consultant for the review of sewer availability for new developments, lift station plan review, inflow/infiltration studies, and studying the impact of annexation on the sewer system. This item is used for design surveying and construction surveying for in-house design of non-CIP projects. The material testing and geotechnical portions of City sewer projects are funded from this item. - \$21,000

Add four new lift stations to SCADA system, \$16,000

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

0214	BUFFALO BASIN SSO	0	0	0	75,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0214** **Buffalo Basin**

Required minimum reconstruction/rehabilitation of Buffalo Creek sanitary sewer basin - TCEQ Agreement - \$75,000

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

0216	SQUABBLE CREEK BASIN SSO	0	0	0	75,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0216** **Squabble Basin SSO**

Required minimum reconstruction/rehabilitation spending in Squabble Creek Sanitary Sewer Basin due to TCEQ agreement. - \$75,000

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

0231	SERVICE-MAINT. CONTRACTS	9,992	8,650	8,650	14,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231** **Maintenance Agreements**

- \$3,050 Generator Maintenance (fixed)
- 1,200 Generator Maintenance (smaller fixed)
- 1,840 Generator Maintenance (portable)
- 4,600 SCADA Wonderware licensing
- 3,600 Laptop aircards \*New Item

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

0237	UNIFORM SERVICE	8,458	7,500	8,500	11,800
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0237** **Uniforms**

We have typically underbudgeted uniforms for the department. This increase corrects the budgeted amount.

0240	EQUIPMENT REPAIRS	13,017	12,000	14,000	14,000
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0242	EQUIPMENT RENTAL & LEASE	1,663	2,600	2,600	2,600
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0246	VEHICLE REPAIRS	14,341	9,000	9,000	9,000
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2007 Actual Expense	2008 Adopted Budget	2008 Amended Budget	2009 Approved Budget
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0279 INDUSTRIAL PRE-TREATMENT	16,219	19,300	19,300	20,600
0282 LIFT STA. REPAIR & MAINT	16,037	32,000	32,000	77,000

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282** **Lift Station Repair and Maintenance**

\$45,000 Airport 1 Lift Station per State S.S.O. agreement

\$32,000 Lift station pump and motor rebuild, 4 stations, 2 pumps each

**CITY MANAGER'S COMMENTS:** Approved

0284 SEWER LINE REPAIR & RPCM	100,030	150,000	150,000	35,000
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284** **Backwater Valves**

Install backwater valves on Daybreak.

50 to install - \$700 each x 50 = \$35,000

**CITY MANAGER'S COMMENTS:** Further testing is being conducted at this time. Funds will be needed at this level in order to complete necessary repairs.

0285 NO.TREATMENT PLANT-SQUABBLE	274,752	311,500	311,500	319,000
0286 SO.TREATMENT PLANT-BUFFALO	495,781	825,550	825,550	667,900
0292 WASTEWATER TREATMENT	1,216,105	1,546,800	1,546,800	1,582,900

<b>Contractual TOTAL . . . . . :</b>	<b>2,190,750</b>	<b>2,954,900</b>	<b>2,962,900</b>	<b>2,939,500</b>
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**30 Supplies**

0301 OFFICE SUPPLIES	883	1,000	1,000	1,000
0323 SMALL TOOLS	3,185	6,450	6,450	6,000
0325 SAFETY SUPPLIES	2,795	2,600	2,600	4,700

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0325** **Safety Supplies**

\$1,000 AC Blower (for confined space)

1,800 Lumidor Gas Detector (for confined space)

400 Tote bags for personal protective equipment

1,500 Misc. Safety Supplies

**CITY MANAGER'S COMMENTS:** Approved

0331 FUEL & LUBRICANTS	26,878	27,300	32,300	40,100
0333 CHEMICAL	5,128	4,000	4,000	4,000
0341 CONSTRUCTION & REPAIR SU	10,274	11,000	11,000	11,000

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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0347	GENERAL MAINT. SUPPLY	9,792	8,800	8,800	12,100
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0347** **General Maintenance Supplies**

Locks for towers, yards & enclosures (split with water)

Padlocks less Core 80 at \$70.40/each = \$5,632

Padlock Core 85 at \$68/each = \$5,780

Total - \$11,412 1/2 of = \$5,706

Mule Tape- \$350

Misc. Supplies- \$6,000

**CITY MANAGER'S COMMENTS: Approved**

0385	LIFT STATION SUPPLIES	58,722	37,400	37,400	15,500
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<b>Supplies TOTAL . . . . . :</b>	<b>117,657</b>	<b>98,550</b>	<b>103,550</b>	<b>94,400</b>
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**40 Operational**

0410	DUES & SUBSCRIPTIONS	195	3,150	3,150	1,150
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0415	RECRUITING EXPENSES	70	250	400	500
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0430	TUITION & TRAINING	2,580	4,250	4,250	9,800
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0430** **Tuition and Training**

13 Wastewater employees, 2 classes each at \$200 per class = \$5,200

3 Pump Technicians yearly continuing ed. at \$70 each = \$210

2 Pump Technicians for additional electrical training = \$2,000

City sponsored classes = \$500

Online CEU Courses = \$750

Safety Training films = \$500

Quarterly departmental luncheon = \$648

**CITY MANAGER'S COMMENTS: Approved**

0436	TRAVEL	921	500	500	1,200
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<b>Operational TOTAL . . . . . :</b>	<b>3,766</b>	<b>8,150</b>	<b>8,300</b>	<b>12,650</b>
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**50 Utilities**

0501	ELECTRICITY	98,303	95,000	120,000	120,000
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0507	CELLULAR TELEPHONE	1,925	3,000	3,000	3,000
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<b>Utilities TOTAL . . . . . :</b>	<b>100,228</b>	<b>98,000</b>	<b>123,000</b>	<b>123,000</b>
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<b>Fund</b>	<b>Department</b>	<b>Division</b>
02 Water & Sewer	60 Utility Services	67 Sewer Operations

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
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**60 Capital**

0612	COMPUTER EQUIPMENT	0	0	0	15,450
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0612** **Computer Equipment**

\$1,000 Computer for desk - new pump tech supervisor

400 Desktop telephone - new pump tech supervisor

Request laptops as recommended by the C-3 KLRA Team in order to access maps, as-builts and technical data while in the field.

\$14,050 - 6 laptops with truck mounts and power adaptors.

**CITY MANAGER'S COMMENTS:** Approved

0617	RADIO EQUIPMENT	3,630	2,300	2,300	0
0621	FIELD MACHINERY & EQUIPMENT	2,170	21,200	21,200	19,400

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621** **Field Machinery and Equipment**

\$10,000 Sewer push camera, ModelCC9-1200WR-Pro, dia. Camera

1,850 1/2 -inch jet machine hose (600')

2,000 3/4 -inch jet machine hose (600')

5,520 Compressor/Generators for trucks (#128 & #129)

**CITY MANAGER'S COMMENTS:** Approved

0623	VEHICLES	55,727	68,950	68,950	23,700
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**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623** **Vehicles**

\$19,430 1/2 ton Ford pickup with a V6 Engine, tool boxes, headache rack, and emergency lights and radio for the new position.

\$239,142 Vacuum Truck (Vac-con 9 yard Combination Sewer Cleaner Unit)

This unit would be used to clean debris from sewer lift stations, by-pass pumping of sanitary sewer during emergencies such as power outages or pump failures. This unit will be used for cleaning and preventative maintenance on sanitary sewer lines within the city. In addition, it will be used for cleaning storm drains and culverts for the Street Department. It will also be used for hydro excavation around other utilities such as electrical, gas, fiber optic, as well as water, sewer lines and storm drains.

\$4,270 Box Trailer for Confined Space Equipment 6'x12' This trailer will be used to store and transport all state required Confined Space Entry Equipment allowing rapid response, easy access, and secure environment for this Life Safety Equipment.

**CITY MANAGER'S COMMENTS:** Pickup and Box Trailer are approved, Vacuum Truck is disapproved

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

<b>ACCOUNT</b>	<b>2007 Actual Expense</b>	<b>2008 Adopted Budget</b>	<b>2008 Amended Budget</b>	<b>2009 Approved Budget</b>
0631 LINE EXTENSION/RELOCATION	0	53,000	10,000	0
0637 SCADA EQUIPMENT	9,145	46,450	46,450	33,200

**DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0637**

**Scada Equipment**

\$3,395 SCADA upgrade to allow remote access with internet connection

\$21,797 Radios to convert lift station SCADA to radio vs. telephone started last year. (12 sites done last year, 12 more in 2009, 40 total sites)

\$8,000 SCADA system installed in subdivision lift stations when not installed with subdivision). Funds allowed for 2 lift stations.

**CITY MANAGER'S COMMENTS: Approved**

<b>Capital TOTAL . . . . . :</b>	<b>70,672</b>	<b>191,900</b>	<b>148,900</b>	<b>91,750</b>
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<b>Sewer Operations TOTAL . . :</b>	<b>3,045,427</b>	<b>3,949,100</b>	<b>3,934,250</b>	<b>3,925,200</b>
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# SPECIAL REVENUE FUNDS

**Cemetery Fund** - established to account for the annual income from the sale of cemetery plots. Revenues are used for maintenance of the cemetery.

**Police Investigation Fund** - established to account for donations, court security fees, and forfeitures.

**Recreational Development Fund** - established to account for the annual lease income from marinas and the golf course. These funds are used for improvements to municipal park facilities.

**Radio Fund** - established to account for the revenues and expenditures for the support of the City's radio system.

**Street Improvement Fund** - established to account for the proceeds of street improvement assessments.

**Hotel/Motel Fund** - established to account for the annual income from hotel motel taxes.

**Fire Equipment/Training Fund** - established to account for funds to be used for the purchase of fire equipment for the Volunteer Fire Department.

**Aviation Fund** - established to account for funds received from airport operations and related expenses.

**Recycling Special Revenue Fund** - established to account for funds to be used for the City's recycling program.

**Rockwall Economic Development Fund** - established to account for the receipt and disposition of all revenues received from the half cent sales tax approved for economic development.

**Special Crimes Fund** - established to account for revenues and expenditures related to a county-wide task force.

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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10 Cemetery
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	11,312	5,000	4,500	4,000
Total Expenditures	1,200	-	-	-
Excess Revenues Over (Under) Expenditures	10,112	5,000	4,500	4,000
Fund Balance - Beginning	124,277	135,777	134,389	138,889
Fund Balance - Ending	134,389	140,777	138,889	142,889



## SUMMARY OF REVENUES

**Fund**

10 Cemetery

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	3,562	4,500	3,500	3,500
4050	Donations/Bequests	2,000	-	100	-
4720	Cemetery Receipts	5,475	-	400	-
4722	Registration & Permit Fees	275	500	500	500
Total Revenues		11,312	5,000	4,500	4,000

## SUMMARY OF EXPENDITURES

**Fund**

10 Cemetery

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	1,200	-	-	-
Supplies	-	-	-	-
<b>Total</b>	1,200	-	-	-

## SUMMARY OF OPERATIONS

**Fund**

11 Police Investigations

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	106,781	64,500	211,900	70,200
Total Expenditures	82,437	-	40,650	37,800
Excess Revenues Over (Under) Expenditures	24,344	64,500	171,250	32,400
Net Other Financing Sources (Uses)	(25,000)	(45,000)	(45,000)	(108,300)
Net Gain (Loss)	(656)	19,500	126,250	(75,900)
Fund Balance - Beginning	160,943	176,296	160,288	286,538
Fund Balance - Ending	160,288	195,796	286,538	210,638

## SUMMARY OF REVENUES

**Fund**

11 Police Investigations

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	5,266	7,000	5,000	5,000
4054	Donations - Police Activities	16,248	5,000	1,000	1,000
4055	Donations - Toys for Kids	2,000	2,000	2,000	-
4056	Donations - Animal Control	5,778	-	8,000	-
4059	Donations - Training/CERT	15,293	-	5,250	-
4415	Court Security Fee	25,546	22,000	21,000	22,000
4420	Technology Fee	33,769	25,000	28,000	25,000
4425	Child Safety Fines	2,881	3,500	3,500	4,000
4520	Gun Range M&O	-	-	6,950	13,200
4550	Police Seizures	-	-	131,200	-
<b>Total Revenues</b>		<b>106,781</b>	<b>64,500</b>	<b>211,900</b>	<b>70,200</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

11 Police Investigation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	27,000	-	-	-
<b>Total Other Financing Sources</b>	<b>27,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	52,000	45,000	45,000	108,300
<b>Total Other Financing Uses</b>	<b>52,000</b>	<b>45,000</b>	<b>45,000</b>	<b>108,300</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(25,000)</b>	<b>(45,000)</b>	<b>(45,000)</b>	<b>(108,300)</b>

## SUMMARY OF EXPENDITURES

**Fund**

11 Police Investigation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operations	13,244	-	14,650	13,200
Capital Outlay	69,193	-	26,000	24,600
<b>Total Expenditures</b>	<b>82,437</b>	<b>-</b>	<b>40,650</b>	<b>37,800</b>

## SUMMARY OF OPERATIONS

**Fund**

12 Recreational Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	374,319	328,000	367,050	298,500
Total Expenditures	332,951	212,000	313,100	393,750
Excess Revenues Over (Under) Expenditures	41,368	116,000	53,950	(95,250)
Net Other Financing Sources (Uses)	(161,554)	(50,000)	(50,000)	(50,000)
Net Gain (Loss)	(120,187)	66,000	3,950	(145,250)
Fund Balance - Beginning	366,810	244,108	246,623	250,573
Fund Balance - Ending	246,623	310,108	250,573	105,323

## SUMMARY OF REVENUES

**Fund**

12 Recreational Development

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	10,766	14,500	8,000	7,000
4050	Donations	3,200	-	50	-
4250	Recreation Program Fees	121,737	145,000	160,000	160,000
4253	The Center 7% Fee	1,089	1,000	1,500	1,500
4680	Developer Contributions	109,561	47,500	67,500	-
4700	Marina / Golf Leases	109,316	110,000	110,000	110,000
4750	Land Lease Revenues	18,650	10,000	20,000	20,000
Total Revenues		374,319	328,000	367,050	298,500

Developer Contributions are collected when a development begins. Funds are held in escrow until needed for a project.



## SUMMARY OF OPERATING TRANSFERS

**Fund**

12 Recreational Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In	3,611	-	-	-
<b>Total Other Financing Sources</b>	<b>3,611</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Transfers Out				
To General Fund	50,000	50,000	50,000	50,000
To Capital Projects Fund	115,165			
<b>Total Other Financing Uses</b>	<b>165,165</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Other Financing Sources (Uses)</b>	<b>(161,554)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>

## SUMMARY OF EXPENDITURES

**Fund**

12 Recreational Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	84,294	102,000	157,000	110,000
Supplies	4,059	25,000	25,000	96,000
Operations	-	-		-
Capital Outlay	244,598	85,000	131,100	187,750
<b>Total Expenditures</b>	<b>332,951</b>	<b>212,000</b>	<b>313,100</b>	<b>393,750</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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13 Radio System
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	13,271	27,600	27,600	36,300
Total Expenditures	12,906	161,100	161,100	218,050
Excess Revenues Over (Under) Expenditures	365	(133,500)	(133,500)	(181,750)
Net Other Financing Sources (Uses)	3,000	133,500	133,500	181,800
Net Gain (Loss)	3,365	-	-	50
Fund Balance - Beginning	-	-	3,365	3,365
Fund Balance - Ending	3,365	-	3,365	3,415

## SUMMARY OF REVENUES

**Fund**

13 Radio System

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4530	City Contracts	13,271	27,600	27,600	36,300
<b>Total Revenues</b>		13,271	27,600	27,600	36,300

	2007-08		2008-09	
Heath Population	17.12%	6,350	17.48%	6,650
Rockwall Population	82.88%	<u>30,750</u>	82.52%	<u>31,400</u>
		37,100		38,050

## SUMMARY OF OPERATING TRANSFERS

**Fund**

13 Radio System

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	3,000	92,100	92,100	125,000
*Expended in General Fund		41,400	41,400	56,800
Total Other Financing Sources	3,000	133,500	133,500	181,800
Net Other Financing Sources (Uses)	3,000	133,500	133,500	181,800

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

## SUMMARY OF EXPENDITURES

**Fund**

13 Radio System

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	8,307	148,200	148,200	200,850
Supplies	-	3,900	3,900	10,500
Operational	-	9,000	9,000	6,700
Capital	4,599	-	-	-
<b>Total Expenditures</b>	<b>12,906</b>	<b>161,100</b>	<b>161,100</b>	<b>218,050</b>

## SUMMARY OF OPERATIONS

**Fund**

14 Street Improvements

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	154,852	42,000	122,700	29,000
Total Expenditures	-	-	9,800	-
Excess Revenues Over (Under) Expenditures	154,852	42,000	112,900	29,000
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	154,852	42,000	112,900	29,000
Fund Balance - Beginning	1,473,933	1,564,033	1,628,785	1,741,685
Fund Balance - Ending	1,628,785	1,606,033	1,741,685	1,770,685

## SUMMARY OF REVENUES

**Fund**

14 Street Improvements

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	79,198	38,000	50,000	25,000
4450	Land Sales	46,094	-	-	-
4800	Assessments	3,523	2,500	70,500	2,500
4810	Assessments - Bourn St.	566	1,000	1,000	1,000
4812	Assessments-Emma Jane/Davy	471	500	1,200	500
4816	Pro-Rata - RH Pkwy.	25,000	-	-	-
<b>Total Revenues</b>		<b>154,852</b>	<b>42,000</b>	<b>122,700</b>	<b>29,000</b>



## SUMMARY OF EXPENDITURES

**Fund**

14 Street Improvements

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Capital Outlay	-	-	9,800	-
<b>Total Expenditures</b>	-	-	9,800	-

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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15 Hotel/Motel
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	205,965	218,000	217,000	260,000
Total Expenditures	243,210	217,940	250,440	268,880
Excess Revenues Over (Under) Expenditures	(37,246)	60	(33,440)	(8,880)
Fund Balance - Beginning	117,373	57,473	80,128	46,688
Fund Balance - Ending	80,128	57,533	46,688	37,808

## SUMMARY OF REVENUES

**Fund**

15 Hotel/Motel

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	1,907	1,000	1,000	1,000
4019	Miscellaneous	656	-	-	-
4175	Motel Tax Receipts	203,402	217,000	216,000	259,000
Total Revenues		205,965	218,000	217,000	260,000

## SUMMARY OF EXPENDITURES

**Fund**  
15 Hotel/Motel

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operational	243,210	217,940	250,440	268,880
<b>Total Expenditures</b>	<b>243,210</b>	<b>217,940</b>	<b>250,440</b>	<b>268,880</b>

## SUMMARY OF OPERATIONS

**Fund**  
16 Fire Equipment

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	247,101	98,000	108,550	103,450
Total Expenditures	163,706	99,325	99,325	167,900
Excess Revenues Over (Under) Expenditures	83,395	(1,325)	9,225	(64,450)
Net Other Financing Sources (Uses)	5,250	-	-	-
Net Gain (Loss)	88,645	(1,325)	9,225	(64,450)
Fund Balance - Beginning	78,995	116,745	167,640	176,865
Fund Balance - Ending	167,640	115,420	176,865	112,415

## SUMMARY OF REVENUES

**Fund**

16 Fire Operations

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	2,371	3,000	5,000	2,000
4019	Misc. Revenue	1,000	-	5,500	-
4050	Donations	4,948	-	1,000	-
4500	Grant Proceeds	145,182	-	-	-
	Contract City Fire Calls	-	-	3,450	3,450
4535	County Fire Calls	93,600	95,000	93,600	98,000
<b>Total Revenues</b>		<b>247,101</b>	<b>98,000</b>	<b>108,550</b>	<b>103,450</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

16 Fire Operations

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	5,250	-	-	-
<b>Total Other Financing Sources</b>	<b>5,250</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Other Financing Sources (Uses)	5,250	-	-	-

## SUMMARY OF EXPENDITURES

**Fund**

16 Fire Equipment

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Supplies	10,778	11,000	11,000	11,000
Operational	-	-	-	-
Capital Outlay	152,928	88,325	88,325	156,900
<b>Total Expenditures</b>	<b>163,706</b>	<b>99,325</b>	<b>99,325</b>	<b>167,900</b>



## SUMMARY OF OPERATIONS

**Fund**

17 Airport Special Revenue

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	41,963	49,150	50,850	83,600
Total Expenditures	71,821	87,950	87,950	107,320
Excess Revenues Over (Under) Expenditures	(29,858)	(38,800)	(37,100)	(23,720)
Net Other Financing Sources (Uses)	42,398	-	-	10,000
Net Gain (Loss)	12,540	(38,800)	(37,100)	(13,720)
Fund Balance - Beginning	57,796	52,997	70,336	33,236
Fund Balance - Ending	70,336	14,197	33,236	19,516

## SUMMARY OF REVENUES

**Fund**

17 Airport Special Revenue

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	1,671	2,000	2,000	1,200
4500	Grant Proceeds	30,031	37,650	37,650	71,200
4750	Land Lease	3,936	4,500	4,000	4,000
4752	F.B.O. Lease	6,326	5,000	7,200	7,200
Total Revenues		41,963	49,150	50,850	83,600

## SUMMARY OF OPERATING TRANSFERS

**Fund**

17 Airport Special Revenue

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	29,000	-	-	10,000
From Capital Proj Fund	13,398			
<b>Total Other Financing Sources</b>	<b>42,398</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
Operating Transfers Out				
To Capital Proj Fund	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Other Financing Sources (Uses)</b>	<b>42,398</b>	<b>-</b>	<b>-</b>	<b>10,000</b>

## SUMMARY OF EXPENDITURES

**Fund**

17 Airport Special Revenue

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	7,234	8,300	8,300	8,300
Supplies	-	1,250	1,250	750
Operational	62,088	75,650	75,650	95,520
Utilities	2,499	2,750	2,750	2,750
<b>Total Expenditures</b>	<b>71,821</b>	<b>87,950</b>	<b>87,950</b>	<b>107,320</b>

<b>SUMMARY OF OPERATIONS</b>
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<b>Fund</b>
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18 Recycling
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	24,618	25,200	26,650	26,500
Total Expenditures	4,119	-	4,400	10,000
Excess Revenues Over (Under) Expenditures	20,499	25,200	22,250	16,500
Net Other Financing Sources (Uses)	-	-	-	(34,000)
Net Gain (Loss)	20,499	25,200	22,250	(17,500)
Fund Balance - Beginning	35,396	54,746	55,895	78,145
Fund Balance - Ending	55,895	79,946	78,145	60,645

## SUMMARY OF REVENUES

**Fund**  
18 Recycling

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	974	1,200	1,650	1,500
4780	Recycling Revenue	23,644	24,000	25,000	25,000
Total Revenues		24,618	25,200	26,650	26,500

## SUMMARY OF OPERATING TRANSFERS

**Fund**

18 Recycling

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Uses				
Operating Transfers Out				
To Water/Sewer Fund		-	-	34,000
Total Other Financing Sources	-	-	-	(34,000)
Net Other Financing Sources (Uses)	-	-	-	(34,000)

## SUMMARY OF EXPENDITURES

**Fund**

18 Recycling

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operational	4,119	-	4,400	10,000
<b>Total Expenditures</b>	<b>4,119</b>	<b>-</b>	<b>4,400</b>	<b>10,000</b>



## SUMMARY OF OPERATIONS

**Fund**

21 Economic Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	3,670,524	4,950,100	3,985,900	3,428,100
Total Expenditures	3,132,593	12,003,550	8,878,850	8,492,150
Excess Revenues Over (Under) Expenditures	537,930	(7,053,450)	(4,892,950)	(5,064,050)
Net Other Financing Sources (Uses)	(896,744)	7,450,000	9,065,600	-
Net Gain (Loss)	(358,813)	396,550	4,172,650	(5,064,050)
Fund Balance - Beginning	5,190,989	5,062,939	4,832,176	9,004,826
Fund Balance - Ending	4,832,176	5,459,489	9,004,826	3,940,776

## SUMMARY OF REVENUES

**Fund**

21 Economic Development

71 EDC Administration

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4150	Sales Tax	2,866,097	3,022,700	3,117,600	3,273,500 <sup>1</sup>
4001	Interest Earnings	137,772	100,000	82,000	45,000
4019	Misc. Revenue	8,785	-	-	-
4020	Interest/Reserve Fund	32,069	20,000	22,000	22,000
4450	Technology Park Sales	1,000	660,400	457,300	-
4458	Note Payment-SPM	36,288	623,000	72,800	87,600
4460	Lease Payment - SPM	326,206	524,000	234,200	-
4160	Harbor Tax Rebates	262,306	-	-	-
<b>Total Revenues</b>		<b>3,670,524</b>	<b>4,950,100</b>	<b>3,985,900</b>	<b>3,428,100</b>

<sup>1</sup> Sales tax projections based on current year actuals plus projected growth of 5.00%

## SUMMARY OF OTHER FINANCING SOURCES (USES)

**Fund**

21 Economic Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
<b>Other Financing Sources (Uses)</b>				
Bond Proceeds-Phase II infrastructure	-	7,450,000	10,500,000	-
<b>Total Other Financing Sources</b>	-	7,450,000	10,500,000	-
Transfer to Harbor Project	896,744	-	-	-
Transfer to Discovery Road Project		-	1,434,400	-
<b>Total Other Financing Uses</b>	896,744	-	1,434,400	-
<b>Net Other Financing Sources (Uses)</b>	(896,744)	7,450,000	9,065,600	-

## SUMMARY OF EXPENDITURES

**Fund**

21 Economic Development

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
REDC Administration	1,492,344	5,894,700	7,271,100	2,185,400
Capital Projects	-	4,477,500	182,000	4,261,350
Debt Service	1,640,249	1,631,350	1,425,750	2,045,400
<b>Total Expenditures</b>	<b>3,132,593</b>	<b>12,003,550</b>	<b>8,878,850</b>	<b>8,492,150</b>

## SUMMARY OF OPERATIONS

**Fund**

22 Tech Park Association

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	117,255	163,400	140,100	183,400
Total Expenditures	120,371	163,400	138,600	181,900
Excess Revenues Over (Under) Expenditures	(3,116)	-	1,500	1,500
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(3,116)	-	1,500	1,500
Fund Balance - Beginning	50,415	39,415	47,299	48,799
Fund Balance - Ending	47,299	39,415	48,799	50,299

## SUMMARY OF REVENUES

**Fund**

22 Tech Park Association

75 Tech. Park Assoc.

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earning	2,002	1,750	1,500	1,500
4470	RTP Dues Ph I	68,769	99,250	87,200	93,500
	PH II - IV	46,484	62,400	51,400	88,400
	<b>Total Revenues</b>	<b>117,255</b>	<b>163,400</b>	<b>140,100</b>	<b>183,400</b>

Note - The REDC owns 53% of the acreage (70.41 acres) of Phase I Rockwall Technology Park and anticipates the sale of 10.499 acres prior to the new fiscal year.

The revenue for Phase I includes \$41,421 from the REDC at this ownership level.

## DIVISION SUMMARY

Fund	Department	Division
22 Tech Park Association	70 Economic Development	Tech. Park Assoc.

### Expenditure Summary

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Contractual	112,516	131,100	121,100	149,100
Supplies	3,212	6,300	6,300	10,300
Utilities	4,643	26,000	11,200	22,500
<b>Total</b>	<b>120,371</b>	<b>163,400</b>	<b>138,600</b>	<b>181,900</b>

## SUMMARY OF OPERATIONS

**Fund**

26 Special Crimes Unit

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	246,578	201,500	258,200	1,100
Total Expenditures	235,793	259,000	219,650	181,500
Excess Revenues Over (Under) Expenditures	10,785	(57,500)	38,550	(180,400)
Net Other Financing Sources (Uses)	246,400	70,000	70,000	-
Net Gain (Loss)	257,185	12,500	108,550	(180,400)
Fund Balance - Beginning	(46,014)	83,486	211,171	319,721
Fund Balance - Ending	211,171	95,986	319,721	139,321



## SUMMARY OF REVENUES

**Fund**

26 Special Crimes Unit

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
4001	Interest Earnings	443	1,000	1,000	1,000
4540	Other Agencies	80,000	-	-	-
4550	Seizure Revenue	165,993	200,000	257,100	-
4560	Restitution	142	500	100	100
Total Revenues		246,578	201,500	258,200	1,100

## SUMMARY OF OPERATING TRANSFERS

**Fund**

26 Special Crimes Unit

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Other Financing Sources				
Operating Transfers In				
From General Fund	246,400	70,000	70,000	-
Total Other Financing Sources	246,400	70,000	70,000	-
Net Other Financing Sources (Uses)	246,400	70,000	70,000	-

<b>SUMMARY OF EXPENDITURES</b>
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<b>Fund</b>
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26 Special Crimes Unit
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	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Personnel	141,915	158,600	142,800	95,400
Contractual	55,996	49,100	31,950	26,600
Supplies	7,823	12,600	9,900	13,600
Operational	10,865	25,000	20,600	25,000
Utilities	11,963	13,700	14,400	17,600
Capital	7,231	-	-	3,300
<b>Total Expenditures</b>	<b>235,793</b>	<b>259,000</b>	<b>219,650</b>	<b>181,500</b>

# **INTERNAL SERVICE FUNDS**

Employee Benefits Fund - to account for the costs of providing medical and dental insurance on a self-insurance basis and payment of life insurance premiums for employees. The Fund is funded by operating transfers from other funds and charges to employees for extended benefits.

Worker's Compensation Fund - to account for the costs of the worker's compensation self-insurance program for the City. Funds for this program are provided by proceeds from certificates of obligation and operating transfers from other funds.

## SUMMARY OF OPERATIONS

**Fund**

31 Employee Benefits

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Total Revenues	398,359	411,950	540,950	484,450
Total Expenditures	2,031,039	2,038,000	2,560,000	2,272,000
Operating Income (Loss)	(1,632,680)	(1,626,050)	(2,019,050)	(1,787,550)
Non-Operating Revenues	24,433	22,000	14,000	12,000
Non-Operating Income (Loss)	24,433	22,000	14,000	12,000
Net Income (Loss) Before Transfers	(1,608,247)	(1,604,050)	(2,005,050)	(1,775,550)
Net Transfers In (Out)	1,600,650	1,633,500	2,025,000	1,795,500
Net Income (Loss)	(7,597)	29,450	19,950	19,950
Retained Earnings - Beginning	(11,287)	(23,937)	(18,885)	1,065
Retained Earnings - Ending	(18,885)	5,513	1,065	21,015

## SUMMARY OF REVENUES

**Fund**

31 Employee Benefits

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Revenues					
4019	Miscellaneous	56,402	45,000	155,000	50,000
4850	Employee Contributions	341,956	366,950	385,950	434,450
<b>Total Operating Revenues</b>		<b>398,359</b>	<b>411,950</b>	<b>540,950</b>	<b>484,450</b>
Non-Operating Revenues					
4001	Interest Earnings	24,433	22,000	14,000	12,000
<b>Total Non-Operating Revenues</b>		<b>24,433</b>	<b>22,000</b>	<b>14,000</b>	<b>12,000</b>
<b>Total Revenues</b>		<b>422,791</b>	<b>433,950</b>	<b>554,950</b>	<b>496,450</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

31 Employee Benefits

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Transfers In				
From General Fund	982,650	1,002,500	1,316,250	1,160,000
From Water & Sewer Fund	618,000	631,000	708,750	635,500
Total Transfers In	1,600,650	1,633,500	2,025,000	1,795,500
Net Operating Transfers In (Out)	1,600,650	1,633,500	2,025,000	1,795,500

## SUMMARY OF EXPENSES

**Fund**

31 Employee Benefits

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Expenses				
Operations	2,031,039	2,038,000	2,560,000	2,272,000
<b>Total Expenditures</b>	<b>2,031,039</b>	<b>2,038,000</b>	<b>2,560,000</b>	<b>2,272,000</b>



## SUMMARY OF OPERATIONS

**Fund**

32 Worker's Compensation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Revenues	-	-	-	-
Operating Expenses	144,872	192,500	192,500	188,250
<b>Operating Income (Loss)</b>	<b>(144,872)</b>	<b>(192,500)</b>	<b>(192,500)</b>	<b>(188,250)</b>
Non-Operating Revenues	82,011	40,000	40,000	29,000
Non-Operating Expenses	-	-	-	-
<b>Non-Operating Income (Loss)</b>	<b>82,011</b>	<b>40,000</b>	<b>40,000</b>	<b>29,000</b>
<b>Net Income (Loss) Before Transfers</b>	<b>(62,861)</b>	<b>(152,500)</b>	<b>(152,500)</b>	<b>(159,250)</b>
Net Transfers In (Out)	30,000	30,000	30,000	30,000
<b>Net Income (Loss)</b>	<b>(32,861)</b>	<b>(122,500)</b>	<b>(122,500)</b>	<b>(129,250)</b>
Retained Earnings - Beginning	1,394,317	1,305,767	1,361,457	1,238,957
<b>Retained Earnings - Ending</b>	<b>1,361,457</b>	<b>1,183,267</b>	<b>1,238,957</b>	<b>1,109,707</b>

## SUMMARY OF REVENUES

**Fund**

32 Worker's Compensation

Account	Description	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Non-Operating Revenues					
4001	Interest Earnings	73,011	35,000	35,000	28,000
4019	Misc. Revenues	9,000	5,000	5,000	1,000
<b>Total Non-Operating Revenues</b>		<b>82,011</b>	<b>40,000</b>	<b>40,000</b>	<b>29,000</b>
<b>Total Revenues</b>		<b>82,011</b>	<b>40,000</b>	<b>40,000</b>	<b>29,000</b>

## SUMMARY OF OPERATING TRANSFERS

**Fund**

32 Worker's Compensation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operating Transfers In				
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	30,000
Net Operating Transfers				
In (Out)	30,000	30,000	30,000	30,000

## SUMMARY OF EXPENSES

**Fund**

32 Worker's Compensation

	Actual 06-07	Budgeted 07-08	Amended 07-08	Approved 08-09
Operational	144,872	192,500	192,500	188,250
<b>Total Operating Expenses</b>	<b>144,872</b>	<b>192,500</b>	<b>192,500</b>	<b>188,250</b>
<b>Total Expenditures</b>	<b>144,872</b>	<b>192,500</b>	<b>192,500</b>	<b>188,250</b>