



City of Willow Park

FY 2013 – 2014

Operating Budget

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City of Willow Park
516 Ranch House Road
Willow Park, Texas 76087
Phone: (817) 441-7108 · Fax: (817) 441-6900

To: Honorable Mayor Neverdousky and members of the Willow Park City Council

From: Matt Shaffstall, City Administrator

Date: July 15, 2013

Subject: FY 2013-2014 Budget Memo

Each year the City's administrative staff prepares a budget that is submitted to the City Council for review. The budget process provides the City Council an opportunity to consider and adopt a budget that serves as a financial guide for the work and service programs ensuring the city's fiscal year operations. The annual operating budget as adopted by the City Council covers the fiscal period beginning October 1, 2013 and ending on September 30, 2014.

Budget Preparation Process

The process of developing the budget that is submitted begins in May. The process begins with a budget kickoff meeting to discuss the upcoming year's budget. Staff is presented information about the upcoming year's budget and given internal goals for shaping their department's budget request. From there department heads receive the necessary information to begin drafting their annual budget requests.

After initial budget requests are submitted a series of budget reviews takes place. Budget reviews are meetings where department heads can discuss in depth their department's goals, revenues and expenditures. As of this writing departmental budgets have been through four rounds of revisions, and will go through a fifth round before the proposed budget is submitted on August 1st.

The next step in the budget process is the submittal of this budget memo. The budget memo is released annually on July 15th. The budget memo is an overview of the budget process, a summary of major issues addressed in the annual budget, and a statement of the city's financial health. The budget memo is intended to be a non-financial document and minimizes the uses of the numbers.

Following the release of the budget memo the city will hold a budget workshop focused on the city's revenue sources and fund balances. The adopted budget calendar has the revenue workshop tentatively scheduled for Tuesday, July 30th. The revenue workshop is an important step in the budgeting process that determines the amount of revenue that will be available for the proposed FY 2013-14 Budget.



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On August 1st of every year the proposed budget will be released. The budget will be in the same format as the FY 2013 Budget Amendment. The budget will be in three sections; budget narrative, revenues, and detailed expenditures. The FY 2013-2014 budget will also contain more of the essential components of the Government Finance Officers Association (GFOA) Distinguished Budget Criteria. GFOA standards are recognized as best practice in municipal finance. Some of the new additions to the budget will be a summary budget, fund overviews which are executive summaries for each of the city's twenty operating funds, and an appendix of the city's financial policies. The City's financial policies will also need to be adopted in conjunction with the annual budget.

After the City Council has had time to review the proposed budget, a budget workshop will be scheduled. In the adopted budget calendar, Council left the date of the budget hearing to be determined at a later date. Staff is recommending Saturday, September 7th as the date for the budget hearing. The budget workshop will be a chance for department heads to present their budget requests directly to the City Council, and a chance for the City Council to have their budget questions directly answered by staff. Following the budget hearing a final budget will be submitted for adoption. Staff recommends moving the monthly September council meeting back a week to Tuesday, September 17th to adopt the final FY 2013-2014 budget.

Major Issues in the FY 2013-2014

Balanced Budget

The FY 2013-14 Budget is balanced. Normally this wouldn't be considered a major issue. State law requires cities to submit a balanced budget, but it's how the City has balanced the budget the last few years that has been an area of concern. The FY 2013 Budget Amendment brought to light a structural deficit that existed within the City's budget. Previous budgets included overestimated revenue projections and use of fund balance reserves to balance the budget. A tremendous amount of time and energy went into ensuring that the budget is balanced using current revenues to cover operating expenses. The FY 2014 Budget is balanced on several levels. At the simplest level revenues exceed expenditures. On a deeper level an effort was made to match sources of funding, so that current revenues match current expenditures and one time revenue sources were used for one time expenditures such as capital projects.

Excess Compensatory Time

The original FY 2013 Budget set a goal for the city to address the issue of excess compensatory time. A deeper investigation into the issue revealed a large amount of



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excess compensatory time, vacation time, and holiday leave time on the books that resulted in a substantial unfunded mandate for the city. The issue of excess time is being addressed by a change in city policy through the employee handbook and individual action plans for employees to lower the amount time accrued. The issue of excess leave should be in a completely manageable position for the city by the end of FY 2013-2014. The issue of excess leave is addressed directly in the narrative section of the budget in the unfunded mandates section.

Capital Projects

Capital Improvement Projects will be presented to the City Council for individual review and approval at the budget workshop. Capital requests have been included in the department budget request and each have a separate capital request worksheet. Capital requests are primarily funded with one time revenue sources such as inter-fund transfers. It will be important in future budgets to find a sustainable source of funding for capital improvements either through debt financing or a dedicated revenue source.

Change in Service Levels

The FY 2013-2014 Budget will include changes to the city's department service levels. The proposed budget includes the overhaul of the Development Services Department that began with the FY 2013 Budget Amendment. The Development Services Department handles all of the planning and permitting functions of the city, and it looking to add the position of Development Services Director. The proposed budget will also include some service reductions and consolidations of positions for improved efficiency. The proposed changes in service will be identified in detail in the narrative section of the budget.

Water Fund

One of the largest challenges in preparing the FY 2014 Water Fund budget was determining the Water Fund's true expenses. For years the Water Fund has paid for a blend of expenses in the Public Works Department which included General Fund, Wastewater Fund, Solid Waste Fund, and Water Fund expenses. This year's budget made a concerted effort to identify the total cost of operating a water system and distribute expenses appropriately. In several cases personnel costs were allocated by percentage to the city's different enterprise funds.

The Water Fund must also begin preparing to pay for the capital improvement plan. The capital improvement plan lays out millions of dollars in improvements to be made to



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the water system. The Water Fund has very healthy reserve funds, but needs a formal plan adopted for the use of those reserve funds.

Wastewater Fund

The Wastewater Fund is the city's single largest financial challenge. The Wastewater fund has operated in the red for years requiring transfers from the Water fund in order to operate. The Wastewater Fund is also burdened with a high amount of debt. The Wastewater Fund's debt is owed entirely to the city's Water Fund. The Wastewater Fund owes the Water Fund for years of operating transfers, a loan for the Lift Stations upgrades, ES & CM Legal expenses, and an operating capital transfer.

The core challenge for the Wastewater Fund is having a very small customer base to pay for the sewer system's fixed costs. Another key challenge for the Wastewater Fund is the billing structure for sewer customers. The billing system imposes a maximum fee of \$47.63 on residential customers instead of charging a base connection fee and a charge for account usage similar to the water billing system. The Wastewater Fund has been largely neglected by previous administrations often being treated as an extension of the Water Fund, which is why the inter-fund transfers between Water and Wastewater went unnoticed.

To address the challenges to the Wastewater Fund the city is taking the following actions in the upcoming budget year: the completion of a Water and Wastewater rate study to restructure the billing system to include base connection fees; the removal of usage caps on customers; separate accounting of the Wastewater Fund activities as part of the annual audit; and creation of a debt repayment schedule.

Beginning in FY 2014-15 the Wastewater Fund must begin repaying the Water Fund. For this step to happen in the upcoming budget year the city must certify the amount owed between the funds, and develop a debt repayment schedule (20 years for capital improvements, 10 years for operating capital).

There are two major undertakings for the Wastewater Fund in FY 2013-2014; the completion of the Lift Station project and effluent/future use study. Phase One of the Wastewater Capital Improvement Plan calls for the overhaul of the city's three lift stations. The lift station project will expand the sewer systems capacity to serve new customers, provide secondary power and meet TECQ standards for operating the system, and help manage the wastewater flow to the treatment plant.

The effluent/future use study will focus on the city's ability sell treated wastewater, known as effluent. The ability to sell effluent creates new potential revenue stream for



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the Wastewater Fund. The study will not only analyze the ability to sell effluent, but will also address future wastewater treatment plant needs, and examine the option of shifting from a treatment system to a wastewater collection system and allowing another city to treat the city's sewage.

Solid Waste Fund

Solid Waste has never been treated as a stand-alone fund, as a result the total cost related to administering solid waste services has never been investigated. In the FY 2013 Budget Amendment the Solid Waste Fund was established as a separate enterprise fund alongside the Water Fund and Wastewater Fund. All three enterprise funds have very different customer bases, but share some of the same operating expenses such as the Utility Billing division of the Public Works Department. The Solid Waste Fund faces increasing costs of the city's waste provider contractor. The solid waste contract has a built in escalator clause that raises the cost the city pays each year. The increase in operating expenses will either necessitate an increase in the monthly trash collections charges or require the General Fund to subsidize the Solid Waste Fund. As of this writing, a rate change from \$11.01 per household to \$12.50 per household is being proposed.

Financial Health

The overall financial health of the city is strong. The FY 2013-2014 Budget does not require an increase in the city's ad valorem (property tax) rate. Property values are increasing with new projects such as the apartments, and eye care clinic to be added to the FY 2015 tax rolls. Sales tax collections have reached new heights in recent months and show strong signs of continued growth for the FY 2013-2014. Staff will be recommending revisions to the fee schedule as part of this year's budget. The changes to the fee schedule are intended to ensure cost recovery for the service administered. All of these revenue items will be discussed in depth at the revenue workshop and in the revenue section of the budget.

The City's reserves are also very healthy. In fact in some cases the city has so much money in the bank it will be in the city's best interest to put that money to use for capital projects. The financial policies being proposed along with the budget identify clear minimums and goals for the city's twenty operating funds. The proposed use of the city's reserve funds will be listed in detail as part of the revenue workshop and specifically addressed in the narrative section of the budget.

Overview



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The budget should be a reflection of the city's values and clearly identify the city's priorities. The budget process is designed to help ensure the City Council's priorities are addressed and that the City Council individually reviews and approves each capital request. The budget is easily the most challenging decision the City Council makes every year.

FY 2013-14 Budget Budget Process

Budget Process

The process of developing the budget that is submitted begins in May. The process begins with a budget kickoff meeting to discuss the upcoming year's budget. Staff is presented information about the upcoming year's budget and given internal goals for shaping their department's budget request. Department heads then receive the necessary information to begin drafting their annual budget requests.

After initial budget requests are submitted a series of budget reviews takes place. Budget reviews are meetings where department heads can discuss in depth their department's goals, revenues and expenditures. The departmental budgets have been through five rounds of revisions, before the proposed budget is submitted on August 1st.

The next step in the budget process is the submittal of this budget memo. The budget memo is released annually on July 15th. The budget memo is an overview of the budget process, a summary of major issues addressed in the annual budget, and a statement of the city's financial health. The budget memo is intended to be a non-financial document and minimizes the uses of the numbers.

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On August 1st of every year the proposed budget will be released. The budget is filed with the City Secretary and is made available at City Hall and is uploaded on to the city's website. The budget will be in three sections; budget narrative, revenues, and detailed expenditures. The FY 2013-2014 budget will also contain more of the essential components of the Government Finance Officers Association (GFOA) Distinguished Budget Criteria. GFOA standards are recognized as best practice in municipal finance.

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Following the budget hearing a final budget will be submitted for adoption. Staff recommends moving the monthly September council meeting back a week to Tuesday, September 17th to adopt the final FY 2013-2014 budget.

Public Involvement

The public has been involved throughout the budget process. Public budget hearings were scheduled for the June, July, and August regular City Council meetings and for the revenue budget workshop and full budget workshop. The budget hearings are a chance for the public to comment on priorities and requests they would like to see in upcoming year's budget. The budget hearings were advertised as part of the published agenda for each meeting. To date the city has received one public comment regarding an emergency services preparedness event.

**FY 2013-2014
Budget Calendar**

Group	Event	Date	Note
Staff	Dept. Budget Kickoff Meeting	Thurs, 5/16/2013	Worksheets & Internal Goals
Public/Council	Public Hearing: Budget Priorities	Tues, 6/11/2013	June Council Meeting
Staff	Draft Dept. Budgets Due	Fri, 6/14/2013	
City Admin	Draft Reviews Complete	Mon, 7/1/2013	
Public/Council	Public Hearing: Budget Priorities and Call Public Hearings for Sept.	Tues, 7/9/2013	July Council Meeting
Staff	Draft Review Meetings	Week, 7/1-5/2013	
City Admin	Budget Memo Submitted	Mon, 7/15/2013	Memo to City Council
Appraisal Dist.	Certified Tax Rolls Due	Thurs, 7/25/2013	
Public/Council	Revenue Estimates Workshop	Wed, 7/31/2013	Special Meeting
City Admin	Proposed Budget Submitted	Thurs, 8/1/2013	
Public/Council	Budget Workshop	Sat, 8/17/2013	Special Meeting
City Admin	Final Budget Submitted	Fri, 8/30/2013	
Public/Council	Public Hearing: Budget Ordinance & Tax Rate Adoption	Tues, 9/10/2013	September Council Meeting

FY 2013-14 Budget Budget Summary

Overview

The FY 2014 Budget is organized into three sections; a narrative, revenues, and expenditures. The budget narrative is a written explanation of issues addressed in the budget and contains a series of charts and graphs to help better understand the overall budget. The revenue section of the budget is an all funds listing of anticipated revenues to be received by the city during the upcoming budget year. The expenditure section of the budget is a detailed line item analysis of each fund's expenditures.

The FY 2014 Budget consists of thirteen active funds; a General Fund, three enterprise funds, nine special revenue funds and a Debt Service Fund. The General Fund is used to sustain the day-to-day operations of the city. The General Fund includes all financial activity not assigned to a special purpose fund. The enterprise funds are the Water, Wastewater, and Solid Waste Funds which operate like separate public owned utilities. Enterprise funds are self-sustaining and use revenues from their utility operations to cover their expenditures. Special revenue funds are restricted funds that use a dedicated revenue source for a limited purpose. The city's active special revenue funds are the Tourism, Court Technology, Court Security, Abatement, Police Donation, EPA Superfund, Fire Donation, and Fire Operations. The Debt Service Fund is used to receive transfers from other funds to then make annual debt service payments.

Balanced Budget

The FY 2014 Budget is balanced. The budget is balanced so that each fund's expenditures do not exceed available revenues. Available revenues include revenues a fund will collect for the year and designated use of fund balance reserves.

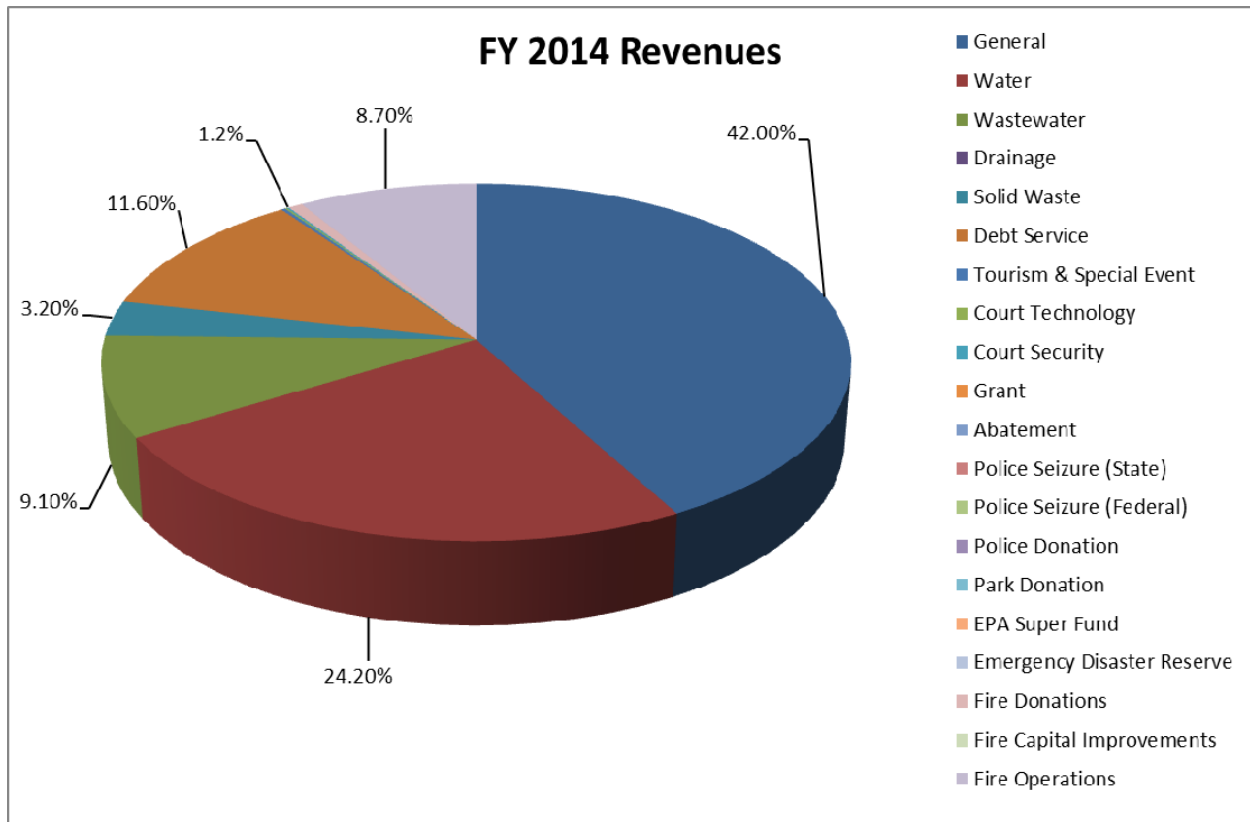
In addition to balancing each fund's budget an effort was made to match operating expenditures with current revenues, and capital expenditures with one-time revenue sources. In previous years there was an operating deficit in several funds that had to be closed with the use of one-time revenues such as the fund balance reserve.

All Funds

Chart 3-1: All Funds Revenues & Expenditures

Fund Number	Fund Name	FY 2014 Revenues	% of All Funds	FY 2014 Expenditures	% of All Funds
01	General	\$2,963,983	42.0%	\$2,963,983	42.0%
02	Water	\$1,839,966	24.2%	\$1,839,966	24.2%
03	Wastewater	\$628,055	9.1%	\$628,055	9.1%
04	Drainage	\$0	0.0%	\$0	0.0%
05	Solid Waste	\$228,300	3.2%	\$228,300	3.2%
06	Debt Service	\$817,625	11.6%	\$817,625	11.6%
07	Tourism & Special Event	\$14,068	0.2%	\$14,068	0.2%
08	Court Technology	\$9,692	0.1%	\$9,692	0.1%
09	Court Security	\$7,269	0.1%	\$7,269	0.1%
10	Grant	\$0	0.0%	\$0	0.0%
11	Abatement	\$0	0.0%	\$0	0.0%
12	Police Seizure (State)	\$0	0.0%	\$0	0.0%
13	Police Seizure (Federal)	\$0	0.0%	\$0	0.0%
14	Police Donation	\$400	0.0%	\$400	0.0%
15	Park Donation	\$300	0.0%	\$300	0.0%
16	EPA Super Fund	\$0	0.0%	\$0	0.0%
17	Emergency Disaster Reserve	\$0	0.0%	\$0	0.0%
18	Fire Donations	\$50,000	0.7%	\$50,000	0.7%
19	Fire Capital Improvements	\$0	0.0%	\$0	0.0%
20	Fire Operations	\$616,285	8.7%	\$616,285	8.7%
	All Funds Total	\$7,061,438		\$7,061,438	

Chart 3-2: All Funds Revenues



General Fund

The General Fund is the largest of the city's funds and the source for most of the city's activities. General Fund revenues include; ad valorem (property) taxes, sales & uses taxes, franchise fees, development fees, (court) fines, interest & investment income, other revenue, and transfers. The General Fund's expenditures are organized by department and include the seven operating city departments; administration, legislative, development services, municipal court, public works: parks & roads, police, and (contract) fire department. The General Fund also includes a debt service budget. For FY 2014 the General Fund budget is \$2,963,983.

Chart 3-3: General Fund Revenues

Revenue Category	FY 2014 General Fund Revenue Projection	%
Ad Valorem (Property Taxes)	\$1,585,980	53.5%
Sales & Use Taxes	\$665,955	22.5%
Franchise Fees	\$210,824	7.1%
Development Fees	\$193,930	6.5%
Fines	\$177,345	6.0%
Interest & Investment Income	\$2,009	0.1%
Other Revenue	\$9,200	0.3%
Transfers	\$118,740	4.0%
General Fund Total Revenue	\$2,963,983	

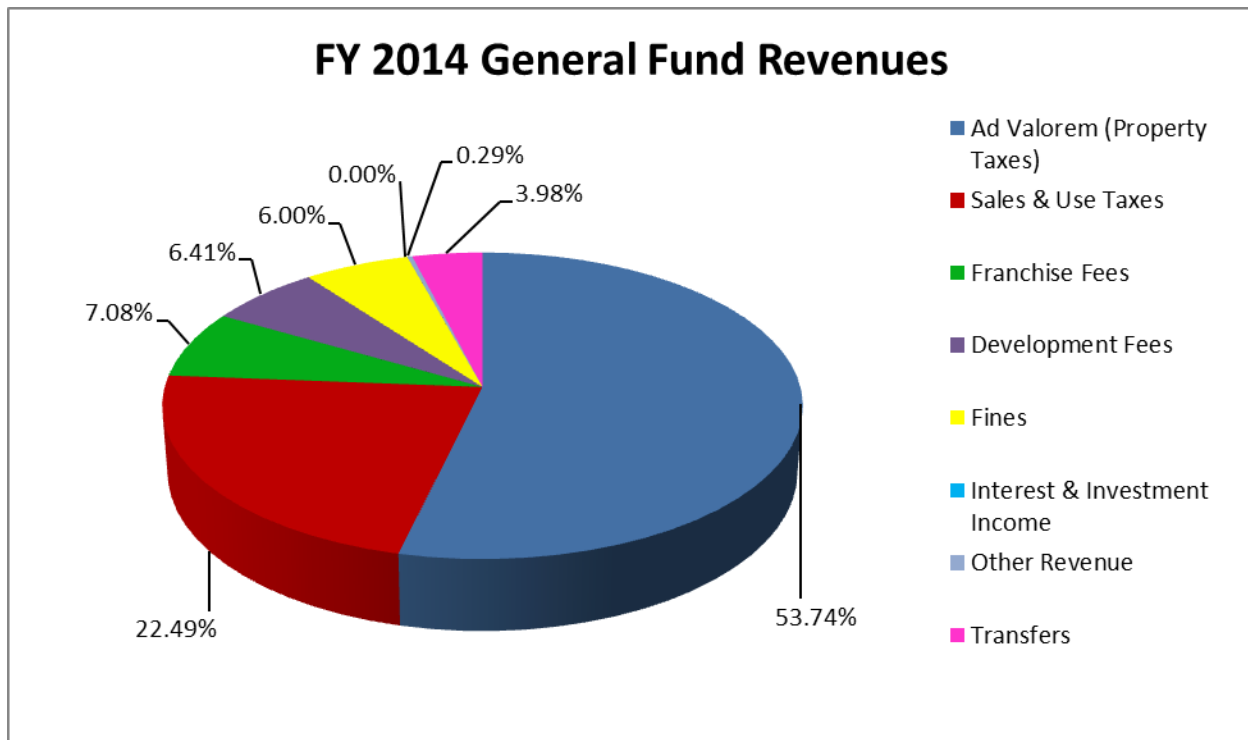
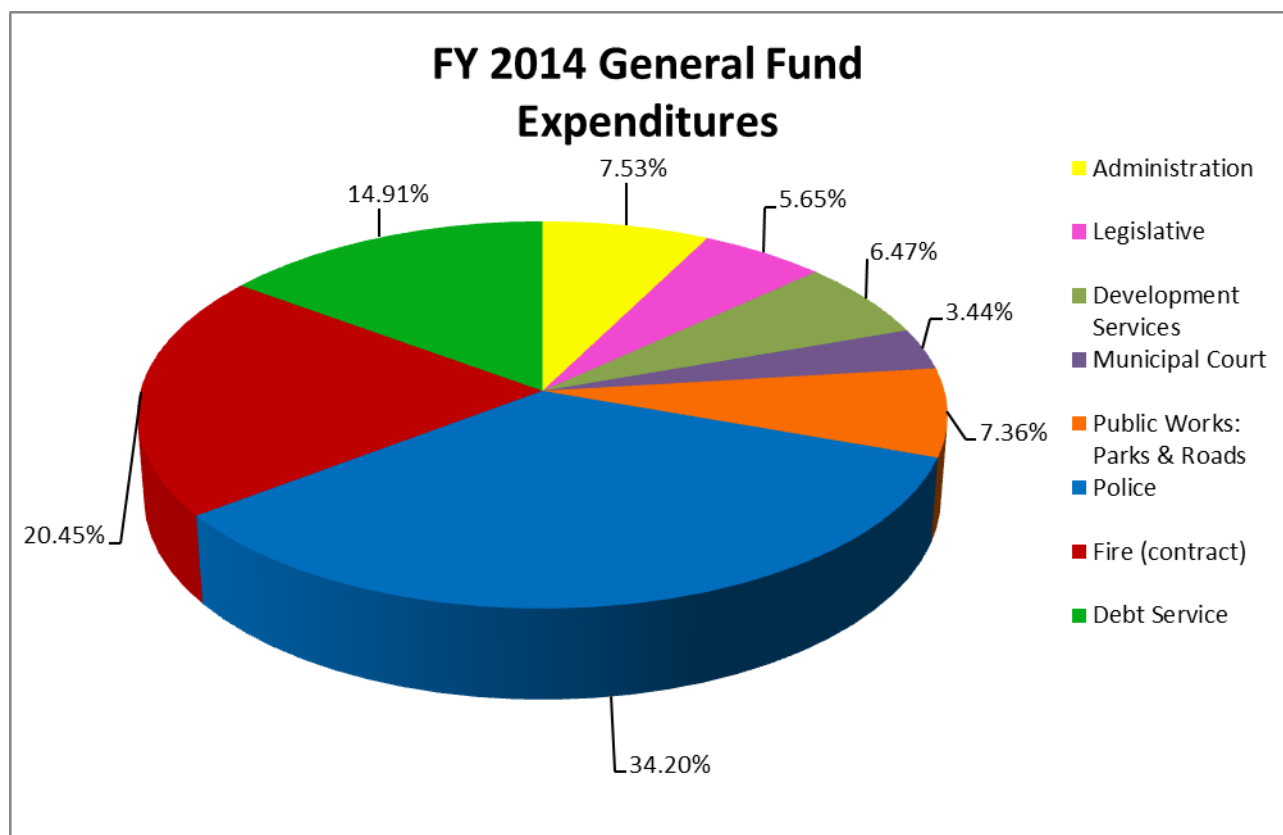


Chart 3-4: General Fund Expenditures by Department

Department	FY 2014 General Fund Expenditures	%
Administration	\$ 226,853	7.53%
Legislative	\$ 170,303	5.65%
Development Services	\$ 194,885	6.47%
Municipal Court	\$ 103,743	3.44%
Public Works: Parks & Roads	\$ 221,875	7.36%
Police	\$ 1,030,789	34.20%
Fire (contract)	\$ 566,285	20.45%
Debt Service	\$ 481,546	14.91%
General Fund Total Expenditures	\$2,963,983	100%



General Fund by Department

Each department's expenditures are classified into an expenditure category. The expenditure categories include; personnel, supplies & maintenance, operations, utilities, contractual services, capital outlay, and debt services & transfers. Section III of the Budget includes a detailed line-item explanation of every department's budget request. Below is a series of charts that shows the percentage of expenditures by category for each General Fund department.

Chart 3-5: Administrative Services Department Expenditures

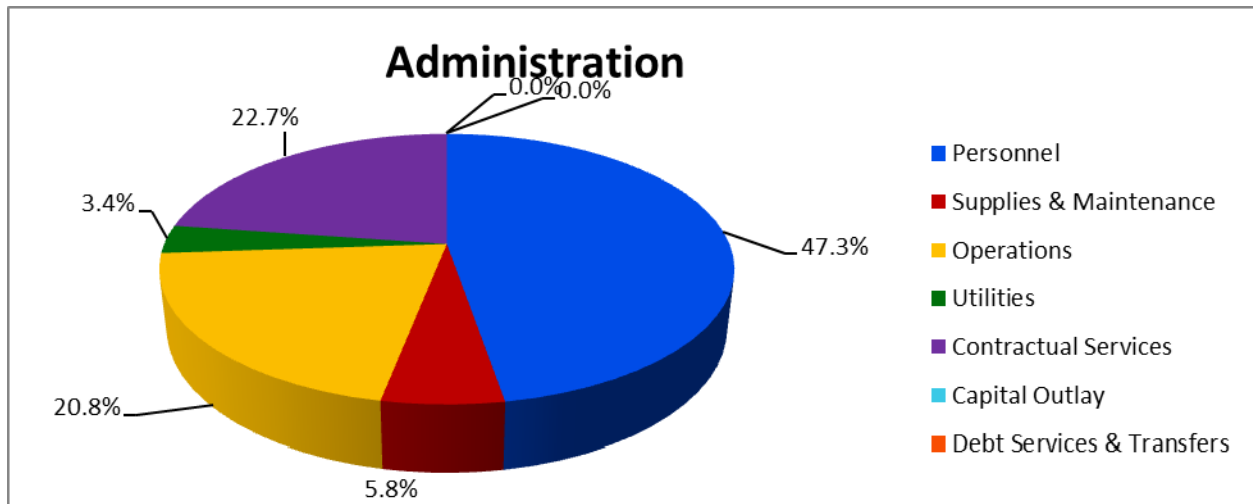


Chart 3-6: Legislative Department Expenditure

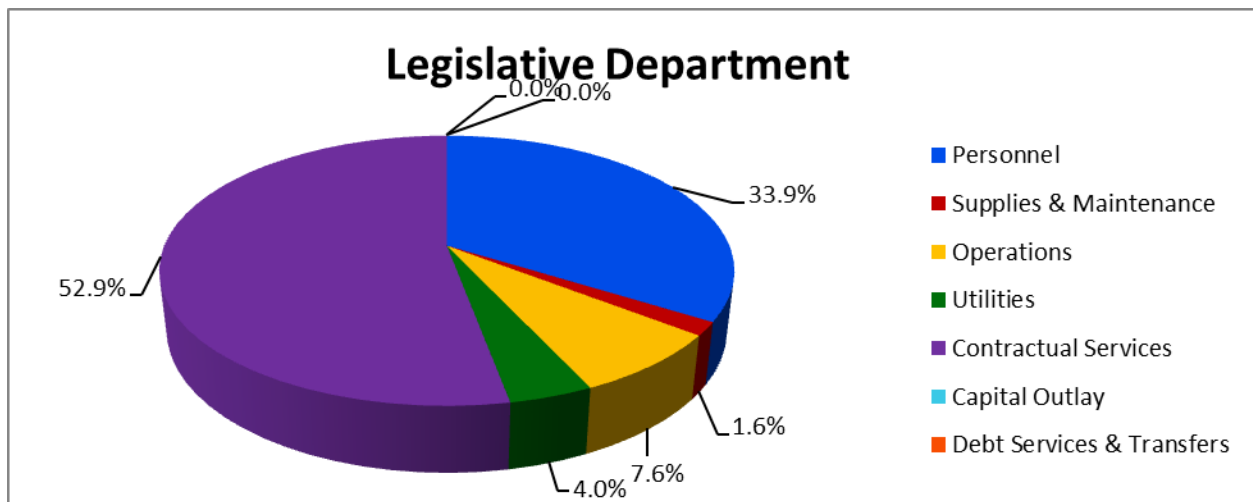


Chart 3-7: Development Services Department Expenditure

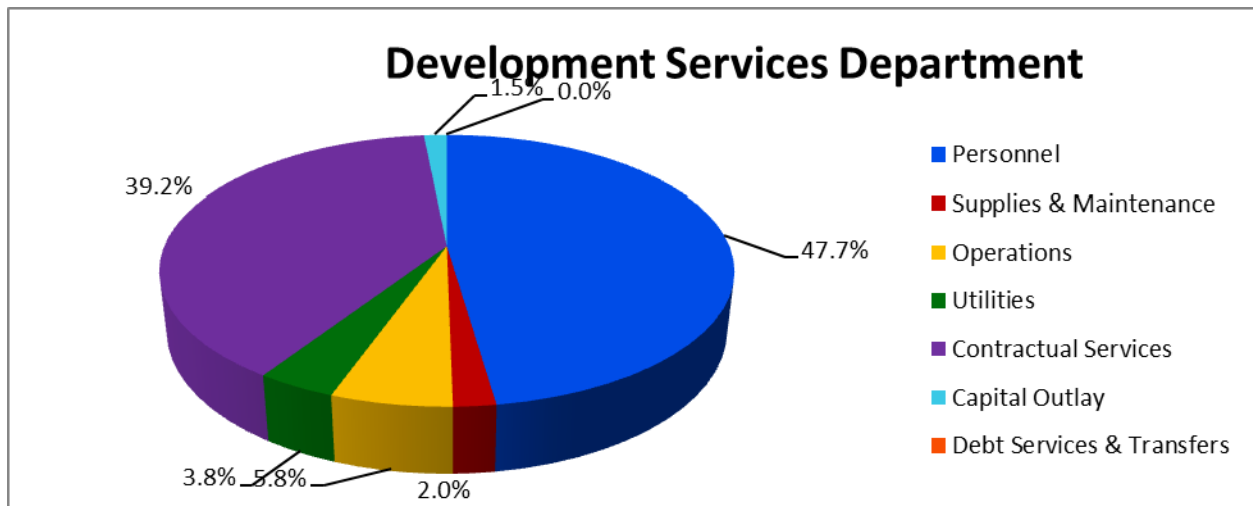


Chart 3-8: Municipal Court Department Expenditure

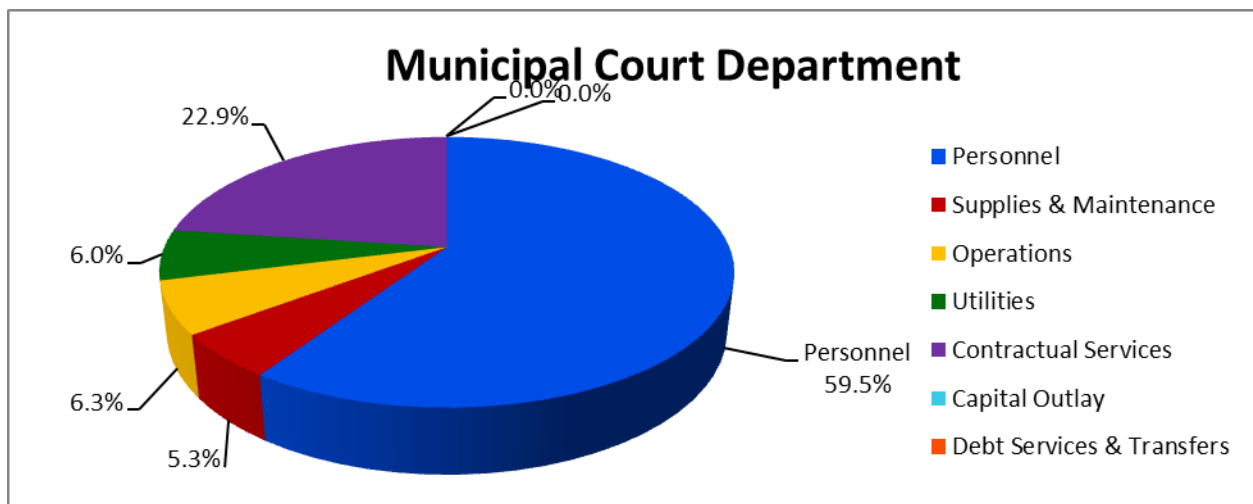


Chart 3-9: Police Department Expenditure

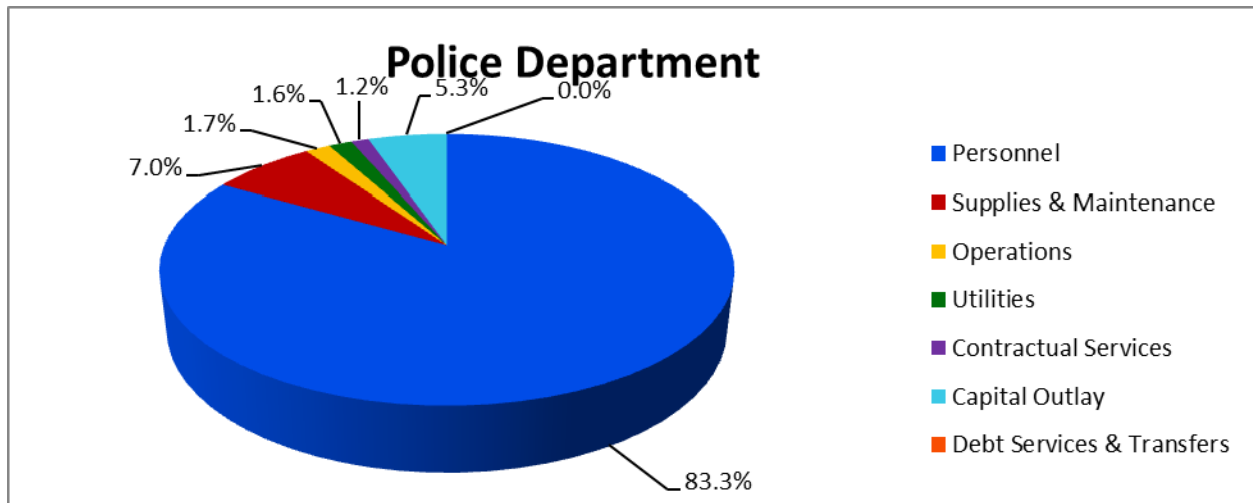


Chart 3-10: Public Works Parks & Roads Department Expenditure

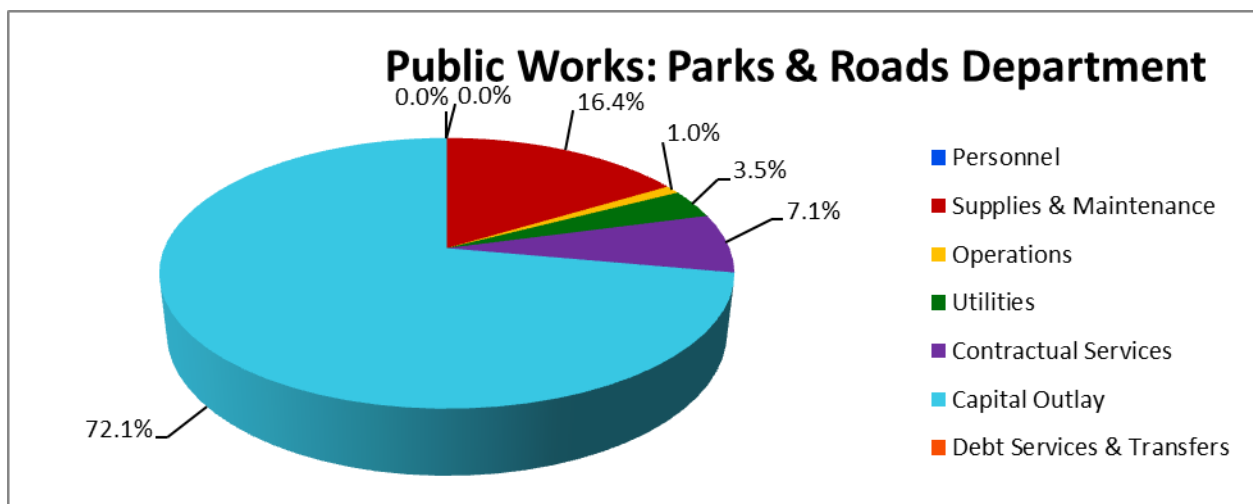
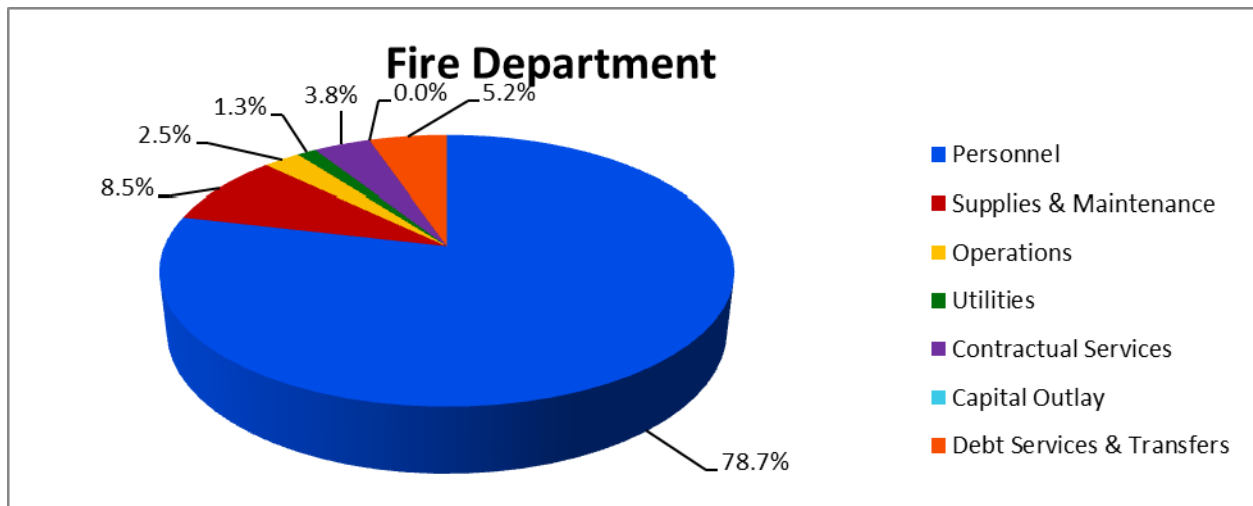


Chart 3-11: Fire Department Expenditure



General Fund

Fund Description:

The General Fund is the City's largest and primary operating fund. The General Fund includes typical government activities which are funded through taxes, fees, and permits, and includes police services, fire protection, parks, and street maintenance.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
	\$1,068,038	\$1,408,268	\$1,410,000

Fund Revenue(s):

Ad Valorem taxes, Sales & Uses taxes, Franchise fees, Development fees, Fines, Interest, Other revenue, and Transfers.

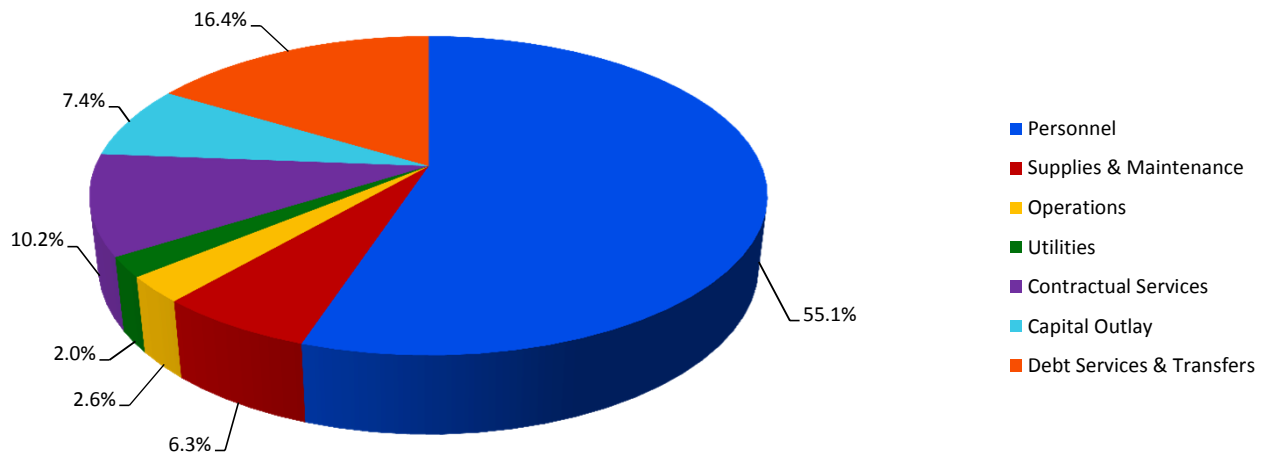
Fund Expenditures (Departments supported):

Administration, Legislative, Development Services, Municipal Court, Police, Public Works, Debt Service, and Fire

Fund Expenditures (Capital Improvements):

Road improvements

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel	1,645,912	1,645,912	17,246	1,621,771	55.1%
Supplies & Maintenance	217,806	217,806	(32,063)	185,743	6.3%
Operations	72,772	72,772	40,055	77,827	2.6%
Utilities	58,114	58,114	1,591	59,705	2.0%
Contractual Services	393,760	393,760	(100,365)	299,980	10.2%
Capital Outlay	571,283	321,283	(351,174)	217,609	7.4%
Debt Services & Transfers	473,908	473,908	(441,612)	481,546	16.4%
TOTAL EXPENSES	\$ 3,433,555	\$ 3,183,555	\$ (866,322)	\$ 2,944,181	

Court Security Fund

Fund Description:

The Municipal Court Security Fund has revenues from a 3\$ fee attached to fines and must be used for court security purposes. The Security Fund pays for part of the bailiff position, and occasionally buys special equipment. This fund is a restricted fund that requires a municipal judge approval of expenditures.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
\$0	\$0	\$4,178	\$6,265

Fund Revenue(s):

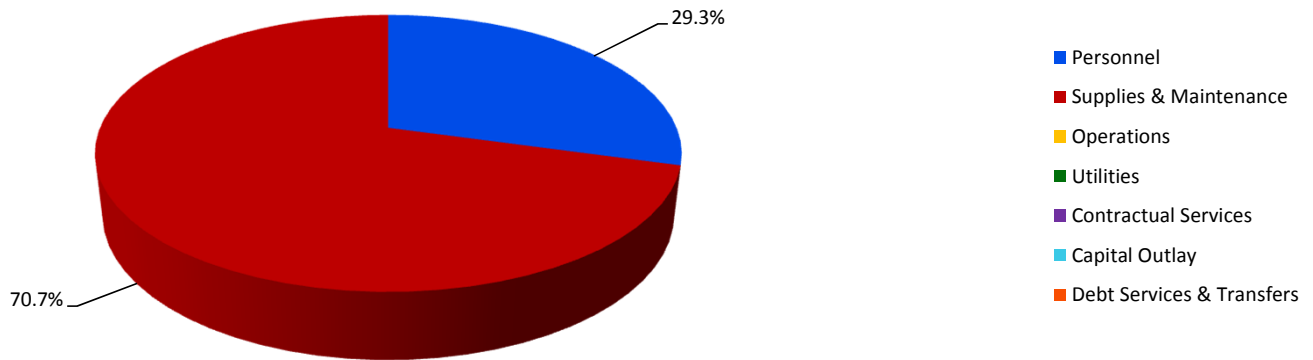
Fund Expenditures (Departments supported):

Municipal Court.

Fund Expenditures (Capital Improvements):

None.

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel				\$1,658	29.3%
Supplies & Maintenance				\$4,000	70.7%
Operations					0.0%
Utilities					0.0%
Contractual Services					0.0%
Capital Outlay					0.0%
Debt Services & Transfers					0.0%
TOTAL EXPENSES	\$	- \$	- \$	- \$	5,658

Court Technology Fund

Fund Description:

The Municipal Court Technology Fund has revenues from \$4 fee attached to fines and must be used for court technology purposes. This is a restricted fund and requires a municipals judges approval for expenditures.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
	\$25,509	\$28,376	\$30,243

Fund Revenue(s):

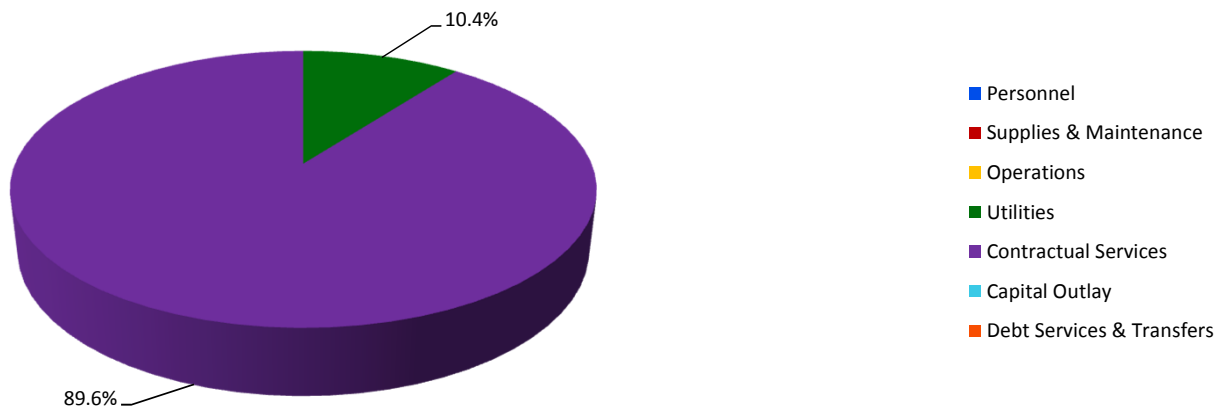
Fund Expenditures (Departments supported):

Municipal Court.

Fund Expenditures (Capital Improvements):

None.

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
	FY 2013				
Personnel					0.0%
Supplies & Maintenance					0.0%
Operations					0.0%
Utilities				\$1,009	10.4%
Contractual Services				\$8,663	89.6%
Capital Outlay					0.0%
Debt Services & Transfers					0.0%
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 9,672	

Water Fund

Fund Description:

The Water fund is an enterprise fund that operates like a business and is self-sufficient. This means that the cost of providing services to citizens is financed or recovered through user fees.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
	3,930,044	3,100,103	3,006,993

Fund Revenue(s):

Water sales, development fees, impact fees

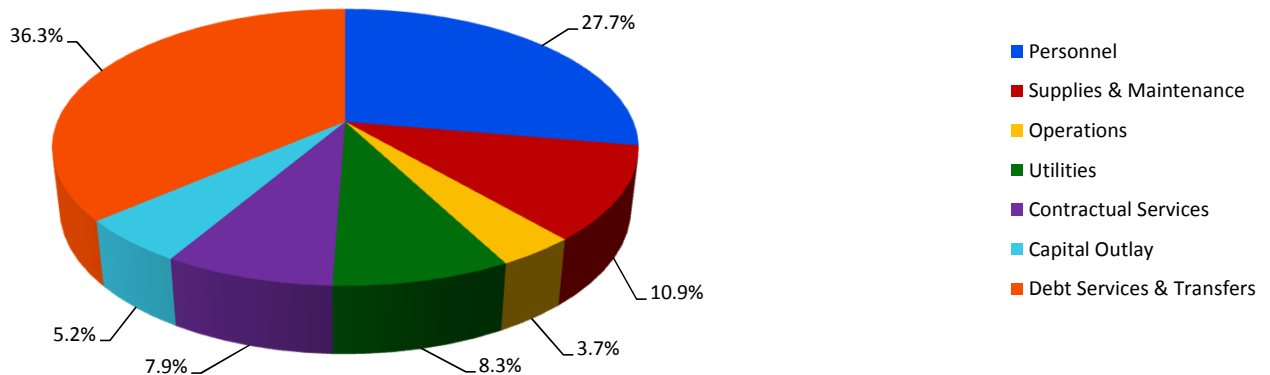
Fund Expenditures (Departments supported):

Public Works: Water Department

Fund Expenditures (Capital Improvements):

Water system improvements

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel	447,176	447,176	(9,663)	437,513	27.7%
Supplies & Maintenance	175,454	175,454	(3,163)	172,291	10.9%
Operations	55,532	55,532	2,154	57,686	3.7%
Utilities	134,325	134,325	(3,410)	130,915	8.3%
Contractual Services	196,809	196,809	(71,837)	124,972	7.9%
Capital Outlay	702,167	702,167	(620,167)	82,000	5.2%
Debt Services & Transfers	1,636,552	1,636,552	(1,063,338)	573,214	36.3%
TOTAL EXPENSES	\$ 3,348,015	\$ 3,348,015		\$ 1,578,591	

Wastewater Fund

Fund Description:

The Wastewater fund is an enterprise fund that operates like a business and is self-sufficient. This means that the cost of providing services to citizens is financed or recovered through user fees.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
		947,635	29,048

Fund Revenue(s):

Wastewater user fees, development fees, impact fees, and transfers

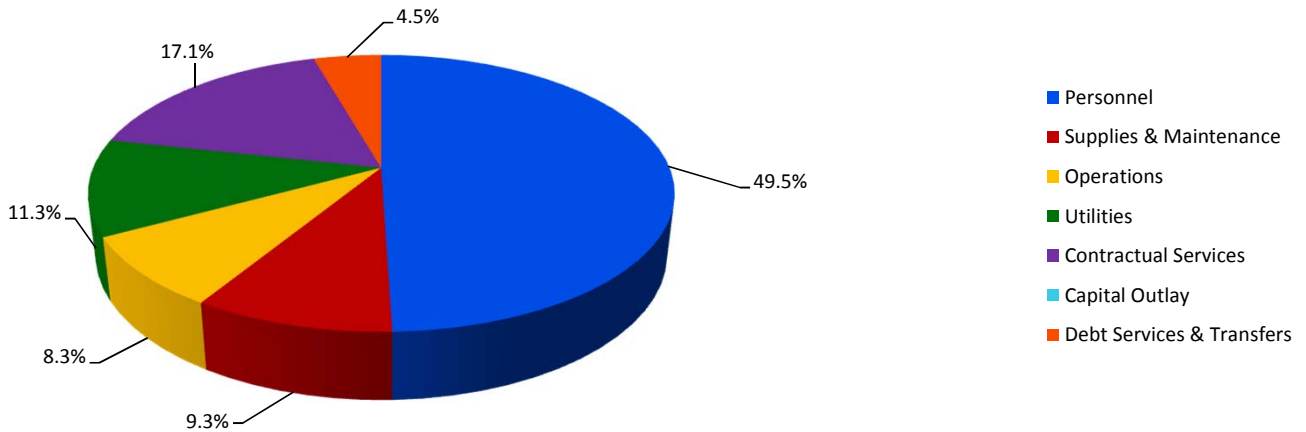
Fund Expenditures (Departments supported):

Public Works: Wastewater, utility billing

Fund Expenditures (Capital Improvements):

Lift stations (encumbered from FY 2013)

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel	94,725	94,725	74,189	168,914	49.5%
Supplies & Maintenance	29,200	29,200	2,658	31,858	9.3%
Operations	25,081	25,081	3,245	28,326	8.3%
Utilities	38,017	38,017	483	38,500	11.3%
Contractual Services	202,714	202,714	(144,250)	58,464	17.1%
Capital Outlay	905,000	905,000	(905,000)	0	0.0%
Debt Services & Transfers	14,853	14,853	362	15,215	4.5%
TOTAL EXPENSES	\$ 1,309,590	\$ 1,309,590		\$ 341,277	

Solid Waste Fund

Fund Description:

The Solid Waste fund is an enterprise fund that operates like a business and is self-sufficient. This means that the cost of providing services to citizens is financed or recovered through user fees.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
		\$46,929	\$93,858

Fund Revenue(s):

User fees from solid waste collection

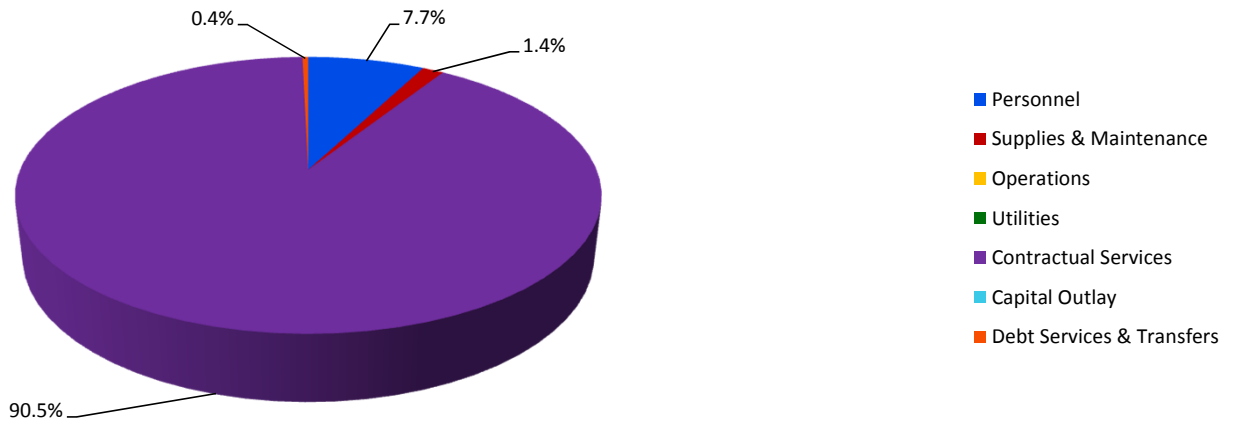
Fund Expenditures (Departments supported):

Solid waste contractor, share of utility billing department

Fund Expenditures (Capital Improvements):

None.

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel				17,572	7.7%
Supplies & Maintenance				3,200	1.4%
Operations					0.0%
Utilities					0.0%
Contractual Services				206,682	90.5%
Capital Outlay					0.0%
Debt Services & Transfers				846	0.4%
TOTAL EXPENSES	\$ -	\$ -	\$ -	228,300	

Tourism Fund

Fund Description:

The Tourism Fund accounts for the expenditure of revenues accumulated through a 7% charge on room occupancy at Willow Parks hotel. Funds are used to promote tourism through cultural arts, visitors' bureau functions and special events to position Willow Park as a Destination City by defining and recommending appropriate use of funds to promote the community's major attractions and events to enhance travel to Willow Park.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
	\$12,398	\$9,000	\$9,000

Fund Revenue(s):

Hotel Occupancy Fee

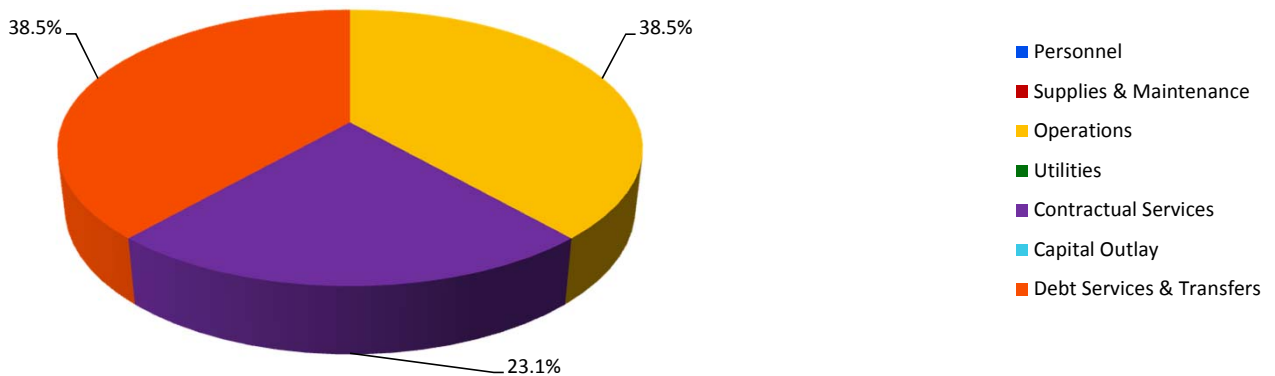
Fund Expenditures (Departments supported):

Tourism.

Fund Expenditures (Capital Improvements):

None.

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED	COST BREAK DOWN
		FY 2013		FY 2014	%
Personnel					0.0%
Supplies & Maintenance					0.0%
Operations				5,000	38.5%
Utilities					0.0%
Contractual Services				3,000	23.1%
Capital Outlay					0.0%
Debt Services & Transfers				5,000	38.5%
TOTAL EXPENSES	\$	- \$	- \$	- \$	13,000

Fire Donations Fund

Fund Description:

A fund established to receive donations to pay for enhancement services for the fire department.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
		\$10,000	\$2,500

Fund Revenue(s):

Public Donations, Corporate Sponsorships, and fund raising events.

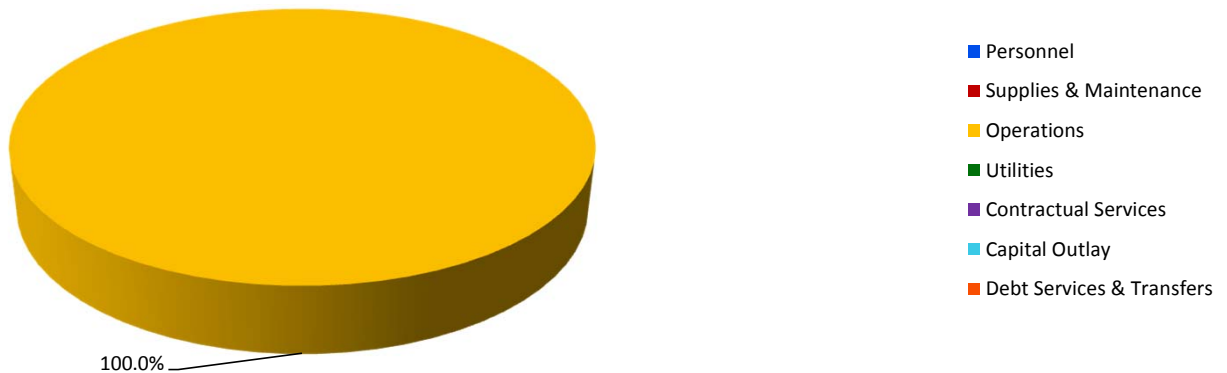
Fund Expenditures (Departments supported):

Fire Department.

Fund Expenditures (Capital Improvements):

None.

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel					0.0%
Supplies & Maintenance					0.0%
Operations				14,000	100.0%
Utilities					0.0%
Contractual Services					0.0%
Capital Outlay					0.0%
Debt Services & Transfers					0.0%
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 14,000	

Debt Service Fund

Fund Description:

The Debt Service Fund's purpose is to provide for principal and interest payments for the City's General Obligation Bonds. Revenues and expenditures will vary each year in relation to the timing of issuance and the schedule of repayments.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
	\$18,997	\$3,881	\$2,000

Fund Revenue(s):

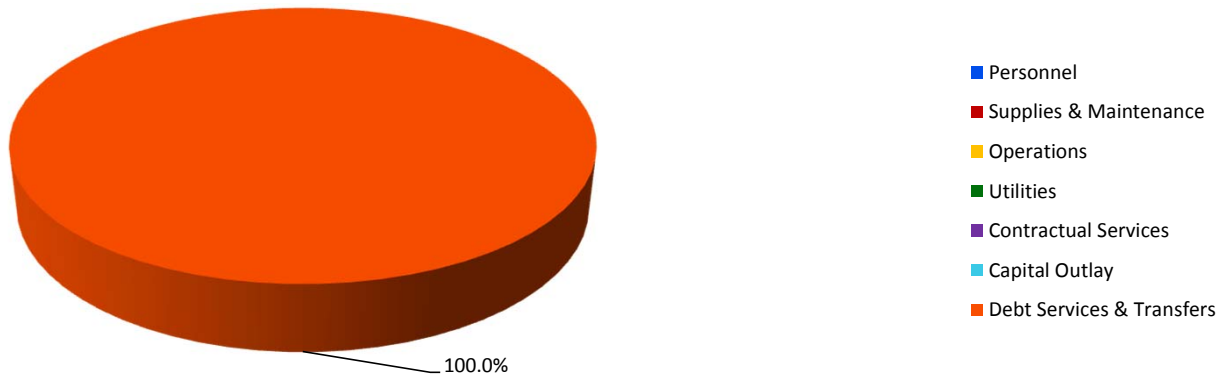
None.

Fund Expenditures (Departments supported):

General Fund, Water Fund, and the Waste Water Fund.

Fund Expenditures (Capital Improvements):

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel					0.0%
Supplies & Maintenance					0.0%
Operations					0.0%
Utilities					0.0%
Contractual Services					0.0%
Capital Outlay	\$156,887	\$156,887	(\$156,887)		0.0%
Debt Services & Transfers			\$817,625	\$817,625	100.0%
TOTAL EXPENSES	\$ 156,887	\$ 156,887	\$ 660,738	\$ 817,625	

EPA Super Fund

Fund Description:

Plans and coordinates projects within budgeted funds, supervises and gives technical support for enforcement of the EPA mandated industrial pretreatment program, coordinates water and wastewater laboratory testing and ensures laboratory quality control.

Fund Balance

Actual	Actual	Projected	Projected
Sept. 30, 2011	Sept. 30, 2012	Sept. 30, 2013	Sept. 30, 2014
		\$5,000	\$5,000

Fund Revenue(s):

Transfer loan from General Fund. Any fines or court actions related to super fund site.

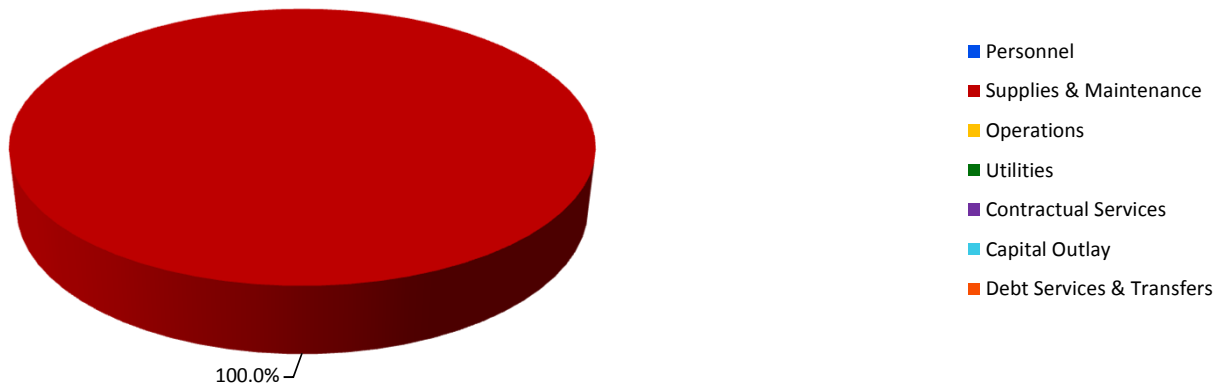
Fund Expenditures (Departments supported):

Water and Waste Water Fund.

Fund Expenditures (Capital Improvements):

None.

Expenditure by Function



Department Expenditure Summary

EXPENDITURE GROUP	CURRENT YR. BUDGET FY 2013	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT APPROVED FY 2014	COST BREAK DOWN %
Personnel					0.0%
Supplies & Maintenance				4,000	100.0%
Operations					0.0%
Utilities					0.0%
Contractual Services					0.0%
Capital Outlay					0.0%
Debt Services & Transfers					0.0%
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 4,000	

**FY 2013-14 Budget
Strategic Goals**

Major Accomplishments FY 2012-2013

- Willow Park has the lowest crime rate in Parker County
(Texas Department of Public Safety Uniform Crime Reporting Index)
- Completed Ranch House Road asphalt overlay
- Hired a professional City Administrator
- Updated and replaced the 1988 Employee Handbook with a new Employee Handbook
- Created a job description manual for every employment position
- Passed a FY 2013 Budget Amendment which provided a more detailed budget
- Reorganized the Building Department into the Development Services Department
- Completed the 2013-2040 Water and Wastewater Capital Improvement Plan
- Began the 2014 Strategic Plan
- Began the 2014 Comprehensive Plan
- Produced an updated zoning and city limits map
- Reorganized the Municipal Court warrant notification process
- Reorganized the Municipal Court fee collection process
- Reorganized the Utility Billing delinquent notification process
- Reorganized the Utility Billing service disconnection process
- Reorganized the accounts payable check requisition process
- Added a Utility Billing drive through payment drop box at City Hall
- All municipal court backlog has been eliminated; all pending cases are now set for trial within 90 days
- Drilled three new Trinity Aquifer wells
- Resolved Melton vs. Willow Park
- Reduce the city's excess leave liability by over 50%

FY 2014 Non-Financial Goals

- Implement and enforce personnel policy to address the previously unstated and unfunded liability of excess paid leave accrued by city employees.
- Complete update and revisions to the City's Comprehensive Plan.
- Develop a standard protocol for monthly department reports.
- Develop a standard protocol for tracking and reporting department performance measures.
- Reorganize Public Works Department work crew into to work teams and include weekend coverage.
- Reach a surface water agreement with the City of Weatherford.
- Update and implement the city's financial policies.
- Transition Willow Park Fire/Rescue from a non-profit organization to a city department.

FY 2014 Financial Goals

- Fund A.D.A. road shoulder improvements for Quail Crest Drive.
- Fund Capital Improvement Plan to include road improvements for Woodbridge, Valley View, Navajo and Cherokee Courts.
- Fund Wastewater Capital Improvement Plan phase one improvements, including lift station replacement.
- Fund Wastewater treatment plant facility improvements.
- Fund Water Capital Improvement Plan phase one improvements; including pressure reducing valves.
- Create a public-private partnership to fund the extension of Crown Pointe Boulevard.
- Create a public-private partnership to fund the looping of the water system.

FY 2013-14 Budget
Short-term Organization Wide Factors

Internal Budget Goals

The FY 2014 Budget was designed to address several internal goals. The FY 2013 Budget Amendment highlighted several areas of need for the city which became top priorities for the FY 2014 Budget to address. The most pressing issue for the city was to address the operating budget deficits exposed in the FY 2013 Budget Amendment. The city was previously operating with deficits in the General Fund, Water Fund, and Wastewater and had to rely on the fund reserve and interfund transfers to balance the budget. Closing the city's operating budget deficits was the top priority in development of the FY 2014 Budget. To help meet this goal department heads were directed to develop department budgets to maintain status quo service level with no new personnel and vehicle requests.

The second internal budget priority was to avoid a property tax increase. The FY 2014 Budget maintains the city's current Ad Valorem tax rate of \$0.4705 per \$100 valuation.

The third internal budget priority was to fund the city's capital improvement budget. The FY 2014 Budget provides funding for capital expenditures within each department's budget. Capital expenditures will be presented to the City Council for individual review at the budget workshop.

The fourth internal budget priority was to fund the city's merit based performance program. The revised employee handbook approved this year establishes a merit based performance plan for the employees. The merit program calls for every employee to receive an annual performance evaluation and to receive a corresponding merit base pay raise from 0%-5%.

The fifth internal budget priority was to continue the overhaul of the Development Services Department, formerly the building department. The Development Services Department will be a one-stop shop for managing the city's planning, zoning, permitting, inspection and code enforcement processes. The Development Services Department will be staffed with a department director, which will be a new position for the city, and a permit technician, which is an existing employee who will split time with another department.

Planning Process

In FY 2014 the city will be completing several major planning activities. The city has contracted the services of Freese and Nichols, Inc. to assist with the development of a strategic plan and to update the city's comprehensive plan. The strategic plan will establish the official priorities and goals of the city. The comprehensive plan will serve as the basis for the city's planning efforts addressing land use, zoning, and through fare plans.

Market Changes

Willow Park is experiencing very favorable market conditions. Property values are increasing. For the FY 2014 Budget the City's taxable property value increased from \$331,907,077 to \$348,913,283. Property values should continue to increase for FY 2015 with new commercial development such as the eye care clinic and apartment complex and with residential development in the Willow Park Village and Hunter's Glenn subdivision.

Sales tax will continue to be a source of strength for the city. In FY 2013 the city experienced growth in its sales tax collections to have some of its best months ever. Staff is cautiously optimistic about the future projecting a sales tax collection increase from \$635,754 one year ago to \$654,148 for FY 2014.

The city also anticipates a market shift in its enterprise funds. The city is conducting a rate study this fall that will result in the water and wastewater rates being restructured to account for each utility's true operating costs. The rate restructuring should result in a net increase in water and wastewater revenues. The use of these potential revenues was limited in the budget process since the rate study is not complete and the new rate structure will not be in effect until January 1, 2014.

The city also anticipates increased revenue from changes in the city's fee schedule. Along with the budget, staff will be submitting a revised fee schedule designed for cost recovery for services rendered. The revised fee schedule is designed to recapture as much of the actual cost of service as possible and still keep the city's fees in line with what neighboring cities charge.

The FY 2014 Budget will also include a proposal to increase the city's solid waste collection charges from \$11.01 to \$12.50 per month. The solid waste increase is required to offset the increasing cost in administering residential waste collection. The solid waste fund must pay for an annual price increase in the city's solid waste contract and roughly one-third (1/3) of the cost to administer utility billing division.

Changes in Service

The city has implemented a number of recent changes in service levels that will continue into FY 2014. Service level increases include the reorganization of the Development Services Department with the addition of a Development Services Director and the continued use of a third-party service for plan review & building inspections. Other service enhancements include the drive-through drop box for utility billing payments.

Service level adjustments include a reduction in force in the public works work crew and utility billing division. The reductions in force are addresses in depth as part of the position summary statement. The city has also adjusted its level of code enforcement services to providing a code enforcement officer one day every other week. Code Enforcement services should increase once the new Development Services Director has obtained his/her code enforcement license.

A potential service level change that will be discussed in this budget is the option to convert the fire department from an independent volunteer fire department to a full city department. Willow Park Fire/Rescue is currently organized as non-profit, volunteer fire department governed by a Fire Board. Fire Board members are appointed by the Fire Board itself. The city annually contracts with the fire department to provide fire protection service for the city. The city provides over 90% of the funding to the fire department, but has no direct say in fire department operations.

The term volunteer fire department is misleading. Willow Park Fire/Rescue employs eight certified firefighters; a chief, a captain, three lieutenants, and three firefighters. The department is organized for the two officers to work traditional workweeks, with three rotating twenty-four hours shifts of one lieutenant and a firefighter. The department has thirteen reserve firefighters who also work with the department. A reserve firefighter is a certified firefighter who works at another city's fire department, who works an unpaid floater shift to supplement at Willow Park. It is a common practice in the fire service for a young employee to have a full-time firefighter position with one city, but to work a reserve shift with another city to gain additional training and hours on equipment. None of the reserve firefighters live in the City of Willow Park. The department does have three traditional volunteers to do reside in the city. Converting to a full city department will have no effect on the city's ability to use reserve firefighters and volunteers.

Staff has prepared a cost analysis of transitioning the fire department from a non-profit to a city department and has determined that it will save the city over \$10,000 per year. The independent nature of the fire department requires several inefficiencies with the purchasing of different insurance, and benefits packages and requirement that the Fire Department must pay F.I.C.A. and the city does not.

The cost to run the fire department is around \$600,000 a year. The department is supplemented by \$36,000 in county funding and \$14,000 in annual donations. Keeping the department independent does not protect the city from cost increases in providing fire service. A detailed memo and an alternate budget have been included in the appendix.

FY 2013-2014 Budget
Short Term Organization Wide Factors

Unfunded Mandates: Excess Leave

The City of Willow Park has a previously unstated and unfunded liability of paid compensatory time, vacation leave, and holiday time. On September 30, 2012 the city had an excess accrued time liability of \$100,765 for excess compensatory time, vacation leave and holiday time. The excess leave liability had grown to \$113,659 on December 31, 2012. The original FY 2013 Annual Budget accounted for this expenditure with use of negative numbers in budgeted line items denoting the city's plans to lower the liability. In the FY 2013 Budget Amendment the liability of excess leave was noted in the narrative section of the budget.

The city is addressing the excess leave liability through a three step approach. Step one includes implementing and enforcing a new employee handbook which limits the time employees can accrue. In April 2013 the city adopted a new employee handbook which establishes accrual limits for compensatory time, vacation leave, and holiday leave. Step two placed employees with excess leave on action plans to reduce the time. Beginning in January 2013 several employees were moved to four-days per week shifts reducing excess leave at least one day per week. The third step, accounts for the time liability directly in the salary & wages line item by leaving available positions open for the equivalent period of time the leave buyout will cost the city. For example if an employee leaves the city and is paid for 80 hours of accrued time, then the city will leave the position open for a minimum of two weeks to recoup the cost of time buyout, directly accounting for the expenditure in the salary and wages line item of the department.

Chart 7-1: Excess Leave Balance as of 7/30/2013

Excess Comp Time (Hours)	Excess Comp Time Value	Excess Vacation (Hours)	Excess Vacation Value	Total Excess Leave Liability
1172	\$16,679	1607	\$34,801	\$51,480

The excess leave balance should be reduced further by the time FY 2014 begins on October 1st with several employees scheduled to take vacation in the final quarter of the current budget year. The goal for FY 2014 is to have all employees in compliance with the accrual limits by the end of the year with the exception of two employees who will be in compliance by the end of FY 2015.

Unfunded Mandates: Litigation

The city is currently engaged in two lawsuits; ES & CM vs. Willow Park, and Brennan vs. Willow Park. These lawsuits pose a potential unfunded mandate on the city depending on the outcome of a trial or mediation. It is possible an additional budget amendment would be required to address the resolution of any of these cases.

ES & CM vs. Willow Park

The city hopes to resolve this case either through mediation s or a trial scheduled for September 2013. Legal expenses and any settlement for this case would be charged to the Wastewater Fund.

Brennan vs. Willow Park

Any legal expenses and settlement for this case would be charged to the General Fund.

FY 2013-14 Budget Basis of Budgeting

Statement of Accounting Methods

The City uses a modified accrual accounting as the basis of accounting. The City uses a third party auditing firm for the purposes of its annual audit and Comprehensive Annual Financial Report (CAFR).

Fund Accounting

The FY 2014 Budget separates the city's budget into twenty different funds. Each fund lists its own revenue source and separate fund expenses. Funds are classified by fund group as governmental, proprietary, and fiduciary. Governmental funds are classified as general, special revenue, debt service, and permanent funds. Proprietary funds are supported by the revenues the fund generates, such as a public utility. Proprietary funds are classified as enterprise, and internal service funds. Fiduciary funds contain resources held by a government but belonging to entities, such as a public employee pension plan. The FY 2014 Budget does not include any permanent, internal service, or fiduciary funds.

The General Fund is comprised of seven different departmental budgets; administration, legislative, development services, municipal court, police, public works parks & roads, and fire. The General Fund also includes a separate debt service budget section.

The city has four enterprise funds; Water, Wastewater, Drainage, and Solid Waste. The funds are self-supporting and use the revenues from their public utility activates to cover their expenses. The drainage fund is inactive for the FY 2014 Budget with no revenue or expense activity.

The city has ten special revenue funds; tourism, court technology, court security, grant, abatement, police seizure (state), police seizure (federal), police donation, park donation, and EPA Superfund. These funds are supported by a dedicated revenue sources and have restrictions on how funds may be expended. In many cases the restrictions are established by state law and limit how the funds may be used.

Despite its status as a non-profit organization, Willow Park Fire/Rescue is considered a component unit of the city by auditing standards. Three of the city's twenty funds are Willow Park Fire/Rescue funds; the Fire Operations fund, Fire Capital Improvement fund, and Fire Donation fund.

The Debt Service Fund is intended to receive revenue related to the issuance of debt and the payment of debt service for existing debt. The Debt Service fund receives transfers from the General Fund and Water Fund to make debt service payments on those funds existing debt. It is important to note that the individual debt service payments are listed individually in the General Fund Debt Service budget and the Water Fund budget and are listed again in the Debt Service Fund. Which means it is important to look at each of the major fund independently and or exclude the Debt Service Fund from an all funds total to

avoid double counting the annual debt service payments. The Debt Service Fund is also necessary to receive revenue relating to issuing debt. In previous years the city had accounted for money received from debt issuance related to capital equipment as revenue, which means the city was actually counting debt as revenue and creating a one-time revenue spike that made it difficult to track revenue trends.

Each fund has a reserve type; standard, 60 Day, restricted, debt service, and emergency. Each reserve type has a corresponding fund strategy, which establishes rules for cash balance, fund floor, and goals for each reserve type. Fund strategies are addressed in detail in the financial policy section under fund strategy.

With the exception of the General Fund each fund includes one department budget for expenditures. For the FY 2014 Budget thirteen funds are considered active with planned revenues and expenditures.

Chart 8-1: Fund List

Fund Number	Fund Name	Fund Group	Fund Type	Reserve Type	Status
01	General	Governmental	General	Standard	Active
02	Water	Proprietary	Enterprise	Standard	Active
03	Wastewater	Proprietary	Enterprise	Standard	Active
04	Drainage	Proprietary	Enterprise	60 Day	Inactive
05	Solid Waste	Proprietary	Enterprise	60 Day	Active
06	Debt Service	Governmental	Debt Service	Debt Service	Active
07	Tourism & Special Event	Governmental	Special Revenue	60 Day	Active
08	Court Technology	Governmental	Special Revenue	Restricted	Active
09	Court Security	Governmental	Special Revenue	Restricted	Active
10	Grant	Governmental	Special Revenue	Restricted	Inactive
11	Abatement	Governmental	Special Revenue	Restricted	Active
12	Police Seizure (State)	Governmental	Special Revenue	Restricted	Inactive
13	Police Seizure (Federal)	Governmental	Special Revenue	Restricted	Inactive
14	Police Donation	Governmental	Special Revenue	Restricted	Active
15	Park Donation	Governmental	Special Revenue	Restricted	Inactive
16	EPA Super Fund	Governmental	Special Revenue	Restricted	Active
17	Emergency Disaster Reserve	Governmental	Special Revenue	Emergency	Inactive
18	Fire Donations	Governmental	Special Revenue	Restricted	Active
19	Fire Capital Improvements	Governmental	Special Revenue	Debt Service	Inactive
20	Fire Operations	Governmental	Special Revenue	Standard	Active

Changes in Accounting and Financial Services Procedures

The city anticipates changing utility billing, general ledger, payroll and accounts payable software during the upcoming budget year. The change in software should allow for more detailed accounting and reporting processes.

Along with the software change the city will be updating its point-of-sale system. The upgrades in the point-of-sale system will consolidate cash collections to two locations only within in the city; utility billing office and municipal court. Every employee involved in any part of a cash transaction will also receive cash handling training. This will replace the city's current system of individual cash bags per department.

The city has issued a Request For Qualifications for auditing services. The city is expected to change auditing firms for the FY 2013 and FY 2014 financial reports. The new auditing firm has been asked to provide a management report, an activity the previous auditor had not provided. It is anticipated that the annual management report will lead to a series of changes in the city's accounting and financial services procedures.

Fund/Department Matrix

Index: Major Fund Debt Service Minor Fund

Fund Number	Fund Name	Admin. Services	Legislative	Development Services	Municipal Court	Police Dept.	Fire Dept.	Public Works: Parks & Streets	Public Works: Water	Public Works: Wastewater	Public Works: Utility Billing
1	General										
2	Water										
3	Wastewater										
4	Drainage										
5	Solid Waste										
6	Debt Service										
7	Tourism & Special Event										
8	Court Technology										
9	Court Security										
10	Grant										
11	Abatement										
12	Police Seizure (State)										
13	Police Seizure (Federal)										
14	Police Donation										
15	Park Donation										
16	EPA Superfund										
17	Emergency Disaster Reserve										
18	Fire Capital Improvements										
19	Fire Donation										
20	Fire Operations										

**FY 2013-14 Budget
Financial Notes**

Balanced Budget

The FY 2014 Budget is balanced. State law requires cities to balance their budgets so that expenditures do not exceed available revenues. The FY 2013 Budget Amendment exposed that the city had been operating a deficit in the General, Water, and Wastewater Funds. These operating deficits required the use of one-time revenue such as the fund balance reserve and fund transfers to balance the previous year's budget.

Chart 10-1: FY 2012-2013 Operating Deficit

Fund	Revenue	Expense	Deficit
General	\$ 2,884,886	\$ 3,110,393	(\$ 225,507)
Water	\$ 1,488,311	\$ 1,769,398	(\$ 281,087)
Wastewater	\$ 357,364	\$ 389,737	(\$ 32,373)

Matching Revenues & Expenditures

In addition to balancing each fund's budget, an effort was made to match operating expenses with current revenues, and capital expenditures with one-time revenue sources. Matching is a common practiced used in credit analysis to help determine the overall financial health of an organization. The goal of the matching exercise is not to balance the funding source and expenditure, simply to ensure that one-time revenues are not being relied upon to fund operational expenditures.

Chart 10-2: Matching General Fund Revenues & Expenditures

One-Time Revenue	Amount	Capital Expenditure	Amount
Transfer from Water	\$97,856	Capital Improvements	\$160,000
Transfer from Wastewater	\$15,215		
Transfer from Tourism	\$ 5,000		

Use of Reserves

The FY 2014 Budget does not use any reserve funds to support operations in the General Fund budget. The General Fund does benefit from inter-fund transfers from the Water, Wastewater, and Tourism Funds as noted in Chart 10-2. The Water and Wastewater transfers are to resolve outstanding balances between the funds. Over the last sixteen years a number of interfund transfers have taken place between the General, Water, and Wastewater Funds. These transfers were all noted in their respective

year's audit. However, the interfund balances reported in the annual audits did not correspond with the noted interfund transfers. To put it simply the audit accounted for movement of money between funds, but the audit did not track those funds as being owed from one fund to another.

Chart 10-3: Summary of Interfund Transfers FY 97 through FY 12.

Transfer	Total
Transfer from General to Water	246,505
Transfer from General to Wastewater	338,908
Transfer from General (D/S) to Wastewater	19,500
Transfer from Water to General	38,644
Transfer from Water to Wastewater	332,903
Transfer from Wastewater to Water	231,342
Transfer from Wastewater to General	309,067
Transfer from Wastewater to General (D/S)	19,273

The transfer balances were then reconciled to determine the true interfund balance between funds.

Interfund	Total Balance
Water owes General	207,861
Wastewater owes General	29,841
Wastewater owes General (D/S)	227
Wastewater owes Water	101,561

The FY 2013 Budget Amendment included transfers to resolve the stated General Fund interfund balances in audit. The FY 2014 Budget transfers the remaining balances owed to the General Fund.

Interfund	Total Balance	Less the FY 2013 Transfer	Current Interfund Balance
Water owes General	207,861	\$110,005	\$97,856
Wastewater owes General	29,841	\$14,853	\$ 14,988
Wastewater owes General (D/S)	227		\$277
Wastewater owes Water	101,561	*	*

*The Waste Water Fund interfund balance to the Water Fund will not be resolved in the FY 2014 Budget.

**For FY 2014 the Water Fund uses \$97,856 from its fund balance reserves to make the interfund transfer to the General Fund.

**For FY 2014 the Wastewater Fund \$14,988 from its fund balance reserves to make the interfund transfer to the General Fund.

Long Term Issues

Most of the long term issues facing the city are all related to growth and maintenance of infrastructure. The city will always have more capital requests than available funding which why the city needs to develop a more robust capital improvement budget. For items such as equipment the city needs to develop a replacement schedule. For items such as major road repairs a priority list needs to be adopted and re-evaluated annually.

Most of the city's long term challenges relate to the city's public utilities. Once the city has addressed the water sourcing issues, the challenge is to keep up with growth through the capital improvement plan and to maintain the existing water system. Several parts of the current water system are over fifty years old and are in need of replacement.

The Wastewater system poses the most challenges for the city. The Wastewater Fund has a small customer base to service its increasing infrastructure costs and payback the funds it has borrowed from the Water Fund. The wastewater treatment plant is over twenty years old and is starting to require more attention. The location of the treatment plant may no longer be ideal given the development patterns in the Crown Pointe area.

The city also has no mechanism in place to address drainage issues. The city needs to identify a future revenue source to support a drain study which will be used to develop a drainage capital improvement plan. Then the city will need a continuous revenue source to execute the projects laid out in the drainage capital improvement plan.

The city needs to be better prepared for disaster situations. The city is fortunate to have a well-trained group of first responders, but disasters often have consequences long after the actual event. The city needs to build an additional reserve to protect the financial impact of disaster situations.

**FY 2013-14 Budget
Capital Improvements**

Overview

Capital Improvements are individually approved by the City Council. At the main budget workshop Council will participate in a prioritization exercise to determine which capital improvements will be included in the FY 2014 Budget.

General Fund

The City of Willow Park maintains approximately forty miles of public streets. Staff has identified fourteen major street improvements that are needed, with a cost estimate of \$298,000.

Chart: 10-1: Major Street Improvements Needed

Priority	Street	Project	Cost Estimate
1	Quail Crest	ADA Compliance	\$15,000
2	Woodbridge Ct.	Asphalt overlay	\$15,000
3	Valley View Ct.	Asphalt overlay	\$15,000
4	Navajo Ct.	Asphalt overlay	\$20,000
5	Cherokee Ct.	Asphalt overlay	\$20,000
6	Indian Camp Rd.	Crown Rd. to Vista: Two Course	\$20,000
7	Fox Hunt	Phase 1: Two Course	\$20,000
8	Aspenwood Dr.	Two Course	\$20,000
9	Trinity Ct.	Asphalt overlay	\$15,000
10	Sam Bass Ct.	Asphalt overlay	\$15,000
11	W. Canyon Ct.	Two Course	\$20,000
12	Cactus Ct.	Asphalt overlay	\$15,000
13	Willow Crest	Two course	\$40,000
14	E. Stage Coach	Asphalt overlay	\$48,000
		Total Street Improvements Needed	\$298,000

In addition to the major street repairs the city needs to begin a program of enhanced preventative maintenance for the streets. Issues like preventative maintenance and pothole repair are including in the Public Works: Parks & Roads Departmental budget. Preventative maintenance is an operating expense, but from time to time will require new equipment which is a capital expense.

To continue to foster new development there are some new thoroughfares that need to be built. These new streets are part of the city's thoroughfare plan, a chapter of the comprehensive plan. This list may change based on the final outcome of the Comprehensive Plan.

Chart 10-2: New Streets Needed

Priority	Street	Project	Cost Estimate
1	Crown Pointe Blvd.	Extension of Crown Pointe Blvd. to connect I-20 Frontage Rd and Crown Rd.	\$300,000
2	Pitchfork Trail	Extension of Pitchfork from Ranch House Rd. to Chuckwagon Trail to create a backage road	\$1,250,000
3	Bankhead Hwy.	Align Bankhead Hwy. to create a backage road.	\$500,000

Water & Wastewater Fund

The 2013-2040 Water and Wastewater Capital Improvement Program identifies the capital improvements that are needed to support the city through build out. The goal of the CIP is to largely support the need to expand the water and wastewater system through impact fees on new development.

In addition to the CIP there are a number of capital improvements that need to be made to maintain the water and wastewater system.

Chart 10-3: Water System Rehabilitation Projects

Priority	Area	Project	Cost Estimate
1	N. Ranch House Rd (Crown to Squaw Creek)	Abandon in-place ductal iron pipe. Shift service to alternative line	
2	Ranch House Rd. (Stage Coach to Scenic Dr.)	Replace ductal iron pipe with modern infrastructure	
3	Ranch House Rd. (Crown to Vista)	Replace ductal iron pipe with modern infrastructure	
4	West Oak	Replace 2" main lines with modern infrastructure	

**FY 2013-14 Budget
Debt**

Overview

The city operates with a very conservative amount of total debt. The FY 2014 Budget does not call for the issuance on any new General Fund supported debt service. The city's debt is held by two funds; General Fund and Water Fund. Each fund has two outstanding debt issuances they are paying on. The city's debt issuance was reorganized and refinanced in recent years. The city's debt issuance is managed by the First Southwest Company and subsidiary of Plains Capital Bank. The city makes two annual debt service payments every year in February and August.

Bond Rating

Willow Park has a bond rating of AA- as rated by Standard & Poors's Investment Service. Bond rating is a credit risk evaluation for investors and is the single most important factor in determining the interest cost of the bond. The city's bond rating of AA- is considered a high quality investment grade rating.

General Fund

The city's General Fund is responsible for two debt issuances; Refund 2008 and Series 2010. Refund 2008 was refinanced last year and has a fixed interest schedule of 2% which increases to 3% in year seven. Series 2010 was a refinancing of the Refund 2000 series and was refinanced in 2011 and has a fixed interest schedule increasing from 2% to 3% in year four, and increasing to 4% in year seven. The following chart shows the General Fund's original debt issuance.

Chart 11-1: General Fund Original Debt Issuance

Debt Issuance	Principal	Interest	Total Debt Service
Refund 2008	\$4,190,000	\$705,813	\$4,895,813
Series 2010	\$ 610,000	\$128,139	\$ 738,139
General Fund Original Debt	\$4,800,000	\$833,952	\$5,633,952

Both debt issuances are divided into eleven (11) year installments. Refund 2008 is in its second installment, and Series 2010 is in its fourth installment. The FY 2014 current year interest for Refund 2008 is 2%, and for Series 2010 it is 3%. The following chart shows the General Fund's current debt going into the FY 2014 Budget.

Chart 11-2: General Fund Current Debt

Debt Issuance	Debt Schedule	Principal Balance	Interest Balance	Total Debt Service Balance
Refund 2008	Year 2 of 11	\$3,915,000	\$ 606,500	\$4,521,500
Series 2010	Year 4 of 11	\$ 460,000	\$ 75,285	\$ 535,825
General Fund Current Debt		\$4,375,000	\$ 682,325	\$5,057,325

The FY 2014 General Fund Debt Service payment is shown in the General Fund Debt Service Department budget. The General Fund Debt Service is listed separately to show the Debt Service payment as a total percentage of the General Fund Budget. Debt Service is approximately 15.2% of the total FY 2014 General Fund budget. The following chart shows the FY 2014 General Fund Debt Service Payment:

Chart 11-3: General Fund Current Debt Service

Debt Issuance	Principal	Interest	Total Debt Service
Refund 2008	\$285,000	\$50,000 + \$47,650	\$ 383,150
Series 2010	\$ 50,000	\$ 8,425 + \$ 7,675	\$ 66,100
			\$ 449,250

Water Fund

The city's Water Fund is responsible for two debt issuances; Refund 2003 and Series 2010. Both Water Fund debt issuances were refunded along with the General Fund debt issuances. The Water Fund debt follows and identical interest rate structure as the General Fund debt. The following chart shows the Water Fund's original debt total.

Chart 11-4: Water Fund Original Debt Issuance

Debt Issuance	Principal	Interest	Total Debt Service
Refund 2003	\$ 945,000	\$ 156,759	\$1,101,759
Series 2010	\$2,055,000	\$ 325,534	\$2,380,544
Water Fund Original Debt	\$3,000,000	\$ 482,293	\$3,482,293

Both debt issuances are divided into eleven (11) year installments. Refund 2003 is in its second installment, and Series 2010 is in its fourth installment. The FY 2014 current year interest for Refund 2003 is 2%, and for Series 2010 it is 3%. The following chart shows the Water Fund's current debt going into the FY 2014 Budget.

Chart 11-5: Water Fund Current Debt

Debt Issuance	Debt Schedule	Principal	Interest	Total Debt Service
Refund 2003	Year 2 of 11	\$ 935,000	\$ 134,050	\$1,069,050
Series 2010	Year 4 of 11	\$1,390,000	\$ 167,275	\$1,557,275
General Fund Current Debt		\$2,325,000	\$ 301,325	\$2,626,325

The FY 2014 Water Fund Debt Service payment is shown in the Debt Service & Transfers section of the Water Fund budget. Debt Service is approximately 23.3% of the total FY 2014 Water Fund budget. The following chart shows the FY 2014 Water Fund Debt Service Payment:

Chart 11-6: Water Fund Current Debt Service

Debt Issuance	Principal	Interest	Total Debt Service
Refund 2003	\$ 85,000	\$96,800 + \$10,950	\$ 260,625
Series 2010	\$215,000	\$24,425 + \$21,200	\$ 107,750
			\$ 368,375

The Water Fund Debt Service section also includes an item for a water tank maintenance agreement. In 2011 the city signed a contract with the Utility Service Company for water tank rehabilitation and a ten year service agreement on the work. This expense was previous paid out of several different line items and was partially omitted from the original FY 2013 Budget. Since the expense is related to a major capital expense that has already taken place the expense was classified as debt service instead of as a contractual maintenance expense.

The Water Fund may issue new debt through participating in the Texas Water Development Board loan program. In December 2012 the City Council sent an application for funding to the Texas Water Development Board for water line replacement. The Water Board has authorized a loan up to \$750,000 which Council will be given the opportunity to accept or decline.

**FY 2013-14 Budget
Position Summary Statement**

Changes in Service Levels

There are several changes in proposed service levels as part of the FY 2014 Budget. In the utility billing division a proposed decrease in personnel is being recommended. The recommendation is to adjust the division from two full time employees to one full time employee and a one part-time employee who will split time between two departments. This service change will have a minor impact customer service for utility billing and the contract postal unit. The service impact should be minimized by the recent addition of a drive-through utility billing drop box that has helped reduce the number of walk-in customers at City Hall. The reduction in force will save the city approximately \$38,095 annually.

There is also a recommendation to restructure the Public Works Department. The recommendation is to restructure the work crew from a total crew of seven members into three teams of two. Each team will consist of a Crew Member II and Crew Member I position. The Crew Member II position will be for experience employees who are specialized equipment operators (backhoes, grade-all, etc.) and who carry specialized licenses (groundwater operator C, etc). Public Works schedule has also been altered to include a weekend shift. Once every six weeks each crew member will work a weekend shift, while taking Thursday and Friday off that week. The addition of the weekend shift helps reduce the amount of compensatory time accrued and provides additional monitoring of well and wastewater plant operations. The change in service will allow the city a cost savings on one full time position, approximately \$33,857 per year. The service change will free up resources to attract and retain the more advance employees while resulting in a net savings for the city.

The FY 2014 Budget adds a director position for the Development Services Department. This position will be the department head for the Development Services Department and will be responsible for coordinating the city's planning, zoning, permitting, inspection, and code enforcement processes.

The FY 2014 Budget also includes funding for an administrative internship. Interns are used to assist with routine administrative operations and special projects. Interns must be enrolled in a graduate school program in public administration or a related field. Interns are classified as part-time, temporary employees and are not included in the city's organizational chart or summary table of positions. Interns are paid \$10 per hour, and do not receive any benefits other than F.I.C.A.

Market & Effective Date Adjustments

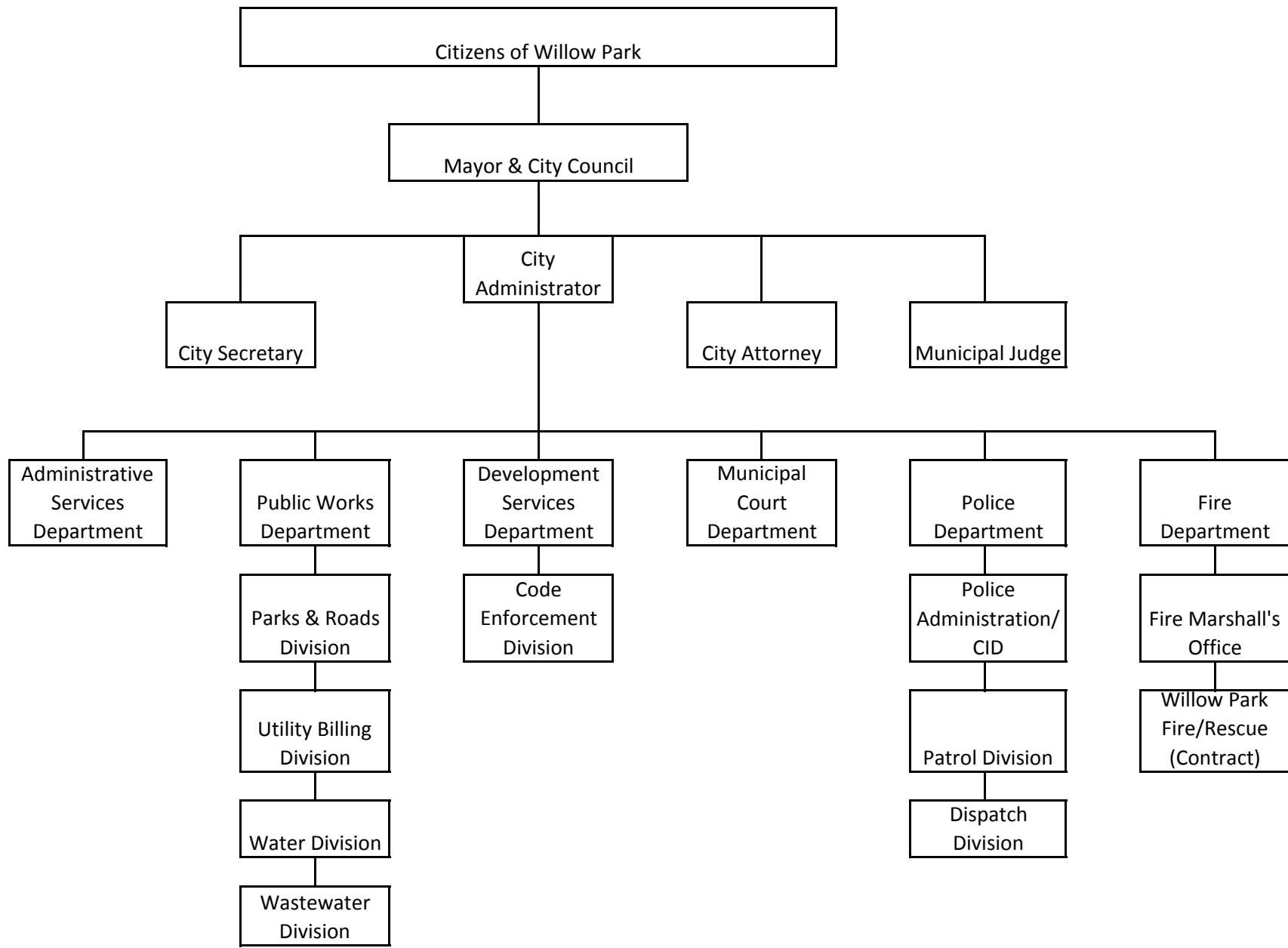
Included in the FY 2014 Budget is a few select market and effective date adjustments for key employees. The market adjustment is necessary to make the salary competitive for the position and bring the salary in-line with other city salaries. In each case the effective date for the employee will be adjusted to October and the employee will not be part of the merit based performance program this year. Two of the adjustments are to the city's two lowest paid employees. In most cases the market adjustments were the equivalent of the employee receiving a 5% merit increase effective in October.

Chart 12-1: Market Adjusted Positions

Position	Total Adjustment
Court Administrator	\$1,456
Planning Tech/Deputy Court Clerk	\$6,240
Public Works Superintendent	\$2,867
Public Works Crew Member I	\$2,080

Chart 12-2: Summary Table of Positions

No.	Department	Job Title	Employee	PT/FT
1	Court	Court Clerk	ALLISON, KAREN I	Full-time
2	Public Works	Public Works Secretary	ANTONOWICZ, CHELSEY N	Full-time
3	Police	Dispatcher	AYERS, SUSAN M	Full-time
4	Admin	Administrative Assistant	COOPER, ANGELA M	Full-time
5	Police	Patrol Officer	CRYER, TRACEY M	Full-time
6	Police	Patrol Officer	DRAHOS, JACOB L	Full-time
7	Police	Dispatch Supervisor	FOSTER, PEGGY S	Full-time
8	Police	Dispatcher	GARNETT, DOUGLAS T	Full-time
9	Police	Patrol Officer	GAUNTT, GREGORY B	Full-time
11	Police	Patrol Officer	HENDERSON, MICHAEL L	Full-time
11	Police	Patrol Officer	HERNANDEZ, PAUL R	Full-time
12	Police	Police Chief	JOHNSON, BRADLEY S	Full-time
13	Police	Corporal	MABRY JR, RICHARD W	Full-time
14	Court	Deputy Court Clerk/Permit Tech.	MONTEITH, ZACHERY C	Full-time
15	Police	Patrol Officer	MOODY, JIMMY R	Full-time
16	Police	Patrol Officer	MOORE, ERICA G	Full-time
17	Public Works	Mechanic	NAPOLI, GUY A	Full-time
18	Public Works	Water Technician	OGLE, BRANDON E	Full-time
19	Wastewater	Public Works Superintendent	OSBORN, WILLIAM B	Full-time
20	Public Works	Public Works Director	PETTY, JERRY L	Full-time
21	Police	Sergeant	RAMIREZ, JACLIN C	Full-time
22	Police	Captain	RAY, WILLIAM A	Full-time
23	Police	Patrol Officer	RILEY, RAYMOND E	Full-time
24	Police	Dispatcher	SCHAECHTEL, LINDSAY M	Full-time
25	Admin	Budget and Financial Analyst	SCOTT, CANDICE J	Full-time
26	Public Works	Utility Billing Clerk	SEELY, DEBRA C	Full-time
27	Admin	City Administrator	SHAFFSTALL, MATTHEW B	Full-time
28	Admin	City Secretary	SHUSHAN-HOFFMAN, YAEL	Full-time
28	Police	Dispatcher	SPRADLEY, ANGELA J	Full-time
30	Wastewater	WW Plant Operator	TANNER, KYLE J	Full-time
31	Public Works	Water Technician	WALKER, DAVID E	Full-time
32	Public Works	Crew Leader	WESTBROOK, MICHAEL W	Full-time
33	Public Works	Crew Member II	Vacant	Full-time
34	Public Works	Crew Member II	Vacant	Full-time
35	Development Services	Development Services Director	Vacant	Full-time



FY 2013-14 Budget Financial Policies

Financial Policies

It is best practice to have the City update and adopt its financial policies annually. Willow Park's current financial policy was last adopted in 2008. As part of this year's budget process, staff will be proposing updated financial policies to govern the city's fund balance requirements, investment policy, and expenditure policy. It is staff's intention to make the adoption of the city's financial policies an annual process that occurs in tandem with the adoption of the annual budget.

Fund Balance Policy

The Fund Balance Policy is a document that establishes a classification and strategy for each type of fund used by the city. The city budget is comprised of twenty separate funds. Funds are classified by type as either governmental, or enterprise. The Funds are further classified by reserve type as standard, 60-day, debt service, restricted and emergency. The Fund Policy establishes a strategy for each reserve type. Reserve strategies create rules and goals for each reserve type. Rules are minimum fund balance requirements for each fund that must be met, goals are intended target fund balances. In future years' budgets reaching the reserve strategy goals for each fund will be an established financial policy for the city.

Investment Policy

The Investment Policy establishes how the city's investments will be managed in compliance with the Public Funds Investment Act. The city's Investment Policy establishes clear limits for how the city funds may be invested. In compliance with the Public Funds Investment Act city staff is required to attend bi-annual training in management of public funds.

Expenditure Policy

The Expenditure Policy establishes a clear process for governing city expenditures. The Expenditure Policy establishes internal city guidelines that are stricter than what state law permits regarding city expenditures. State law allows for administrative approval of expenditures of less than \$50,000. The Expenditure Policy sets additional limits on capital expenditures requiring advanced budgeting and individual approval of capital expenditures.

Final Budget Comments

Throughout the budget process, adjustments to the proposed budget were recorded as budget addendums. The addendums were made to the General, Water, Wastewater, and Court Technology funds.

On Tuesday, September 24, 2013 the Willow Park City Council voted to set the annual tax rate at \$0.4605 per \$100 valuation. The adopted tax rate was one cent below the current and proposed tax rate.

On Tuesday, September 24, 2013 the Willow Park City Council then adopted the FY 2013-2014 Annual Budget making a final addendum to correspond with the reduced tax rate. The final budget addendum includes adjustments to the Ad Valorem revenue and the elimination of the departmental contingency line items.

Staff has attempted make the necessary revisions in all three sections of the budget document to include the addendum items as adopted by the City Council. A copy of the addendum items has also been provided with this document.

Budget Addendum						
FISCAL YEAR		Fund				
2013-2014		General				
Department	ACCOUNT NO.	EXPENDITURE GROUP	Orginal Budget Request	Amended Budget Request	AMOUNT INCREASE / (DECREASE)	Justification
Revenue						
General Fund- Revenue		Sales Tax	654,148	669,346	15,198	Increase projections based on August collections

Expenses						
Admin.	40-8408	Other Contractual	0	2,460	2,460	Monthly Pest Control & Water Service
Admin.	40-8426	Equipment Tech Support	1,200	1,925	725	Offsite server, firewall, and anti-virus
Admin.	40-8427	Software Tech Support	2,000	3,000	1,000	Offsite back-up server
Police	40-8408	Other Contractual	0	600	600	Share of Ice Manchine
Fire	40-8408	Other Contractual	0	600	600	Share of Ice Manchine
Public Works	40-8408	Other Contractual	0	1200	1,200	Ice Manchine lease
Development Services	10-8100	Salary & Wages	82,056	90,376	8,320	Salary Adjustment
Development Services	10-8101	Payroll Expense	1,190	1,310	120	Salary Adjustment
Development Services	10-8104	Retirement	1,709	1882	173	Salary Adjustment

Budget Addendum						
FISCAL YEAR		2013-2014				
Fund		Water				
Department	ACCOUNT NO.	EXPENDITURE GROUP	Orginal Budget Request	Amended Budget Request	AMOUNT INCREASE / (DECREASE)	Justification
Expenses						
Water Fund - Intrafund Transfer		Transfer to Wastewater Fund	0	383,457	383,457	Transfer for cost of the Lift Station project, treatment plant repairs, and 60 days operating capital
Fund		Wastewater				
Revenue						
Wastewater Fund - Interfund Transfer		Transfer		383,457	383,457	Transfer from water for Lift stations, treatment plant repairs, and 60 days operating capital
Expenses						
Wastewater	60-8607	Capital Improvements	287,005	1,231,426	944,421	Includes Lift Station Project and treatment plant repairs

****The Wastewater Fund will repay the Water Fund on the Following Schedule****

Capital Project Loan	
Lift Station	1,125,168
5% Contingency	56,258
Treatment Plant Repair	50,000
	<u>1,231,426</u>

To be repaid over 20 years (FY 2015 -2034) at \$61,571 per year

Operating Capital Loan	
60 Day Operating Capital	104,257

To be repaid over 7 years (FY 2015 -2021) at \$14,894 per year

Budget Addendum						
FISCAL YEAR		Fund				
2013-2014		Wastewater				
Department	ACCOUNT NO.	EXPENDITURE GROUP	Orginal Budget Request	Amended Budget Request	AMOUNT INCREASE / (DECREASE)	Justification
Revenue						
Wastewater Fund - Revenue		Impact Fees			0	Includes Hospital Impact Fees
Wastewater Fund - Interfund Transfer		Transfer		383,457	383,457	Transfer from water for Lift stations, treatment plant repairs, and 60 days operating capital
Expenses						
Wastewater	60-8607	Capital Improvements	287,005	1,231,426	944,421	Includes Lift Station Project and treatment plant repairs

Budget Addendum						
FISCAL YEAR		Fund				
2013-2014		Court Technology				
Department	ACCOUNT NO.	EXPENDITURE GROUP	Orginal Budget Request	Amended Budget Request	AMOUNT INCREASE / (DECREASE)	Justification
Revenue						
					0	
					0	
Expenses						
Court Technology	40-8426	Software Tech Support	4,500	4,681	181	Cardinal Software

Budget Addendum						
FISCAL YEAR		Fund		Notes		
2013-2014		General		Final Admendment - \$0.4605 Adopted Tax Rate		
Department	ACCOUNT NO.	EXPENDITURE GROUP	Orginal Budget Request	Amended Budget Request	AMOUNT INCREASE / (DECREASE)	Justification
General Fund Revenue						
General Fund- Revenue	00-6000	Maintenance & Operations Property Tax	1,166,629	1,131,629	(35,000)	Adopting the Effective Rate reduces the property tax revenue collection to the same amount as the previous year
General Fund Expenses						
Development Services	20-8203	Misc. Operating (Economic Development)	3,000	20,593	17,593	Increased for economic development marketing
Administration		Contingency	29,446	0	(29,446)	Reduced
Legislative		Contingency	1,686	0	(1,686)	Eliminated
Development Services		Contingency	1,929	0	(1,929)	Eliminated
Municipal Court		Contingency	1,027	0	(1,027)	Eliminated
Public Works		Contingency	2,197	0	(2,197)	Eliminated
Police		Contingency	10,206	0	(10,206)	Eliminated
Fire		Contingency	6,102	0	(6,102)	Eliminated
Water Fund Expenses						
Water Dept.		Contingency	14,295	0	(14,295)	Eliminated
Water Dept.	10-8110	Accrued Comp & Vacation	0	14,295	14,295	Funded to off set excess leave liability
Wastewater Fund Expenses						
Wastewater Dept.		Contingency	3,118	0	(3,118)	Eliminated
Wastewater Dept.	10-8110	Accrued Comp & Vacation	0	3,118	3,118	Funded to off set excess leave liability

FUND REVENUE OVERVIEW						
FISCAL YEAR			FUND			
2013-2014			All Funds			
				Current Year	Request Year	
FUND NUMBER	FUND	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	%
1	General	\$2,653,313	\$2,732,175	\$3,060,110	\$2,928,983	41.0%
2	Water	\$1,721,771	\$1,698,341	\$3,049,832	\$1,839,966	25.8%
3	Wastewater	\$272,679	\$288,501	\$1,239,660	\$628,055	8.8%
4	Drainage	\$0	\$0	\$0	\$0	0.0%
5	Solid Waste	\$200,795	\$198,518	\$150,166	\$228,300	3.2%
6	Debt Service	\$0	\$0	\$156,887	\$817,625	11.4%
7	Tourism	\$0	\$1,970	\$21,692	\$14,068	0.2%
8	Court Security	\$4,969	\$4,329	\$4,717	\$7,269	0.1%
9	Court Technology	\$6,634	\$5,869	\$6,269	\$9,692	0.1%
10	Grants	\$0	\$0	\$0	\$0	0.0%
11	Abatement	\$0	\$0	\$5,000	\$0	0.0%
12	Police Seizure (St)	\$0	\$0	\$0	\$0	0.0%
13	Police Seizure (Fed)	\$0	\$0	\$0	\$0	0.0%
14	Police Donation	\$1,648	\$932	\$551	\$400	0.0%
15	Parks Donation	\$1,157	\$592	\$1,108	\$300	0.0%
16	EPA Superfund	\$0	\$0	\$5,000	\$0	0.0%
17	Emergency Disaster	\$0	\$0	\$0	\$0	0.0%
18	Fire Donation	\$1,935	\$1,547	\$928	\$50,000	0.7%
19	Fire Capital	\$0	\$0	\$0	\$0	0.0%
20	Fire Operations	\$0	\$0	\$541,203	\$616,285	8.6%
	ALL FUNDS REVENUE	\$4,864,901	\$4,932,774	\$8,243,122	\$7,140,943	

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				General		
					Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
AD VALOREM TAXES				As of 06/30/13		
	Maintenance &					
00-6000	Operations		\$916,262	\$960,026	\$1,087,018	\$1,131,629
00-6008	Interest & Sinking		\$529,750	\$534,873	\$427,833	\$373,157
***	Deliquent Collections					\$46,194
	<i>Sub-Total</i>		\$1,446,012	\$1,494,899	\$1,514,851	\$1,550,980
SALES & USES TAXES						
00-6001	Sales & Use		\$566,660	\$635,754	\$501,750	654,148
00-6002	Mixed Beverages		\$18,116	\$12,714	\$8,855	\$11,807
	<i>Sub-Total</i>		\$584,776	\$648,468	\$510,605	\$665,955
FRANCHISE FEES						
00-6020	Oncor Electric		\$158,842	\$154,938	\$144,665	\$154,000
00-6021	A T & T		\$26,891	\$51,382	\$40,385	\$49,000
00-6022	Texas Gas		\$3,184	\$2,867	\$2,803	\$2,800
00-6025	Misc. Franchise		\$22,590	\$2,032	\$1,774	\$2,000
00-6027	Mesh.net		\$3,024	\$3,024	\$2,268	\$3,024
	<i>Sub-Total</i>		\$214,531	\$214,243	\$191,894	\$210,824

					Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
DEVELOPMENT FEES						
00-6070	Buildng Permits		\$44,721	\$49,153	\$93,381	\$75,000
00-6071	Health Permits		\$6,830	\$6,798	\$7,322	\$7,500
00-6072	Subcontractor Permits		\$43,850	\$39,595	\$47,914	\$37,500
	Contrctor License &					
00-6073	Registration		\$13,050	\$12,175	\$8,056	\$12,000
00-6074	Business Oriented		\$500	\$883	\$1,400	\$3,750
00-6075	OSSF Permits		\$1,190	\$2,790	\$1,080	\$2,400
00-6076	Well Application Fees		\$0	\$3,150	\$1,425	\$1,400
00-6077	Plan Review		\$36,686	\$28,877	\$72,648	\$45,000
00-6083	Meter Release		\$0	\$1,830	\$690	\$1,080
0-6084	Rental Inspections		\$0	\$3,330	\$3,550	\$3,600
00-6095	Fire Alarms		\$0	\$0	\$1,750	\$1,800
00-6078	Energy Inspection		\$9,190	\$5,480	\$2,091	\$0
00-6079	Backflow Inspection		\$150	\$625	\$250	\$500
00-6080	Re-Inspection		\$130	\$1,010	\$0	\$1,200
##=####	Septic Re-Inspection		\$260	\$0	\$0	\$0
0-6082	Reviews/Request	Meeting fees	\$3,451	\$7,232	\$1,850	\$1,200
	<i>Sub-Total</i>		<i>\$160,008</i>	<i>\$162,928</i>	<i>\$243,407</i>	<i>\$193,930</i>
FINES						
00-6060	Non-Parking		\$101,703	\$122,506	\$138,497	\$158,145
00-6061	Parking/Code		\$23,174	\$88	\$105	\$3,600
00-6062	Warrants/CAPIAS		\$5,018	\$4,610	\$3,698	\$3,600
00-6063	State Law - Class C		\$12,789	\$11,477	\$11,886	\$12,000
00-6064	Court Administration		\$13,278	\$1,895	\$397	\$0
00-6065	Court Security		\$4,969	\$4,329	\$0	\$0
00-6066	Time Payment		\$87	\$61	\$523	\$0

					Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
00-6067	MC Tech Fee Seatbelt		\$6,634	\$5,869	\$0	\$0
	<i>Sub-Total</i>		<u>\$167,652</u>	<u>\$150,835</u>	<u>\$155,106</u>	<u>\$177,345</u>

					Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION

INTEREST & INVESTMENT INCOME

Interest			\$3,817	\$1,830	\$174	\$2,009
	<i>Sub-Total</i>		\$3,817	\$1,830	\$174	\$2,009

OTHER REVENUE

00-6040	USPS Contract Unit		\$5,000	\$5,471	\$3,333	\$5,000
00-6041	Refunds/Bank Credits		\$43,131	\$6,796	\$2,772	\$0
00-6042	Miscellaneous		-\$1,543	\$513	\$5,667	\$0
00-6043	Adjustment to Revenue		\$1,664	-\$272	\$79	\$0
	City Attorney					
00-6044	Reimbursables		\$0	\$315	\$0	\$0
	City Engineer					
00-6045	Reimbursables		\$1,000	\$5,400	\$0	\$0
00-6046	Other Reimbursables		\$12,919	\$31,927	\$177,199	\$3,600
00-6053	Accident Reports		\$318	\$300	\$522	\$300
	Room Rental -					
01-6048	Community Center		\$650	\$210	\$130	\$300
00-6050	Police Training		\$2,089	\$0	\$0	\$0
00-6086	Payment in Lieu of Land		\$0	\$0	\$22,000	\$0
	<i>Sub-Total</i>		\$65,228	\$50,660	\$211,703	\$9,200

					Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION

TRANSFERS

00-6004	Tourism & Special Events	Administrative transfer of 57% of Hotel Occupancy Tax Collections to the General Fund	\$11,289	\$8,312	\$6,862	\$5,669
##=####	Water	Repayment of previous transfer			\$110,005	97,856
##=#### ##=####	Wastewater Solid Waste	Repayment of previous transfer			\$14,853	15,215
##=####	Intrafund Transfer (From General Fund Reserve)				100,649	
<i>Sub-Total</i>			<i>\$11,289</i>	<i>\$8,312</i>	<i>\$232,369</i>	<i>\$118,740</i>

General Fund Revenue Total		\$2,653,313	\$2,732,175	\$3,060,110	\$2,928,983
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FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Water		
					Current Year	
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTION S ACTUAL	FY 2011-2012 REVENUE COLLECTION S ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION

WATER SALES

00-5000	User Charges		\$1,496,536	\$1,376,330	\$1,119,531	\$1,440,374
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WATER SERVICES

00-5001	Penalties		\$16,597	\$19,124	\$12,317	\$21,606
00-5002	New Account Fees		\$20,437	\$9,811	\$5,824	\$8,500
00-5007	Meter Testing		\$335	180	0	100
00-5030	Reconnect Fees		\$2,244	\$2,430	\$183	\$2,500
	Disconnect Fees					\$1,500

DEVELOPMENT CHARGES

00-5003	Tap Fees		\$13,300	\$7,063	\$4,238	\$8,000
	Meter Fees		\$0	\$0	\$2,340	\$16,120

IMPACT FEES

00-5004	Impact Fees	\$3,275 per tap	\$6,533	\$5,933	\$13,300	\$216,375
	Development	Contractual				
##-####	Contribution/Deposit	obligation				

ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTION S ACTUAL	FY 2011-2012 REVENUE COLLECTION S ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
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INTEREST & INVESTMENT INCOME

00-5005	Interest		\$24,998	\$11,984	\$4,549	\$15,035
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OTHER REVENUE

00-5031	Returned Check Fees		\$150	\$150	\$0	\$0
00-5041	Refunds/Bank Credits		\$21,290		\$14	
00-5042	Miscellaneous		\$21,999	\$5,271	\$0	\$0
00-5043	Adjustment to Revenue		-\$4,762	-\$4,924	-\$1,051	\$0
00-5046	Other Reimbursables	Insurance payment	\$102,114	\$264,989	\$28,883	\$12,000

TRANSFERS

##-####	Intrafund Transfers (From Water Reserve)	From Fund Balance Wastewater payback for lift stations loan			\$1,859,704	\$97,856
	Interfund Transfer					

<u>FUND TOTAL</u>			\$1,721,771	\$1,698,341	\$3,049,832	\$1,839,966
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FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Wastewater		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
<u>WASTEWATER SALES</u>						
00-5000	User Charges		\$256,078	\$273,023	\$222,751	\$294,943
<u>WASTEWATER SERVICES</u>						
<u>DEVELOPMENT CHARGES</u>						
00-5003	Tap Fees		\$6,925	\$8,414	\$13,518	\$12,000
<u>IMPACT FEES</u>						
00-5004	Impcat Fees			\$1,400	\$0	\$216,375
##-####	Development Contribution/Deposit	Contractual obligation				\$70,630
<u>INTEREST & INVESTMENT INCOME</u>						
00-5005	Interest		\$268	\$64	\$135	\$145
<u>OTHER REVENUE</u>						
00-5042	Miscellaneous		\$9,603		\$0	\$0
00-5043	Adjustment to Revenue		-\$194		\$0	\$0
00-5046	Other Reimbursables			\$5,600	\$51,030	\$0
<u>TRANSFERS</u>						
	Intra Fund (From Reserve)					\$33,962
##-####	Water	Loan from Water Fund to Wastewater			\$952,226	
<u>FUND TOTAL</u>			\$272,679	\$288,501	\$1,239,660	\$628,055

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Solid Waste		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
FUND BALANCE		As of 9/30/2012	N/A	N/A		
		As of 3/31/2012	N/A	N/A		
<u>SOLID WASTE SALES</u>						
00-6003	Waste Collection Fees		\$200,795	\$198,518	\$150,166	\$228,300
<u>SOLID WASTE FRANCHISE FEES</u>						
<u>DEVELOPMENT CHARGES</u>						
<u>IMPACT FEES</u>						
<u>INTEREST & INVESTMENT INCOME</u>						
<u>TRANSFERS</u>						
<u>FUND TOTAL</u>			\$200,795	\$198,518	\$150,166	\$228,300

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Debt Service		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
FUND BALANCE		As of 9/30/2012	N/A	N/A	N/A	N/A
		As of 7/30/2012	N/A	N/A	N/A	N/A
<u>CAPITAL INFUSION</u>						
00-6046	Other Reimbursables		N/A	N/A	\$156,887	\$0
<u>TRANSFERS</u>						
	From General Fund					\$449,250
	From Water Fund					\$368,375
FUND TOTAL			\$0	\$0	\$156,887	\$817,625

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Tourism & Special Events		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
FUND BALANCE		As of 9/30/2012				
		As of 6/30/2013				
HOTEL OCCUPANCY TAX COLLECTIONS						
	Hotel Occupancy Tax	43% of HOT Collections			10,339	13,068
		*57% of HOT collections				
		transferred to General Fund for				
		Administration				0
SPECIAL EVENTS						
	Direct Fees	Entry fees, Sponsorships, item				
		sales				
	Fund Raising	Parkfest Booth Rental		\$1,970	\$1,030	\$1,000
INTEREST & INVESTMENT INCOME						
TRANSFERS						
##-####	Intrafund (Tourism Reserve)				\$10,323	0
FUND TOTAL			\$0	\$1,970	\$21,692	\$14,068

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Court Secuirty		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE YTD 6/30/13	FY 2013-2014 BUDGETED REVENUE PROJECTION
FUND BALANCE		As of 9/30/2012	N/A	N/A		N/A
		As of 3/31/2012	N/A	N/A		N/A

FEES

00-6065	Court Security	\$4,969	\$4,329	\$4,717	\$7,269
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TRANSFERS

##-####	Intrafund (Ct Security Reserve)				0
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<u>FUND TOTAL</u>			\$4,969	\$4,329	\$4,717	\$7,269
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FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Court Technology		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION
FUND BALANCE		As of 9/30/2012	N/A	N/A		N/A
		As of 3/31/2012	N/A	N/A		N/A
FEES						
00-6067		Municipal Courth Technology Fee	\$6,634	\$5,869	\$6,269	\$9,692
TRANSFERS						
##-####		Intrafund Transfer (Ct Tech)				
FUND TOTAL			\$6,634	\$5,869	\$6,269	\$9,692

FUND REVENUE OVERVIEW							
FISCAL YEAR				FUND			
2013-2014				Grants			
						Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	FY 2013-2014 REVENUE BUDGET APPROVED
FUND BALANCE		As of 9/30/2012	N/A	N/A	N/A	N/A	\$0
		As of 3/31/2012	N/A	N/A	N/A	N/A	\$0
GRANTS RECEIVED							
TRANSFERS							
FUND TOTAL				\$0	\$0	\$0	\$0

FUND REVENUE OVERVIEW							
FISCAL YEAR				FUND			
2013-2014				Abatement			
						Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	FY 2013-2014 REVENUE BUDGET APPROVED

LEINS

Leins Paid

TRANSFERS

From General Fund	Loan from the General Fund	0	0	5,000	0	0
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FUND TOTAL

\$0	\$0	\$5,000	\$0	\$0
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FUND REVENUE OVERVIEW							
FISCAL YEAR				FUND			
2013-2014				Police Seizure (State)			
						Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	FY 2013-2014 REVENUE BUDGET APPROVED

Forfeitures

INTEREST & INVESTMENT INCOME

FUND TOTAL\$0\$0\$0\$0\$0

FUND REVENUE OVERVIEW							
FISCAL YEAR				FUND			
2013-2014				Police Seizure (Federal)			
						Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	FY 2013-2014 REVENUE BUDGET APPROVED

Forfeitures

INTEREST & INVESTMENT INCOME

FUND TOTAL\$0\$0\$0\$0\$0

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2103-2014				Police Donation		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION
DONATIONS						
00-6051	Donations		\$1,648	\$932	\$551	\$200
	Fund Raising				\$0	\$200
INTEREST & INVESTMENT INCOME						
TRANSFERS						
FUND TOTAL			\$1,648	\$932	\$551	\$400

FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Park Donation		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION
00-6030	Park Donations		\$725	\$176	\$1,108	\$300
00-6090	Road Donations		\$432	\$416	\$0	\$0
00-6091						

INTEREST & INVESTMENT INCOME

TRANSFERS

<u>FUND TOTAL</u>			\$1,157	\$592	\$1,108	\$300
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FUND REVENUE OVERVIEW							
FISCAL YEAR				FUND			
2013-2014				EPA Fund			
						Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	FY 2013-2014 REVENUE BUDGET APPROVED

DONATIONS

INTEREST & INVESTMENT INCOME

TRANSFERS

From Water Fund	Loan from the Water Fund				\$5,000		\$0
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<u>FUND TOTAL</u>			\$0	\$0	\$5,000	\$0	\$0
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WILLOW PARK FIRE RESCUE						
FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Fire Donation		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	YTD	FY 2013-2014 BUDGETED REVENUE PROJECTION
<u>DONATIONS</u>						
00-6030	Donations		\$1,935	\$1,547	\$928	\$0
	Fund Raising					\$14,000
	County					\$36,000
<u>INTEREST & INVESTMENT INCOME</u>						
<u>TRANSFERS</u>						
<u>FUND TOTAL</u>			\$1,935	\$1,547	\$928	\$50,000

WILLOW PARK FIRE RESCUE							
FUND REVENUE OVERVIEW							
FISCAL YEAR				FUND			
2013-2014				Fire Capital Improvement			
						Current Year	Request Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION	FY 2013-2014 REVENUE BUDGET APPROVED

DONATIONS

Donations
Fund Raising

INTEREST & INVESTMENT INCOME

TRANSFERS

<u>FUND TOTAL</u>			\$0	\$0	\$0	\$0	\$0
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WILLOW PARK FIRE RESCUE						
FUND REVENUE OVERVIEW						
FISCAL YEAR				FUND		
2013-2014				Fire Operations		
						Current Year
ACCOUNT NUMBER	REVENUE	Description	FY 2010-2011 REVENUE COLLECTIONS ACTUAL	FY 2011-2012 REVENUE COLLECTIONS ACTUAL	FY 2012-2013 REVENUE COLLECTIONS ACTUAL	FY 2013-2014 BUDGETED REVENUE PROJECTION
<u>CONTRACT SERVICES</u>						
		City of Willow Park			541,203	566,285
<u>INTEREST & INVESTMENT INCOME</u>						
<u>TRANSFERS</u>						
		From Fire Donation				50,000
<u>FUND TOTAL</u>			\$0	\$0	\$541,203	\$616,285

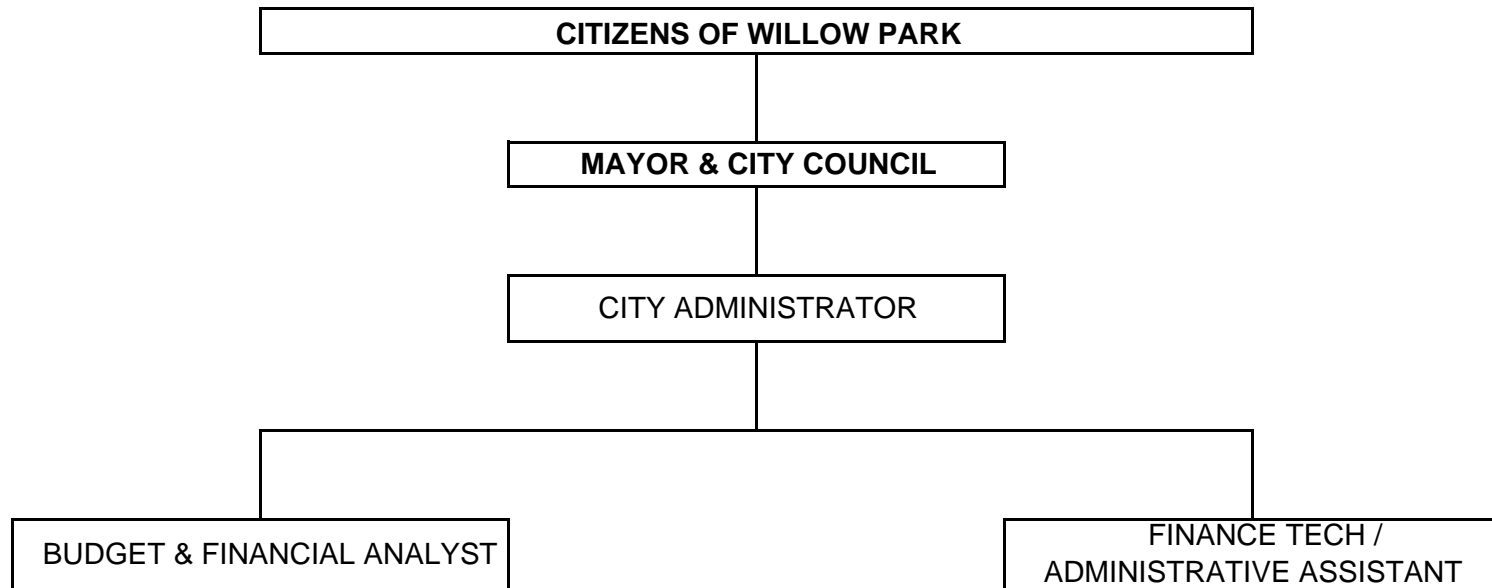
DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Administration			
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 136,681	\$ 142,633	\$ 196,178	\$ 196,178	\$ 80,104	\$ 80,104
10-8101	Payroll Expenses	\$ 7,577	\$ 2,639	\$ 3,629	\$ 3,629	\$ 1,484	\$ 1,484
***	Unemployment Insurance	\$ -	\$ -	\$ 36	\$ 36	\$ 32	\$ 32
10-8102	Workers Compensation	\$ 36,566	\$ 33,167	\$ 24,923	\$ 24,923	\$ 2,526	\$ 2,526
10-8103	Health Insurance	\$ 16,248	\$ 20,556	\$ 17,580	\$ 17,580	\$ 19,872	\$ 19,872
***	Dental Insurance	\$ -	\$ -	\$ 81	\$ 81	\$ 1,008	\$ 1,008
***	Life Insurance	\$ -	\$ -	\$ 312	\$ 312	\$ 612	\$ 612
10-8104	Retirement - T.M.R.S.	\$ 4,664	\$ 2,932	\$ 3,629	\$ 3,629	\$ 1,668	\$ 1,668
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ 2,585	\$ 245	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ 5,700	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PERSONNEL	\$ 204,321	\$ 207,872	\$ 246,368	\$ 246,368	\$ 107,306	\$ 107,306
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 4,175	\$ 2,500	\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
20-8201	Office Supplies	\$ 9,407	\$ 6,000	\$ 7,800	\$ 7,800	\$ 7,200	\$ 7,200
40-8403	Printing & Binding	\$ 675	\$ 200	\$ 360	\$ 360	\$ 300	\$ 300
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ 500	\$ 500	\$ 300	\$ 300
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ 1,550	\$ -	\$ -	\$ -	\$ -	\$ -
	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Fuel	\$ 470	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating	\$ 174	\$ 1,200	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
20-8266	Minor Equipment - Other	\$ -	\$ 500	\$ 1,100	\$ 1,100	\$ 500	\$ 500
	SUBTOTAL SUPPLIES	\$ 16,452	\$ 10,400	\$ 15,160	\$ 15,160	\$ 13,100	\$ 13,100
	<u>OPERATIONS</u>						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200
20-8214	Finance Charges	\$ 653	\$ 500	\$ 480	\$ 480	\$ 480	\$ 480

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8215	USPO Contract Unit	\$ 410	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
40-8400	Travel & Training	\$ 709	\$ 250	\$ 13,985	\$ 13,985	\$ 13,630	\$ 13,630
40-8402	Advertising and Legal Notices	\$ 646	\$ 500	\$ 600	\$ 600	\$ 150	\$ 150
40-8406	Professional License	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 2,252	\$ 2,000	\$ 2,575	\$ 2,575	\$ 1,725	\$ 1,725
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ 130	\$ 130	\$ 130	\$ 130
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 29,446	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OPERATIONS	\$ 4,920	\$ 5,000	\$ 19,270	\$ 19,270	\$ 47,261	\$ 17,815
	UTILITIES						
30-8300	Electricity	\$ 30,662	\$ 29,500	\$ 30,343	\$ 30,343	\$ 4,429	\$ 4,429
30-8301	Gas	\$ 2,008	\$ 2,232	\$ 1,424	\$ 1,424	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 8,226	\$ 7,315	\$ 3,749	\$ 3,749	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ 903	\$ 915	\$ 120	\$ 120	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ 799	\$ 782	\$ 1,677	\$ 1,677	\$ 1,118	\$ 1,118
30-8305	Communication Services	\$ 897	\$ 800	\$ 2,124	\$ 2,124	\$ 1,309	\$ 1,309
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ 43,495	\$ 41,544	\$ 39,437	\$ 39,437	\$ 7,659	\$ 7,659
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ 4,520	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ 37,187	\$ 32,488	\$ 34,710	\$ 34,710	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance	\$ 85	\$ 100	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ 24,000	\$ 24,000	\$ 2,460	\$ 2,460
40-8416	Legal	\$ 15,693	\$ 15,000	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ 16,646	\$ 10,000	\$ 5,167	\$ 5,167	\$ 4,500	\$ 4,500
40-8418	Central Tax Authority	\$ 24,944	\$ 25,000	\$ 25,936	\$ 25,936	\$ 26,000	\$ 26,000
40-8419	Elections Administration	\$ 2,703	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ -
40-8425	Solid Waste Collection	\$ 147,783	\$ 133,835	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ 12,122	\$ 2,800	\$ 1,200	\$ 1,200	\$ 1,925	\$ 1,925
40-8427	Equipment Tech Support	\$ 732	\$ 1,000	\$ 2,400	\$ 2,400	\$ 3,000	\$ 3,000
40-8428	Postmaster	\$ 9,211	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 1,046	\$ 1,200	\$ 956	\$ 956	\$ -	\$ -
40-8438	IT Contract	\$ 7,493	\$ 7,000	\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
50-8500	City Attorney	\$ -	\$ -	\$ 24,000	\$ 24,000	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<i>SUBTOTAL CONTRACTUAL</i>	\$ 280,166	\$ 232,423	\$ 129,094	\$ 129,094	\$ 55,712	\$ 55,712
	<u>CAPITAL OUTLAY</u>						
60-8642	Office Equipment	\$ -	\$ 4,000	\$ 7,912	\$ 7,912	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ 1,070	\$ 1,070	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ -	\$ 4,000	\$ 8,982	\$ 8,982	\$ -	\$ -
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8702	2008 Series COB	\$ 210,000	\$ 225,000	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ 216,391	\$ 211,716	\$ 116,613	\$ 116,613	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	Transfer to Debt Service - 2010 Refunding	\$ 55,000	\$ 50,000	\$ 45,000	\$ 45,000	\$ -	\$ -
70-8736	Transfer to Debt Service - 2012 Refunding	\$ -	\$ -	\$ 275,000	\$ 275,000	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
##-####	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
##-####	Transfer to Abatement Fund	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ 481,391	\$ 486,716	\$ 441,613	\$ 441,613	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 1,030,745	\$ 983,955	\$ 890,942	\$ 890,942	\$ 231,038	\$ 201,592

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Administration
DEPARTMENT MISSION STATEMENT		
Our mission is to operate a cost effective, customer oriented department whose actions are transparent to the taxpayers resulting in innovative solutions and quality results for a government that effectively serves the citizens of Willow Park.		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR:		
Hire professional City Administrator		
Updated and replaced 1980's Employee handbook with an new employee handbood		
Created a job description manual for every FTE		
Passed FY 2013 Budget Amendment		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR:		
Complete 2014 Strategic Plan		
Carry out Councils strategic plan		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Administration
Carry out the official goals & objectives established in the City's Strategic Plan and Capital Improvement Plan.		
	See to the development of a Strategic Plan and Capital Improvement Plan	
	Develop policies and procedures to execute the goals and objectives of the Strategic Plan.	
	Develop and monitor performance measures for the Strategic Plan and Capital Improvement Plan.	
Work with the City Council to develop and update policies and procedures for the effective operation of the city.		
	Streamline agenda process with clear agenda packet development timeline, and provide more detailed information to the City Council in the	
	Review existing city policies and procedures and make recommendations related to updates and/or new policies.	
Manage day to day operations of the city in an effective manner.		
	Provide direct management to Department Directors.	
	Oversee the financial status of the city and public utilities.	
	Ensure departmental compliance with state laws, polices, procedures, and best practice.	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 246,368	\$ 246,368	\$ (139,062)	\$ 107,306	\$ 107,306
20	Supplies & Maintenance	\$ 15,160	\$ 15,160	\$ (2,060)	\$ 13,100	\$ 13,100
20	Operations	\$ 19,270	\$ 19,270	\$ 27,991	\$ 47,261	\$ 17,815
30	Utilities	\$ 39,437	\$ 39,437	\$ (31,778)	\$ 7,659	\$ 7,659
40	Contractual Services	\$ 129,094	\$ 129,094	\$ (73,382)	\$ 55,712	\$ 55,712
60	Capital Outlay	\$ 8,982	\$ 8,982	\$ (8,982)	\$ -	\$ -
70	Debt Services & Transfers	\$ 441,613	\$ 441,613	\$ (441,613)	\$ -	\$ -
	TOTAL DEPARTMENT EXPENSES	\$ 899,924	\$ 899,924	\$ (668,886)	\$ 231,038	\$ 201,592

%

46.4%

5.7%

20.5%

3.3%

24.1%

0.0%

0.0%

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 196,178	\$ 196,178	\$ (116,074)	\$ 80,104	\$ 80,104
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 196,178	\$ 196,178	\$ (116,074)	\$ 80,104	\$ 80,104
10-8101	Payroll Expenses	\$ 3,629	\$ 3,629	\$ (2,145)	\$ 1,484	\$ 1,484
***	Unemployment Insurance	\$ 36	\$ 36	\$ (4)	\$ 32	\$ 32
10-8102	Workers Compensation	\$ 24,923	\$ 24,923	\$ (22,397)	\$ 2,526	\$ 2,526
10-8103	Group Health	\$ 17,580	\$ 17,580	\$ 2,292	\$ 19,872	\$ 19,872
***	Dental Insurance	\$ 81	\$ 81	\$ 927	\$ 1,008	\$ 1,008
***	Life Insurance	\$ 312	\$ 312	\$ 300	\$ 612	\$ 612
10-8104	Retirement	\$ 3,629	\$ 3,629	\$ (1,961)	\$ 1,668	\$ 1,668
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 50,190	\$ 50,190	\$ (22,988)	\$ 27,202	\$ 27,202
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ 246,368	\$ 246,368	\$ (139,062)	\$ 107,306	\$ 107,306

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Administration
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ (116,074)	City Secretary Salary moved to Legislative budget
10-8101	Payroll Expenses	\$ (2,145)	City Secretary Salary moved to Legislative budget
***	Unemployment Insurance	\$ (4)	City Secretary Salary moved to Legislative budget
10-8102	Workers Compensation	\$ (22,397)	Split between all departments
10-8103	Group Health	\$ 2,292	Anticipated rate increase
***	Dental Insurance	\$ 927	now budgeted as a separate line item
***	Life Insurance	\$ 300	City Secretary Salary moved to Legislative budget
10-8104	Retirement	\$ (1,961)	City Secretary Salary moved to Legislative budget
		\$ -	
	Total Increase/Decrease	\$ (139,062)	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2011-2012		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 196,178	\$ 196,178	\$ 80,104	\$ 80,104
	3FTE, split, 1 intern					
10-8101	Payroll Expenses		\$ 3,629	\$ 3,629	\$ 1,484	\$ 1,484
	Medicare 0.0145 of gross salaries	\$ 1,162				
	Social Security .062 of gross salary(intern)	\$ 322				
		\$ 1,484				
***	Unemployment Insurance		\$ 36	\$ 36	\$ 32	\$ 32
	0.001 x first 9000.00 earned per employee	\$ 27				
	(intern)	\$ 5				
		\$ 32				
10-8102	Workers Compensation		\$ 24,923	\$ 24,923	\$ 2,526	\$ 2,526
	TML, \$842 per employee	\$ 2,526				
10-8103	Health Insurance		\$ 17,580	\$ 17,580	\$ 19,872	\$ 19,872
	\$552 x 12 x Number of Employees	\$ 19,872				
***	Dental Insurance		\$ 81	\$ 81	\$ 1,008	\$ 1,008
	\$28 per month x number of employees	\$ 1,008				
***	Life Insurance		\$ 312	\$ 312	\$ 612	\$ 612
	\$204 per employee	\$ 612				
10-8104	Retirement		\$ 3,629	\$ 3,629	\$ 1,668	\$ 1,668
	0.0185 x gross salaries (Oct - Dec)	\$ 370				
	0.0216 x gross salaries (Jan - Sept)	\$ 1,298				
		\$ 1,668				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -

10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -
10-8109	Court Security		\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation		\$ -	\$ -	\$ -	\$ -
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -
			\$ 246,368	\$ 246,368	\$ 107,306	\$ 107,306

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 3,000	\$ 3,000	\$ (600)	\$ 2,400	\$ 2,400
20-8201	Office Supplies	\$ 7,800	\$ 7,800	\$ (600)	\$ 7,200	\$ 7,200
40-8403	Printing & Binding	\$ 360	\$ 360	\$ (60)	\$ 300	\$ 300
20-8202	Flowers/Gifts/Plaques	\$ 500	\$ 500	\$ (200)	\$ 300	\$ 300
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Fuel	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc Operating - Other	\$ 2,400	\$ 2,400	\$ -	\$ 2,400	\$ 2,400
20-8266	Minor Equipment - Other	\$ 1,100	\$ 1,100	\$ (600)	\$ 500	\$ 500
	TOTAL SUPPLIES/MAINTENANCE	\$ 15,160	\$ 15,160	\$ (2,060)	\$ 13,100	\$ 13,100

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Administration
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8200	Postage	\$ (600)	Fedex costs (city attorney) moved to Legeslative, remaining costs moved to correct dept/line item
20-8201	Office Supplies	\$ (600)	City Secretary moved to Legistative budget
20-8202	Flowers/Gifts/Plaques	\$ (200)	City Secretary moved to Legistative budget
20-8266	Minor Equipment - Other	\$ (600)	City Secretary moved to Legistative budget
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (2,000)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8201	Office Supplies		\$ 7,800	\$ 7,800	\$ 7,200	\$ 7,200
	\$450 per month	\$ 5,400				
	Copy Paper	\$ 1,800				
40-8403	Printing & Binding		\$ 360	\$ 360	\$ 300	\$ 300
	\$300 for check stock (all funds)	\$ 300				
20-8202	Flowers/Gifts/Plaques		\$ 500	\$ 500	\$ 300	\$ 300
	Employee appreciation \$25 per employee	\$ 50				
	Bereavement \$50 per event x 3 events	\$ 150				
	Plaques, Name Pleates	\$ 100				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
***	MV Fuel		\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
	Cleaning & kitchen supplies, \$100 per month	\$ 1,200				
	Building maintenance, \$100 per month	\$ 1,200				
20-8266	Minor Equipment - Other		\$ 1,100	\$ 1,100	\$ 500	\$ 500
	Printer/Monitor replacement	\$ 500				
			\$ 15,160	\$ 15,160	\$ 13,100	\$ 13,100

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Admisitration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ 1,200
20-8214	Finance Charges	\$ 480	\$ 480	\$ -	\$ 480	\$ 480
20-8215	USPO Contract Unit	\$ 500	\$ 500	\$ -	\$ 500	\$ 500
40-8400	Travel & Training	\$ 13,985	\$ 13,985	\$ (355)	\$ 13,630	\$ 13,630
40-8402	Advertising and Legal Notices	\$ 600	\$ 600	\$ (450)	\$ 150	\$ 150
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 2,575	\$ 2,575	\$ (850)	\$ 1,725	\$ 1,725
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ 1,000	\$ 1,000	\$ (1,000)	\$ -	\$ -
***	Subscriptions & Publications	\$ 130	\$ 130	\$ -	\$ 130	\$ 130
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 29,446	\$ 29,446	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ 19,270	\$ 19,270	\$ 27,991	\$ 47,261	\$ 17,815

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Administration	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8400	Travel & Training	\$ (355)	City Secretary moved to Legislative budget
40-8411	Property Damage	\$ (1,000)	No longer needed
20-8203	Miscellaneous Operating	\$ 1,200	budgeted \$100 a month
40-8402	Advertising and Legal Notices	\$ (450)	City Secretary moved to Legislative budget
40-8407	Dues & Memberships	\$ (850)	City Secretary moved to Legislative budget
		\$ -	
***	Contingency	\$ -	Removed from budget - see budget addendum
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (1,455)	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ 1,200	\$ 1,200
	\$100 per month	\$ 1,200				
20-8214	Finance Charges		\$ 480	\$ 480	\$ 480	\$ 480
	\$40 per month	\$ 480				
20-8215	USPO Contract Unit		\$ 500	\$ 500	\$ 500	\$ 500
	Postal supplies	\$ 500				
40-8400	Travel & Training		\$ 13,985	\$ 13,985	\$ 13,630	\$ 13,630
	Public Funds Investment Act Training	\$ 250				
	Certified Public Manager Program at NTCOG	\$ 2,380				
	NTCOG, TML workshops	\$ 2,000				
	TCMA, ICMA workshops	\$ 2,000				
	ICSC Texas	\$ 2,000				
	Mileage Reimbursement	\$ 3,000				
	Negotiations workshop	\$ 2,000				
40-8402	Advertising & Legal Notices		\$ 600	\$ 600	\$ 150	\$ 150
	\$150					
40-8406	Professional License		\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships		\$ 2,575	\$ 2,575	\$ 1,725	\$ 1,725
	TCMA	\$ 225				
	ICMA	\$ 600				
	IEDC	\$ 350				
	TEDC	\$ 450				
	TDA	\$ 100				
40-8409	Permits & Applications		\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursable Other		\$ 1,000	\$ 1,000	\$ -	\$ -
	Stock candy manchiees for PD reserve fund					

***	Subscriptions & Publications		\$ 130	\$ 130	\$ 130	\$ 130
	Community News	\$ 30				
	Weatherford Democrat	\$ 100				
***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency		\$ -	\$ -	\$ 29,446	\$ -
	1% of total General Fund expenditures.					
***	Special Events		\$ -	\$ -	\$ -	\$ -
			\$ 19,270	\$ 19,270	\$ 47,261	\$ 17,815

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ 30,343	\$ 30,343	\$ (25,914)	\$ 4,429	\$ 4,429
30-8301	Gas	\$ 1,424	\$ 1,424	\$ (1,194)	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 3,749	\$ 3,749	\$ (3,191)	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ 120	\$ 120	\$ (105)	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ 1,677	\$ 1,677	\$ (559)	\$ 1,118	\$ 1,118
30-8305	Communication Services	\$ 2,124	\$ 2,124	\$ (815)	\$ 1,309	\$ 1,309
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES	\$ 39,437	\$ 39,437	\$ (31,778)	\$ 7,659	\$ 7,659

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Administration	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8300	Electricity	\$ (25,914)	divided between all departments
30-8301	Gas	\$ (1,194)	divided between all departments
30-8302	Basic Telephone	\$ (3,191)	divided between all departments
30-8303	Long Distance Telephone	\$ (105)	divided between all departments
30-8304	Mobile Telephone	\$ (559)	divided between all departments
30-8305	Communication Services	\$ (815)	divided between all departments
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (31,778)	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ 30,343	\$ 30,343	\$ 4,429	\$ 4,429
	Entire City					
30-8301	Gas		\$ 1,424	\$ 1,424	\$ 230	\$ 230
	Entire City					
30-8302	Basic Telephone		\$ 3,749	\$ 3,749	\$ 558	\$ 558
	Entire City					
30-8303	Long Distance Telephone		\$ 120	\$ 120	\$ 15	\$ 15
	Entire City					
30-8304	Mobile Telephone		\$ 1,677	\$ 1,677	\$ 1,118	\$ 1,118
	\$46.59 per month, x 2 employees	\$ 1,118				
30-8305	Communication Services		\$ 2,124	\$ 2,124	\$ 1,309	\$ 1,309
	Share of Internet Service	\$ 1,009				
	Mobile Data package	\$ 300				
30-8309	Satellite Service		\$ -	\$ -	\$ -	\$ -
			\$ 39,437	\$ 39,437	\$ 7,659	\$ 7,659

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ 34,710	\$ 34,710	\$ (20,246)	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 24,000	\$ 24,000	\$ (21,540)	\$ 2,460	\$ 2,460
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ 5,167	\$ 5,167	\$ (667)	\$ 4,500	\$ 4,500
40-8418	Central Tax Authority	\$ 25,936	\$ 25,936	\$ 64	\$ 26,000	\$ 26,000
40-8419	Elections Administration	\$ 4,000	\$ 4,000	\$ (4,000)	\$ -	\$ -
40-8425	Solid Waste Collection	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ 1,200	\$ 1,200	\$ 725	\$ 1,925	\$ 1,925
40-8427	Equipment Tech Support	\$ 2,400	\$ 2,400	\$ 600	\$ 3,000	\$ 3,000
40-8428	Postmaster	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 956	\$ (956)	\$ -	\$ -
40-8438	IT Contract	\$ 6,725	\$ 6,725	\$ (3,362)	\$ 3,363	\$ 3,363
50-8500	City Attorney	\$ 24,000	\$ 24,000	\$ (24,000)	\$ -	\$ -
40-8408	Other Contractual			\$ 2,460	\$ 2,460	\$ 2,460
	TOTAL CONTRACTUAL	\$ 129,094	\$ 129,094	\$ (70,922)	\$ 55,712	\$ 55,712

CONTRACTUAL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-204		General	
		DEPARTMENT	
		Administration	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8404	Property & Liability	\$ (20,246)	To budget for possible increase
40-8408	Other Contractual	\$ (21,540)	Consultant Strategic Government Resources not needed this year.
40-8408	Other Contractual	\$ 2,460	Monthly pest control and water service
50-8500	City Attorney	\$ (24,000)	City Attorney moved to Legislative
40-8417	Auditor	\$ (667)	Change in auditors
40-8419	Elections Administration	\$ (4,000)	City Secretary moved to Legistative budget
40-8427	Equipment Tech Support	\$ 600	City Secretary moved to Legistative budget
40-8437	Connect CTY	\$ (956)	Split between police, fire and public works
40-8438	IT Contract	\$ (3,362)	City Secretary moved to Legistative budget
40-8426	Software Tech Support	\$ 725	Updated to current costs
40-8418	Central Tax Authority	\$ 64	Updated to current costs
	Total Increase/Decrease	\$ (70,922)	

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability		\$ 34,710	\$ 34,710	\$ 14,464	\$ 14,464
	TML insurance;	\$ 14,463.33				
	\$43,390 split between General Fund, Water, Wastewater					
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ 24,000	\$ 24,000	\$ 2,460	\$ 2,460
	Monthly Pest Control; \$2,460					
40-8416	Legal		\$ -	\$ -	\$ -	\$ -
40-8417	Auditor		\$ 5,167	\$ 5,167	\$ 4,500	\$ 4,500
	Annual audit & certified annual financial report (CAFR)					
	\$18,000 split between General, Water, Wastewater, Solid Waste	\$ 4,500				
40-8418	Central Tax Authority		\$ 25,936	\$ 25,936	\$ 26,000	\$ 26,000
	Parker County Appraisl District collection contract					
40-8419	Elections Administration		\$ 4,000	\$ 4,000	\$ -	\$ -
	Expense moved to Legislative Dept.					
40-8425	Solid Waste Collection		\$ -	\$ -	\$ -	\$ -
	Expense moved to Solid Waste Fund					
40-8426	Software Tech Support		\$ 1,200	\$ 1,200	\$ 1,925	\$ 1,925
	\$100 per month	\$ 1,200				
	Offsite server, firewall, and anti-virus support	\$ 725				
40-8427	Equipment Tech Support		\$ 2,400	\$ 2,400	\$ 3,000	\$ 3,000
	Additional Copier, or Phone services beyond contract; \$100/mo.	\$ 1,200				
	Addional IT, City Share	\$ 800				
	Offsite Back-up server	\$ 1,000				

40-8428	Postmaster		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ 956	\$ 956	\$ -	\$ -
40-8438	IT Contract		\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
	Share of Maverick Computer Services Contract,	\$ 3,362				
	\$33,624 split 10 ways					
50-8500	City Attorney		\$ 24,000	\$ 24,000	\$ -	\$ -
			\$ 129,094	\$ 129,094	\$ 55,712	\$ 55,712

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ 7,912	\$ 7,912	\$ (7,912)	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ 1,070	\$ 1,070	\$ (1,070)	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 8,982	\$ 8,982	\$ (8,982)	\$ -	\$ -

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Administration
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
60-8600	Office Equipment	\$ (7,912)	decrease due to one time expense	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
60-8613	Hardware	\$ (1,070)	decrease due to one time expense	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ (8,982)		

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ 7,912	\$ 7,912	\$ -	\$ -
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ 1,070	\$ 1,070	\$ -	\$ -
			\$ 8,982	\$ 8,982	\$ -	\$ -

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8702	2008 Series COB	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ 116,613	\$ 116,613	\$ (116,613)	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ 45,000	\$ 45,000	\$ (45,000)	\$ -	\$ -
70-8736	2012 Refunding	\$ 275,000	\$ 275,000	\$ (275,000)	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Abatement	\$ 5,000	\$ 5,000	\$ (5,000)	\$ -	\$ -
***	Transfer to All Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS	\$ 441,613	\$ 441,613	\$ (441,613)	\$ -	\$ -

DEBT SERVICE & TRANSFERS BUDGET JUSTIFICATION

FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Administration
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
70-8715	Bond Interest	\$ (116,613)	Interest included in individual line item	
70-8735	2010 Refunding	\$ (45,000)	adjusted for actual cost	
70-8736	2012 Refunding	\$ (275,000)	adjusted for actual cost	
***	Transfer to Abatement	\$ (5,000)	one time expense	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ (441,613)		

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
				FY 2012-2013	FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8702	2008 Series COB		\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer		\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer		\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer		\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest		\$ 116,613	\$ 116,613	\$ -	\$ -
70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund		\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding		\$ 45,000	\$ 45,000	\$ -	\$ -
70-8736	2012 Refunding		\$ 275,000	\$ 275,000	\$ -	\$ -
***	Transfer to Water Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund		\$ -	\$ -	\$ -	\$ -

***	Transfer to All Funds		\$ 5,000	\$ 5,000	\$ -	\$ -
***	Transfer to All Reserves		\$ -	\$ -	\$ -	\$ -
			\$ 441,613	\$ 441,613	\$ -	\$ -

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		General		Administration	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
Outputs:					
# of accounts payable checks issued					
# of payroll checks issued					
Outcomes:					
GFOA distinguished budget award received					
% of City Council strategic goals accomplished for the year					

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE		FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning			Current Revenues			
Land/Right-of-Way			Reserve Funds			
Construction			G.O. Bonds			
Equipment			Rev. Bonds			
Materials			Cert. of Obligation			
Furnishings			Lease/Purchase			
Other			Grants			
			Other			
TOTAL	\$0		TOTAL		\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS		Quote on Digital Mailing System, Interoffice Communication				

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Development Services			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 60,301	\$ 86,644	\$ 66,550	\$ 66,550	\$ 90,376	\$ 90,376
10-8101	Payroll Expenses	\$ 855	\$ 1,603	\$ 1,231	\$ 1,231	\$ 1,310	\$ 1,310
***	F.I.C.A.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ 18	\$ 18	\$ 9	\$ 9
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ 842	\$ 842
10-8103	Health Insurance	\$ 15,672	\$ 13,704	\$ 8,532	\$ 8,532	\$ 6,624	\$ 6,624
***	Dental Insurance	\$ -	\$ -	\$ 486	\$ 486	\$ 336	\$ 336
***	Life Insurance	\$ -	\$ -	\$ 117	\$ 117	\$ 204	\$ 204
10-8104	Retirement - T.M.R.S.	\$ 2,058	\$ 1,781	\$ 1,231	\$ 1,231	\$ 1,882	\$ 1,882
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ 5,700	\$ 5,257	\$ 5,257		
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL PERSONNEL</i>	\$ 78,910	\$ 109,432	\$ 83,422	\$ 83,422	\$ 101,583	\$ 101,583
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 31	\$ 50	\$ 600	\$ 600	\$ 300	\$ 300
20-8201	Office Supplies	\$ 2,876	\$ 3,050	\$ 2,400	\$ 2,400	\$ 1,800	\$ 1,800
20-8202	Flowers/Gifts/Plaques			\$ 100	\$ 100	\$ 25	\$ 25
40-8403	Printing & Binding	\$ 1,562	\$ 1,500	\$ 1,800	\$ 1,800	\$ 300	\$ 300
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Repair & Maintenance	\$ 14,342	\$ 10,000	\$ 2,400	\$ 2,400	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies	\$ -	\$ -	\$ 240	\$ 240	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Fuel	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 900	\$ 900

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes, and Batteries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ 1,276	\$ 750	\$ 2,400	\$ 2,400	\$ 300	\$ 300
***	Street Repair Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8209	Paving Materials	\$ 10,691	\$ 10,000	\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ 6,244	\$ 5,000	\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8228	Concrete Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8229	Misc. Lawn Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8232	Fire Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8237	Misc. Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8238	Misc. Lawn Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8262	Police/Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other	\$ 3,983	\$ 2,500	\$ 3,000	\$ 3,000	\$ 300	\$ 300
20-8266	Minor Equipment - Other	\$ 840	\$ 500	\$ 2,500	\$ 2,500	\$ -	\$ -
	SUBTOTAL SUPPLIES	\$ 41,845	\$ 33,350	\$ 18,440	\$ 18,440	\$ 3,925	\$ 3,925
	OPERATIONS						
20-8203	Miscellaneous Operating (Economic Develo	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 3,000	\$ 20,593
20-8214	Finance Charges	\$ 8	\$ 25	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 1,105	\$ 1,640	\$ 3,000	\$ 3,000	\$ 4,000	\$ 4,000
40-8402	Advertising and Legal Notices	\$ 2,961	\$ 500	\$ 4,000	\$ 4,000	\$ 1,800	\$ 1,800

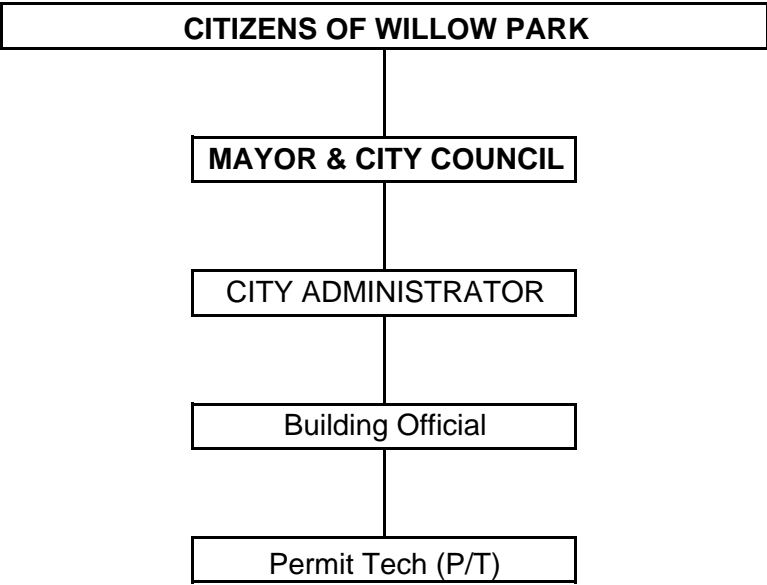
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8406	Professional License	\$ 216	\$ 250	\$ 200	\$ 200	\$ 200	\$ 200
40-8407	Dues & Memberships	\$ 580	\$ 500	\$ 300	\$ 300	\$ 300	\$ 300
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursabels Other	\$ 5,968	\$ 1,500	\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 1,929	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -			
	SUBTOTAL OPERATIONS	\$ 10,838	\$ 4,415	\$ 17,500	\$ 17,500	\$ 11,229	\$ 26,893
	UTILITIES						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ 1,303	\$ 1,240	\$ 945	\$ 945	\$ 559	\$ 559
30-8305	Communication Services	\$ 1,431	\$ 800	\$ 2,364	\$ 2,364	\$ 1,557	\$ 1,557
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ 2,734	\$ 2,040	\$ 3,309	\$ 3,309	\$ 7,348	\$ 7,348
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ 10,000	\$ 25,000	\$ 25,000	\$ 48,000	\$ 48,000
40-8405	Repair & Maintenance	\$ 7,580	\$ 3,000	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 650	\$ 400	\$ 74,064	\$ 74,064	\$ 10,000	\$ 10,000
40-8410	Lab Testing	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental	\$ 5,554	\$ 3,500	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair	\$ 4,100	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ 17,643	\$ 10,000	\$ 25,000	\$ 25,000	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8423	Food Service Inspector	\$ 4,685	\$ 4,700	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
40-8424	Engineering	\$ 44,136	\$ 15,500	\$ 10,000	\$ 10,000	\$ -	\$ -
40-8425	Solid Waste Collection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ 4,500	\$ -	\$ 500	\$ 500	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ 1,400	\$ 1,400	\$ 800	\$ 800
40-8433	Cleaning Service	\$ 5,200	\$ 5,200	\$ 6,000	\$ 6,000	\$ -	\$ -
40-8434	OSSF	\$ 833	\$ 1,150	\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector	\$ -	\$ 200	\$ 450	\$ 450	\$ 750	\$ 750
40-8436	Pager Service	\$ 114	\$ 102	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 1,200	\$ 956	\$ 956	\$ -	\$ -
40-8438	IT Contract	\$ 7,020	\$ 7,000	\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ 1,800	\$ 1,800	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -
50-8500	City Attorney	\$ -	\$ -	\$ 5,400	\$ 5,400	\$ -	\$ -
50-8501	City Engineer	\$ 2,270	\$ 500	\$ -	\$ -	\$ 6,000	\$ 6,000
	SUBTOTAL CONTRACTUAL	\$ 105,301	\$ 62,452	\$ 167,795	\$ 167,795	\$ 76,413	\$ 76,413
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment	\$ -	\$ 3,200	\$ -	\$ -	\$ 3,000	\$ 3,000
60-8601	Motor Equipemnt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8603	Road Improvements	\$ -	\$ 140,000	\$ 250,000	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAPITAL OUTLAY	\$ -	\$ 143,200	\$ 250,000	\$ -	\$ 3,000	\$ 3,000
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8703	Matching Road	\$ 1,828,985	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8723	Bad Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ 1,828,985	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 2,068,613	\$ 354,889	\$ 540,466	\$ 290,466	\$ 203,498	\$ 219,162

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Development Services
DEPARTMENT MISSION STATEMENT		
Development Services is responsible for preparing information for prospective business relocations, providing related economic and fiscal impact analyses, developing strategies for local business retention and establishing a network with local developers to ensure a proactive stance in the City's economic development effort.		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR: 2013-14		
Reorganized department		
Began use of third-party contract inspection service		
Began 2014 Comprehensive Plan		
Updated zoning map		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR: 2013-14		
Add development services director position		
Complete 2014 Comprehensive Plan		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Development Services
Oversee planning activities of the city		
		Process planning requests
		Enforece code ordinances
		Process code complaints



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 83,422	\$ 83,422	\$ 18,161	\$ 101,583	\$ 101,583
20	Supplies & Maintenance	\$ 18,440	\$ 18,440	\$ (14,515)	\$ 3,925	\$ 3,925
***	Operations	\$ 17,500	\$ 17,500	\$ (6,271)	\$ 11,229	\$ 26,893
30	Utilities	\$ 3,309	\$ 3,309	\$ 4,039	\$ 7,348	\$ 7,348
40	Contractual Services	\$ 167,795	\$ 167,795	\$ (91,382)	\$ 76,413	\$ 76,413
60	Capital Outlay	\$ 250,000	\$ -	\$ (247,000)	\$ 3,000	\$ 3,000
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	\$ -

%

49.9%

1.9%

13.2%

3.6%

37.5%

1.5%

0.0%

TOTAL DEPARTMENT EXPENSES \$ 540,466 \$ 290,466 \$ (336,968) \$ 203,498

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2013-2014			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 66,550	\$ 66,550	\$ 23,826	\$ 90,376	\$ 90,376
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 66,550	\$ 66,550	\$ 23,826	\$ 90,376	\$ 90,376
10-8101	Payroll Expenses	\$ 1,231	\$ 1,231	\$ 79	\$ 1,310	\$ 1,310
***	FICA	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ 18	\$ 18	\$ (9)	\$ 9	\$ 9
10-8102	Workers Compensation	\$ -	\$ -	\$ 842	\$ 842	\$ 842
10-8103	Group Health	\$ 8,532	\$ 8,532	\$ (1,908)	\$ 6,624	\$ 6,624
***	Dental Insurance	\$ 486	\$ 486	\$ (150)	\$ 336	\$ 336
***	Life Insurance	\$ 117	\$ 117	\$ 87	\$ 204	\$ 204
10-8104	Retirement	\$ 1,231	\$ 1,231	\$ 651	\$ 1,882	\$ 1,882
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ 5,257	\$ 5,257	\$ (5,257)	\$ -	\$ -
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 16,872	\$ 16,872	\$ (5,665)	\$ 11,207	\$ 11,207
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ 83,422	\$ 83,422	\$ 18,161	\$ 101,583	\$ 101,583

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Development Services
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ 23,826	reorganized department to 1.5 FTE
10-8101	Payroll Expenses	\$ 79	reorganized department to 1.5 FTE
***	Unemployment Insurance	\$ (9)	reorganized department to 1.5 FTE
10-8102	Workers Compensation	\$ 842	reorganized department to 1.5 FTE
10-8103	Group Health	\$ (1,908)	reorganized department to 1.5 FTE
***	Dental Insurance	\$ (150)	reorganized department to 1.5 FTE
***	Life Insurance	\$ 87	reorganized department to 1.5 FTE
10-8104	Retirement	\$ 651	reorganized department to 1.5 FTE
10-8110	Accrued Comp & Vacation	\$ (5,257)	
	Total Increase/Decrease	\$ 18,161	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 66,550	\$ 66,550	\$ 90,376	\$ 90,376
	1 FTE, 1 split with Development Services, 1 PT Code Enforcement					
10-8101	Payroll Expenses		\$ 1,231	\$ 1,231	\$ 1,310	\$ 1,310
	0.0145 of gross salaries for Medicare	\$ 1,310				
***	Unemployment Insurance		\$ 18	\$ 18	\$ 9	\$ 9
	0.001 x first 9000.00 earned per employee	\$ 9				
10-8102	Workers Compensation		\$ -	\$ -	\$ 842	\$ 842
	\$842 per employee	\$ 842				
10-8103	Health Insurance		\$ 8,532	\$ 8,532	\$ 6,624	\$ 6,624
	\$552 per month x employees	\$ 6,624				
***	Dental Insurance		\$ 486	\$ 486	\$ 336	\$ 336
	\$28 per month x employees	\$ 336				
***	Life Insurance		\$ 117	\$ 117	\$ 204	\$ 204
	\$204 per employee	\$ 204				
10-8104	Retirement		\$ 1,231	\$ 1,231	\$ 1,882	\$ 1,882
	0.0185 x gross salaries (Oct - Dec)	\$ 418				
	0.0185 x gross salaries (Jan - Sept)	\$ 1,464				
		\$ 1,882				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -

10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -
10-8109	Court Security		\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation		\$ 5,257	\$ 5,257	\$ -	\$ -
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONNEL AND RELATED COSTS		\$ 83,422	\$ 83,422	\$ 101,583	\$ 101,583

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 600	\$ 600	\$ (300)	\$ 300	\$ 300
20-8201	Office Supplies	\$ 2,400	\$ 2,400	\$ (600)	\$ 1,800	\$ 1,800
20-8202	Flowers/Gifts/Plaques	\$ 100	\$ 100	\$ (75)	\$ 25	\$ 25
40-8403	Printing & Binding	\$ 1,800	\$ 1,800	\$ (1,500)	\$ 300	\$ 300
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Repair & Maintenance	\$ 2,400	\$ 2,400	\$ (2,400)	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniform & Supplies	\$ 240	\$ 240	\$ (240)	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Fuel	\$ 3,000	\$ 3,000	\$ (2,100)	\$ 900	\$ 900
20-8206	MV Oils, Lubricants & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes & Batteries	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ 2,400	\$ 2,400	\$ (2,100)	\$ 300	\$ 300
***	Street Repair Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8209	Paving Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving	\$ -	\$ -	\$ -	\$ -	\$ -
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ -	\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -

20-8221	Graffiti Removal	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8224	Misc Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8228	Concrete Replacement	\$ -	\$ -	\$ -	\$ -	\$ -
20-8229	Misc Lawn Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8232	Fire Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -
20-8237	Misc Parts	\$ -	\$ -	\$ -	\$ -	\$ -
20-8238	Misc Lawn Equipmet	\$ -	\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers	\$ -	\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels	\$ -	\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ -	\$ -	\$ -	\$ -	\$ -
20-8262	Police/Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc Operating - Other	\$ 3,000	\$ 3,000	\$ (2,700)	\$ 300	\$ 300
20-8266	Minor Equipment - Other	\$ 2,500	\$ 2,500	\$ (2,500)	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ 18,440	\$ 18,440	\$ (14,515)	\$ 3,925	\$ 3,925

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Development Services
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8200	Postage	\$ (300)	Cost adjusted for department reorganization
20-8201	Office Supplies	\$ (600)	Cost adjusted for department reorganization
40-8403	Printing & Binding	\$ (1,500)	Cost adjusted for department reorganization
20-8204	Repair & Maintenance	\$ (2,400)	Cost adjusted for department reorganization
20-8208	Uniform & Supplies	\$ (240)	Cost adjusted for department reorganization
***	MV Fuel	\$ (2,100)	Cost adjusted for department reorganization
20-8207	MV Repair & Maintenance	\$ (2,100)	Cost adjusted for department reorganization
20-8265	Misc Operating - Other	\$ (2,700)	Cost adjusted for department reorganization
20-8266	Minor Equipment - Other	\$ (2,500)	Cost adjusted for department reorganization
20-8202	Flowers/Gifts/Plaques	\$ (75)	Cost adjusted for department reorganization
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (14,515)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 600	\$ 600	\$ 300	\$ 300
	\$25 per month	\$ 300				
20-8201	Office Supplies		\$ 2,400	\$ 2,400	\$ 1,800	\$ 1,800
	\$150 per month	\$ 1,800				
20-8202	Flowers/Gifts/Plaques		\$ 100	\$ 100	\$ 25	\$ 25
	Employee appreciation, \$25 per employee	\$ 25				
40-8403	Printing & Binding		\$ 1,800	\$ 1,800	\$ 300	\$ 300
	\$25 per month	\$ 300				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ 2,400	\$ 2,400	\$ -	\$ -
20-8222	Minor Tools		\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies		\$ 240	\$ 240	\$ -	\$ -
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ -	\$ -	\$ -	\$ -
***	MV Fuel		\$ 3,000	\$ 3,000	\$ 900	\$ 900
	\$75 per month	\$ 900				
20-8206	MV Oils, Lubricants, and Fluids		\$ -	\$ -	\$ -	\$ -

***	MV Tires, Tubes, and Batteries		\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance		\$ 2,400	\$ 2,400	\$ 300	\$ 300
	\$25 per month	\$ 300				
***	Street Repair Materials		\$ -	\$ -	\$ -	\$ -
20-8209	Paving Materials		\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials		\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving		\$ -	\$ -	\$ -	\$ -
20-8234	Sand		\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil		\$ -	\$ -	\$ -	\$ -
20-8236	Sod		\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs		\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals		\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Remover		\$ -	\$ -	\$ -	\$ -
20-8223	Equipment		\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies		\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials		\$ -	\$ -	\$ -	\$ -

20-8228	Concrete Replacement		\$ -	\$ -	\$ -	\$ -
20-8229	Misc. Lawn Materials		\$ -	\$ -	\$ -	\$ -
20-8237	Misc. Parts		\$ -	\$ -	\$ -	\$ -
20-8238	Misc. Lawn Equipment		\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies		\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers		\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels		\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance		\$ -	\$ -	\$ -	\$ -
20-8261	City Hall		\$ -	\$ -	\$ -	\$ -
20-8262	Police/Fire Department		\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other		\$ 3,000	\$ 3,000	\$ 300	\$ 300
	\$25 per month	\$ 300				
20-8266	Minor Equipment - Other		\$ 2,500	\$ 2,500	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE		\$ 18,440	\$ 18,440	\$ 3,925	\$ 3,925

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ 10,000	\$ 10,000	\$ 10,593	\$ 3,000	\$ 20,593
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 3,000	\$ 3,000	\$ 1,000	\$ 4,000	\$ 4,000
40-8402	Advertising and Legal Notices	\$ 4,000	\$ 4,000	\$ (2,200)	\$ 1,800	\$ 1,800
40-8406	Professional License	\$ 200	\$ 200	\$ -	\$ 200	\$ 200
40-8407	Dues & Memberships	\$ 300	\$ 300	\$ -	\$ 300	\$ 300
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 1,929	\$ 1,929	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS	\$ 17,500	\$ 17,500	\$ 11,322	\$ 11,229	\$ 26,893

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Development Services
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
		\$ -	
20-8203	Miscellaneous Operating	\$ 10,593	Increased for economic development marketing
40-8400	Travel & Training	\$ 1,000	includes planning and zoning commision workshop
40-8402	Advertising and Legal Notices	\$ (2,200)	adjusted for actual spending
		\$ -	
		\$ -	
***	Contingency	\$ 1,929	Removed from budget - see budget addendum
	Total Increase/Decrease	\$ 11,322	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating (Economic Development)		\$ 10,000	\$ 10,000	\$ 3,000	\$ 20,593
	Tradeshow booth, collateral materials	\$ 3,000				
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training		\$ 3,000	\$ 3,000	\$ 4,000	\$ 4,000
	P&Z Workshop at NTCOG	\$ 1,500				
	BOAT workshop in Arlington in May	\$ 1,000				
	Code Enforcement, Continuing Education	\$ 1,500				
40-8402	Advertising & Legal Notices		\$ 4,000	\$ 4,000	\$ 1,800	\$ 1,800
	\$150 per month	\$ 1,800				
40-8406	Professional License		\$ 200	\$ 200	\$ 200	\$ 200
	Code enforcement	\$ 200				
40-8407	Dues & Memberships		\$ 300	\$ 300	\$ 300	\$ 300
	ICC, International Code Council	\$ 150				
	TX Dept of State Health	\$ 150				
40-8409	Permits & Applications		\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage		\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties		\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance		\$ -	\$ -	\$ -	\$ -

***	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other		\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds		\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications		\$ -	\$ -	\$ -	\$ -
***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency		\$ -	\$ -	\$ 1,929	\$ -
	1% of department budget					
***	Special Events		\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS		\$ 17,500	\$ 17,500	\$ 11,229	\$ 26,893

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ 4,429	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ 558	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ -	\$ -	\$ 15	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ 945	\$ 945	\$ (386)	\$ 559	\$ 559
30-8305	Communication Services	\$ 2,364	\$ 2,364	\$ (807)	\$ 1,557	\$ 1,557
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES	\$ 3,309	\$ 3,309	\$ 4,039	\$ 7,348	\$ 7,348

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		DEPARTMENT	
		Development Services	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8300	Electricity	\$ 4,429	Removed from general fund and devided amongst all departments
30-8301	Gas	\$ 230	Removed from general fund and devided amongst all departments
30-8302	Basic Telephone	\$ 558	Removed from general fund and devided amongst all departments
30-8303	Long Distance Telephone	\$ 15	Removed from general fund and devided amongst all departments
30-8304	Mobile Telephone	\$ (386)	Removed from general fund and devided amongst all departments
30-8305	Communication Services	\$ (807)	Removed from general fund and devided amongst all departments
	Total Increase/Decrease	\$ 4,039	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone		\$ -	\$ -	\$ 558	\$ 558
30-8303	Long Distance Telephone		\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone		\$ 945	\$ 945	\$ 559	\$ 559
	\$46.59 per month x 1 employees	\$ 558				
30-8305	Communication Services		\$ 2,364	\$ 2,364	\$ 1,557	\$ 1,557
	Share of City internet service, T1 line,	\$ 1,009				
	Remote internet aircard, \$45 per month	\$ 548				
30-8309	Satellite Service		\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network		\$ -	\$ -	\$ -	\$ -
			\$ 3,309	\$ 3,309	\$ 7,348	\$ 7,348

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ 25,000	\$ 25,000	\$ 23,000	\$ 48,000	\$ 48,000
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 74,064	\$ 74,064	\$ (64,064)	\$ 10,000	\$ 10,000
40-8410	Lab Testing	\$ -	\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ 25,000	\$ 25,000	\$ (25,000)	\$ -	\$ -
40-8423	Food Service Inspector	\$ 7,500	\$ 7,500	\$ -	\$ 7,500	\$ 7,500
40-8424	Engineering	\$ 10,000	\$ 10,000	\$ (10,000)	\$ -	\$ -
40-8425	Solid Waste Collection	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ 500	\$ 500	\$ (500)	\$ -	\$ -
40-8427	Equipment Tech Support	\$ 1,400	\$ 1,400	\$ (600)	\$ 800	\$ 800
40-8433	Cleaning Service	\$ 6,000	\$ 6,000	\$ (6,000)	\$ -	\$ -
40-8434	OSSF	\$ -	\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector	\$ 450	\$ 450	\$ 300	\$ 750	\$ 750
40-8436	Pager Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 956	\$ (956)	\$ -	\$ -

40-8438	IT Contract	\$ 6,725	\$ 6,725	\$ (3,362)	\$ 3,363	\$ 3,363
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ 1,800	\$ 1,800	\$ (1,800)	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ 3,000	\$ 3,000	\$ (3,000)	\$ -	\$ -
50-8500	City Attorney	\$ 5,400	\$ 5,400	\$ (5,400)	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000
	TOTAL CONTRACTUAL	\$ 167,795	\$ 167,795	\$ (91,382)	\$ 76,413	\$ 76,413

CONTRACTUAL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Development Services	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8401	Consultants & Professionals	\$ 23,000	includes full year of contract inspection service. Inspection service is 100% covered by fees
40-8408	Other Contractual	\$ (64,064)	one time expense
40-8416	Legal	\$ (25,000)	not needed for dept
40-8424	Engineering	\$ (10,000)	adjusted for actual cost
40-8426	Software Tech Support	\$ (500)	adjusted for actual cost
40-8427	Equipment Tech Support	\$ (600)	adjusted for actual cost
40-8433	Cleaning Service	\$ (6,000)	not needed for dept
40-8435	Pool Inspector	\$ 300	adjusted for actual cost
40-8437	Connect CTY	\$ (956)	not needed for dept
40-8438	IT Contract	\$ (3,362)	adjusted for actual cost
40-8451	Equipment Rental	\$ (1,800)	not needed for dept
40-8453	Repair & Maintenance - Other	\$ (3,000)	not needed for dept
50-8500	City Attorney	\$ (5,400)	not needed for dept
50-8501	City Engineer	\$ 6,000	not needed for dept
	Total Increase/Decrease	\$ (91,382)	

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ 25,000	\$ 25,000	\$ 48,000	\$ 48,000
	3rd Party Plan Review & Inspections					
	\$4,000 per month	\$ 48,000				
	*Cost is covered by Plan Review Fees					
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ 74,064	\$ 74,064	\$ 10,000	\$ 10,000
	Freese & Nichols Planning Services	\$ 10,000				
40-8410	Lab Testing		\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental		\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ 25,000	\$ 25,000	\$ -	\$ -
40-8423	Food Service Inspector		\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
	3rd party sanitarian	\$ 7,500				
40-8424	Engineering		\$ 10,000	\$ 10,000	\$ -	\$ -
40-8425	Solid Waste Collection		\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support		\$ 500	\$ 500	\$ -	\$ -
40-8427	Equipment Tech Support		\$ 1,400	\$ 1,400	\$ 800	\$ 800
	Additional IT support, city share	\$ 800				
40-8433	Cleaning Service		\$ 6,000	\$ 6,000	\$ -	\$ -

		\$ -				
40-8434	OSSF		\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector		\$ 450	\$ 450	\$ 750	\$ 750
	3rd party sanitarian	\$ 450				
40-8436	Pager Service		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ 956	\$ 956	\$ -	\$ -
		\$ -				
40-8438	IT Contract		\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
	Share of Maverick Computer Contract	\$ 3,363				
40-8444	Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental		\$ 1,800	\$ 1,800	\$ -	\$ -
40-8453	Repair & Maintenance - Other		\$ 3,000	\$ 3,000	\$ -	\$ -
	Includes YTDS expenses for City Hall					
	Pest control contract					
50-8500	City Attorney		\$ 5,400	\$ 5,400	\$ -	\$ -
50-8501	City Engineer		\$ -	\$ -	\$ 6,000	\$ 6,000
	Plan review, P&Z issues	\$ 6,000				
	\$500 per month					
	TOTAL CONTRACTUAL		\$ 167,795	\$ 167,795	\$ 76,413	\$ 76,413

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
60-8601	Motor Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8603	Road Improvements	\$ 250,000	\$ -	\$ (250,000)	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 250,000	\$ -	\$ (247,000)	\$ 3,000	\$ 3,000

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		DEPARTMENT	
		Development Services	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
60-8600	Office Equipment	\$ 3,000	one time cost setup for new employee
60-8603	Road Improvements	\$ (250,000)	expense moved to public works capital improvements
	Total Increase/Decrease	\$ (247,000)	

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ -	\$ -	\$ 3,000	\$ 3,000
	New office equipment, computer, printer	\$ 3,000				
60-8601	Motor Equipemnt		\$ -	\$ -	\$ -	\$ -
60-8603	Road Improvements		\$ 250,000	\$ -	\$ -	\$ -
60-8604	Heavy Equipment		\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase		\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ 250,000		\$ 3,000	\$ 3,000

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8703	Matching Road	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to All Funds	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to All Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -

DEBT SERVICE & TRANSFERS BUDGET JUSTIFICATION

FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Development Services
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
	Total Increase/Decrease	\$ -		

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Development Services		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8700	Tourism		\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer		\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer		\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to All Funds		\$ -	\$ -	\$ -	\$ -
***	Transfer to All Reserves		\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS		\$ -	\$ -	\$ -	\$ -

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		General		Development Services	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
Outputs:					
# of planning requests process					
# of permits processed					
Permit revenue generated					
# of code complaints issued					
# of ocde citations issued					
# of abatement orders issued					
Outcomes:					
% of planning requests processed within 10 days					
abatement					

CAPITAL IMPROVEMENT PROJECT REQUEST					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		General		Development Services	
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE	
		Office Furnishings			
PROJECT DESCRIPTION		New office equipment and set up for the Development Services Department. Includes expense for new computer, monitor, printer, and office furniture			
PROJECT LOCATION		City Hall			
JUSTIFICATION/BENEFIT		New position requires office set up			
ACTIVITY	COST ESTIMATE		FUNDING SOURCE	PERCENTAGE %	AMOUNT
Engineering/Planning			Current Revenues	100%	3,000
Land/Right-of-Way			Reserve Funds		
Construction			G.O. Bonds		
Equipment			Rev. Bonds		
Materials			Cert. of Obligation		
Furnishings	\$3,000		Lease/Purchase		
Other			Grants		
			Other		
TOTAL	\$3,000		TOTAL		\$3,000
Will the project be completed in upcoming buget year?		Yes. October 2013			
When will the project design/planning/engineering be complete?		N/A			
When will the project be bid?		N/A			
When will construction/delivery/execution take place?		N/A			
When will the project be complete?		Oct-13			
When will the final expense be accounted for?		Oct-13			
NOTES OR ADDITIONAL INFORMATION					
LIST OF ATTACHMENTS					

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Fire/Rescue		Fire/Rescue			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 272,435	\$ 316,779	\$ 360,411	\$ 360,411	\$ 377,599	\$ 377,599
10-8101	Payroll Expenses	\$ 20,690	\$ 24,769	\$ 28,883	\$ 28,883	\$ 28,379	\$ 28,379
***	F.I.C.A.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ 72	\$ 72
10-8102	Workers Compensation	\$ 21,166	\$ 15,000	\$ 11,500	\$ 11,500	\$ 13,000	\$ 13,000
10-8103	Health Insurance	\$ 22,717	\$ 22,000	\$ 36,375	\$ 36,375	\$ 36,375	\$ 36,375
***	Dental Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8104	Retirement	\$ 7,800	\$ 9,600	\$ 9,800	\$ 9,800	\$ 9,600	\$ 9,600
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8121	Long Term Disability	\$ 1,089	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300
10-8122	Group Term Life Insurance	\$ -	\$ 2,500	\$ 2,900	\$ 2,900	\$ 2,900	\$ 2,900
10-8123	Accident & Sickness Insurance	\$ 7,811	\$ 3,700	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
10-8124	Floater Shifts	\$ -	\$ 4,500	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800
10-8125	Emergency Overtime	\$ -	\$ -	\$ 10,500	\$ 10,500	\$ -	\$ -
	SUBTOTAL PERSONNEL	\$ 353,708	\$ 400,148	\$ 477,269	\$ 477,269	\$ 484,825	\$ 484,825
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 950	\$ 1,000	\$ 1,000	\$ 1,000	\$ 990	\$ 990
20-8201	Office Supplies	\$ 1,893	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,200	\$ 1,200
40-8403	Printing & Binding	\$ 246	\$ -	\$ -	\$ -	\$ 750	\$ 750
20-8202	Flowers/Gifts/Plaques	\$ 496	\$ 500	\$ 500	\$ 500	\$ 350	\$ 350
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Repair & Maintenance	\$ 3,519	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010- 2011 ACTUAL	FY 2011- 2012 BUDGET	FY 2012- 2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8208	Uniforms & Supplies	\$ 4,244	\$ 5,000	\$ 6,000	\$ 6,000	\$ 4,500	\$ 4,500
	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ 2,400	\$ 2,400
	MV Fuel	\$ 9,573	\$ 12,000	\$ 14,000	\$ 14,000	\$ 15,000	\$ 15,000
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Tires, Tubes, and Batteries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ 37,847	\$ 17,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000
20-8266	Minor Equipment - Other	\$ 10,808	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	Fire Prevention	\$ 743	\$ 500	\$ 600	\$ 600	\$ -	\$ -
20-8216	PPE & Supplies	\$ 10,838	\$ 4,500	\$ 8,400	\$ 8,400	\$ 7,000	\$ 7,000
20-8217	EMS Supplies	\$ 2,282	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,100	\$ 2,100
20-8218	Rehab Supplies	\$ -	\$ 500	\$ 700	\$ 700	\$ 1,000	\$ 1,000
20-8219	Foam Supplies	\$ 890	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
20-8220	Road Absorbent Supplies	\$ -	\$ 500	\$ 500	\$ 500	\$ 480	\$ 480
60-8621	Hose & Nozzles	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
	SUBTOTAL SUPPLIES	\$ 84,330	\$ 52,500	\$ 54,700	\$ 54,700	\$ 52,270	\$ 52,270
	OPERATIONS						
20-8203	Miscellaneous Operating	\$ 3,608	\$ 1,500	\$ 2,500	\$ 2,500	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ 2,161	\$ 500	\$ 250	\$ 250	\$ 250	\$ 250
40-8400	Travel & Training	\$ 13,536	\$ 6,500	\$ 7,000	\$ 7,000	\$ 4,990	\$ 4,990
40-8402	Advertising and Legal Notices	\$ 462	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ -
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 1,165	\$ 2,000	\$ 4,000	\$ 4,000	\$ 4,009	\$ 4,009
40-8409	Permits & Applications	\$ 34	\$ -	\$ -	\$ -	\$ -	\$ -

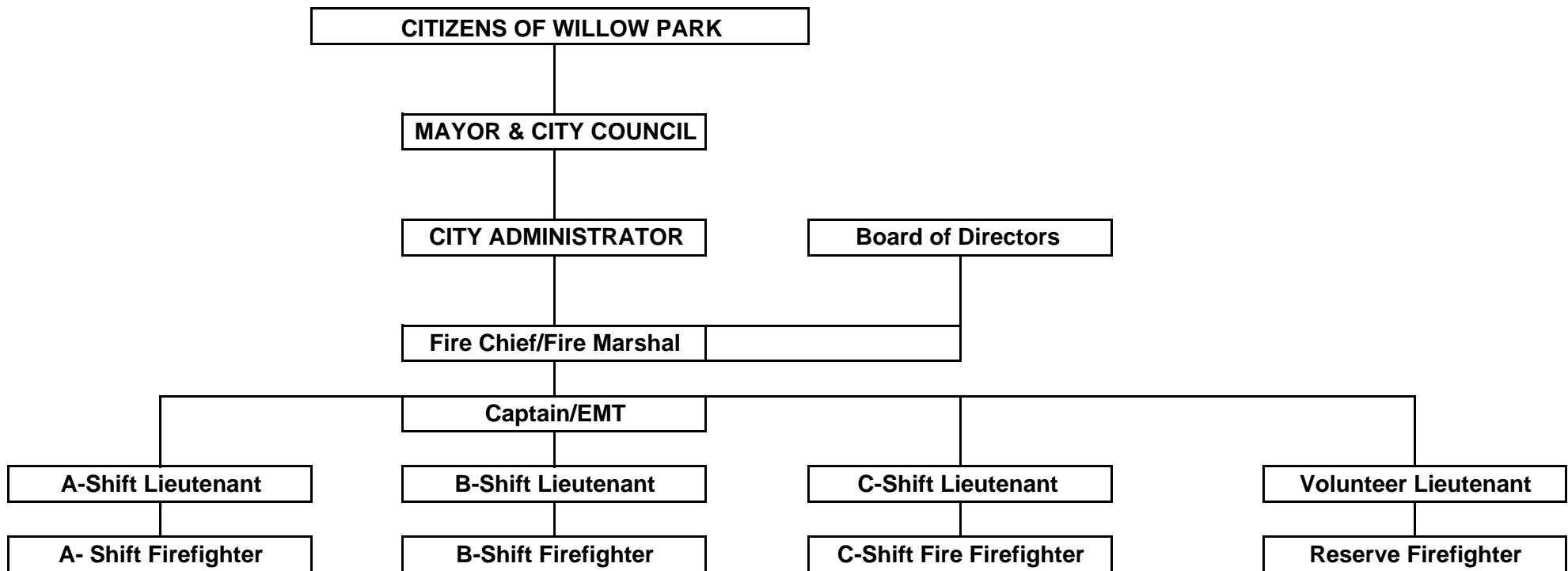
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010- 2011 ACTUAL	FY 2011- 2012 BUDGET	FY 2012- 2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8411	Property Damage	\$ 4,506	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 6,102	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OPERATIONS	\$ 25,472	\$ 12,000	\$ 15,250	\$ 15,250	\$ 15,351	\$ 9,249
	<u>UTILITIES</u>						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 1,097	\$ 950	\$ 950	\$ 950	\$ 1,250	\$ 1,250
30-8303	Long Distance Telephone	\$ 255	\$ 450	\$ 450	\$ 450	\$ 465	\$ 465
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ 560	\$ 560
30-8305	Communication Services	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,009	\$ 1,009
30-8309	Satellite Service	\$ 543	\$ 500	\$ 600	\$ 600	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ 1,896	\$ 2,900	\$ 2,000	\$ 2,000	\$ 7,943	\$ 7,943
	<u>CONTRACTUAL SERVICES</u>						
40-8401	Consultants & Professionals	\$ 1,100	\$ 5,000	\$ 3,500	\$ 3,500	\$ 1,500	\$ 1,500
40-8404	Property & Liability	\$ 5,018	\$ 1,300	\$ 1,300	\$ 1,300	\$ 500	\$ 500
40-8405	Repair & Maintenance	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,200	\$ 1,200
40-8408	Other Contractual	\$ 5,443	\$ -	\$ -	\$ -	\$ 600	\$ 600
10-8120	Management Liability	\$ -	\$ 950	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300
40-8420	Office Equipment Maintenance	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
40-8421	Equipment Annual	\$ 3,264	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
40-8422	Automobile Insurance	\$ 8,627	\$ 11,000	\$ 11,000	\$ 11,000	\$ 8,500	\$ 8,500

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010- 2011 ACTUAL	FY 2011- 2012 BUDGET	FY 2012- 2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8423	Portable Equipment	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ -
40-8424	Umbrella Liability	\$ -	\$ 2,250	\$ 2,250	\$ 2,250	\$ -	\$ -
40-8437	Connect CTY					\$ 1,600	\$ 1,600
	<i>SUBTOTAL CONTRACTUAL</i>	\$ 23,451	\$ 30,500	\$ 30,350	\$ 30,350	\$ 24,200	\$ 24,200
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment	\$ 157	\$ 2,000	\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipemnt	\$ 41,215	\$ 1,500	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ 581	\$ 500	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8611	Medical Equipment	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ -
60-8623	Grant Purchases	\$ 65,708	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Traffic Control Equipment	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ 107,660	\$ 6,500	\$ 2,500	\$ 2,500	\$ -	\$ -
	DEBT SERVICES & TRANSFERS						
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8702	Debt Service	\$ -	\$ 32,295	\$ 32,295	\$ 32,295	\$ 32,296	\$ 32,296
	<i>SUBTOTAL ACCT TRANFS</i>	\$ -	\$ 32,295	\$ 32,295	\$ 32,295	\$ 32,296	\$ 32,296

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010- 2011 ACTUAL	FY 2011- 2012 BUDGET	FY 2012- 2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	DEPARTMENT TOTAL	\$ 596,518	\$ 536,843	\$ 614,364	\$ 614,364	\$ 616,885	\$ 610,783

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Fire/Rescue	Fire/Rescue
DEPARTMENT MISSION STATEMENT		
The Primary Mission of the Willow Park Fire/Rescue Department is to present an effective, well trained team to provide a range of programs designed to protect the Community of Willow Park. These programs include Fire Prevention, Fire Education, Fire Suppression, Emergency Medical Services, Emergency Management and Rescue Services. The delivery of these programs will be provided at the highest level possible with available resources		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR:		
Lowered ISO Rating from a 4 to a 3		
Hired one additional Firefighter/EMT		
Completed Over 1800 hours of training for department personnel		
Completed Fire Prevention Shows at the local schools grades K-5		
Inspected and tested every hydrant inside the city		
Conducted business inspections and pre fire plans on all businesses inside the city		
Full time staff obtained several advanced state certifications "Hazmat Tech, Fire Officer, Fire Investigator"		
MAJOR ACTIVITIES PLANNED FOR UPCOMING BUDGET YEAR:		
Maintain the new ISO rating of a 3		
Enhance our Volunteer/Reserve Recruitment and Retention		
Seek Local, State and Federal Grants for the funding of a new brush truck		
Start a Monthly CPR class for the citizens of Willow Park		
Obtain more advanced state certifications		
Emergency Management for the City of Willow Park		
Start a Junior Firefighter program for high school students interested in the fire service		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Fire/Rescue	Fire/Rescue
Maintain ISO 3 Rating		
	Maintain Current Staffing Level	
	Maintain Hydrant and Buisness Inspections	
	Maintain Deparrtment Training Hours	
Emergency Management for the City of Willow Park		
	Enhance the Safety and Quality of Life for the Citizens	
	Develop SOP/SOG's for natural, and man made disasters	
	Develop a call out procedure for citizen awarness	
Start a monthly CPR Class for the Citizens of Willow Park		
	Provide a Basic CPR class for the citizens	
	Enhance the ability of the citizens to save a life	
	Offer the class to organizations such as boy scouts	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 477,269	\$ 477,269	\$ 7,556	\$ 484,825	\$ 484,825
20	Supplies & Maintenance	\$ 54,700	\$ 54,700	\$ (2,430)	\$ 52,270	\$ 52,270
20	Operations	\$ 15,250	\$ 15,250	\$ 101	\$ 15,351	\$ 9,249
30	Utilities	\$ 2,000	\$ 2,000	\$ 5,943	\$ 7,943	\$ 7,943
40	Contractual Services	\$ 30,350	\$ 30,350	\$ (6,150)	\$ 24,200	\$ 24,200
60	Capital Outlay	\$ 2,500	\$ 2,500	\$ (2,500)	\$ -	\$ -
70	Debt Services & Transfers	\$ 32,295	\$ 32,295	\$ 1	\$ 32,296	\$ 32,296

%

78.6%

8.5%

1.5%

1.3%

3.9%

0.0%

5.2%

TOTAL DEPARTMENT EXPENSES	\$	614,364	\$	614,364	\$	2,521	\$	616,885	\$	610,783
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PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 360,411	\$ 360,411	\$ 17,188	\$ 377,599	\$ 377,599
10-8124	Floater Shifts	\$ 10,800	\$ 10,800	\$ -	\$ 10,800	\$ 10,800
10-8125	Emergency Overtime	\$ 10,500	\$ 10,500	\$ (10,500)	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 381,711	\$ 381,711	\$ 6,688	\$ 388,399	\$ 388,399
10-8101	Payroll Expenses	\$ 28,883	\$ 28,883	\$ (504)	\$ 28,379	\$ 28,379
***	FICA	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ 72	\$ 72	\$ 72
10-8102	Workers Compensation	\$ 11,500	\$ 11,500	\$ 1,500	\$ 13,000	\$ 13,000
10-8103	Group Health	\$ 36,375	\$ 36,375	\$ -	\$ 36,375	\$ 36,375
***	Dental Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8104	Retirement	\$ 9,800	\$ 9,800	\$ (200)	\$ 9,600	\$ 9,600
10-8121	Long Term Disability	\$ 1,300	\$ 1,300	\$ -	\$ 1,300	\$ 1,300
10-8122	Group Term Life	\$ 2,900	\$ 2,900	\$ -	\$ 2,900	\$ 2,900
10-8123	Accident & Sickness	\$ 4,800	\$ 4,800	\$ -	\$ 4,800	\$ 4,800
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 95,558	\$ 95,558	\$ 868	\$ 96,426	\$ 96,426
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ 477,269	\$ 477,269	\$ 7,556	\$ 484,825	\$ 484,825

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Fire/Rescue	Fire/Rescue
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries	\$ 17,188	Last years new hire salary increase after probation
10-8102	Workers Compensation	\$ 1,500	VFIS quote for the upcoming year increased
10-8125	Emergency Overtime	\$ (10,500)	Decreased to have hourly personnel hold off on advanced certification classes for the 2013/2014 year
10-8104	Retirement	\$ (200)	Decreased from employee leaving last year
10-8101	Payroll Expenses	\$ (504)	adjusted for actual cost
***	Unemployment Insurance	\$ 72	adjusted for actual cost
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 7,556	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
			FY 2012-20132		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 360,411	\$ 360,411	377,599	377,599
	full time staffing pay					
10-8101	Payroll Expenses		\$ 28,883	\$ 28,883	28,379	28,379
	Medicare; gross salary x .0145	\$ 5,475				
	Social Securty; gross salary x .062	\$ 23,411				
		\$ 28,886				
***	FICA		\$ -	\$ -	0	0
***	Unemployment Insurance		\$ -	\$ -	72	72
	First \$9,000 of salary x .001 per employee	\$ 72				
10-8102	Workers Compensation		\$ 11,500	\$ 11,500	13,000	13,000
	Insurance held for employees hurt on the job					
	VFIS	\$ 13,000				
10-8103	Health Insurance		\$ 36,375	\$ 36,375	36,375	36,375
	Health Insurance for full time employees					
	Humana Health Plan, FTE					
***	Dental Insurance		\$ -	\$ -	0	0
	Not currently held for employees					
***	Life Insurance		\$ -	\$ -	0	0
	Not currently held for employees					
10-8104	Retirement		\$ 9,800	\$ 9,800	9,600	9,600
	Monthly contribution to all full time employees IRA account					
	\$100 per mo. per employee	\$ 9,600				
***	Physicals		\$ -	\$ -	0	0
10-8121	Long Term Disability		\$ 1,300	\$ 1,300	1,300	1,300
	Insurance held for employees for long term inuries					
10-8122	Group Term Life Insurance		\$ 2,900	\$ 2,900	2,900	2,900

	Life Insurance for all department members					
10-8123	Accident & Sickness		\$ 4,800	\$ 4,800	4,800	4,800
	Insurance held for full time employees					
10-8124	Floater Shifts		\$ 10,800	\$ 10,800	10,800	10,800
	Coverage for when full time members use vacation days					
	9 days per employee					
10-8125	Emergency Overtime		\$ 10,500	\$ 10,500	0	0
	For emergency call back and for full time employees classes					
	40 hours each					
	TOTAL PERSONNEL AND RELATED COSTS		\$ 477,269	\$ 477,269	484,825	484,825

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 1,000	\$ 1,000	\$ (10)	\$ 990	\$ 990
20-8201	Office Supplies	\$ 1,500	\$ 1,500	\$ (300)	\$ 1,200	\$ 1,200
40-8403	Printing & Binding	\$ -	\$ -	\$ 750	\$ 750	\$ 750
20-8202	Flowers/Gifts/Plaques	\$ 500	\$ 500	\$ (150)	\$ 350	\$ 350
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ 5,000	\$ 5,000	\$ (5,000)	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniform & Supplies	\$ 6,000	\$ 6,000	\$ (1,500)	\$ 4,500	\$ 4,500
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400
***	MV Fuel	\$ 14,000	\$ 15,000	\$ 1,000	\$ 15,000	\$ 15,000
20-8206	MV Oils, Lubricants & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes & Batteries	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ 12,000
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8224	Misc Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc Operating - Other	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	Fire Prevention	\$ 600	\$ 600	\$ (600)	\$ -	\$ -
20-8216	PPE & Supplies	\$ 8,400	\$ 8,000	\$ (1,400)	\$ 7,000	\$ 7,000
20-8217	EMS Supplies	\$ 2,000	\$ 2,000	\$ 100	\$ 2,100	\$ 2,100
20-8218	Rehab Supplies	\$ 700	\$ 700	\$ 300	\$ 1,000	\$ 1,000
20-8219	Foam Supplies	\$ 500	\$ 500	\$ -	\$ 500	\$ 500
20-8220	Road Absorbent Supplies	\$ 500	\$ 500	\$ (20)	\$ 480	\$ 480
	TOTAL SUPPLIES/MAINTENANCE	\$ 52,700	\$ 53,300	\$ (2,430)	\$ 50,270	\$ 50,270

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Fire/Rescue	Fire/Rescue
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8217	Ems Supplies	\$ 100	Took out the 2000 dollars for EMS Equipment, and combined the two line items for a decrease of 1500
20-8218	Rehab Supplies	\$ 300	With fires averaging between 3-4 hours at a time and with limited man power and the possibility for heat exhaustion is very high. The 300 dollar increase is to buy packets of
20-8201	Office Supplies	\$ (300)	Decreased 500 dollars, purchased new printer and is not using as much ink as old printer
20-8204	Repair and Maintance	\$ (5,000)	Decreased 1000 dollars. No upcoming repairs to station one
20-8208	Uniforms and Supplies	\$ (1,500)	Decreased 1000 dollars. Most department members have uniforms that are in good shape, remainder of money will be used for new members and to replace worn or
20-8216	PPE and Supplies	\$ (1,400)	Decreased 1400 dollars. Only need to replace 4 sets this budget year
20-8215	Fire Prevention Supplies	\$ (600)	Decreased 600 dollars, cutting fire clowns
20-8200	Postage	\$ (10)	adjusted for actual costs
40-8403	Printing & Binding	\$ 750	adjusted for actual costs
20-8202	Flowers/Gifts/Plaques	\$ (150)	adjusted for actual costs
20-8253	Safety Equipment	\$ 2,400	adjusted for actual costs
***	MV Fuel	\$ 1,000	adjusted for actual costs
20-8265	Misc Operating - Other	\$ 2,000	adjusted for actual costs
20-8220	Road Absorbent Supplies	\$ (20)	adjusted for actual costs
	Total Increase/Decrease	\$ (2,430)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 1,000	\$ 1,000	\$ 990	\$ 990
	Postage for sending out donation letters and department mail					
	Department use, \$20 per month	\$ 240				
	Donation Letter; 1500 letter	\$ 750				
20-8201	Office Supplies		\$ 1,500	\$ 1,500	\$ 1,200	\$ 1,200
	paper, pencils, keyboards, clip boards, ect					
	\$100 per month					
40-8403	Printing & Binding		\$ -	\$ -	\$ 750	\$ 750
	printing of the donation letter	\$ 750				
20-8202	Flowers/Gifts/Plaques		\$ 500	\$ 500	\$ 350	\$ 350
	annual awards, flowers for members family members deaths	\$ 150				
	\$25 per employee (8)	\$ 200				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Equipment Repair & Maintenance		\$ 5,000	\$ 5,000	\$ -	\$ -
	Moved to Building Maintenance					
20-8222	Minor Tools		\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies		\$ 6,000	\$ 6,000	\$ 4,500	\$ 4,500
	Uniforms for full time and volunteer personnel					
	\$300 per set x 15 sets	\$ 4,500				
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ -	\$ -	\$ 2,400	\$ 2,400
	Cones, traffic control, Batteries for flash lights and air packs	\$ 2,400				
	\$200 per month					

***	MV Fuel		\$ 14,000	\$ 14,000	\$ 15,000	\$ 15,000
	Fuel for all department apparatus					
	\$1250 per month	\$ 15,000				
20-8206	MV Oils, Lubricants, and Fluids		\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes, and Batteries		\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance		\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
	Repair and maintenance on all department vehicles					
	Lights, brakes, tire, pump replacement, vehicle wrap					
20-8223	Equipment		\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies		\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other		\$ -	\$ -	\$ 2,000	\$ 2,000
	Hose, \$250 per section, 8 sections	\$ 2,000				
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -
20-8215	Fire Prevention		\$ 600	\$ 600	\$ -	\$ -
	Supplies for public education events, school events, station tours					
	Formally Fire Clowns					
20-8216	PPE & Supplies		\$ 8,400	\$ 8,400	\$ 7,000	\$ 7,000
	Bunker Gear, Aipacks, Gloves, Helmets, Boots					
	\$2000 per set	\$ 6,000				
	Glove replacement	\$ 1,000				
20-8217	EMS Supplies		\$ 2,000	\$ 2,000	\$ 2,100	\$ 2,100
	Medical supplies for EMS Calls					
	\$175 per month					
20-8218	Rehab Supplies		\$ 700	\$ 700	\$ 1,000	\$ 1,000
	Water and gatorade for firefighters on emergency calls					
20-8219	Foam Supplies		\$ 500	\$ 500	\$ 500	\$ 500

	Foam for the trucks foam tanks for all types of fires					
	5 gallon of foam for \$100, with 20 gallon tank					
20-8220	Road Absorbent Supplies		\$ 500	\$ 500	\$ 480	\$ 480
	Gator for absorbing fluids on the road ways					
	\$40 per bag	\$ 480				
	TOTAL SUPPLIES/MAINTENANCE		\$ 52,700	\$ 52,700	\$ 50,270	\$ 50,270

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ 2,500	\$ 2,500	\$ (2,500)	\$ -	\$ -
20-8214	Finance Charges	\$ 250	\$ 250	\$ -	\$ 250	\$ 250
40-8400	Travel & Training	\$ 7,000	\$ 7,000	\$ (2,010)	\$ 4,990	\$ 4,990
40-8402	Advertising and Legal Notices	\$ 1,500	\$ 1,500	\$ (1,500)	\$ -	\$ -
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 4,000	\$ 4,000	\$ 9	\$ 4,009	\$ 4,009
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 6,102	\$ 6,102	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ 15,250	\$ 15,250	\$ 101	\$ 15,351	\$ 9,249

Operations BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Fire/Rescue	Fire/Rescue
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8203	Miscellaneous Operations	\$ (2,500)	Capital section of communication equipment and placed in Miscellaneous for the purchase of radio batteries and the amount not being high enough for a capital expense
40-8400	Travel and Training	\$ (2,010)	Moving to an inhouse training program and not contracting CE hours to Weatherford College
40-8402	Advertising and Legal Notices	\$ (1,500)	expense move into printing
40-8407	Dues & Memberships	\$ 9	
***	Contingency	\$ 6,102	Removed from budget - see budget addendum
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 101	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8265	Misc. Operating Other		\$ 2,500	\$ 2,500	0	0
	Two cycle oil, weedeating					
20-8266	Minor Equipment - Other		\$ -	\$ -	0	0
20-8214	Finance Charges		\$ 250	\$ 250	250	250
	Fund set aside for late fees					
	\$15 month bank fees, item will be eliminated in future businesses					
40-8400	Travel & Training		\$ 7,000	\$ 7,000	4990	4990
	Weekly and Annual Fire and EMS training					
	Fire Officers I, Hazmat Technician, Instructor I, II, III,	\$ 1,000				
	Emergency Medical					
	Live Fire Training	\$ 1,000				
	CE Solutions	\$ 2,990				
40-8402	Advertising & Legal Notices		\$ 1,500	\$ 1,500	0	0
40-8406	Professional License		\$ -	\$ -	0	0
40-8407	Dues & Memberships		\$ 4,000	\$ 4,000	4009	4009
	Dues to the TCFP, SSFMA, and TDH all state regulatory agencies					
	TCFP \$85 per employee, per certification	\$ 1,785				
	SSFMA, \$35 per employee (6)	\$ 210				
	TDH EMT Basic	\$ 832				
	TDH EMT Paramedic	\$ 672				
	Driver Operator, Hazmat, Additional Certificaiton	\$ 510				
		\$ 4,009				
40-8409	Permits & Applications		\$ -	\$ -	0	0

40-8411	Property Damage		\$ -	\$ -	0	0
40-8415	Fines & Penalties		\$ -	\$ -	0	0
***	Equipment Maintenance		\$ -	\$ -	0	0
50-8502	Reimbursabels Other		\$ -	\$ -	0	0
***	Subscriptions & Publications		\$ -	\$ -	0	0
***	Promotions		\$ -	\$ -	0	0
***	Special Events		\$ -	\$ -	0	0
	TOTAL SUPPLIES/MAINTENANCE		\$ 15,250	\$ 15,250	\$ 9,249	\$ 9,249

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ 4,429	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 950	\$ 950	\$ 300	\$ 1,250	\$ 1,250
30-8303	Long Distance Telephone	\$ 450	\$ 450	\$ 15	\$ 465	\$ 465
30-8304	Mobile Telephone	\$ -	\$ -	\$ 560	\$ 560	\$ 560
30-8305	Communication Services	\$ -	\$ -	\$ 1,009	\$ 1,009	\$ 1,009
30-8309	Satellite Service	\$ 600	\$ 600	\$ (600)	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES	\$ 2,000	\$ 2,000	\$ 5,943	\$ 7,943	\$ 7,943

UTILITES BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Fire/Rescue		Fire/Rescue
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
30-8300	Electricity	\$ 4,429	Divided across all departments	
30-8301	Gas	\$ 230	Divided across all departments	
30-8302	Basic Telephone	\$ 300	Divided across all departments	
30-8303	Long Distance Telephone	\$ 15	Divided across all departments	
30-8304	Mobile Telephone	\$ 560	Divided across all departments	
30-8305	Communication Services	\$ 1,009	Divided across all departments	
30-8309	Satellite Service	\$ (600)	Divided across all departments	
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ 5,943		

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone		\$ 950	\$ 950	\$ 1,250	\$ 1,250
	Station Telephone for non emergency calls					
30-8303	Long Distance Telephone		\$ 450	\$ 450	\$ 465	\$ 465
	For calling out of state for ordering supplies					
30-8304	Mobile Telephone		\$ -	\$ -	\$ 560	\$ 560
30-8305	Communication Services		\$ -	\$ -	\$ 1,009	\$ 1,009
	Covered under Capital Outlay					
30-8309	Satellite Service		\$ 600	\$ 600	\$ -	\$ -
	Satellite TV for Station One for weather conditions					
40-8430	Dish Network		\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES		\$ 2,000	\$ 2,000	\$ 7,943	\$ 7,943

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ 3,500	\$ 4,000	\$ (2,000)	\$ 1,500	\$ 1,500
40-8404	Property & Liability	\$ 1,300	\$ 1,300	\$ (800)	\$ 500	\$ 500
40-8405	Repair & Maintenance	\$ 1,500	\$ 1,500	\$ (300)	\$ 1,200	\$ 1,200
40-8408	Other Contractual	\$ -	\$ -	\$ 600	\$ 600	\$ 600
10-8120	Management Liability	\$ 2,300	\$ 2,300	\$ -	\$ 2,300	\$ 2,300
40-8420	Office Equipment	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
40-8421	Equipment Annual	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ 7,000
40-8422	Automobile Insurance	\$ 11,000	\$ 11,000	\$ (2,500)	\$ 8,500	\$ 8,500
40-8423	Portable Equipment	\$ 500	\$ 500	\$ (500)	\$ -	\$ -
40-8424	Umbrella Liability	\$ 2,250	\$ 2,250	\$ (2,250)	\$ -	\$ -
	TOTAL CONTRACTUAL	\$ 30,350	\$ 30,850	\$ (7,750)	\$ 22,600	\$ 22,600

CONTRACTUAL BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Fire/Rescue		Fire/Rescue
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
40-8404	Property and Liability	\$ (800)	Decrease 1300 Dollars. Met with insurance agent and station one was being double covered through the city and VFIS going to drop VFIS coverage on building	
40-8422	Automobile Insurance	\$ (2,500)	Decrease 2500 dollars. Adjusted deductibles and coverages on older vehilces by doing this it lowered the departments premiums	
40-8424	Umbrella Liability	\$ (2,250)	Dropped the umbrella liability coverage.	
40-8401	Consultants & Professionals	\$ (2,000)	adjusted for actual cost	
40-8405	Repair & Maintenance	\$ (300)	adjusted for actual cost	
40-8423	Portable Equipment	\$ (500)	adjusted for actual cost	
40-8408	Other Contractual	\$ 600	Share of ice machine	
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ (7,750)		

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ 3,500	\$ 3,500	\$ 1,500	\$ 1,500
	CPA services for 501-C-3,	\$ 2,100				
40-8404	Property & Liability		\$ 1,300	\$ 1,300	\$ 500	\$ 500
	Extrication Tools and Portable Equipment Insurance	\$ 500				
40-8405	Repair & Maintenance	\$ 1,200	\$ 1,500	\$ 1,500	\$ 1,200	\$ 1,200
	A/C (Stallings A/C Repair)					
40-8408	Other Contractual		\$ -	\$ -	\$ 600	\$ 600
	Share of Ice Machine; \$600					
Oct-20	Management Liability		\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300
	Insurance to Cover the Managers of WPFR	\$ 2,300				
40-8420	Office Equipment		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	Active 9-1-1 (Dispatch system)	\$ 250				
	Break room equipment lease	\$ 750				
40-8421	Equipment Annual		\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
	Hose Testing, Pump Testing, Ladder Testing					
	Fire equipment must be certified annually by a third party					
40-8422	Automobile Insurance		\$ 11,000	\$ 11,000	\$ 8,500	\$ 8,500
	All Department Vehicles Insurance					
40-8423	Portable Equipment		\$ 500	\$ 500	\$ -	\$ -
	Moved to Property & Liability					
40-8424	Umbrella Liability		\$ 2,250	\$ 2,250	\$ -	\$ -
	TOTAL CONTRACTUAL		\$ 30,350	\$ 30,350	\$ 22,600	\$ 22,600

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
60-8611	Medical Equipment	\$ 2,000	\$ 2,000	\$ (2,000)	\$ -	\$ -
60-8621	Hose & Nozzles	\$ -	\$ -	\$ -	\$ -	\$ -
60-8623	Grant Purchases	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Traffic Control Equipment	\$ 500	\$ 500	\$ (500)	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 2,500	\$ 2,500	\$ (2,500)	\$ -	\$ -

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Fire/Rescue		Fire/Rescue
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
60-8611	Medical Equipment	\$ (2,000)	No new medical equipment will be needed for the 2013/2014 budget year	
60-8624	Traffic Control Equipment	\$ (500)	Department purchased cones in bulk this past year and will have enough to last through the 2013/2014 budget year	

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipemnt		\$ -	\$ -	\$ -	\$ -
	Expense moved to Supplies					
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
	Expense moved to supplies					
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase		\$ -	\$ -	\$ -	\$ -
60-8611	Medical Equipment		\$ 2,000	\$ 2,000	\$ -	\$ -
	EMS Monitors, Glucose Readers, Thermometers					
60-8621	Hose & Nozzles		\$ -	\$ -	\$ -	\$ -
	Purchase new and defective hoses and nozzles					
60-8623	Grant Purchases		\$ -	\$ -	\$ -	\$ -

60-8624	Traffic Control Equipment		\$ 500	\$ 500	\$ -	\$ -
	Cones, Flares, Helicopter Landing Kits					
	TOTAL CAPITAL OUTLAY		\$ 2,500	\$ 2,500	\$ -	\$ -

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8702	Debt Service	\$ 32,295	\$ 32,295	\$ 1	\$ 32,296	\$ 32,296
	TOTAL DEBT SERVICE & TRANSFERS	\$ 32,295	\$ 32,295	\$ 1	\$ 32,296	\$ 32,296

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Fire/Rescue		Fire/Rescue		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
	Used to Purchase Capital Items					
70-8731	Savings Fund		\$ -	\$ -	\$ -	\$ -
	Used for Items not covered in General or Captial Fund					
70-8702	Debt Service		\$ 32,295	\$ 32,295	\$ 32,296	\$ 32,296
	Annual Payment of Engine 35					
	Year 3 of 10 year payment cycle					
	TOTAL DEBT SERVICE & TRANSFERS		\$ 32,295	\$ 32,295	\$ 32,296	\$ 32,296

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014					
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
Outputs:					
# and type of calls for service (fire, ems, other)					
# of commercial safety inspections					
# of fire investigations					
Outcomes:					
ISO rating					
avg emergency call response time					
Clearance rate of investigations					

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014						
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE		FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning			Current Revenues			
Land/Right-of-Way			Reserve Funds			
Construction			G.O. Bonds			
Equipment			Rev. Bonds			
Materials			Cert. of Obligation			
Furnishings			Lease/Purchase			
Other			Grants			
			Other			
TOTAL	\$0		TOTAL		\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Legislative			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ 47,968	\$ 47,968
10-8101	Payroll Expenses	\$ -	\$ -	\$ -	\$ -	\$ 696	\$ 696
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ 9	\$ 9
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ 842	\$ 842
10-8103	Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ 6,624	\$ 6,624
***	Dental Insurance	\$ -	\$ -	\$ -	\$ -	\$ 336	\$ 336
***	Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ 204	\$ 204
10-8104	Retirement - T.M.R.S.	\$ -	\$ -	\$ -	\$ -	\$ 999	\$ 999
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL PERSONNEL</i>	\$ -	\$ -	\$ -	\$ -	\$ 57,678	\$ 57,678
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ -	\$ -	\$ -	\$ -	\$ 360	\$ 360
20-8201	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500
40-8403	Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 300
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ -	\$ -	\$ 275	\$ 275
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Fuel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 300
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL SUPPLIES</i>	\$ -	\$ -	\$ -	\$ -	\$ 2,735	\$ 2,735

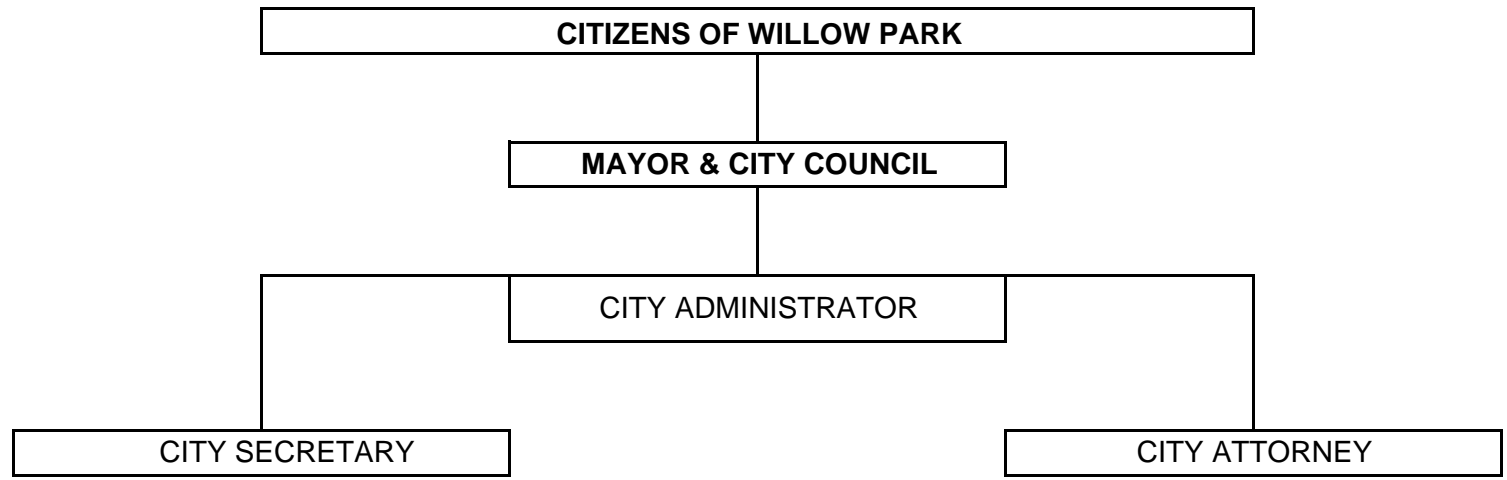
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>OPERATIONS</u>						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 300
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ -	\$ -	\$ -	\$ -	\$ 6,450	\$ 6,450
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ -	\$ -	\$ -	\$ 1,490	\$ 1,490
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 1,686	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>SUBTOTAL OPERATIONS</u>	\$ -	\$ -	\$ -	\$ -	\$ 12,926	\$ 11,240
	<u>UTILITIES</u>						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ 560	\$ 560
30-8305	Communication Services	\$ -	\$ -	\$ -	\$ -	\$ 1,009	\$ 1,009
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>SUBTOTAL UTILITIES</u>	\$ -	\$ -	\$ -	\$ -	\$ 6,801	\$ 6,801
	<u>CONTRACTUAL SERVICES</u>						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8418	Central Tax Authority	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8419	Elections Administration	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
40-8425	Solid Waste Collection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 800
40-8428	Postmaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ -	\$ -	\$ 3,363	\$ 3,363
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ 66,000	\$ 66,000
	<i>SUBTOTAL CONTRACTUAL</i>	\$ -	\$ -	\$ -	\$ -	\$ 90,163	\$ 90,163
	<u>CAPITAL OUTLAY</u>						
60-8642	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8702	2008 Series COB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8736	2012 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
##-####	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
##-####	Transfer to Abatement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 170,303	\$ 168,617

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Legislative
DEPARTMENT MISSION STATEMENT		
<p>The City Secretary's Office is responsible for the preparation and maintenance of all public records, some of which include: Council minutes, ordinances, resolutions, proclamations. The City Secretary's Office also conducts the records management program and process public information requests.</p>		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR:		
<p>Enrolled in TMCC program. I am going to be trained in Public records management.</p>		
MAJOR ACTIVITIES PLANNED FOR UPCOMING BUDGET YEAR:		
<p>Continue with the TMCC program. Manage city records efficiently using what I have learned in my training. Electronic storage methods.</p>		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Legislative
To provied accurate information		
		Update and post minutes before city council meetings
		Process records requests in a timely manner
Administer Elections		
		Hold fair and lawful elections



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ -	\$ -	\$ 57,678	\$ 57,678	\$ 57,678
20	Supplies & Maintenance	\$ -	\$ -	\$ 2,735	\$ 2,735	\$ 2,735
20	Operations	\$ -	\$ -	\$ 12,926	\$ 12,926	\$ 11,240
30	Utilities	\$ -	\$ -	\$ 6,801	\$ 6,801	\$ 6,801
40	Contractual Services	\$ -	\$ -	\$ 90,163	\$ 90,163	\$ 90,163
60	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEPARTMENT EXPENSES	\$ -	\$ -	\$ 170,303	\$ 170,303	\$ 168,617

%

34.2%

1.6%

6.7%

4.0%

53.5%

0.0%

0.0%

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ -	\$ -	\$ 47,968	\$ 47,968	\$ 47,968
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ -	\$ -	\$ 47,968	\$ 47,968	\$ 47,968
10-8101	Payroll Expenses	\$ -	\$ -	\$ 696	\$ 696	\$ 696
***	Unemployment Insurance	\$ -	\$ -	\$ 9	\$ 9	\$ 9
10-8102	Workers Compensation	\$ -	\$ -	\$ 842	\$ 842	\$ 842
10-8103	Group Health	\$ -	\$ -	\$ 6,624	\$ 6,624	\$ 6,624
***	Dental Insurance	\$ -	\$ -	\$ 336	\$ 336	\$ 336
***	Life Insurance	\$ -	\$ -	\$ 204	\$ 204	\$ 204
10-8104	Retirement	\$ -	\$ -	\$ 999	\$ 999	\$ 999
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ -	\$ -	\$ 9,710	\$ 9,710	\$ 9,710
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ -	\$ -	\$ 57,678	\$ 57,678	\$ 57,678

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Legislative
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ 47,968	City Secretary salary moved from admin
10-8101	Payroll Expenses	\$ 696	City Secretary salary moved from admin
***	Unemployment Insurance	\$ 9	City Secretary salary moved from admin
10-8102	Workers Compensation	\$ 842	City Secretary salary moved from admin
10-8103	Group Health	\$ 6,624	City Secretary salary moved from admin
***	Dental Insurance	\$ 336	City Secretary salary moved from admin
***	Life Insurance	\$ 204	City Secretary salary moved from admin
10-8104	Retirement	\$ 999	City Secretary salary moved from admin
	Total Increase/Decrease	\$ 57,678	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ -	\$ -	\$ 47,968	\$ 47,968
10-8101	Payroll Expenses		\$ -	\$ -	\$ 696	\$ 696
	0.0145 of gross salaries for FUTA & Medicare	\$ 696				
***	Unemployment Insurance		\$ -	\$ -	\$ 9	\$ 9
	0.001 x first 9000.00 earned per employee (1)	\$ 9				
10-8102	Workers Compensation		\$ -	\$ -	\$ 842	\$ 842
	TML, \$842 per employee	\$ 842				
10-8103	Health Insurance		\$ -	\$ -	\$ 6,624	\$ 6,624
	\$552 per month x Number of Employees (1)	\$ 6,624				
***	Dental Insurance		\$ -	\$ -	\$ 336	\$ 336
	\$28 per month x number of employees (1)	\$ 336				
***	Life Insurance		\$ -	\$ -	\$ 204	\$ 204
	\$204 x number of employees (1)	\$ 204				
10-8104	Retirement		\$ -	\$ -	\$ 999	\$ 999
	0.0185 x gross salaries (Oct - Dec)	\$ 222				
	.0216 x gross salaries (Jan - Sept)	\$ 777				
		\$ 999				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -

10-8109	Court Security		\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation		\$ -	\$ -	\$ -	\$ -
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ 57,678	\$ 57,678

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ -	\$ -	\$ 360	\$ 360	\$ 360
20-8201	Office Supplies	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
40-8403	Printing & Binding	\$ -	\$ -	\$ 300	\$ 300	\$ 300
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ 275	\$ 275	\$ 275
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Fuel	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc Operating - Other	\$ -	\$ -	\$ 300	\$ 300	\$ 300
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ -	\$ -	\$ 2,735	\$ 2,735	\$ 2,735

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Legislative
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8200	Postage	\$ 360	Moved from Admin budget to cover legeslative costs
20-8201	Office Supplies	\$ 1,500	Moved from Admin budget to cover legeslative costs
40-8403	Printing & Binding	\$ 300	Moved from Admin budget to cover legeslative costs
20-8202	Flowers/Gifts/Plaques	\$ 275	Moved from Admin budget to cover legeslative costs
20-8265	Misc Operating - Other	\$ 300	Moved from Admin budget to cover legeslative costs
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 2,735	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ -	\$ -	\$ 360	\$ 360
	\$30 per month	\$ 360				
20-8201	Office Supplies		\$ -	\$ -	\$ 1,500	\$ 1,500
	\$125 per month	\$ 1,500				
40-8403	Printing & Binding		\$ -	\$ -	\$ 300	\$ 300
	\$25 per month	\$ 300				
20-8202	Flowers/Gifts/Plaques		\$ -	\$ -	\$ 275	\$ 275
	Employee appreciation \$25 per employee	\$ 25				
	Bereavement \$50 per event	\$ 150				
	Plaques, Name Plates	\$ 100				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
***	MV Fuel		\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other		\$ -	\$ -	\$ 300	\$ 300
	\$25 per month	\$ 300				
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ 2,735	\$ 2,735

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ 300	\$ 300	\$ 300
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ -	\$ -	\$ 6,450	\$ 6,450	\$ 6,450
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ -	\$ 1,490	\$ 1,490	\$ 1,490
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 1,686	\$ 1,686	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ -	\$ -	\$ 12,926	\$ 12,926	\$ 11,240

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Legislative
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8203	Miscellaneous Operating	\$ 300	Moved from Admin budget to cover legeslative costs
40-8400	Travel & Training	\$ 6,450	Moved from Admin budget to cover legeslative costs
40-8402	Advertising and Legal Notices	\$ 3,000	Moved from Admin budget to cover legeslative costs
40-8407	Dues & Memberships	\$ 1,490	Moved from Admin budget to cover legeslative costs
***	Contingency	\$ 1,686	Removed from budget - see budget addendum
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 12,926	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ 300	\$ 300
	\$25 per month	\$ 300				
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit		\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training		\$ -	\$ -	\$ 6,450	\$ 6,450
	TX Municipal Clerks Certification Program					
	Election Law (Irving)	\$ 700				
	Travel	\$ 200				
	NTCOG, TML workshops - Staff	\$ 750				
	TML workshops - Council; \$500 ea.	\$ 3,000				
	Travel	\$ 1,200				
	Mileage Reimbursement; \$100 ea.	\$ 600				
40-8402	Advertising & Legal Notices		\$ -	\$ -	\$ 3,000	\$ 3,000
	Legal notices, \$250 per month	\$ 3,000				
40-8406	Professional License		\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships		\$ -	\$ -	\$ 1,490	\$ 1,490
	Texas Municipal Clerks Association	\$ 90				
	TML	\$ 1,200				
	NTCOG	\$ 200				
40-8409	Permits & Applications		\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursable Other		\$ -	\$ -	\$ -	\$ -
	Stock candy manchiees for PD reserve fund					
***	Subscriptions & Publications		\$ -	\$ -	\$ -	\$ -

***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency				\$ 1,686	\$ -
	1% of department expenses					
***	Special Events		\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ 12,926	\$ 11,240

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ 4,429	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ 558	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ -	\$ -	\$ 15	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ -	\$ -	\$ 560	\$ 560	\$ 560
30-8305	Communication Services	\$ -	\$ -	\$ 1,009	\$ 1,009	\$ 1,009
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES	\$ -	\$ -	\$ 6,801	\$ 6,801	\$ 6,801

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Legislative	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8304	Mobile Telephone	\$ 560	Moved from Admin budget to cover legeslative costs
30-8300	Electricity	\$ 4,429	divided over all departments
30-8301	Gas	\$ 230	divided over all departments
30-8302	Basic Telephone	\$ 558	divided over all departments
30-8303	Long Distance Telephone	\$ 15	divided over all departments
30-8305	Communication Services	\$ 1,009	divided over all departments
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 6,801	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone		\$ -	\$ -	\$ 558	\$ 558
30-8303	Long Distance Telephone		\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone		\$ -	\$ -	\$ 560	\$ 560
	\$46.59 per month, x 1 employee	\$ 559				
30-8305	Communication Services		\$ -	\$ -	\$ 1,009	\$ 1,009
30-8309	Satellite Service		\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ 6,801	\$ 6,801

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ -	\$ -	\$ -	\$ -	\$ -
40-8418	Central Tax Authority	\$ -	\$ -	\$ -	\$ -	\$ -
40-8419	Elections Administration	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
40-8425	Solid Waste Collection	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ 800	\$ 800	\$ 800
40-8428	Postmaster	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ 3,363	\$ 3,363	\$ 3,363
50-8500	City Attorney	\$ -	\$ -	\$ 66,000	\$ 66,000	\$ 66,000
	TOTAL CONTRACTUAL	\$ -	\$ -	\$ 90,163	\$ 90,163	\$ 90,163

CONTRACTUAL BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-204		General		Legislative
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
40-8419	Elections Administration	\$ 5,000	Moved from Admin budget to cover legeslative costs	
50-8500	City Attorney	\$ 66,000	Moved from Admin budget to cover legeslative costs	
40-8401	Consultants & Professionals	\$ 15,000	Codification service	
40-8427	Equipment Tech Support	\$ 800	Moved from Admin budget to cover legeslative costs	
		\$ -		
		\$ -		
40-8438	IT Contract	\$ 3,363	Moved from Admin budget to cover legeslative costs	
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ 90,163		

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Legislative		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ -	\$ -	\$ 15,000	\$ 15,000
	Codification service	\$ 15,000				
40-8404	Property & Liability		\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ -	\$ -	\$ -	\$ -
40-8417	Auditor		\$ -	\$ -	\$ -	\$ -
40-8418	Central Tax Authority		\$ -	\$ -	\$ -	\$ -
40-8419	Elections Administration		\$ -	\$ -	\$ 5,000	\$ 5,000
	May election	\$ 5,000				
40-8425	Solid Waste Collection		\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support		\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support		\$ -	\$ -	\$ 800	\$ 800
	Share of City Expense, extra IT services	\$ 800				
40-8428	Postmaster		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract		\$ -	\$ -	\$ 3,363	\$ 3,363

50-8500	City Attorney		\$ -	\$ -	\$ 66,000	\$ 66,000
	\$5,500 per month	\$ 66,000				
			\$ -	\$ -	\$ 90,163	\$ 90,163

[illegible]

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Administration		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE		FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning			Current Revenues			
Land/Right-of-Way			Reserve Funds			
Construction			G.O. Bonds			
Equipment			Rev. Bonds			
Materials			Cert. of Obligation			
Furnishings			Lease/Purchase			
Other			Grants			
			Other			
TOTAL	\$0		TOTAL		\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS		Quote on Digital Mailing System, Interoffice Communication				

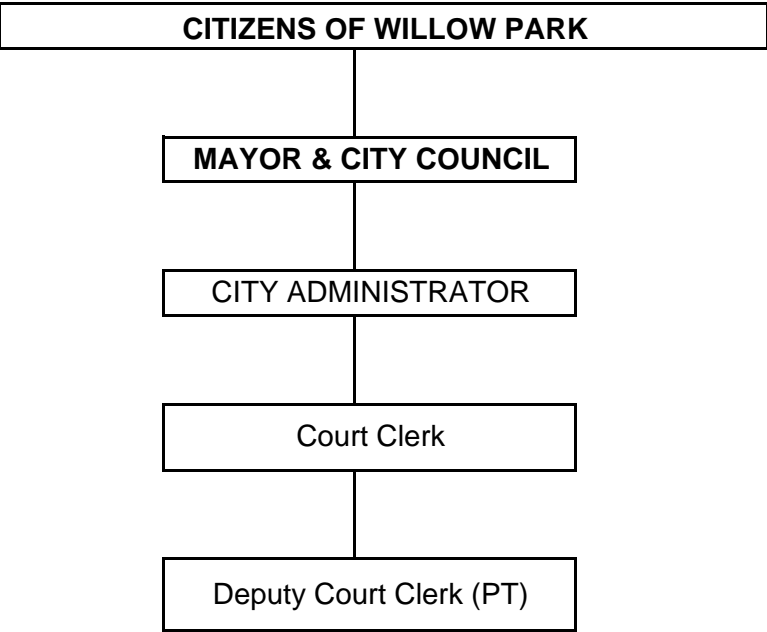
DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Municipal Court			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 34,052	\$ 28,080	\$ 49,920	\$ 49,920	\$ 44,096	\$ 44,096
10-8101	Payroll Expenses	\$ 935	\$ 519	\$ 924	\$ 924	\$ 639	\$ 639
***	F.I.C.A.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ 18	\$ 18
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ 1,684	\$ 1,684
10-8103	Health Insurance	\$ 4,833	\$ 6,852	\$ 11,376	\$ 11,376	\$ 13,248	\$ 13,248
***	Dental Insurance	\$ -	\$ -	\$ 648	\$ 648	\$ 672	\$ 672
***	Life Insurance	\$ -	\$ -	\$ 156	\$ 156	\$ 408	\$ 408
10-8104	Retirement - T.M.R.S.	\$ 1,171	\$ 577	\$ 924	\$ 918	\$ 918	\$ 918
10-8105	Auto Allowance	\$ -		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ 224	\$ 300	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ 436	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ 2,850	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL PERSONNEL	\$ 41,651	\$ 39,178	\$ 63,948	\$ 63,942	\$ 61,683	\$ 61,683
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 6	\$ 550	\$ 2,696	\$ 2,696	\$ 2,504	\$ 2,504
20-8201	Office Supplies	\$ 255	\$ 320	\$ 3,600	\$ 3,600	\$ 2,400	\$ 2,400
40-8403	Printing & Binding	\$ 511	\$ 650	\$ 525	\$ 525	\$ 525	\$ 525
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipemnt Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other	\$ 7	\$ 25	\$ 120	\$ 120	\$ 120	\$ 120
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SUPPLIES	\$ 778	\$ 1,545	\$ 6,941	\$ 6,941	\$ 5,549	\$ 5,549

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	OPERATIONS						
20-8205	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ 2,011	\$ 2,500	\$ 1,945	\$ 1,945	\$ 2,400	\$ 2,400
40-8400	Travel & Training	\$ 250	\$ 500	\$ 1,600	\$ 1,600	\$ 800	\$ 800
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8406	Professional License	\$ -	\$ 4,800	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 40	\$ 50	\$ 120	\$ 120	\$ 80	\$ 80
40-8415	Fines & Penalties	\$ -	\$ -	\$ 1,902	\$ 1,902	\$ -	\$ -
40-8441	Jury Service	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,200	\$ 2,200
50-8502	Reimbursables Other	\$ 268	\$ -	\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology	\$ 6,475	\$ 8,633	\$ -	\$ -	\$ -	\$ -
***	Court Security	\$ 1,840	\$ 2,500	\$ -		\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 1,027	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OPERATIONS	\$ 10,884	\$ 18,983	\$ 7,967	\$ 7,967	\$ 6,507	\$ 5,480
	UTILITIES						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services	\$ 897	\$ 800	\$ 1,824	\$ 1,824	\$ 1,009	\$ 1,009
	SUBTOTAL UTILITIES	\$ 897	\$ 800	\$ 1,824	\$ 1,824	\$ 6,241	\$ 6,241
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 4,492	\$ 12,000	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ 4,400	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
40-8421	Municipal Judge	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8422	Magistrate	\$ 2,200	\$ 2,400	\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,800
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 800
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 1,200	\$ 956	\$ 956	\$ -	\$ -
40-8438	IT Contract	\$ 6,868	\$ 7,000	\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
	<i>SUBTOTAL CONTRACTUAL</i>	\$ 30,916	\$ 39,400	\$ 27,281	\$ 27,281	\$ 23,763	\$ 23,763
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment	\$ -	\$ 3,200	\$ 1,000	\$ 1,000	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ -	\$ 3,200	\$ 1,000	\$ 1,000	\$ -	\$ -
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Court Technology Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 85,125	\$ 99,906	\$ 107,961	\$ 107,955	\$ 103,743	\$ 102,716

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Municipal Court
DEPARTMENT MISSION STATEMENT		
<p>The Municipal Court shall remain independent and impartial ensuring due process of law. Our mission is to provide citizens with clear and concise information regarding the policies and procedures of the court. We also strive to facilitate the timely disposition of cases with prompt and courteous service.</p>		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR: 2013-14		
Trained a Deputy Court Clerk		
Stepped up collections		
Manage court office more efficiently		
Passed level one certification and will be testing for level 2		
Became up to date on trial settings		
MAJOR ACTIVITIES PLANNED FOR UPCOMING BUDGET YEAR: 2013-14		
Develop better internal controls and implement them		
Complete a procedures manual		
Begin working towards level 3 certification (Court Administrator)		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Municipal Court
Administer activities of the court		
		Process citations
		Collect fines
		Process warrents
To have fair and impartial trials		
		administer pre-trials
		administer trials



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 63,948	\$ 63,942	\$ (2,265)	\$ 61,683	\$ 61,683
20	Supplies & Maintenance	\$ 6,941	\$ 6,941	\$ (1,392)	\$ 5,549	\$ 5,549
20	Operations	\$ 7,967	\$ 7,967	\$ (1,460)	\$ 6,507	\$ 5,480
30	Utilities	\$ 1,824	\$ 1,824	\$ 4,417	\$ 6,241	\$ 6,241
40	Contractual Services	\$ 27,281	\$ 27,281	\$ (3,518)	\$ 23,763	\$ 23,763
60	Capital Outlay	\$ 1,000	\$ 1,000	\$ (1,000)	\$ -	\$ -
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	\$ -

%

TOTAL DEPARTMENT EXPENSES	\$	108,961	\$	108,955	\$	(5,218)	\$	103,743	\$	102,716
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60.1%

5.4%

5.3%

6.1%

23.1%

0.0%

0.0%

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 49,920	\$ 49,920	\$ (5,824)	\$ 44,096	\$ 44,096
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 49,920	\$ 49,920	\$ (5,824)	\$ 44,096	\$ 44,096
10-8101	Payroll Expenses	\$ 924	\$ 924	\$ (285)	\$ 639	\$ 639
***	FICA	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ 18	\$ 18	\$ 18
10-8102	Workers Compensation	\$ -	\$ -	\$ 1,684	\$ 1,684	\$ 1,684
10-8103	Group Health	\$ 11,376	\$ 11,376	\$ 1,872	\$ 13,248	\$ 13,248
***	Dental Insurance	\$ 648	\$ 648	\$ 24	\$ 672	\$ 672
***	Life Insurance	\$ 156	\$ 156	\$ 252	\$ 408	\$ 408
10-8104	Retirement	\$ 924	\$ 918	\$ (6)	\$ 918	\$ 918
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 14,028	\$ 14,022	\$ 3,559	\$ 17,587	\$ 17,587
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ 63,948	\$ 63,942	\$ (2,265)	\$ 61,683	\$ 61,683

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Municipal Court
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ (5,824)	Deputy Clerk's salary split with Development Dept
10-8101	Payroll Expenses	\$ (285)	Deputy Clerk's salary split with Development Dept
***	Unemployment Insurance	\$ 18	Deputy Clerk's salary split with Development Dept
10-8102	Workers Compensation	\$ 1,684	Deputy Clerk's salary split with Development Dept
10-8103	Group Health	\$ 1,872	Deputy Clerk's salary split with Development Dept
***	Dental Insurance	\$ 24	Deputy Clerk's salary split with Development Dept
***	Life Insurance	\$ 252	Deputy Clerk's salary split with Development Dept
10-8104	Retirement	\$ (6)	Deputy Clerk's salary split with Development Dept
		\$ -	
	Total Increase/Decrease	\$ (2,265)	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 49,920	\$ 49,920	\$ 44,096	\$ 44,096
	1 FTE, 1 split with Development Services					
10-8101	Payroll Expenses		\$ 924	\$ 924	\$ 639	\$ 639
	0.0145 of gross salaries for Medicare	\$ 639				
***	Unemployment Insurance		\$ -	\$ -	\$ 18	\$ 18
	0.001 x first 9000.00 earned per employee	\$ 18				
10-8102	Workers Compensation		\$ -	\$ -	\$ 1,684	\$ 1,684
	\$842 per employee	\$ 1,684				
10-8103	Health Insurance		\$ 11,376	\$ 11,376	\$ 13,248	\$ 13,248
	\$552 per month x Number of Employees (2)	\$ 13,248				
***	Dental Insurance		\$ 648	\$ 648	\$ 672	\$ 672
	28.00 x 12 x number of employees (2)	\$ 672				
***	Life Insurance		\$ 156	\$ 156	\$ 408	\$ 408
	\$204 per employee	\$ 408				
10-8104	Retirement		\$ 924	\$ 918	\$ 918	\$ 918
	0.0185 x gross salaries (Oct - Dec)	\$ 204				
	0.0216x gross salaries (Jan - Sept)	\$ 714				
		\$ 918				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -

10-8110	Accrued Comp & Vacation		\$ -	\$ -	\$ -	\$ -
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONNEL AND RELATED COSTS		\$ 63,948	\$ 63,942	\$ 61,683	\$ 61,683

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 2,696	\$ 2,696	\$ (192)	\$ 2,504	\$ 2,504
20-8201	Office Supplies	\$ 3,600	\$ 3,600	\$ (1,200)	\$ 2,400	\$ 2,400
40-8403	Printing & Binding	\$ 525	\$ 525	\$ -	\$ 525	\$ 525
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc Operating - Other	\$ 120	\$ 120	\$ -	\$ 120	\$ 120
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ 6,941	\$ 6,941	\$ (1,392)	\$ 5,549	\$ 5,549

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Municipal Court
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8200	Postage	\$ (192)	adjusted for actual cost
20-8201	Office Supplies	\$ (1,200)	adjusted for actual cost
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (1,392)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 2,696	\$ 2,696	\$ 2,504	\$ 2,504
	1 roll of stamps per week at \$48.00 each for 48 wks	\$ 2,304				
	Speciality postage	\$ 200				
20-8201	Office Supplies		\$ 3,600	\$ 3,600	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
40-8403	Printing & Binding		\$ 525	\$ 525	\$ 525	\$ 525
	Recepit books	\$ 525				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other		\$ 120	\$ 120	\$ 120	\$ 120
	\$10 per month	\$ 120				
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE		\$ 6,941	\$ 6,941	\$ 5,549	\$ 5,549

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ 1,945	\$ 1,945	\$ 455	\$ 2,400	\$ 2,400
40-8400	Travel & Training	\$ 1,600	\$ 1,600	\$ (800)	\$ 800	\$ 800
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 120	\$ 120	\$ (40)	\$ 80	\$ 80
40-8415	Fines & Penalties	\$ 1,902	\$ 1,902	\$ (1,902)	\$ -	\$ -
40-8441	Jury Service	\$ 2,400	\$ 2,400	\$ (200)	\$ 2,200	\$ 2,200
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology	\$ -	\$ -	\$ -	\$ -	\$ -
***	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 1,027	\$ 1,027	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS	\$ 7,967	\$ 7,967	\$ (1,460)	\$ 6,507	\$ 5,480

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Municipal Court
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8400	Travel & Training	\$ (800)	Less travel
40-8415	Fines & Penalties	\$ (1,902)	adjusted for actual cost
40-8441	Jury Service	\$ (200)	adjusted for actual cost
40-8407	Dues & Memberships	\$ (40)	adjusted for actual cost
20-8214	Finance Charges	\$ 455	adjusted for actual cost
***	Contingency	\$ 1,027	Removed from budget - see budget addendum
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (1,460)	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges		\$ 1,945	\$ 1,945	\$ 2,400	\$ 2,400
	credit card charges for municipal court	\$ 2,400				
	\$200 per month					
40-8400	Travel & Training		\$ 1,600	\$ 1,600	\$ 800	\$ 800
	Municipal Court Certifications and continuing education	\$ 800				
	Continuing Education					
	TCCA Certification Test					
40-8402	Advertising & Legal Notices		\$ -	\$ -	\$ -	\$ -
40-8406	Professional License		\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships		\$ 120	\$ 120	\$ 80	\$ 80
	Texas Court Clerks Association - \$40 each clerk	\$ 80				
40-8415	Fines & Penalties		\$ 1,902	\$ 1,902	\$ -	\$ -
40-8441	Jury Service		\$ 2,400	\$ 2,400	\$ 2,200	\$ 2,200
	45 Jurors summons per trial at \$7.00 per juror, 1 trial per month					
50-8502	Reimbursables Other		\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology		\$ -	\$ -	\$ -	\$ -
***	Court Security		\$ -	\$ -	\$ -	\$ -
	Monthly Baliff Duty Payments (moved to Ct Security Fund)					

***	Subscriptions & Publications		\$ -	\$ -	\$ -	\$ -
***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency				\$ 1,027	\$ -
	1% of department expenses		\$ -	\$ -		
***	Special Events		\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS		\$ 7,967	\$ 7,967	\$ 6,507	\$ 5,480

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ 4,429	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ 558	\$ 558	\$ 558
30-8303	Long Distance Telephone	\$ -	\$ -	\$ 15	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services	\$ 1,824	\$ 1,824	\$ (815)	\$ 1,009	\$ 1,009
	TOTAL UTILITIES	\$ 1,824	\$ 1,824	\$ 4,417	\$ 6,241	\$ 6,241

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Municipal Court	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8300	Electricity	\$ 4,429	Split over all departments
30-8301	Gas	\$ 230	Split over all departments
30-8302	Basic Telephone	\$ 558	Split over all departments
30-8303	Long Distance Telephone	\$ 15	Split over all departments
30-8305	Communication Services	\$ (815)	Split over all departments
	Total Increase/Decrease	\$ 4,417	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone		\$ -	\$ -	\$ 558	\$ 558
30-8303	Long Distance Telephone		\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone		\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services		\$ 1,824	\$ 1,824	\$ 1,824	\$ 1,824
	Share of city Internet service T1 line, \$152 per month	\$ 1,824				
	TOTAL UTILITIES		\$ 1,824	\$ 1,824	\$ 7,056	\$ 7,056

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ 4,800	\$ 4,800	\$ -	\$ 4,800	\$ 4,800
40-8421	Municipal Judge	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ 12,000
40-8422	Magistrate	\$ 2,800	\$ 2,800	\$ -	\$ 2,800	\$ 2,800
40-8426	Software Tech Support	\$ -	\$ -	\$ 800	\$ 800	\$ 800
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 956	\$ (956)	\$ -	\$ -
40-8438	IT Contract	\$ 6,725	\$ 6,725	\$ (3,362)	\$ 3,363	\$ 3,363
	TOTAL CONTRACTUAL	\$ 27,281	\$ 27,281	\$ (3,518)	\$ 23,763	\$ 23,763

CONTRACTUAL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Municipal Court	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8426	Software Tech Support	\$ 800	adjusted for actual cost
40-8438	IT Contract	\$ (3,362)	adjusted for actual cost
40-8437	Connect CTY	\$ (956)	adjusted for actual cost
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (3,518)	

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
	Prosecutor, \$400 per month					
40-8421	Municipal Judge		\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
	\$1,000 per month					
40-8422	Magistrate		\$ 2,800	\$ 2,800	\$ 2,800	\$ 2,800
40-8426	Software Tech Support		\$ -	\$ -	\$ 800	\$ 800
40-8427	Equipment Tech Support		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ 956	\$ 956	\$ -	\$ -
40-8438	IT Contract		\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
	1/8 Share of City Contract	\$ 4,451				
	TOTAL CONTRACTUAL		\$ 27,281	\$ 27,281	\$ 23,763	\$ 23,763

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ 1,000	\$ 1,000	\$ (1,000)	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 1,000	\$ 1,000	\$ (1,000)	\$ -	\$ -

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Municipal Court	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
60-8600	Office Equipment	\$ (1,000)	adjusted for actual cost
	Total Increase/Decrease	\$ (1,000)	

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ 1,000	\$ 1,000	\$ -	\$ -
	Computer					
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ 1,000	\$ 1,000	\$ -	\$ -

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		General		Municipal Court	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
Outputs:					
Fine revenue generated					
# of warrants processed					
# of cases processed					
Outcomes:					
% of cases from pretrial to trial (# of trial cases divided by # of pretrail cases)					

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY		COST ESTIMATE		FUNDING SOURCE		PERCENTAGE %
Engineering/Planning				Current Revenues		
Land/Right-of-Way				Reserve Funds		
Construction				G.O. Bonds		
Equipment				Rev. Bonds		
Materials				Cert. of Obligation		
Furnishings				Lease/Purchase		
Other				Grants		
				Other		
TOTAL		\$0		TOTAL		\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Police			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 645,221	\$ 636,347	\$ 643,216	\$ 643,216	\$ 691,019	\$ 691,019
10-8101	Payroll Expenses	\$ 12,009	\$ 11,772	\$ 11,899	\$ 11,899	\$ 9,943	\$ 9,943
10-8129	F.I.C.A.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8105	Unemployment Insurance	\$ -	\$ -	\$ 153	\$ 153	\$ 153	\$ 153
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ 14,314	\$ 14,314
10-8103	Health Insurance	\$ 103,492	\$ 116,484	\$ 90,912	\$ 90,912	\$ 117,000	\$ 117,000
10-8125	Dental Insurance	\$ -	\$ -	\$ 5,184	\$ 5,184	\$ 5,508	\$ 5,508
10-8126	Life Insurance	\$ -	\$ -	\$ 1,326	\$ 1,326	\$ 3,468	\$ 3,468
10-8104	Retirement - T.M.R.S.	\$ 25,302	\$ 13,077	\$ 11,899	\$ 11,899	\$ 14,251	\$ 14,251
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ 884	\$ 1,000	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help	\$ -	\$ 2,500	\$ 1,000	\$ 1,000	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ 8,550	\$ 9,316	\$ 9,316	\$ 3,040	\$ 3,040
10-8128	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8127	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL PERSONNEL</i>	\$ 786,908	\$ 789,730	\$ 774,905	\$ 774,905	\$ 858,696	\$ 858,696
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 28	\$ -	\$ 120	\$ 120	\$ 120	\$ 120
20-8201	Office Supplies	\$ 1,741	\$ 2,500	\$ 2,795	\$ 2,795	\$ 2,800	\$ 2,800
40-8403	Printing & Binding	\$ 144	\$ 500	\$ 500	\$ 500	\$ 300	\$ 300
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ 850	\$ 850	\$ 425	\$ 425
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipemnt Repair & Maintenance	\$ 1,502	\$ 1,000	\$ 2,400	\$ 2,400	\$ 2,439	\$ 2,439
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies	\$ 2,498	\$ 4,000	\$ 3,500	\$ 3,500	\$ 2,000	\$ 2,000

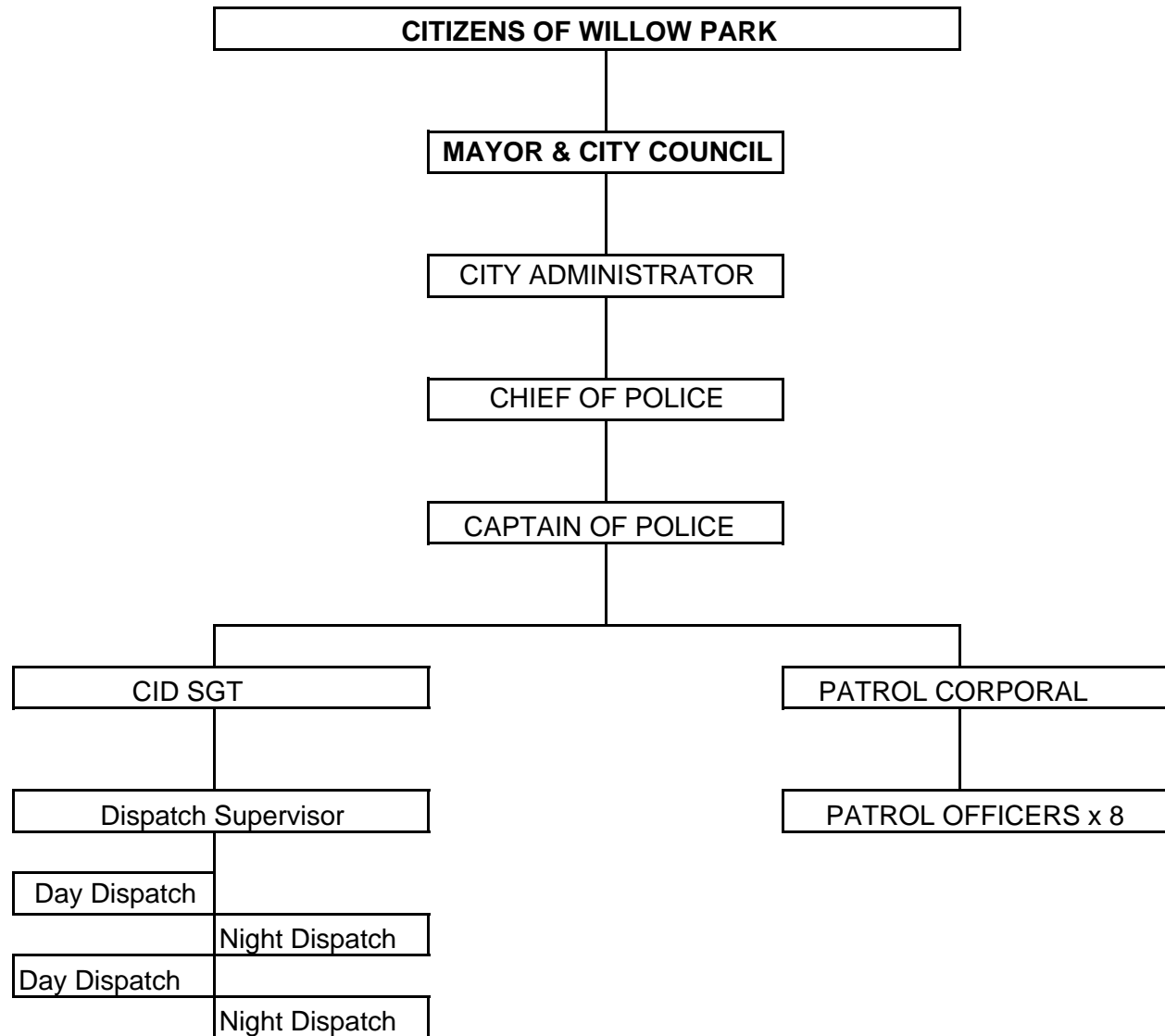
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8276	Ammunition & Weapons Related	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
20-8267	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8270	MV Fuel	\$ 44,085	\$ 42,346	\$ 50,000	\$ 50,000	\$ 44,200	\$ 44,200
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ 1,440	\$ 1,440
20-8271	MV Tires, Tubes, and Batteries	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
20-8207	MV Repair & Maintenance	\$ 15,153	\$ 18,000	\$ 12,000	\$ 12,000	\$ 10,800	\$ 10,800
20-8265	Misc. Operating Other	\$ 2,461	\$ 2,512	\$ 2,400	\$ 2,400	\$ 2,000	\$ 2,000
20-8266	Minor Equipment - Other	\$ 540	\$ 2,500	\$ 1,200	\$ 1,200	\$ 800	\$ 800
	<i>SUBTOTAL SUPPLIES</i>	\$ 68,152	\$ 73,358	\$ 80,265	\$ 80,265	\$ 71,824	\$ 71,824
	<u>OPERATIONS</u>						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 2,170	\$ 2,609	\$ 4,100	\$ 4,100	\$ 4,000	\$ 4,000
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8406	Professional License	\$ -	\$ 150	\$ 150	\$ 150	\$ -	\$ -
40-8407	Dues & Memberships	\$ 309	\$ 412	\$ 315	\$ 315	\$ 330	\$ 330
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ 5,938	\$ 4,090	\$ -	\$ -	\$ -	\$ -
20-8268	Subscriptions & Publications	\$ -	\$ -	\$ 2,820	\$ 2,820	\$ 2,820	\$ 2,820
20-8269	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 10,206	\$ -
20-8275	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL OPERATIONS</i>	\$ 8,417	\$ 7,261	\$ 7,385	\$ 7,385	\$ 17,356	\$ 7,150
	<u>UTILITIES</u>						

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ 2,448	\$ 2,448	\$ 3,058	\$ 3,058
30-8303	Long Distance Telephone	\$ -	\$ -	\$ 60	\$ 60	\$ 100	\$ 100
30-8304	Mobile Telephone	\$ 7,829	\$ 7,269	\$ 6,708	\$ 6,708	\$ 6,708	\$ 6,708
30-8305	Communication Services	\$ 1,186	\$ 1,119	\$ 1,824	\$ 1,824	\$ 1,009	\$ 1,009
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ 464	\$ 395	\$ 504	\$ 504	\$ 504	\$ 504
	SUBTOTAL UTILITIES	\$ 9,479	\$ 8,783	\$ 11,544	\$ 11,544	\$ 16,038	\$ 16,038
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -		
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 5,999	\$ -	\$ 1,100	\$ 1,100	\$ 600	\$ 600
40-8410	Lab Testing	\$ 84	\$ 150	\$ 240	\$ 240	\$ 240	\$ 240
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing	\$ 2,186	\$ 1,974	\$ 1,657	\$ 1,657	\$ 1,763	\$ 1,763
40-8426	Software Tech Support	\$ 300	\$ 400	\$ 5,243	\$ 5,243	\$ 4,500	\$ 4,500
40-8427	Equipment Tech Support	\$ 172	\$ -	\$ 1,398	\$ 1,398	\$ 800	\$ 800
40-8429	Accurint	\$ 574	\$ 506	\$ -	\$ -	\$ -	\$ -
40-8431	TWL Knowledge Group	\$ -	\$ 1,870	\$ -	\$ -	\$ -	\$ -
40-8432	TCLEDDS	\$ -	\$ 1,200	\$ -	\$ -		
40-8437	Connect CTY	\$ 956	\$ 1,275	\$ 996	\$ 996	\$ 1,600	\$ 1,600
40-8438	IT Contract	\$ 7,643	\$ 7,000	\$ 7,106	\$ 7,106	\$ 3,363	\$ 3,363
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CONTRACTUAL	\$ 17,913	\$ 14,874	\$ 17,740	\$ 17,740	\$ 12,866	\$ 12,866

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment	\$ -	\$ 3,200	\$ 2,516	\$ 2,516	\$ -	\$ -
60-8601	Motor Equipemnt	\$ 49,489	\$ 35,000	\$ 56,285	\$ 56,285	\$ 54,609	\$ 54,609
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ 49,489	\$ 38,200	\$ 58,801	\$ 58,801	\$ 54,609	\$ 54,609
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8719	Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8720	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8733	Police Seizure Fund - Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8734	Police Seizure Fund - State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8737	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8738	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8740	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 940,358	\$ 932,206	\$ 950,640	\$ 950,640	\$ 1,031,389	\$ 1,021,183

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Police
DEPARTMENT MISSION STATEMENT		
The Mission of the Willow Park Police Department is to effectively and efficiently provide for the protection of lives and property, preserve the public peace, and provide needed community services with the highest level of professionalism and ethical standards.		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR:		
The introduction of five new patrol vehicles into the fleet. In the interest of uniformity and pride this now makes all patrol vehicles within the city black Dodge Chargers.		
Planning on replacement of 5 ballistic vests this FY. The current vests were purchased in FY08/09 and are due for replacement		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR:		
Replacement of 5 ballistic vests.		
Look into feasiblity of adding a "warrant officer" to assist in serving the backlog og of warrants through the municipal court.		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Police
Have and professional department		
		Implementation of Officer Evaluation Formats
		Implementation of a new promotion process
		Issuance of new WPPD Policy Manual
Prompt and effective repsonse time to calls		
		respond to emergencies
		traffic stops



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 774,905	\$ 774,905	\$ 83,791	\$ 858,696	\$ 858,696
20	Supplies & Maintenance	\$ 80,265	\$ 80,265	\$ (8,441)	\$ 71,824	\$ 71,824
20	Operations	\$ 7,385	\$ 7,385	\$ 9,971	\$ 17,356	\$ 7,150
30	Utilities	\$ 11,544	\$ 11,544	\$ 4,494	\$ 16,038	\$ 16,038
40	Contractual Services	\$ 17,740	\$ 17,740	\$ (4,874)	\$ 12,866	\$ 12,866
60	Capital Outlay	\$ 58,801	\$ 58,801	\$ (4,192)	\$ 54,609	\$ 54,609
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL DEPARTMENT EXPENSES \$ 950,640 \$ 950,640 \$ 80,749 \$ 1,031,389 \$ 1,021,183

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 643,216	\$ 643,216	\$ 47,803	\$ 691,019	\$ 691,019
10-8108	Extra Help	\$ 1,000	\$ 1,000	\$ (1,000)	\$ -	\$ -
10-8128	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 644,216	\$ 644,216	\$ 46,803	\$ 691,019	\$ 691,019
10-8101	Payroll Expenses	\$ 11,899	\$ 11,899	\$ (1,956)	\$ 9,943	\$ 9,943
10-8129	FICA	\$ -	\$ -	\$ -	\$ -	\$ -
10-8105	Unemployment Insurance	\$ 153	\$ 153	\$ -	\$ 153	\$ 153
10-8102	Workers Compensation	\$ -	\$ -	\$ 14,314	\$ 14,314	\$ 14,314
10-8103	Group Health	\$ 90,912	\$ 90,912	\$ 26,088	\$ 117,000	\$ 117,000
10-8125	Dental Insurance	\$ 5,184	\$ 5,184	\$ 324	\$ 5,508	\$ 5,508
10-8126	Life Insurance	\$ 1,326	\$ 1,326	\$ 2,142	\$ 3,468	\$ 3,468
10-8104	Retirement	\$ 11,899	\$ 11,899	\$ 2,352	\$ 14,251	\$ 14,251
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ 9,316	\$ 9,316	\$ (6,276)	\$ 3,040	\$ 3,040
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 130,689	\$ 130,689	\$ 36,988	\$ 167,677	\$ 167,677
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ 774,905	\$ 774,905	\$ 83,791	\$ 858,696	\$ 858,696

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Police
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ 47,803	Putting all staff at 2184 hours and includes cert pay and holiday overtime and extra help
10-8102	Workers Compensation	\$ 14,314	Previously paid by Administration, now divided between depts.
10-8103	Group Health	\$ 26,088	Estimated increase by Insurance Broker
10-8108	Extra Help	\$ (1,000)	Moved to another line item
10-8125	Dental Insurance	\$ 324	adjusted for actual cost
10-8126	Life Insurance	\$ 2,142	adjusted for actual cost
10-8104	Retirement	\$ 2,352	adjusted for actual cost
10-8101	Payroll Expenses	\$ (1,956)	adjusted for actual cost
10-8110	Accrued Comp & Vacation	\$ (6,276)	adjusted for actual cost
	Total Increase/Decrease	\$ 83,791	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 643,216	\$ 643,216	\$ 691,019	\$ 691,019
	17 FTE,					
	*12 sworn, 5 civilian					
10-8101	Payroll Expenses		\$ 11,899	\$ 11,899	\$ 9,943	\$ 9,943
	0.0145 of gross salaries for Medicare	\$ 10,020				
10-8105	Unemployment Insurance		\$ 153	\$ 153	\$ 153	\$ 153
	0.001 x first 9000.00 earned per employee (17)	\$ 153				
10-8102	Workers Compensation		\$ -	\$ -	\$ 14,314	\$ 14,314
	\$842 per employee	\$ 14,314				
10-8103	Health Insurance		\$ 90,912	\$ 90,912	\$ 117,000	\$ 117,000
	\$552 per month x Number of Employees (17)	\$ 112,608				
	Adjusted to declined coverage	\$ 107,208				
10-8125	Dental Insurance		\$ 5,184	\$ 5,184	\$ 5,508	\$ 5,508
	\$28 per month x number of employees (17)	\$ 5,712				
10-8126	Life Insurance		\$ 1,326	\$ 1,326	\$ 3,468	\$ 3,468
	\$ 204 per employees (17)	\$ 3,468				
10-8104	Retirement		\$ 11,899	\$ 11,899	\$ 14,251	\$ 14,251
	0.0185 x gross salaries (Oct - Dec)	\$ 3,196				
	0.0216 x gross salaries (Jan - Sept)	\$ 11,195				
		\$ 14,390				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -

10-8108	Extra Help		\$ 1,000	\$ 1,000	\$ -	\$ -
10-8110	Accrued Comp & Vacation		\$ 9,316	\$ 9,316	\$ 3,040	\$ 3,040
	Leave buy out; 120 hours	\$ 3,040				
***	Holiday Overtime		\$ -	\$ -	\$ -	\$ -
	Included in Salary					
10-8127	Physicals		\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONNEL AND RELATED COSTS		\$ 774,905	\$ 774,905	\$ 858,696	\$ 858,696

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 120	\$ 120	\$ -	\$ 120	\$ 120
20-8201	Office Supplies	\$ 2,795	\$ 2,795	\$ 5	\$ 2,800	\$ 2,800
40-8403	Printing & Binding	\$ 500	\$ 500	\$ (200)	\$ 300	\$ 300
20-8202	Flowers/Gifts/Plaques	\$ 850	\$ 850	\$ (425)	\$ 425	\$ 425
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ 2,400	\$ 2,400	\$ 39	\$ 2,439	\$ 2,439
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniform & Supplies	\$ 3,500	\$ 3,500	\$ (1,500)	\$ 2,000	\$ 2,000
82-8276	Ammunition & Weapons Related	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
20-8267	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8270	MV Fuel	\$ 50,000	\$ 50,000	\$ (5,800)	\$ 44,200	\$ 44,200
20-8206	MV Oils, Lubricants & Fluids	\$ -	\$ -	\$ 1,440	\$ 1,440	\$ 1,440
20-8271	MV Tires, Tubes & Batteries	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
20-8207	MV Repair & Maintenance	\$ 12,000	\$ 12,000	\$ (1,200)	\$ 10,800	\$ 10,800
20-8265	Misc Operating - Other	\$ 2,400	\$ 2,400	\$ (400)	\$ 2,000	\$ 2,000
20-8266	Minor Equipment - Other	\$ 1,200	\$ 1,200	\$ (400)	\$ 800	\$ 800
	TOTAL SUPPLIES/MAINTENANCE	\$ 80,265	\$ 80,265	\$ (8,441)	\$ 71,824	\$ 71,824

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Police
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8270	MV Fuel	\$ (5,800)	Adjusted for 12-13 actuals
20-8201	Office Supplies	\$ 5	adjusted for actual cost
40-8403	Printing & Binding	\$ (200)	adjusted for actual cost
20-8202	Flowers/Gifts/Plaques	\$ (425)	adjusted for actual cost
20-8204	Office Equipment Repair & Mainte	\$ 39	adjusted for actual cost
20-8208	Uniform & Supplies	\$ (1,500)	adjusted for actual cost
20-8206	MV Oils, Lubricants & Fluids	\$ 1,440	adjusted for actual cost
20-8207	MV Repair & Maintenance	\$ (1,200)	adjusted for actual cost
20-8265	Misc Operating - Other	\$ (400)	adjusted for actual cost
20-8266	Minor Equipment - Other	\$ (400)	adjusted for actual cost
	Total Increase/Decrease	\$ (8,441)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 120	\$ 120	\$ 120	\$ 120
	\$10 per month	\$ 120				
20-8201	Office Supplies		\$ 2,795	\$ 2,795	\$ 2,800	\$ 2,800
	\$200 per month	\$ 2,400				
	Office furniture, chair replacement	\$ 400				
40-8403	Printing & Binding		\$ 500	\$ 500	\$ 300	\$ 300
	\$25 per month					
20-8202	Flowers/Gifts/Plaques		\$ 850	\$ 850	\$ 425	\$ 425
	Employee apprication; \$25 per employee (17)	\$ 425				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ 2,400	\$ 2,400	\$ 2,439	\$ 2,439
	Copy Manchine					
	Lease - \$91.50 per month	\$ 1,098				
	Service - \$84.27	\$ 1,011				
	Use - \$27.50 per month	\$ 330				
		\$ 2,439				
20-8222	Minor Tools		\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies		\$ 3,500	\$ 3,500	\$ 2,000	\$ 2,000
	\$200 per uniform x 5 units	\$ 1,000				
	\$500 per vest x 2 units [50% grant matched project]	\$ 1,000				
20-8276	Ammunition & Weapons Related		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
	Ammunition for practice rounds and patrol	\$ 1,500				
	Required annual qualification					
20-8267	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -

20-8253	Safety Equipment		\$ -	\$ -	\$ -	\$ -
20-8270	MV Fuel		\$ 50,000	\$ 50,000	\$ 44,200	\$ 44,200
	\$850 per week x 52 weeks	\$ 44,200				
20-8206	MV Oils, Lubricants, and Fluids		\$ -	\$ -	\$ 1,440	\$ 1,440
20-8271	MV Tires, Tubes, and Batteries		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	6 sets of tires at \$500 per set	\$ 3,000				
20-8207	MV Repair & Maintenance		\$ 12,000	\$ 12,000	\$ 10,800	\$ 10,800
	\$900 per month	\$ 10,800				
20-8265	Misc. Operating Other		\$ 2,400	\$ 2,400	\$ 2,000	\$ 2,000
	\$166.67 per month	\$ 2,000				
	Cleaning supplies, breakroom					
20-8266	Minor Equipment - Other		\$ 1,200	\$ 1,200	\$ 800	\$ 800
	\$66.67 per month	\$ 800				
	Radio equipment					
	TTYPD - hearing imparied equipment					
	TOTAL SUPPLIES/MAINTENANCE		\$ 80,265	\$ 80,265	\$ 71,824	\$ 71,824

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 4,100	\$ 4,100	\$ (100)	\$ 4,000	\$ 4,000
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -
40-8406	Professional License	\$ 150	\$ 150	\$ (150)	\$ -	\$ -
40-8407	Dues & Memberships	\$ 315	\$ 315	\$ 15	\$ 330	\$ 330
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -
20-8269	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 10,206	\$ 10,206	\$ -
20-8268	Subscriptions	\$ 2,820	\$ 2,820	\$ -	\$ 2,820	\$ 2,820
	TOTAL OPERATIONS	\$ 7,385	\$ 7,385	\$ 9,971	\$ 17,356	\$ 7,150

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Police
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8400	Travel & Training	\$ (100)	adjusted for actual cost
40-8406	Professional License	\$ (150)	adjusted for actual cost
40-8407	Dues & Memberships	\$ 15	adjusted for actual cost
		\$ -	
		\$ -	
		\$ -	
		\$ -	
***	Contingency	\$ 10,206	Removed from budget - see budget addendum
		\$ -	
	Total Increase/Decrease	\$ 9,971	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit		\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training		\$ 4,100	\$ 4,100	\$ 4,000	\$ 4,000
	Webinars and notary classes	\$ 500				
	Dispatch training	\$ 500				
	Travel expenses - mileage	\$ 3,000				
40-8402	Advertising and Legal Notices		\$ -	\$ -	\$ -	\$ -
40-8406	Professional License		\$ 150	\$ 150	\$ -	\$ -
	TCLOSE certification application & license fees					
40-8407	Dues & Memberships		\$ 315	\$ 315	\$ 330	\$ 330
	IACP - International Association of Chief of Police	\$ 120				
	Texas Police Chiefs Assocaiton	\$ 195				
	North Texas Police Chiefs Association	\$ 15				
40-8409	Permits & Applications		\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage		\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties		\$ -	\$ -	\$ -	\$ -

20-8269	Promotions		\$ -	\$ -	\$ -	\$ -
20-8268	Subscriptions		\$ 2,820	\$ 2,820	\$ 2,820	\$ 2,820
	Accurint	\$ 525				
	TWL Knowledge	\$ 2,000				
	TCLEDDS	\$ 295				
	TOTAL OPERATIONS		\$ 7,385	\$ 7,385	\$ 7,150	\$ 7,150

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ 4,429	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 2,448	\$ 2,448	\$ 610	\$ 3,058	\$ 3,058
30-8303	Long Distance Telephone	\$ 60	\$ 60	\$ 40	\$ 100	\$ 100
30-8304	Mobile Telephone	\$ 6,708	\$ 6,708	\$ -	\$ 6,708	\$ 6,708
30-8305	Communication Services	\$ 1,824	\$ 1,824	\$ (815)	\$ 1,009	\$ 1,009
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ 504	\$ 504	\$ -	\$ 504	\$ 504
	TOTAL UTILITIES	\$ 11,544	\$ 11,544	\$ 4,494	\$ 16,038	\$ 16,038

UTILITES BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Police
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
30-8300	Electricity	\$ 4,429	divided across all departments	
30-8301	Gas	\$ 230	divided across all departments	
30-8302	Basic Telephone	\$ 610	divided across all departments	
30-8303	Long Distance Telephone	\$ 40	divided across all departments	
30-8305	Communication Services	\$ (815)	divided across all departments	
	Total Increase/Decrease	\$ 4,494		

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone		\$ 2,448	\$ 2,448	\$ 3,058	\$ 3,058
	Share of actual					
30-8303	Long Distance Telephone		\$ 60	\$ 60	\$ 100	\$ 100
	\$5 per month					
30-8304	Mobile Telephone		\$ 6,708	\$ 6,708	\$ 6,708	\$ 6,708
	\$43 per month x 13 employees	\$ 6,708				
30-8305	Communication Services		\$ 1,824	\$ 1,824	\$ 1,009	\$ 1,009
	Share of Internet T1 line, \$152 per month	\$ 1,824				
30-8309	Satellite Service		\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network		\$ 504	\$ 504	\$ 504	\$ 504
	Split with Fire Department					
	TOTAL UTILITIES		\$ 11,544	\$ 11,544	\$ 16,038	\$ 16,038

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 1,100	\$ 1,100	\$ (500)	\$ 600	\$ 600
40-8410	Lab Testing	\$ 240	\$ 240	\$ -	\$ 240	\$ 240
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ -	\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing	\$ 1,657	\$ 1,657	\$ 106	\$ 1,763	\$ 1,763
40-8426	Software Tech Support	\$ 5,243	\$ 5,243	\$ (743)	\$ 4,500	\$ 4,500
40-8427	Equipment Tech Support	\$ 1,398	\$ 1,398	\$ (598)	\$ 800	\$ 800
40-8429	Accurint	\$ -	\$ -	\$ -	\$ -	\$ -
40-84531	TWL Knowledge Group	\$ -	\$ -	\$ -	\$ -	\$ -
40-8432	TCLEDDS	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 996	\$ 996	\$ 604	\$ 1,600	\$ 1,600
40-8438	IT Contract	\$ 7,106	\$ 7,106	\$ (3,743)	\$ 3,363	\$ 3,363
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -

50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL	\$ 17,740	\$ 17,740	\$ (4,874)	\$ 12,866	\$ 12,866

CONTRACTUAL BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2012-2013 AMENDED		General		Police
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
40-8408	Other Contractual	\$ (500)	adjusted for actual cost	
40-8420	Inmate Housing	\$ 106	adjusted for actual cost	
40-8426	Software Tech Support	\$ (743)	adjusted for actual cost	
40-8427	Equipment Tech Support	\$ (598)	adjusted for actual cost	
40-8437	Connect CTY	\$ 604	cost shared between police, fire, and public works	
40-8438	IT Contract	\$ (3,743)	adjusted for actual cost	
	Total Increase/Decrease	\$ (4,874)		

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability		\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ 1,100	\$ 1,100	\$ 600	\$ 600
	Share of Ice Machine; \$600					
40-8410	Lab Testing		\$ 240	\$ 240	\$ 240	\$ 240
	\$20 per month	\$ 240				
	Quest Dianogtitics, Tarrant County Medical Examiner					
40-8412	Other Rental		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ -	\$ -	\$ -	\$ -
40-8417	Auditor		\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing		\$ 1,657	\$ 1,657	\$ 1,763	\$ 1,763
	Parker County fee of \$35.25 per guest					
	50 nights	\$ 1,762.50				
40-8426	Software Tech Support		\$ 5,243	\$ 5,243	\$ 4,500	\$ 4,500
	Cardinal Badge Software	\$ 4,500				
40-8427	Equipment Tech Support		\$ 1,398	\$ 1,398	\$ 800	\$ 800
	(Maverick) Additional Service Calls	\$ 800				
40-8429	Accurint		\$ -	\$ -	\$ -	\$ -
	*moved to subscriptions					
40-8453	TWL Knowledge Group		\$ -	\$ -	\$ -	\$ -
	*moved to subscriptions					

40-8432	TCLEDDS		\$ -	\$ -	\$ -	\$ -
	*moved to subscriptions					
40-8437	Connect CTY		\$ 996	\$ 996	\$ 1,600	\$ 1,600
	Share of reverse 9-1-1 call out service					
40-8438	IT Contract		\$ 7,106	\$ 7,106	\$ 3,363	\$ 3,363
	Annual IT/Tech Support Contract: Maverick	\$ 4,451				
40-8453	Repair & Maintenance - Other		\$ -	\$ -	\$ -	\$ -
50-8500	City Attorney		\$ -	\$ -	\$ -	\$ -
			\$ 17,740	\$ 17,740	\$ 12,866	\$ 12,866

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ 2,516	\$ 2,516	\$ (2,516)	\$ -	\$ -
60-8601	Motor Equipment	\$ 56,285	\$ 56,285	\$ (1,676)	\$ 54,609	\$ 54,609
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 58,801	\$ 58,801	\$ (4,192)	\$ 54,609	\$ 54,609

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Police
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
		\$ -		
		\$ -		
60-8600	Office Equipment	\$ (2,516)	one time expense	
60-8601	Motor Equipment	\$ (1,676)	adjusted for actual cost, year two payment of 3 for new car purchase	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ (4,192)		

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
		FY 2012-2013		FY 2013-2014		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ 2,516	\$ 2,516	\$ -	\$ -
	Laptop	\$ 1,700				
60-8601	Motor Equipemnt		\$ 56,285	\$ 56,285	\$ 54,609	\$ 54,609
	Expense moved to General Fund Debt Service	\$ -				
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase		\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ 58,801	\$ 58,801	\$ 54,609	\$ 54,609

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		General		Police	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
Outputs:					
# and type of calls of service					
# and type of traffic stops					
# and type of criminal reports					
# and type of arrests					
# and type of accidents/emergencies responded					
Outcomes:					
Avg emergency call response time					
Crime rate index (uniform crime reporting program)					
clearance rate of investigations					

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Police		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE		FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning			Current Revenues			
Land/Right-of-Way			Reserve Funds			
Construction			G.O. Bonds			
Equipment			Rev. Bonds			
Materials			Cert. of Obligation			
Furnishings			Lease/Purchase			
Other			Grants			
			Other			
TOTAL	\$0		TOTAL		\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Public Works Parks & Roads			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ -	\$ 1,647	\$ -	\$ -	\$ -	\$ -
10-8101	Payroll Expenses	\$ -	\$ 21	\$ -	\$ -	\$ -	\$ -
***	F.I.C.A.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8103	Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Dental Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8104	Retirement - T.M.R.S.	\$ -	\$ 54	\$ -	\$ -	\$ -	\$ -
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL PERSONNEL</i>	\$ 150	\$ 1,722	\$ -	\$ -	\$ -	\$ -
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 18	\$ 200	\$ -	\$ -	\$ -	\$ -
20-8201	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Repair & Maintenance - sprinkler lines, play	\$ 2,636	\$ 2,000	\$ 600	\$ 600	\$ 1,500	\$ 1,500
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment - safety galsses/ear plugs	\$ -	\$ -	\$ 600	\$ 600	\$ 240	\$ 240
***	MV/Equip. Fuel - mowers, equipment, vehicl	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400

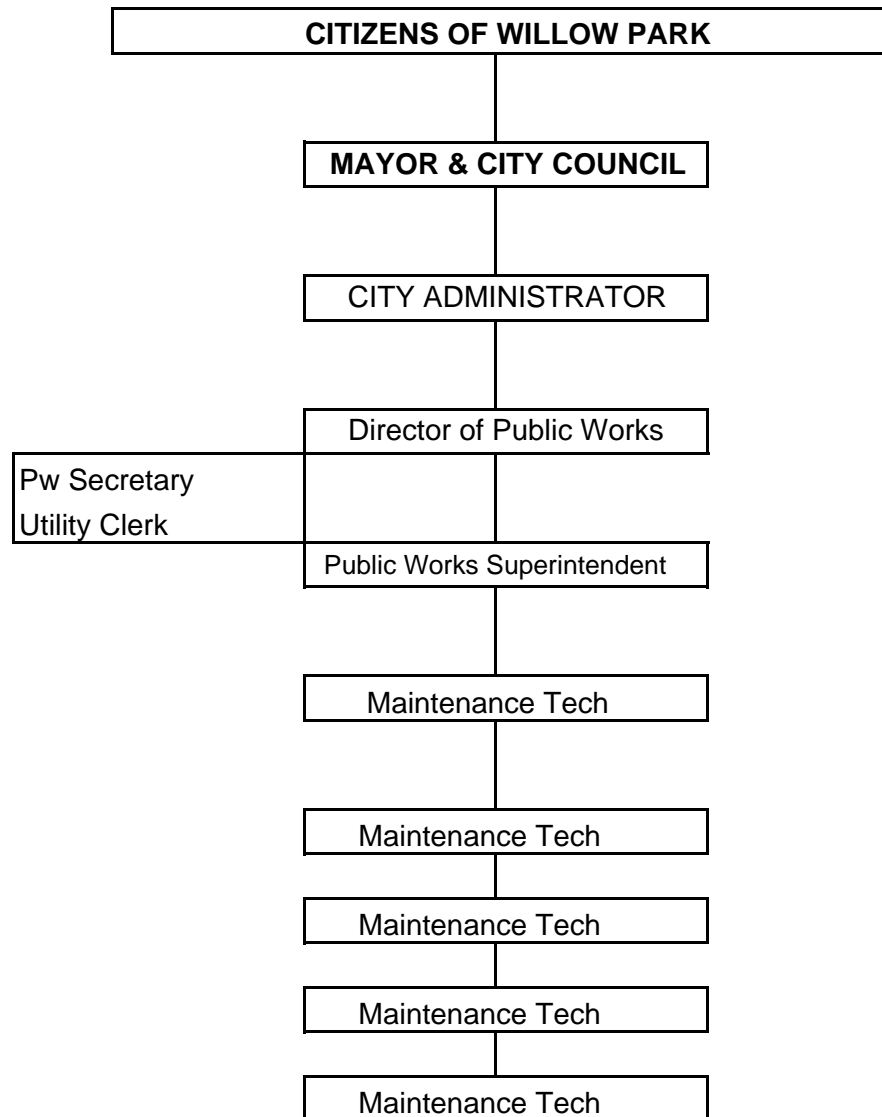
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8206	MV/Equip Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV/Equip Tires, Tubes, and Batteries	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500
20-8207	MV/Equip Repair & Maintenance	\$ 877	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
20-8225	Asphalt Materials -75 tons of asphalt	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
20-8226	Road Base Materials - Paving	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,000	\$ 2,000
20-8230	Chemicals - round up, fire ant killer	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 1,000	\$ 1,000
20-8221	Graffiti Removal	\$ -	\$ -	\$ 600	\$ 600	\$ -	\$ -
20-8223	Equipment - weed eaters, chain saw	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 1,200	\$ 1,200
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials	\$ -	\$ -	\$ 900	\$ 900	\$ 900	\$ 900
20-8228	Concrete Replacement	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
20-8229	Misc. Lawn Materials	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ -	\$ -
20-8238	Misc. Lawn Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers- cones, barricades	\$ -	\$ -	\$ 3,600	\$ 3,600	\$ 1,500	\$ 1,500
20-8252	Asphalt Rakes/Shovels	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 500	\$ 500
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
20-8262	Police/Fire Department	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
20-8265	Misc. Operating Other	\$ 470	\$ 700	\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ 5,866	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SUPPLIES	\$ 9,866	\$ 2,900	\$ 42,300	\$ 42,300	\$ 36,340	\$ 36,340
	OPERATIONS						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8402	Advertising and Legal Notices - parkfest	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ -	\$ -
50-8502	Reimbursabels Other	\$ 254	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 2,197	\$ -
***	Special Events - parkfest	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ -
	SUBTOTAL OPERATIONS	\$ 254	\$ -	\$ 5,400	\$ 5,400	\$ 2,197	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>UTILITIES</u>						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ 1,492	\$ 1,492
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ 448	\$ 449	\$ -	\$ -	\$ 500	\$ 500
30-8305	Communication Services	\$ -	\$ -	\$ -	\$ -	\$ 1,009	\$ 1,009
	<i>SUBTOTAL UTILITIES</i>	\$ 448	\$ 449	\$ -	\$ -	\$ 7,675	\$ 7,675
	<u>CONTRACTUAL SERVICES</u>						
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ 1,800	\$ 1,500	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 1,875	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair - outside contractor	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000
40-8434	OSSF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Services					\$ 3,363	\$ 3,363
	Hardware Support					\$ 800	\$ 800
40-8451	Equipment Rental - street saw / jack hammer	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL CONTRACTUAL</i>	\$ 3,675	\$ 1,500	\$ 21,500	\$ 21,500	\$ 16,863	\$ 16,863
	<u>CAPITAL OUTLAY</u>						
60-8603	Road Improvements	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 140,000	\$ 140,000
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ 534	\$ 5,000	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase - zero turn mower for p	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ 534	\$ 65,000	\$ 250,000	\$ 250,000	\$ 160,000	\$ 160,000
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ 14,927	\$ 71,571	\$ 319,200	\$ 319,200	\$ 223,075	\$ 220,878

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Public Works Parks & Roads
DEPARTMENT MISSION STATEMENT		
Our mission is to enrich the lives of the residents of Willow Park by providing safe, welcoming parks, Streets and recreation facilities		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR:		
Re-surfacing of Ranchhouse rd from Scenic to Stagecoach		
Re-surfacing of queensway rd		
Re-surfacing of kingsgate north		
Re-surfacing of Camelot ct.		
Re-surfacing of woodbridge ct		
Re-surfacing of Valley ct.		
Re-surfacing of pleasant ridge rd.		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR: 2013-2014		
Re surfacing Indian Camp rd from Crown to Vista		
Re surfacing Trinity Ct.		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Public Works Parks & Roads
Maintain city parks to assure the safety of the citizens of Willow Park		
	Maintain current park equipment through preventative	
	inspect all park equipment monthly	
	Mow parks effectively	
Maintain streets for adequate travel		
	maintain streets through preventative maintenance	
	repair pot holes	
	replace and repair street signs	
Major Street Rehabilitation		
	Execution of captial improvement budget	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
20	Supplies & Maintenance	\$ 42,300	\$ 42,300	\$ (5,960)	\$ 36,340	\$ 36,340
20	Operations	\$ 5,400	\$ 5,400	\$ (3,203)	\$ 2,197	\$ -
30	Utilities	\$ -	\$ -	\$ 7,675	\$ 7,675	\$ 7,675
40	Contractual Services	\$ 21,500	\$ 21,500	\$ (4,637)	\$ 16,863	\$ 16,863
60	Capital Outlay	\$ 250,000	\$ 250,000	\$ (90,000)	\$ 160,000	\$ 160,000
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	\$ -

%

0.0%

16.5%

0.0%

3.5%

7.6%

72.4%

0.0%

TOTAL DEPARTMENT EXPENSES	\$	319,200	\$	319,200	\$	(96,125)	\$	223,075	\$	220,878
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SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ -	\$ -	\$ -	\$ -	\$ -
20-8201	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Equipment Repair & Maintenance	\$ 600	\$ 600	\$ 900	\$ 1,500	\$ 1,500
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniform & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ 600	\$ 600	\$ (360)	\$ 240	\$ 240
***	MV Fuel	\$ 2,400	\$ 2,400	\$ -	\$ 2,400	\$ 2,400
20-8206	MV Oils, Lubricants & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes & Batteries	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
20-8207	MV Repair & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
20-8225	Asphalt Materials	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ 12,000
20-8226	Road Base Materials - Paving	\$ 2,400	\$ 2,400	\$ -	\$ 2,400	\$ 2,400
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ 2,400	\$ 2,400	\$ (400)	\$ 2,000	\$ 2,000
20-8230	Chemicals	\$ 2,400	\$ 2,400	\$ (1,400)	\$ 1,000	\$ 1,000
20-8221	Graffiti Remover	\$ 600	\$ 600	\$ (600)	\$ -	\$ -
20-8223	Equipment	\$ 2,400	\$ 2,400	\$ (1,200)	\$ 1,200	\$ 1,200

20-8224	Misc Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials	\$ 900	\$ 900	\$ -	\$ 900	\$ 900
20-8228	Concrete Replacement	\$ 2,400	\$ 2,400	\$ -	\$ 2,400	\$ 2,400
20-8229	Misc Lawn Materials	\$ 1,200	\$ 1,200	\$ (1,200)	\$ -	\$ -
20-8229	Misc Lawn Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers	\$ 3,600	\$ 3,600	\$ (2,100)	\$ 1,500	\$ 1,500
20-8252	Asphalt Rakes/Shovels	\$ 2,400	\$ 2,400	\$ (1,900)	\$ 500	\$ 500
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ 3,000	\$ 3,000	\$ (600)	\$ 2,400	\$ 2,400
20-8262	Police/Fire Department	\$ 3,000	\$ 3,000	\$ (600)	\$ 2,400	\$ 2,400
20-8265	Misc Operating - Other	\$ -	\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ 42,300	\$ 42,300	\$ (5,960)	\$ 36,340	\$ 36,340

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Public Works Parks & Roads
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8204	Equipment repair and maintenance	\$ 900	repair and maintenance of streets and parks equipment (new budget for 2014)
20-8208	uniform & supplies		portion of employee uniforms for streets and parks
20-8253	safety equipment	\$ (360)	ear plugs,gloves and safety glasses
	mv: tires,tubes and batteries	\$ 2,500	tires and batteries for vehicles and equipment
20-8207	mv: repair and maintenance	\$ 1,000	mechanical repairs on vehicles
20-8210	traffic & street signs	\$ (400)	reduction in expenditures
20-8230	chemicals	\$ (1,400)	round up/fire ant killer
20-8221	graffiti remover	\$ (600)	reduction due to graffiti remover in stock
20-8223	Equipment	\$ (1,200)	replace one weed eater
20-8227	ice melt materials		reduction in supply
20-8229	misc lawn materials	\$ (1,200)	reduction
20-8251	Barricades/Markers	\$ (2,100)	reduction - good inventory from 2012/13
20-8252	Asphalt rakes and shovels	\$ (1,900)	reduction - good inventory from 2012/13
20-8261	city hall	\$ (600)	adjusted for actual cost
20-8262	Police and Fire	\$ (600)	adjusted for actual cost
	Total Increase/Decrease	\$ (5,960)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ -	\$ -	\$ -	\$ -
20-8201	Office Supplies		\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding		\$ -	\$ -	\$ -	\$ -
20-8202	Flowers/Gifts/Plaques		\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Equipment Repair & Maintenance		\$ 600	\$ 600	\$ 1,500	\$ 1,500
	\$100 per month x 6 months	\$ 600				
	Additional Park repairs	\$ 900				
20-8222	Minor Tools		\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies		\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ 600	\$ 600	\$ 240	\$ 240
	Replacement; \$20 per month	\$ 240				
***	MV Fuel		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8206	MV Oils, Lubricants, and Fluids		\$ -	\$ -	\$ -	\$ -

***	MV Tires, Tubes, and Batteries		\$ -	\$ -	\$ 2,500	\$ 2,500
20-8207	MV Repair & Maintenance		\$ -	\$ -	\$ 1,000	\$ 1,000
20-8225	Asphalt Materials		\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
	\$1,000 per month	\$ 12,000				
20-8226	Road Base Materials - Paving		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
	\$200 per moth	\$ 2,400				
20-8234	Sand		\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil		\$ -	\$ -	\$ -	\$ -
20-8236	Sod		\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs		\$ 2,400	\$ 2,400	\$ 2,000	\$ 2,000
	Stock replacement	\$ 2,000				
20-8230	Chemicals		\$ 2,400	\$ 2,400	\$ 1,000	\$ 1,000
	Lawn treatment, \$200 per month x 5 months	\$ 1,000				
20-8221	Graffiti Remover		\$ 600	\$ 600	\$ -	\$ -
20-8223	Equipment		\$ 2,400	\$ 2,400	\$ 1,200	\$ 1,200
	Small equipment, \$100 per month	\$ 1,200				
20-8224	Misc. Tools/Supplies		\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials		\$ 900	\$ 900	\$ 900	\$ 900
	\$300 per month for 3 months, less over stock	\$ 900				
20-8228	Concrete Replacement		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8229	Misc. Lawn Materials		\$ 1,200	\$ 1,200	\$ -	\$ -
	\$100 per month	\$ 1,200				

20-8238	Misc. Lawn Equipment		\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance		\$ 3,600	\$ 3,600	\$ -	\$ -
20-8261	City Hall		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8262	Police/Fire Department		\$ -	\$ -	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8265	Misc. Operating Other		\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
20-8266	Minor Equipment - Other		\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
	TOTAL SUPPLIES/MAINTENANCE		\$ 42,300	\$ 42,300	\$ 39,140	\$ 39,140

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -
40-8402	Advertising and Legal Notices	\$ 500	\$ 500	\$ (500)	\$ -	\$ -
***	Equipment Maintenance	\$ 2,400	\$ 2,400	\$ (2,400)	\$ -	\$ -
50-8502	Reimbursabels Other	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 2,197	\$ 2,197	\$ -
***	Special Events	\$ 2,500	\$ 2,500	\$ (2,500)	\$ -	\$ -
	TOTAL OPERATIONS	\$ 5,400	\$ 5,400	\$ (3,203)	\$ 2,197	\$ -

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Public Works Parks & Roads
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8402	Advertising and Legal Notices	\$ (500)	adjusted for actual cost
***	Equipment Maintenance	\$ (2,400)	adjusted for actual cost
***	Special Events	\$ (2,500)	park fest expenses in tourism fund
		\$ -	
		\$ -	
***	Contingency	\$ 2,197	Removed from budget - see budget addendum
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (3,203)	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
			FY 2012-2013		2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ -	\$ -
40-8402	Advertising & Legal Notices		\$ 500	\$ 500	\$ -	\$ -
	Park events marketing	\$ 500				
***	Equipment Maintenance		\$ 2,400	\$ 2,400	\$ -	\$ -
	\$200 per month	\$ 2,400				
50-8502	Reimbursables Other		\$ -	\$ -	\$ -	\$ -
***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency		\$ -	\$ -	\$ 2,197	\$ -
	1% of department budget					
***	Special Events		\$ 2,500	\$ 2,500	\$ -	\$ -
	Parkfest, grounds preperation	\$ 2,500				
	TOTAL OPERATIONS		\$ 5,400	\$ 5,400	\$ 2,197	\$ -

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ 4,429	\$ 4,429	\$ 4,429
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ -	\$ -	\$ 1,492	\$ 1,492	\$ 1,492
30-8303	Long Distance Telephone	\$ -	\$ -	\$ 15	\$ 15	\$ 15
30-8304	Mobile Telephone	\$ -	\$ -	\$ 500	\$ 500	\$ 500
30-8305	Communication Services	\$ -	\$ -	\$ 1,009	\$ 1,009	\$ 1,009
	TOTAL UTILITIES	\$ -	\$ -	\$ 7,675	\$ 7,675	\$ 7,675

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Public Works Parks & Roads
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8300	Electricity	\$ 4,429	Divided across all departments
30-8301	Gas	\$ 230	Divided across all departments
30-8302	Basic Telephone	\$ 1,492	Divided across all departments
30-8303	Long Distance Telephone	\$ 15	Divided across all departments
30-8304	Mobile Telephone	\$ 500	Divided across all departments
30-8305	Communication Services	\$ 1,009	Divided across all departments
0	0	\$ -	
	Total Increase/Decrease	\$ 7,675	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ 4,429	\$ 4,429
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone		\$ -	\$ -	\$ 1,492	\$ 1,492
30-8303	Long Distance Telephone		\$ -	\$ -	\$ 15	\$ 15
30-8304	Mobile Telephone		\$ -	\$ -	\$ 500	\$ 500
30-8305	Communication Services		\$ -	\$ -	\$ 1,009	\$ 1,009
	TOTAL UTILITIES		\$ -	\$ -	\$ 7,675	\$ 7,675

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ 1,200
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair	\$ 20,000	\$ 20,000	\$ (10,000)	\$ 10,000	\$ 10,000
40-8434	OSSF	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL	\$ 21,500	\$ 21,500	\$ (8,800)	\$ 12,700	\$ 12,700

CONTRACTUAL BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Public Works Parks & Roads
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
40-8413	Contractual street repair	\$ (10,000)	reduction from 2012/13 budget	
40-8408	Other Contractual	\$ 1,200	Ice Machine lease	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ (8,800)		

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8404	Property & Liability		\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ -	\$ -	\$ 1,200	\$ 1,200
	Ice Machine Lease; \$1,200					
40-8412	Other Rental		\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair		\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000
40-8434	OSSF		\$ -	\$ -	\$ -	\$ -
	For City Buildings					
40-8451	Equipment Rental		\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
40-8452	Water Purchase		\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other		\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL		\$ 21,500	\$ 21,500	\$ 12,700	\$ 12,700

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8603	Road Improvements	\$ 250,000	\$ 250,000	\$ (110,000)	\$ 140,000	\$ 140,000
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
	TOTAL CAPITAL OUTLAY	\$ 250,000	\$ 250,000	\$ (90,000)	\$ 160,000	\$ 160,000

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Public Works Parks & Roads
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
60-8603	road improvements	\$ (110,000)	reduction from 2012/13 budget	
60-8624	equipment purchase	\$ 20,000	new zero turn mower for parks	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ (90,000)		

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Public Works Parks & Roads		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8603	Road Improvements		\$ 250,000	\$ 250,000	\$ 140,000	\$ 140,000
	Ranch House Rd. Improvements	\$ 150,000				
	ADA improvements	\$ 13,500				
	Other					
60-8607	Capital Improvements		\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction		\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land		\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase		\$ -	\$ -	\$ 20,000	\$ 20,000
	TOTAL CAPITAL OUTLAY		\$ 250,000	\$ 250,000	\$ 160,000	\$ 160,000

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		General		Public Works Parks & Roads	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
Outputs:					
# of park mows					
# and type of park workorders processed					
# and type of road workorders processed					
Linear feet of road rehabilitated					
Outcomes:					
% of park workorders processed within 7 days					
% of road workorders processed within 10 days					

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Parks/Rec		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION		Re - surface of roads				
PROJECT LOCATION		Indian camp from crown to vista and trinity ct				
JUSTIFICATION/BENEFIT		repair bad sections of road for travel				
ACTIVITY		COST ESTIMATE		FUNDING SOURCE		PERCENTAGE %
Engineering/Planning				Current Revenues		
Land/Right-of-Way				Reserve Funds		
Construction		\$100,000		G.O. Bonds		
Equipment				Rev. Bonds		
Materials				Cert. of Obligation		
Furnishings				Lease/Purchase		100
Other				Grants		
				Other		
TOTAL		\$100,000		TOTAL		\$100,000
Will the project be completed in upcoming buget year?				yes		
When will the project design/planning/engineering be complete?				N/A		
When will the project be bid?				UPON BUDGET APPROVAL		
When will construction/delivery/execution take place?				UPON BUDGET APPROVAL		
When will the project be complete?				90 DAYS FROM BEGINNING OF WORK		
When will the final expense be accounted for?				JOB COMPLETION		
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Solid Waste		Solid Waste			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	PERSONNEL						
10-8100	Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ 16,973	\$ 16,973
10-8101	Payroll Expenses	\$ -	\$ -	\$ -	\$ -	\$ 246	\$ 246
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8103	Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8104	Retirement - T.M.R.S.	\$ -	\$ -	\$ -	\$ -	\$ 353	\$ 353
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	F.I.C.A.						
	Unemployment Insurance						
	SUBTOTAL PERSONNEL	\$ -	\$ -	\$ -	\$ -	\$ 17,572	\$ 17,572
	SUPPLIES & MAINTENANCE						
20-8200	Postage	\$ -	\$ -	\$ -	\$ -	\$ 2,400	\$ 2,400
20-8201	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 800
40-8403	Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipemnt Repair & Maintenanar	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Operating Supplies (non-consumables)						

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Fuel						
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Tires, Tubes, and Batteries						
20-8207	MV Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Repair Materials						
20-8209	Paving Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8211	Water Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8264	WW Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8228	Concrete Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8229	Misc. Lawn Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8231	Water Meters	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8232	Fire Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8233	Road Base Materials - Main Breaks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8237	Misc. Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8238	Misc. Lawn Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8262	Police/Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8263	Public Works Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUPPLIES SUB-TOTAL</i>	\$ -	\$ -	\$ -	\$ -	\$ 3,200	\$ 3,200
	<u>OPERATIONS</u>						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8441	Jury Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Court Security						
	Subscriptions & Publications						

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	Promotions						
	Special Events						
	<i>SUBTOTAL OPERATIONS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	UTILITIES						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL UTILITIES</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8410	Lab Testing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500
40-8418	Central Tax Authority	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8419	Elections Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8421	Municipal Judge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8422	Magistrate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8423	Food Service Inspector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8424	Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8425	Solid Waste Collection	\$ -	\$ -	\$ 197,274	\$ 197,274	\$ 202,182	\$ 202,182
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8428	Postmaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8429	Accurint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8431	TWL Knowledge Group	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8432	TCLEDDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8433	Cleaning Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8434	OSSF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8436	Pager Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8439	Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8440	VFD Contributions Paid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8442	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8443	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8447	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CONTRACTUAL	\$ -	\$ -	\$ 197,274	\$ 197,274	\$ 206,682	\$ 206,682

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	CAPITAL OUTLAY						
60-8600	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipemnt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8603	Road Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8610	Municipal Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8630	Water Wells	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8631	Water Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8632	PRV Valves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8640	Waste Water Lift Stations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Lines						
	Waste Water Lines						
	SUBTOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEBT SERVICES & TRANSFERS						
70-8700	Tourism	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8702	2008 Series COB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8703	Matching Road	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8704	Litigation Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8707	Regional Water Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
70-8710	Wastewater Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8712	Water Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8713	COB Escrow - 1998	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8714	COB Escrow - 2000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8716	Paying Agent Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8717	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8718	Amortization of Discount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8719	Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8720	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8721	Accrued Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8723	Bad Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8724	Principal Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8725	Debt Issuance Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8727	Series 2003 Tax & Revenue COB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8728	Crown Road Estates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund (Fund Balance)	\$ -	\$ -	\$ -	\$ -	\$ 846	\$ 846
70-8733	Police Seizure Fund - Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8734	Police Seizure Fund - State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8736	2012 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Transfer to General Fund						
	Transfer to Water Fund						
	Transfer to Waste Water Fund						
	Transfer to (All Funds)						
	Transfer to (All Reserves)						
	SUBTOTAL ACCT TRANS	\$ -	\$ -	\$ -	\$ -	\$ 846	\$ 846
	DEPARTMENT TOTAL	\$ -	\$ -	\$ 197,274	\$ 197,274	\$ 228,300	\$ 228,300

DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2012-2013 AMENDED						
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
	Personnel	\$ -	\$ -	\$ 17,572	\$ 17,572	\$ 17,572
	Supplies	\$ -	\$ -	\$ 3,200	\$ 3,200	\$ 3,200
	Operations	\$ -	\$ -		\$ -	\$ -
	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
	Contractual	\$ 197,274	\$ 197,274	\$ 9,408	\$ 206,682	\$ 206,682
	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	Acct Transfers/Restricted Funds	\$ -	\$ -	\$ 846	\$ 846	\$ 846

TOTAL DEPARTMENT EXPENSE \$ 197,274 \$ 197,274 \$ 31,026 \$ 228,300 \$ 228,300

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
FY 2013-2014		Solid Waste		Solid Waste		
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ -	\$ -	\$ 16,973	\$ 16,973	\$ 16,973
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ -	\$ -	\$ 16,973	\$ 16,973	\$ 16,973
10-8101	Payroll Expenses	\$ -	\$ -	\$ 246	\$ 246	\$ 246
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
10-8103	Group Health	\$ -	\$ -	\$ -	\$ -	\$ -
10-8104	Retirement	\$ -	\$ -	\$ 353	\$ 353	\$ 353
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8109	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ -	\$ -	\$ 599	\$ 599	\$ 599
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ -	\$ -	\$ 17,572	\$ 17,572	\$ 17,572

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2011-2012		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ -	\$ -	\$ 16,973	\$ 16,973
10-8101	Payroll Expenses		\$ -	\$ -	\$ 246	\$ 246
	0.0145 of gross salaries for FUTA & Medicare	\$ 246				
10-8102	Workers Compensation		\$ -	\$ -	\$ -	\$ -
	Paid in Water					
10-8103	Health Insurance		\$ -	\$ -	\$ -	\$ -
	Paid in Water					
10-8104	Retirement		\$ -	\$ -	\$ 353	\$ 353
	TMRS; gross salary x .0185 (Oct - Dec)	\$ 79				
	TMRS; gross salary x .0216 (Jan - Sep)	\$ 275				
		\$ 353				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -
10-8109	Court Security		\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation		\$ -	\$ -	\$ -	\$ -
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400
20-8201	Office Supplies	\$ -	\$ -	\$ 800	\$ 800	\$ 800
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ -	\$ -	\$ -
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8206	MV Oil/Fuel/Lube	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniform & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8209	Paving Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ -	\$ -	\$ -	\$ -	\$ -
20-8211	Water Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Remover	\$ -	\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -

20-8224	Misc Tools/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving	\$ -	\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8228	Concrete Replacement	\$ -	\$ -	\$ -	\$ -	\$ -
20-8229	Misc Lawn Materials	\$ -	\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -
20-8231	Water Meters	\$ -	\$ -	\$ -	\$ -	\$ -
20-8232	Fire Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -
20-8233	Road Base Materials - Main Breaks	\$ -	\$ -	\$ -	\$ -	\$ -
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -
20-8237	Misc Parts	\$ -	\$ -	\$ -	\$ -	\$ -
20-8238	Misc Lawn Equipmet	\$ -	\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers	\$ -	\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ -	\$ -	\$ -	\$ -	\$ -
20-8262	Police/Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -

20-8263	Public Works Building	\$ -	\$ -	\$ -	\$ -	\$ -
20-8264	WW Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc Operating - Other	\$ -	\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ -	\$ -	\$ 3,200	\$ 3,200	\$ 3,200

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		Solid Waste	
		DEPARTMENT	
		Solid Waste	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8200	Postage	\$ 2,400	divided across all departments
20-8201	Office Supplies	\$ 800	divided across all departments
	Total Increase/Decrease	\$ 3,200	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2011-2012		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ -	\$ -	\$ 2,400	\$ 2,400
	1/3 Utility Billing; \$900 per month x 6 months	\$ 1,800				
	1/3 Utility Billing; \$150 per month	\$ 600				
	Recycling Survey Postage	\$ -				
		\$ 2,400				
20-8201	Office Supplies		\$ -	\$ -	\$ 800	\$ 800
	1/3 Utility Billing; \$200 per month	\$ 800				
	Recycling Survey, printing	\$ -				
20-8202	Flowers/Gifts/Plaques		\$ -	\$ -	\$ -	\$ -
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ -	\$ -
20-8204	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
20-8205	Minor Equipment					
20-8206	MV Oil/Fuel/Lube		\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies		\$ -	\$ -	\$ -	\$ -
20-8209	Paving Materials		\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs		\$ -	\$ -	\$ -	\$ -

20-8211	Water Supplies		\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies		\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit		\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Remover		\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools		\$ -	\$ -	\$ -	\$ -
20-8223	Equipment		\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies		\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials		\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving		\$ -	\$ -	\$ -	\$ -
20-8227	Ice Melt Materials		\$ -	\$ -	\$ -	\$ -
20-8228	Concrete Replacement		\$ -	\$ -	\$ -	\$ -
20-8229	Misc. Lawn Materials		\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals		\$ -	\$ -	\$ -	\$ -
20-8231	Water Meters		\$ -	\$ -	\$ -	\$ -

20-8232	Fire Hydrants		\$ -	\$ -	\$ -	\$ -
20-8233	Road Base Materials - Main Breaks		\$ -	\$ -	\$ -	\$ -
20-8234	Sand		\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil		\$ -	\$ -	\$ -	\$ -
20-8236	Sod		\$ -	\$ -	\$ -	\$ -
20-8237	Misc. Parts		\$ -	\$ -	\$ -	\$ -
20-8238	Misc. Lawn Equipment		\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies		\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies		\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers		\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance		\$ -	\$ -	\$ -	\$ -
20-8261	City Hall		\$ -	\$ -	\$ -	\$ -

20-8262	Police/Fire Department		\$ -	\$ -	\$ -	\$ -
20-8263	Public Works Building		\$ -	\$ -	\$ -	\$ -
20-8264	WW Chemicals		\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other		\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8400	Training	\$ -	\$ -	\$ -	\$ -	\$ -
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -
40-8402	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8410	Lab Testing	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -

40-8417	Auditor	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 4,500
40-8418	Central Tax Authority	\$ -	\$ -	\$ -	\$ -	\$ -
40-8419	Elections Administration	\$ -	\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing	\$ -	\$ -	\$ -	\$ -	\$ -
40-8421	Municipal Judge	\$ -	\$ -	\$ -	\$ -	\$ -
40-8422	Magistrate	\$ -	\$ -	\$ -	\$ -	\$ -
40-8423	Food Service Inspector	\$ -	\$ -	\$ -	\$ -	\$ -
40-8424	Engineering	\$ -	\$ -	\$ -	\$ -	\$ -
40-8425	Solid Waste	\$ 197,274	\$ 197,274	\$ 4,908	\$ 202,182	\$ 202,182
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -
40-8428	Postmaster	\$ -	\$ -	\$ -	\$ -	\$ -
40-8429	Accurint	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -
40-84531	TWL Knowledge Group	\$ -	\$ -	\$ -	\$ -	\$ -
40-8432	TCLEDDS	\$ -	\$ -	\$ -	\$ -	\$ -
40-8433	Cleaning Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8434	OSSF	\$ -	\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector	\$ -	\$ -	\$ -	\$ -	\$ -
40-8436	Pager Service	\$ -	\$ -	\$ -	\$ -	\$ -

40-8437	Connect CTY	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ -	\$ -	\$ -
40-8439	Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -
40-8440	VFD Contributions Paid	\$ -	\$ -	\$ -	\$ -	\$ -
40-8441	Jury Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8442	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8443	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8447	Water tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL	\$ 197,274	\$ 197,274	\$ 9,408	\$ 206,682	\$ 206,682

CONTRACTUAL BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Solid Waste		Solid Waste
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
40-8417	Auditor	\$ 4,500	1/4 of Annual City audit, split between General Fund, Water Fund, Wastewater Fund, and Solid Waste Fund	
40-8425	Solid Waste	\$ 4,908	Increase number of accounts serviced, accounts mid-year 2.5% price adjustment from \$10.78 to \$11.05 per unit	

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8400	Training		\$ -	\$ -	\$ -	\$ -
40-8401	Consultants & Professionals		\$ -	\$ -	\$ -	\$ -
40-8402	Advertising		\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding		\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability		\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8406	Professional License		\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ -	\$ -	\$ -	\$ -
40-8409	Permits & Applications		\$ -	\$ -	\$ -	\$ -
40-8410	Lab Testing		\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage		\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental		\$ -	\$ -	\$ -	\$ -

40-8413	Contract Street Repair		\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ -	\$ -	\$ -	\$ -
40-8417	Auditor		\$ -	\$ -	\$ 4,500	\$ 4,500
	1/4 of City Audit	\$ 4,500				
40-8418	Central Tax Authority		\$ -	\$ -	\$ -	\$ -
40-8419	Elections Administration		\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing		\$ -	\$ -	\$ -	\$ -
40-8421	Municipal Judge		\$ -	\$ -	\$ -	\$ -
40-8422	Magistrate		\$ -	\$ -	\$ -	\$ -
40-8423	Food Service Inspector		\$ -	\$ -	\$ -	\$ -
40-8424	Engineering		\$ -	\$ -	\$ -	\$ -
40-8425	Solid Waste Collection		\$ 197,274	\$ 197,274	\$ 202,182	\$ 202,182
	\$10.78/mo for 8 months x collections (1550)	\$ 133,672				
	\$11.05/mo for 4 months x collections (1550)	\$ 68,510				
		\$ 202,182				
40-8426	Software Tech Support		\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support		\$ -	\$ -	\$ -	\$ -

	City Share, IT Computer support	\$ 800				
40-8428	Postmaster		\$ -	\$ -	\$ -	\$ -
40-8429	Accurint		\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network		\$ -	\$ -	\$ -	\$ -
40-8431	TWL Knowledge Group		\$ -	\$ -	\$ -	\$ -
40-8432	TCLEDDS		\$ -	\$ -	\$ -	\$ -
40-8433	Cleaning Service		\$ -	\$ -	\$ -	\$ -
40-8434	OSSF		\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector		\$ -	\$ -	\$ -	\$ -
40-8436	Pager Service		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract		\$ -	\$ -	\$ -	\$ -
	City Share	\$ 3,363				
40-8439	Fire Department		\$ -	\$ -	\$ -	\$ -
40-8440	VFD Contributions Paid		\$ -	\$ -	\$ -	\$ -
40-8441	Jury Service		\$ -	\$ -	\$ -	\$ -

40-8442	Water Main Maintenance		\$ -	\$ -	\$ -	\$ -
40-8443	Well Site Maintenance		\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8447	Water Tank Maintenance		\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites		\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance		\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance		\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental		\$ -	\$ -	\$ -	\$ -
40-8452	Water Purchase		\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other		\$ -	\$ -	\$ -	\$ -

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8700	Tourism	\$ -	\$ -	\$ -	\$ -	\$ -
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
70-8702	2008 Series COB	\$ -	\$ -	\$ -	\$ -	\$ -
70-8703	Matching Road	\$ -	\$ -	\$ -	\$ -	\$ -
70-8704	Litigation Sinking	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8707	Regional Water Study	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account	\$ -	\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow	\$ -	\$ -	\$ -	\$ -	\$ -
70-8712	Water Improvement	\$ -	\$ -	\$ -	\$ -	\$ -
70-8713	COB Escrow - 1998	\$ -	\$ -	\$ -	\$ -	\$ -
70-8714	COB Escrow - 2000	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -

70-8716	Paying Agent Fees	\$ -	\$ -	\$ -	\$ -	\$ -
70-8717	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
70-8718	Amortization of Discount	\$ -	\$ -	\$ -	\$ -	\$ -
70-8719	Interest	\$ -	\$ -	\$ -	\$ -	\$ -
70-8720	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -
70-8721	Accrued Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -
70-8723	Bad Debt	\$ -	\$ -	\$ -	\$ -	\$ -
70-87242	Principal Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
70-8725	Debt Issuance Cost	\$ -	\$ -	\$ -	\$ -	\$ -
70-8727	Series 2003 Tax & Revenue COB	\$ -	\$ -	\$ -	\$ -	\$ -
70-8728	Crown Road Estates	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ 846	\$ 846	\$ 846
70-8733	Police Seizure Fund - Federal	\$ -	\$ -	\$ -	\$ -	\$ -
70-8734	Police Seizure Fund - State	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -
70-8736	2012 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS	\$ -	\$ -	\$ 846	\$ 846	\$ 846

DEBT SERVICE & TRANSFERS BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Solid Waste		Solid Waste
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
70-8731	Savings Fund	\$ 846	Anticipated revenue exceeding expenditures	

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2011-2012		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8700	Tourism		\$ -	\$ -	\$ -	\$ -
70-8701	Court Security		\$ -	\$ -	\$ -	\$ -
70-8702	2008 Series COB		\$ -	\$ -	\$ -	\$ -
70-8703	Matching Road		\$ -	\$ -	\$ -	\$ -
70-8704	Litigation Sinking		\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer		\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer		\$ -	\$ -	\$ -	\$ -
70-8707	Regional Water Study		\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer		\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account		\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements		\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow		\$ -	\$ -	\$ -	\$ -
70-8712	Water Improvement		\$ -	\$ -	\$ -	\$ -

70-8713	COB Escrow - 1998		\$ -	\$ -	\$ -	\$ -
70-8714	COB Escrow - 2000		\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest		\$ -	\$ -	\$ -	\$ -
70-8716	Paying Agent Fees		\$ -	\$ -	\$ -	\$ -
70-8717	Depreciation Expense		\$ -	\$ -	\$ -	\$ -
70-8718	Amortization of Discount		\$ -	\$ -	\$ -	\$ -
70-8719	Interest		\$ -	\$ -	\$ -	\$ -
70-8720	Depreciation		\$ -	\$ -	\$ -	\$ -
70-8721	Accrued Bond Interest		\$ -	\$ -	\$ -	\$ -
70-8723	Bad Debt		\$ -	\$ -	\$ -	\$ -
70-8724	Principal Retirement		\$ -	\$ -	\$ -	\$ -
70-8725	Debt Issuance Cost		\$ -	\$ -	\$ -	\$ -
70-8727	Series 2003 Tax & Revenue COB		\$ -	\$ -	\$ -	\$ -
70-8728	Crown Road Estates		\$ -	\$ -	\$ -	\$ -

70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund		\$ -	\$ -	\$ 846	\$ 846
70-8733	Police Seizure Fund - Federal		\$ -	\$ -	\$ -	\$ -
70-8734	Police Seizure Fund - State		\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding		\$ -	\$ -	\$ -	\$ -
70-8736	2012 Refunding		\$ -	\$ -	\$ -	\$ -

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		Solid Waste		Solid Waste	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2012-2013 AMENDED BUDGET PROPOSED

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Solid Waste		Solid Waste		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE	FUNDING SOURCE		PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning		Current Revenues				
Land/Right-of-Way		Reserve Funds				
Construction		G.O. Bonds				
Equipment		Rev. Bonds				
Materials		Cert. of Obligation				
Furnishings		Lease/Purchase				
Other		Grants				
		Other				
TOTAL	\$0	TOTAL			\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Wastewater		Wastewater			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 73,041	\$ 73,830	\$ 79,583	\$ 79,583	\$ 144,656	\$ 144,656
10-8101	Payroll Expenses	\$ 1,265	\$ 1,366	\$ 1,472	\$ 1,472	\$ 2,098	\$ 2,098
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ 18	\$ 18
10-8102	Workers Compensation	\$ -	\$ -	\$ 18	\$ 18	\$ 1,684	\$ 1,684
10-8103	Health Insurance	\$ 22,210	\$ 13,704	\$ 11,376	\$ 11,376	\$ 13,248	\$ 13,248
***	Dental Insurance	\$ -	\$ -	\$ 648	\$ 648	\$ 672	\$ 672
***	Life Insurance	\$ -	\$ -	\$ 156	\$ 156	\$ 408	\$ 408
10-8104	Retirement - T.M.R.S.	\$ 2,687	\$ 1,517	\$ 1,472	\$ 1,472	\$ 3,012	\$ 3,012
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay/Supplimental Duties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8108	Contract Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,118
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL PERSONNEL</i>	\$ 99,202	\$ 90,417	\$ 94,725	\$ 94,725	\$ 165,796	\$ 168,914
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 26	\$ 300	\$ 800	\$ 800	\$ 3,650	\$ 3,650
20-8201	Office Supplies	\$ 58	\$ 300	\$ 600	\$ 600	\$ 1,160	\$ 1,160
40-8403	Printing & Binding	\$ 83	\$ 1,000	\$ 2,000	\$ 2,000	\$ 438	\$ 438
20-8205	Minor Office Equipment	\$ 311	\$ 800	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ 7,160	\$ 12,000	\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 600	\$ 600
20-8208	Uniforms & Supplies - Unifirst Uniforms	\$ 774	\$ 1,000	\$ 1,000	\$ 1,000	\$ 810	\$ 810
	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 1,200	\$ 1,200
	MV Fuel	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 900	\$ 900
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ 600	\$ 600	\$ 300	\$ 300
	MV Tires, Tubes, and Batteries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8207	MV Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies	\$ 19,664	\$ 12,000	\$ -	\$ -	\$ 2,400	\$ 2,400
20-8230	Chemicals	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 4,000	\$ 4,000
20-8264	WW Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
20-8237	Misc. Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200
20-8265	Misc. Operating Other	\$ 3,374	\$ 3,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SUPPLIES	\$ 31,449	\$ 30,600	\$ 29,200	\$ 29,200	\$ 31,858	\$ 31,858
	OPERATIONS						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 210	\$ 1,000	\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000
40-8402	Advertising and Legal Notices	\$ 1,256	\$ 500	\$ 1,117	\$ 1,117	\$ 250	\$ 250
40-8406	Professional License	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ 130	\$ 500	\$ -	\$ -	\$ -	\$ -
40-8409	Permits & Applications	\$ 1,326	\$ 3,500	\$ 4,964	\$ 4,964	\$ 3,400	\$ 3,400
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ 8,850	\$ -	\$ -	\$ -	\$ 14,676	\$ 14,676
40-8441	Jury Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
40-8445	Lift Station Equipment Maintenance	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -		\$ -	\$ -
40-8450	Sewer Line Maintenance	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
50-8502	Reimbursabels Other	\$ 132	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 3,118	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OPERATIONS	\$ 11,904	\$ 6,500	\$ 25,081	\$ 25,081	\$ 31,444	\$ 28,326
	UTILITIES						
30-8300	Electricity	\$ 25,319	\$ 22,283	\$ 34,233	\$ 34,233	\$ 33,000	\$ 33,000
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone	\$ 1,098	\$ 978	\$ 1,101	\$ 1,101	\$ 934	\$ 934
30-8303	Long Distance Telephone	\$ 93	\$ 87	\$ 132	\$ 132	\$ 100	\$ 100
30-8304	Mobile Telephone	\$ 3,077	\$ 2,859	\$ 1,032	\$ 1,032	\$ 1,618	\$ 1,618
30-8305	Communication Services	\$ 1,100	\$ 1,127	\$ 1,519	\$ 1,519	\$ 2,848	\$ 2,848
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ 30,687	\$ 27,334	\$ 38,017	\$ 38,017	\$ 38,500	\$ 38,500
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ 31,250	\$ 31,250	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance	\$ 7,074	\$ 12,000	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ 24,000	\$ 24,000	\$ 9,500	\$ 9,500
40-8410	Lab Testing	\$ 9,724	\$ 8,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
40-8412	Other Rental	\$ 2,139	\$ 1,500	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ 6,000	\$ 82,297	\$ 82,297	\$ -	\$ -
40-8417	Auditor	\$ 9,696	\$ 3,000	\$ 5,167	\$ 5,167	\$ 4,500	\$ 4,500
40-8423	Food Service Inspector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8424	Engineering	\$ 17,550	\$ 16,000	\$ 30,000	\$ 30,000	\$ -	\$ -
40-8425	Solid Waste Collection	\$ 27,758	\$ 30,809	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ 1,143	\$ 7,000	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8450	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CONTRACTUAL	\$ 75,083	\$ 84,309	\$ 202,714	\$ 202,714	\$ 58,464	\$ 58,464
	CAPITAL OUTLAY						
60-8600	Office Equipment	\$ -	\$ 7,200	\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipemnt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ 1,231,426	\$ 1,231,426
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -
60-8640	Waste Water Lift Stations	\$ -	\$ 475,565	\$ 900,000	\$ 900,000	\$ -	\$ -
***	Waste Water Lines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAPITAL OUTLAY	\$ -	\$ 482,765	\$ 905,000	\$ 905,000	\$ 1,231,426	\$ 1,231,426
	DEBT SERVICES & TRANSFERS						
70-8705	Interfund Transfer (From Water Fund)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ 14,853	\$ 14,853	\$ 14,988	\$ 14,988
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -		

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ 14,853	\$ 14,853	\$ 14,988	\$ 14,988
	DEPARTMENT TOTAL	\$ 248,325	\$ 721,925	\$ 1,309,590	\$ 1,309,590	\$ 1,572,476	\$ 1,572,476

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Wastewater	Wastewater
DEPARTMENT MISSION STATEMENT		
<p>To provide a quality cost effective wastewater system</p>		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR: 2012/2013		
Expansion to Willow Park Village Lift station		
Replacement of Beavers Creek lift station		
Replacement of Kingsgate Lift station		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR: 2014		
Complete the liftstation projects		
Implement an I&I program		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Wastewater	Wastewater
Maintain and upgrade the wastewater system to assure quality service		
	Maintain current infrastructure through preventative maintenance	
	Complete lift station construction	
	I&I Program	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	

DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 94,725	\$ 94,725	\$ 71,071	\$ 165,796	\$ 168,914
20	Supplies & Maintenance	\$ 29,200	\$ 29,200	\$ 2,658	\$ 31,858	\$ 31,858
	Operations	\$ 25,081	\$ 25,081	\$ 6,363	\$ 31,444	\$ 28,326
30	Utilities	\$ 38,017	\$ 38,017	\$ 483	\$ 38,500	\$ 38,500
40	Contractual Services	\$ 202,714	\$ 202,714	\$ (144,250)	\$ 58,464	\$ 58,464
60	Capital Outlay	\$ 905,000	\$ 905,000	\$ 326,426	\$ 1,231,426	\$ 1,231,426
70	Debt Services & Transfers	\$ 14,853	\$ 14,853	\$ 135	\$ 14,988	\$ 14,988
		\$ 1,309,590	\$ 1,309,590	\$ 262,886	\$ 1,572,476	\$ 1,572,476

%

10.7%

2.0%

1.8%

2.4%

3.7%

78.3%

1.0%

TOTAL DEPARTMENT EXPENSES \$ 1,309,590 \$ 1,309,590 \$ 262,886 \$ 1,572,476 \$ 1,572,476

PERSONNEL BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 79,583	\$ 79,583	\$ 65,073	\$ 144,656	\$ 144,656
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 79,583	\$ 79,583	\$ 65,073	\$ 144,656	\$ 144,656
10-8101	Payroll Expenses	\$ 1,472	\$ 1,472	\$ -	\$ 2,098	\$ 2,098
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ 18	\$ 18
10-8102	Workers Compensation	\$ 18	\$ 18	\$ -	\$ 1,684	\$ 1,684
10-8103	Group Health	\$ 11,376	\$ 11,376	\$ -	\$ 13,248	\$ 13,248
***	Dental Insurance	\$ 648	\$ 648	\$ -	\$ 672	\$ 672
***	Life Insurance	\$ 156	\$ 156	\$ -	\$ 408	\$ 408
10-8104	Retirement	\$ 1,472	\$ 1,472	\$ -	\$ 3,012	\$ 3,012
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ 3,118
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 15,142	\$ 15,142	\$ -	\$ 21,140	\$ 24,258
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONNEL AND RELATED COSTS	\$ 94,725	\$ 94,725	\$ 65,073	\$ 165,796	\$ 168,914

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Wastewater	Wastewater
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ 30,420	% personel fund split, Budget cut one field tech position and one utility clerk position
10-8110	Accrued Comp & Vacation	\$ 3,118	Funded to off set excess leave liability - see budget addendum
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 33,538	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 79,583	\$ 79,583	\$ 144,656	\$ 144,656
	2 FTE, shared					
	Public Works share					
	Admin share					
10-8101	Payroll Expenses		\$ 1,472	\$ 1,472	\$ 2,098	\$ 2,098
	Medicare; gross wages x.0145	\$ 2,098				
***	Unemployment Insurance		\$ -	\$ -	\$ 18	\$ 18
	0.001 x first 9000.00 earned per employee (2)	\$ 18				
10-8102	Workers Compensation		\$ 18	\$ 18	\$ 1,684	\$ 1,684
	\$842 per employee	\$ 1,684				
10-8103	Health Insurance		\$ 11,376	\$ 11,376	\$ 13,248	\$ 13,248
	\$552 per month x Number of Employees (2)	\$ 13,248				
***	Dental Insurance		\$ 648	\$ 648	\$ 672	\$ 672
	\$28 per month number of employees (2)	\$ 672				
***	Life Insurance		\$ 156	\$ 156	\$ 408	\$ 408
	\$204 per employee (2)	\$ 408				
10-8104	Retirement		\$ 1,472	\$ 1,472	\$ 3,012	\$ 3,012
	0.0185 x gross salaries (Oct-Dec)	\$ 669				
	0.0216 x gross salaries (Jan-Sept)	\$ 2,343				
		\$ 3,012				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -

10-8110	Accrued Comp & Vacation		\$ -	\$ -	\$ -	\$ 3,118
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -
			\$ 94,725	\$ 94,725	\$ 165,796	\$ 168,914

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 800	\$ 800	\$ 2,850	\$ 3,650	\$ 3,650
20-8201	Office Supplies	\$ 600	\$ 600	\$ 560	\$ 1,160	\$ 1,160
40-8403	Printing & Binding	\$ 2,000	\$ 2,000	\$ (1,562)	\$ 438	\$ 438
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools	\$ 2,000	\$ 2,000	\$ (1,400)	\$ 600	\$ 600
20-8208	Uniform & Supplies	\$ 1,000	\$ 1,000	\$ (190)	\$ 810	\$ 810
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ 4,000	\$ 4,000	\$ (2,800)	\$ 1,200	\$ 1,200
***	MV Fuel	\$ 1,000	\$ 1,000	\$ (100)	\$ 900	\$ 900
20-8206	MV Oils, Lubricants & Fluids	\$ 600	\$ 600	\$ (300)	\$ 300	\$ 300
***	MV Tires, Tubes & Batteries	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400
20-8230	Chemicals	\$ 2,000	\$ 2,000	\$ 2,000	\$ 4,000	\$ 4,000
20-8264	WW Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
20-8224	Misc Tools/Supplies	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
20-8237	Misc Parts	\$ -	\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
20-8260	Building Maintenance	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ 1,200
20-8265	Misc Operating - Other	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -

	TOTAL SUPPLIES/MAINTENANCE	\$ 29,200	\$ 29,200	\$ 2,658	\$ 31,858	\$ 31,858

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		Wastewater		Wastewater	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION		
20-8208	uniforms and supplies	\$ (249)	Going to uniform company (Unifirst)		
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
	Total Increase/Decrease	\$ (249)			

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 800	\$ 800	\$ 3,650	\$ 3,650
	1/3 Utility Billing; \$900 per month x 6 months	\$ 1,800				
	1/3 Utility Billing; \$150 per month	\$ 600				
	50% of Citywide mailer	\$ 1,250				
		\$ 3,650				
20-8201	Office Supplies		\$ 600	\$ 600	\$ 1,160	\$ 1,160
	Treatment Plant; \$30 per month	\$ 360				
	1/3 Utility Billing; \$200 per month	\$ 800				
		\$ 1,160				
40-8403	Printing & Binding		\$ 2,000	\$ 2,000	\$ 438	\$ 438
	50% of Citywide mailer	\$ 438				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools		\$ 2,000	\$ 2,000	\$ 600	\$ 600
	\$50 per month	\$ 600				
20-8208	Uniforms & Supplies		\$ 1,000	\$ 1,000	\$ 810	\$ 810
	Uniffirst	\$ 808				
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ 4,000	\$ 4,000	\$ 1,200	\$ 1,200
	\$100 per month	\$ 1,200				
***	MV Fuel		\$ 1,000	\$ 1,000	\$ 900	\$ 900
	\$75 per month	\$ 900				
20-8206	MV Oils, Lubricants, and Fluids		\$ 600	\$ 600	\$ 300	\$ 300
	\$25 per month	\$ 300				

***	MV Tires, Tubes, and Batteries		\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies		\$ -	\$ -	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8230	Chemicals		\$ 2,000	\$ 2,000	\$ 4,000	\$ 4,000
	\$150 per month	\$ 1,800				
20-8264	WW Chemicals		\$ -	\$ -	\$ -	\$ -
20-8223	Equipment		\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
20-8224	Misc. Tools/Supplies		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
20-8237	Misc. Parts		\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
20-8260	Building Maintenance		\$ -	\$ -	\$ 1,200	\$ 1,200
	\$100 per month	\$ 1,200				
20-8265	Misc. Operating Other		\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
	\$100 per month	\$ 1,200				
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -
***	Special Events		\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE		\$ 29,200	\$ 29,200	\$ 31,858	\$ 31,858

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 2,000	\$ 2,000	\$ 1,000	\$ 3,000	\$ 3,000
40-8402	Advertising and Legal Notices	\$ 1,117	\$ 1,117	\$ (867)	\$ 250	\$ 250
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ -	\$ -	\$ -	\$ -
40-8409	Permits & Applications	\$ 4,964	\$ 4,964	\$ (1,564)	\$ 3,400	\$ 3,400
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ 14,676	\$ 14,676	\$ 14,676
40-8441	Jury Service	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
40-8445	Lift Station Equipment Maintenance	\$ 10,000	\$ 10,000	\$ (10,000)	\$ -	\$ -
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
50-8502	Reimbursabels Other	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 3,118	\$ 3,118	\$ -

***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OPRATIONS	\$ 25,081	\$ 25,081	\$ 6,363	\$ 31,444	\$ 28,326

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Wastewater	Wastewater
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8445	Lift station equipment maintenance	\$ (5,000)	reduction in lift station maintenance supplies (new lift stations)
		\$ -	
		\$ -	
40-8415	Fines & Penalties	\$ 14,676	Given the age the treatment plan and latest TECQ inspection the city anticipates entering into a remedation program
***	Contingency	\$ 3,118	Removed from budget - see budget addendum
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 12,794	

OPRATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training		\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000
	License renewal/testing	\$ 450				
	Course material	\$ 1,500				
	Hotel	\$ 525				
	Travel	\$ 425				
40-8402	Advertising & Legal Notices		\$ 1,117	\$ 1,117	\$ 250	\$ 250
40-8406	Professional License		\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships		\$ -	\$ -	\$ -	\$ -
40-8409	Permits & Applications		\$ 4,964	\$ 4,964	\$ 3,400	\$ 3,400
	TECQ Discharge	\$ 1,400				
	Dual Permit	\$ 2,000				
40-8411	Property Damage		\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties		\$ -	\$ -	\$ 14,676	\$ 14,676
	\$1,223 per month					
40-8441	Jury Service		\$ -	\$ -	\$ -	#REF!
***	Water Main Maintenance		\$ -	\$ -	\$ -	\$ -

***	Well Site Maintenance		\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
***	Lift Station Equipment Maintenance		\$ 10,000	\$ 10,000	\$ -	\$ -
***	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance		\$ -	\$ -	\$ -	\$ -
***	Building Maintenance - Well Sites		\$ -	\$ -	\$ -	\$ -
***	Lift Station Maintenance		\$ -	\$ -	\$ -	\$ -
***	Sewer Line Maintenance		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
50-8502	Reimbursables Other		\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications		\$ -	\$ -	\$ -	\$ -
***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency		\$ -	\$ -	\$ 3,118	\$ -
	1% of Department budget					
***	Special Events		\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS		\$ 25,081	\$ 25,081	\$ 31,444	#REF!

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ 34,233	\$ 34,233	\$ (1,233)	\$ 33,000	\$ 33,000
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone	\$ 1,101	\$ 1,101	\$ (167)	\$ 934	\$ 934
30-8303	Long Distance Telephone	\$ 132	\$ 132	\$ (32)	\$ 100	\$ 100
30-8304	Mobile Telephone	\$ 1,032	\$ 1,032	\$ 586	\$ 1,618	\$ 1,618
30-8305	Communication Services	\$ 1,519	\$ 1,519	\$ 1,329	\$ 2,848	\$ 2,848
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES	\$ 38,017	\$ 38,017	\$ 483	\$ 38,500	\$ 38,500

UTILITES BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Wastewater		Wastewater
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP		CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ 34,233	\$ 34,233	\$ 33,000	\$ 33,000
	TXU, City Share					
	TXU, Wastewater	\$ 10,033				
	TriCounty, Wastewater	\$ 22,155				
		\$ 32,188				
30-8301	Gas		\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone		\$ 1,101	\$ 1,101	\$ 934	\$ 934
	Public Works, split 3 ways					
30-8303	Long Distance Telephone		\$ 132	\$ 132	\$ 100	\$ 100
	AT&T, Wastewater					
30-8304	Mobile Telephone		\$ 1,032	\$ 1,032	\$ 1,618	\$ 1,618
	Hawk, On Call phone split	\$ 500				
	Cell Phone Reimbursement	\$ 1,118				
		\$ 1,618				
30-8305	Communication Services		\$ 1,519	\$ 1,519	\$ 2,848	\$ 2,848
	TelPacific, Share of Internet	\$ 1,009				
	AT&T, Wastewater	\$ 778				
	Hawk, Wastewater	\$ 1,061				
		\$ 2,848				
30-8309	Satellite Service		\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES		\$ 38,017	\$ 38,017	\$ 38,500	\$ 38,500

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ 31,250	\$ 31,250	\$ (31,250)	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ 14,464	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 24,000	\$ 24,000	\$ (14,500)	\$ 9,500	\$ 9,500
40-8410	Lab Testing	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	\$ 9,000
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ 82,297	\$ 82,297	\$ (82,297)	\$ -	\$ -
40-8417	Auditor	\$ 5,167	\$ 5,167	\$ (667)	\$ 4,500	\$ 4,500
40-8423	Food Service Inspector	\$ -	\$ -	\$ -	\$ -	\$ -
40-8424	Engineering	\$ 30,000	\$ 30,000	\$ (30,000)	\$ -	\$ -
40-8425	Solid Waste Collection	\$ 21,000	\$ 21,000	\$ -	\$ 21,000	\$ 21,000
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -

40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL	\$ 202,714	\$ 202,714	\$ (144,250)	\$ 58,464	\$ 58,464

CONTRACTUAL BUDGET JUSTIFICATION					
FISCAL YEAR		FUND			DEPARTMENT
2013-2014		Wastewater			Wastewater
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION		
40-8416	Legal	\$ (82,297)	2012-2013 legal fees ESCM		
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
		\$ -			
	Total Increase/Decrease	\$ (82,297)			

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ 31,250	\$ 31,250	\$ -	\$ -
40-8404	Property & Liability		\$ -	\$ -	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ 24,000	\$ 24,000	\$ 9,500	\$ 9,500
	3rd party monitoring & testing	\$ 2,000				
	Rate study	\$ 7,500				
40-8410	Lab Testing		\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
40-8412	Other Rental		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ 82,297	\$ 82,297	\$ -	\$ -
40-8417	Auditor		\$ 5,167	\$ 5,167	\$ 4,500	\$ 4,500
40-8423	Food Service Inspector		\$ -	\$ -	\$ -	\$ -
40-8424	Engineering		\$ 30,000	\$ 30,000	\$ -	\$ -
40-8425	Solid Waste Collection		\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
40-8426	Software Tech Support		\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support		\$ -	\$ -	\$ -	\$ -

40-8444	Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance		\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance		\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental		\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other		\$ -	\$ -	\$ -	\$ -
50-8500	City Attorney		\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer		\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL		\$ 202,714	\$ 202,714	\$ 58,464	\$ 58,464

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ 1,231,426	\$ 1,231,426	\$ 1,231,426
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ 5,000	\$ 5,000	\$ (5,000)	\$ -	\$ -
60-8640	Wastewater Lift Stations Lift Stations	\$ 900,000	\$ 900,000	\$ (900,000)	\$ -	\$ -
***	Wastewater Lines	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 905,000	\$ 905,000	\$ 326,426	\$ 1,231,426	\$ 1,231,426

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Wastewater	Wastewater
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
60-8640	Wastewater Lift stations	\$ (900,000)	2012-2013 new lift stations
60-8624	Equipment Purchase	\$ (5,000)	adjusted for one time cost
		\$ -	
		\$ -	
60-8607	Capital Improvements	\$ 1,231,426	Improvements to the wastewater treatment plant. Improvements are part of a TECQ Supplemental Environmental Project (SEP) which allows the city to make capital improvements in lieu of a fine from TECQ. The specific improvements include replacing and upgrading the headworks and bar screen at the treatment plant. The headworks and barscreen are the initial screening at the treatment for removing untreatable debris from the wastewater flow.
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 326,426	

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipemnt		\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment		\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements		\$ -	\$ -	\$ 1,231,426	\$ 1,231,426
	Improvements to wastewater treatment plant					
	Headworks and bar screen					
60-8609	Purchase of Land		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase		\$ 5,000	\$ 5,000	\$ -	\$ -
60-8640	Waste Water Lift Stations		\$ 900,000	\$ 900,000	\$ -	\$ -
	3x lift stations replacement					

***	Waste Water Lines		\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ 905,000	\$ 905,000	\$ 1,231,426	\$ 1,231,426

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ 14,853	\$ 14,853	\$ 135	\$ 14,988	\$ 14,988
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to All Funds	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to All Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS	\$ -	\$ 14,853	\$ 135	\$ 14,988	\$ 14,988

DEBT SERVICE & TRANSFERS BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		Wastewater		Wastewater
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
70-8729	Reserve Fund	\$ 500,000	transfer to reserve to operate in an emergency	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ 500,000		

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Wastewater		Wastewater		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8705	Interfund Transfer		\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer		\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer		\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements		\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow		\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund		\$ 14,853	\$ 14,853	\$ 14,988	\$ 14,988
	Final payment for past interfund transfers					
***	Transfer to Water Fund		\$ -	\$ -	\$ -	\$ -
	**must begin paying Water fund back in FY 2015					
***	Transfer to Waste Water Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to All Funds		\$ -	\$ -	\$ -	\$ -

***	Transfer to All Reserves		\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS		\$ 14,853	\$ 14,853	\$ 14,988	\$ 14,988

[illegible]

CAPITAL IMPROVEMENT PROJECT REQUEST					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		Wastewater		Wastewater	
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE	
		Capital Outlay			
PROJECT DESCRIPTION		Inflow & Infiltration program for collection line			
PROJECT LOCATION		City wide sewer collection line			
JUSTIFICATION/BENEFIT		Televises/smoke test collection lines to correct I&I / Eliminates infiltration that reduces costs of operating treatment plant.			
ACTIVITY		COST ESTIMATE		FUNDING SOURCE	
Engineering/Planning				PERCENTAGE %	AMOUNT
Land/Right-of-Way					SCHEDULE
Construction					
Equipment					
Materials	\$2,500				
Furnishings					
Other					
TOTAL	\$2,500				
Will the project be completed in upcoming budget year?		yes			
When will the project design/planning/engineering be complete?		N/A			
When will the project be bid?		N/A			
When will construction/delivery/execution take place?		Upon budget approval			
When will the project be complete?		Upon budget approval			
When will the final expense be accounted for?					
NOTES OR ADDITIONAL INFORMATION		Project will be completed by city staff in house.			
LIST OF ATTACHMENTS					

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Water		Water			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages	\$ 357,093	\$ 370,635	\$ 361,542	\$ 361,542	\$ 339,104	\$ 339,104
10-8101	Payroll Expenses	\$ 8,897	\$ 6,857	\$ 6,673	\$ 6,673	\$ 4,917	\$ 4,917
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ 81	\$ 81
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ 7,578	\$ 7,578
10-8103	Health Insurance	\$ 58,981	\$ 75,372	\$ 59,400	\$ 59,400	\$ 59,616	\$ 59,616
***	Dental Insurance	\$ -	\$ -	\$ 3,564	\$ 3,564	\$ 3,024	\$ 3,024
***	Life Insurance	\$ -	\$ -	\$ 792	\$ 792	\$ 1,836	\$ 1,836
10-8104	Retirement - T.M.R.S.	\$ 11,972	\$ 7,617	\$ 6,673	\$ 6,673	\$ 7,062	\$ 7,062
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ 164	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ 8,532	\$ 8,532	\$ -	\$ 14,295
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL PERSONNEL</i>	\$ 437,107	\$ 460,481	\$ 447,176	\$ 447,176	\$ 423,218	\$ 437,513
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage	\$ 2,214	\$ 1,200	\$ 2,400	\$ 2,400	\$ 3,770	\$ 3,770
20-8201	Office Supplies	\$ 2,619	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,200	\$ 3,200
40-8403	Printing & Binding	\$ 1,138	\$ 1,000	\$ 800	\$ 800	\$ 1,802	\$ 1,802
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ 550	\$ 550	\$ 250	\$ 250
20-8205	Minor Office Equipment	\$ 1,819	\$ -	\$ -	\$ -	\$ 900	\$ 900
20-8204	Repair & Maintenance	\$ 16,347	\$ 13,000	\$ 20,004	\$ 20,004	\$ 19,200	\$ 19,200
20-8222	Minor Tools	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
20-8208	Uniforms & Supplies	\$ 3,350	\$ 3,500	\$ 5,500	\$ 5,500	\$ 4,494	\$ 4,494
	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	MV Fuel	\$ 38,432	\$ 35,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Tires, Tubes, and Batteries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ 12,138	\$ 10,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
20-8209	Paving Materials	\$ 2,975	\$ -	\$ -	\$ -	\$ -	\$ -
***	Waterline Repair Materials			\$ 9,130	\$ 9,130	\$ 12,000	\$ 12,000
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8211	Water Supplies	\$ 102,890	\$ 60,000	\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ 11,000	\$ 11,000	\$ 13,200	\$ 13,200
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
20-8230	Chemicals	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
20-8231	Water Meters	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ 15,675	\$ 15,675
20-8232	Fire Hydrants	\$ -	\$ -	\$ 13,950	\$ 13,950	\$ 10,500	\$ 10,500
20-8233	Road Base Materials - Main Breaks	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
20-8263	Building Maintenance: Public Works Building	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
20-8265	Misc. Operating Other	\$ 7,966	\$ 3,500	\$ 4,020	\$ 4,020	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ -	\$ 1,000	\$ 4,200	\$ 4,200	\$ -	\$ -
	SUBTOTAL SUPPLIES	\$ 191,890	\$ 131,200	\$ 175,454	\$ 175,454	\$ 172,291	\$ 172,291
	OPERATIONS						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ 636	\$ 636
20-8214	Finance Charges	\$ 31	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training(water classes/licenses)	\$ 1,688	\$ 1,000	\$ 1,500	\$ 1,500	\$ 2,500	\$ 2,500
40-8402	Advertising and Legal Notices	\$ 304	\$ 500	\$ 700	\$ 700	\$ 700	\$ 700
40-8406	Professional License(renewal fees)	\$ 1,463	\$ 1,000	\$ -	\$ -	\$ 500	\$ 500
40-8407	Dues & Memberships(awwa/apwa)	\$ 385	\$ 500	\$ 400	\$ 400	\$ 400	\$ 400
40-8409	Permits & Applications(tceq)	\$ 14,516	\$ 3,500	\$ 3,530	\$ 3,530	\$ 3,550	\$ 3,550
40-8411	Property Damage	\$ 1,580	\$ 1,500	\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
40-8442	Water Main Maintenance(repairs)	\$ -	\$ -	\$ 23,193	\$ 23,193	\$ 24,000	\$ 24,000
40-8443	Well Site Maintenance(security fence)	\$ -	\$ -	\$ 2,209	\$ 2,209	\$ 2,000	\$ 2,000
40-8444	Equipment Maintenance(backhoe)	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
40-8453	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8447	Water Tank Maintenance(cl2 line to tanks)	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
40-8448	Building Maintenance - Well Sites(roofs)	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
50-8502	Reimbursabels Other	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

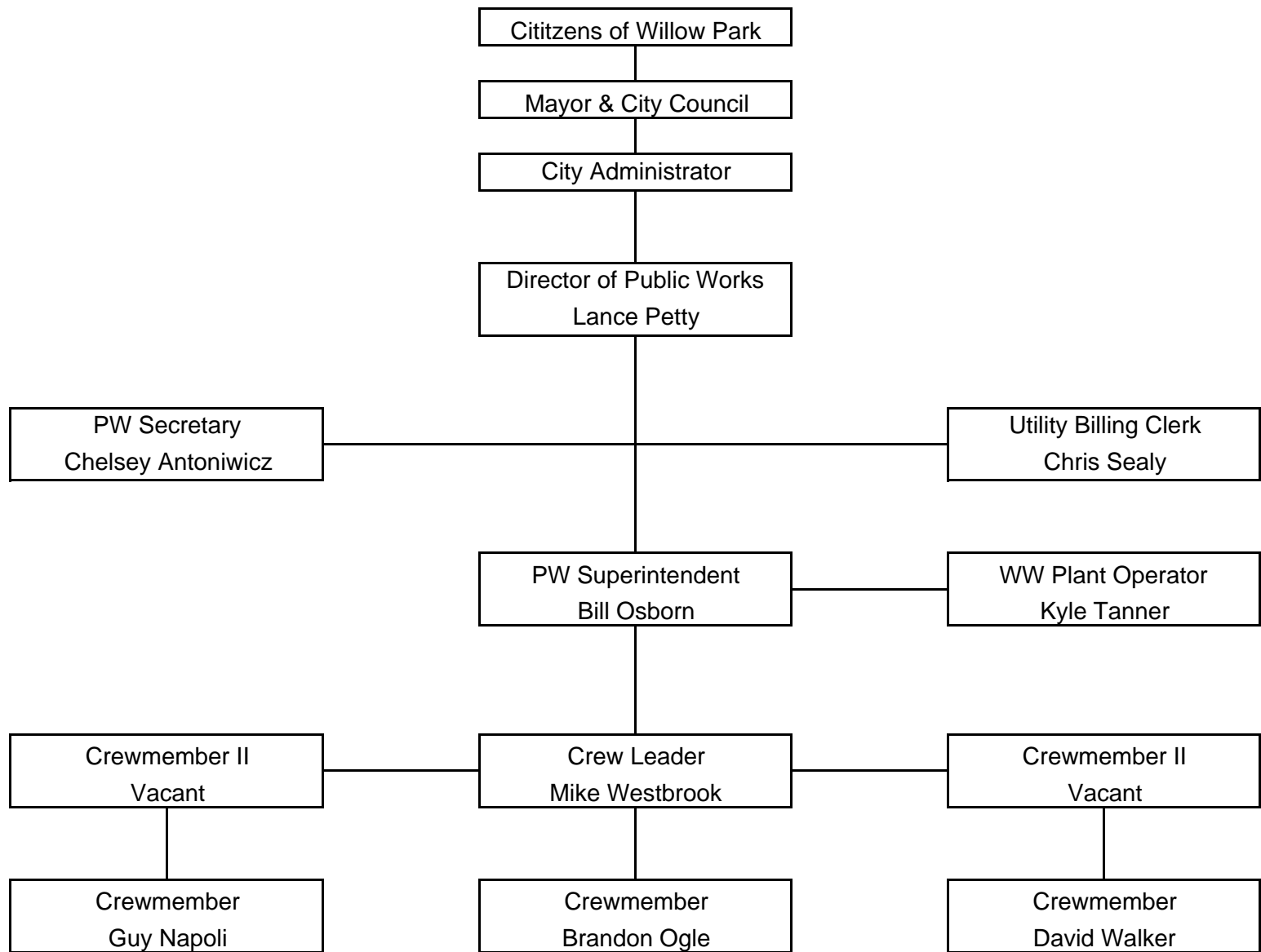
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency					\$ 14,295	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL OPERATIONS	\$ 109,967	\$ 8,000	\$ 55,532	\$ 55,532	\$ 71,981	\$ 57,686
	UTILITIES						
30-8300	Electricity	\$ 125,236	\$ 122,521	\$ 120,000	\$ 120,000	\$ 122,448	\$ 122,448
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 4,439	\$ 3,800	\$ 4,386	\$ 4,386	\$ 1,492	\$ 1,492
30-8303	Long Distance Telephone	\$ 181	\$ 200	\$ 191	\$ 191	\$ 65	\$ 65
30-8304	Mobile Telephone	\$ 9,952	\$ 9,048	\$ 6,000	\$ 6,000	\$ 4,414	\$ 4,414
30-8305	Communication Services	\$ 3,697	\$ 3,000	\$ 3,748	\$ 3,748	\$ 2,266	\$ 2,266
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ 143,505	\$ 138,569	\$ 134,325	\$ 134,325	\$ 130,915	\$ 130,915
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ 31,250	\$ 31,250	\$ 7,500	\$ 7,500
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance	\$ 118,310	\$ 15,000	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual - (outside contractor)	\$ 989	\$ 95,611	\$ 40,000	\$ 40,000	\$ 18,000	\$ 18,000
40-8410	Lab Testing(monthly bacteriological)	\$ 6,086	\$ 7,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
40-8412	Other Rental(trackhoe, jack hammer)	\$ 1,302	\$ 4,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
40-8416	Legal	\$ 30,422	\$ 6,000	\$ 24,000	\$ 24,000	\$ 3,000	\$ 3,000
40-8417	Auditor	\$ 9,696	\$ 3,000	\$ 5,167	\$ 5,167	\$ 4,500	\$ 4,500
40-8424	Engineering(surface water negotiations)	\$ 62,138	\$ 18,000	\$ 30,000	\$ 30,000	\$ 12,500	\$ 12,500
40-8425	Solid Waste Collection(roll off PW)	\$ 3,063	\$ 3,249	\$ 5,245	\$ 5,245	\$ 5,245	\$ 5,245
40-8426	Software Tech Support (AVR)	\$ 24,612	\$ 13,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
40-8427	Equipment Tech Support (maverick)	\$ 478	\$ 485	\$ 466	\$ 466	\$ 800	\$ 800
40-8436	Pager Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 700	\$ 956	\$ 956	\$ 1,600	\$ 1,600
40-8438	IT Contract (maverick)	\$ 5,725	\$ 7,000	\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
40-8442	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000
40-8443	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance(outside contractor)	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 12,000	\$ 12,000
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CONTRACTUAL	\$ 263,775	\$ 173,045	\$ 196,809	\$ 196,809	\$ 124,972	\$ 124,972
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment (replace 2 computers)	\$ -	\$ 7,200	\$ -	\$ -	\$ 5,000	\$ 5,000
60-8601	Motor Equipment	\$ -	\$ 48,000	\$ 23,000	\$ 23,000	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ 15,000	\$ 639,167	\$ 639,167	\$ 216,375	\$ 216,375
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software (new utility billing software)	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 55,000	\$ 55,000
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8630	Water Wells	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8631	Water Pump Station	\$ -	\$ 652,857	\$ -	\$ -	\$ -	\$ -
60-8632	PRV Valves(stage coach line 10")	\$ -	\$ 22,000	\$ -	\$ -	\$ 22,000	\$ 22,000
***	Water Lines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAPITAL OUTLAY	\$ -	\$ 745,057	\$ 702,167	\$ 702,167	\$ 298,375	\$ 298,375
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8705	Interfund Transfer	\$ 238,410	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ 383,457	\$ 383,457
70-8712	Water Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ 127,177	\$ 121,198	\$ 92,746	\$ 92,746		
70-8716	Paying Agent Fees	\$ 300	\$ -	\$ 575	\$ 575	\$ 575	\$ 575
70-8718	Amortization of Discount	\$ 130,200	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
70-8727	Series 2003 Tax & Revenue COB	\$ -	\$ 75,000	\$ 75,000	\$ 75,000		
40-8447	Water Tank Maintenance(contract)	\$ -	\$ -	\$ 96,000	\$ 96,000	\$ 106,408	\$ 106,408
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -		
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -		
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ (10,000)	\$ 260,000	\$ 220,000	\$ 220,000	\$ 260,625	\$ 260,625
70-8736	2012 Refunding	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ 107,750	\$ 107,750
***	Water Development Board					\$ 45,000	\$ 45,000
***	Transfer to General Fund	\$ -	\$ -	\$ 110,005	\$ 110,005	\$ 97,856	\$ 97,856
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ 952,226	\$ 952,226	\$ -	\$ -
***	Transfer to EPA Superfund Fund	\$ -	\$ -	\$ 5,000	\$ 5,000		
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ 486,087	\$ 456,198	\$ 1,636,552	\$ 1,636,552	\$ 1,001,671	\$ 1,001,671
	DEPARTMENT TOTAL	\$ 1,632,330	\$ 2,112,550	\$ 3,348,015	\$ 3,348,015	\$ 2,223,423	\$ 2,223,423

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Water	Water
DEPARTMENT MISSION STATEMENT		
To provide safe and reliable water service to the citizens of the City of Willow Park.		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR: 12		
New Trintiy well at the Surrey Lane pump station		
New Trinity well at the El Chico pump station		
New Trinity well at the Willow Springs Oaks pump station		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR		
Initiate contract with Weatherford for Surface water acquisition		
Loop 12" line from Crown rd. to Crown Pointe Blvd. - future		
Loop 8" line from Sam Bass Ct. to Squaw Creek.		
Install 10" PRV on W. Stagecoach trl.		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Water	Water
Maintain and upgrade the City's infrastructure to assure quality service		
	Maintain current infrastructure through preventative maintenance	
	Take monthly water samples to ensure safety for resident consumption	
	Maintain adequate storage for fire fighting	
Increase accuracy with meters and increased customer service		
	Read meters 100% accurate	
	Respond to non emergency service within 24 hrs	
Seek funding for infrastructure improvements		
	Reduce water loss	
	Seek alternate sources to get projects funded and built.	
	Promote safety on the job through training	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ 447,176	\$ 447,176	\$ (23,958)	\$ 423,218	\$ 437,513
20	Supplies & Maintenance	\$ 175,454	\$ 175,454	\$ (3,163)	\$ 172,291	\$ 172,291
	Operations	\$ 55,532	\$ 55,532	\$ 16,449	\$ 71,981	\$ 57,686
30	Utilities	\$ 134,325	\$ 134,325	\$ (3,410)	\$ 130,915	\$ 130,915
40	Contractual Services	\$ 196,809	\$ 196,809	\$ (71,837)	\$ 124,972	\$ 124,972
60	Capital Outlay	\$ 702,167	\$ 702,167	\$ (403,792)	\$ 298,375	\$ 298,375
70	Debt Services & Transfers	\$ 1,636,552	\$ 1,636,552	\$ (634,881)	\$ 1,001,671	\$ 1,001,671

%

19.7%

7.7%

2.6%

5.9%

5.6%

13.4%

45.1%

TOTAL DEPARTMENT EXPENSES \$ 3,348,015 \$ 3,348,015 \$ (1,124,592) \$ 2,223,423 \$ 2,223,423

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-204		Water		Water		
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ 361,542	\$ 361,542	\$ (22,438)	\$ 339,104	\$ 339,104
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ 361,542	\$ 361,542	\$ (22,438)	\$ 339,104	\$ 339,104
10-8101	Payroll Expenses	\$ 6,673	\$ 6,673	\$ -	\$ 4,917	\$ 4,917
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ 81	\$ 81
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ 7,578	\$ 7,578
10-8103	Group Health	\$ 59,400	\$ 59,400	\$ -	\$ 59,616	\$ 59,616
***	Dental Insurance	\$ 3,564	\$ 3,564	\$ -	\$ 3,024	\$ 3,024
***	Life Insurance	\$ 792	\$ 792	\$ -	\$ 1,836	\$ 1,836
10-8104	Retirement	\$ 6,673	\$ 6,673	\$ -	\$ 7,062	\$ 7,062
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ 8,532	\$ 8,532	\$ -	\$ -	\$ 14,295
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ 85,634	\$ 85,634	\$ -	\$ 84,114	\$ 98,409
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ 447,176	\$ 447,176	\$ (22,438)	\$ 423,218	\$ 437,513

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		WATER	WATER
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ (22,438)	% personel funds split, Budget cut one field tech position and one utility clerk position
10-8110	Accrued Comp & Vacation	\$ 14,295	Funded to off set excess leave liability - see budget addendum
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (8,143)	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ 361,542	\$ 361,542	\$ 339,104	\$ 339,104
	9 FTE, 2 split					
	Admin. Share					
10-8101	Payroll Expenses		\$ 6,673	\$ 6,673	\$ 4,917	\$ 4,917
	Medicare; Gross Salary x .0145	\$ 4,917				
***	Unemployment Insurance		\$ -	\$ -	\$ 81	\$ 81
	0.001 x first \$9,000 earned per employee	\$ 81				
10-8102	Workers Compensation		\$ -	\$ -	\$ 7,578	\$ 7,578
	TML, \$842 per employee	\$ 7,578				
10-8103	Health Insurance		\$ 59,400	\$ 59,400	\$ 59,616	\$ 59,616
	\$552 per month x number of employees	\$ 59,616				
***	Dental Insurance		\$ 3,564	\$ 3,564	\$ 3,024	\$ 3,024
	\$28 per month x number of employees	\$ 3,024				
***	Life Insurance		\$ 792	\$ 792	\$ 1,836	\$ 1,836
	\$204 per employee	\$ 1,836				
10-8104	Retirement		\$ 6,673	\$ 6,673	\$ 7,062	\$ 7,062
	TMRS, Salary x .0185% (Oct - Dec)	\$ 1,568				
	TMRS, Salary x .0216% (Jan - Sep)	\$ 5,493				
		\$ 7,062				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation		\$ 8,532	\$ 8,532	\$ -	\$ 14,295
***	Overtime		\$ -	\$ -	\$ -	\$ -

***	Physicals		\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONNEL AND RELATED COSTS		\$ 447,176	\$ 447,176	\$ 423,218	\$ 437,513

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
		FY 2012 - 2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ 2,400	\$ 2,400	\$ 1,370	\$ 3,770	\$ 3,770
20-8201	Office Supplies	\$ 3,000	\$ 3,000	\$ 200	\$ 3,200	\$ 3,200
40-8403	Printing & Binding	\$ 800	\$ 800	\$ 1,002	\$ 1,802	\$ 1,802
20-8202	Flowers/Gifts/Plaques	\$ 550	\$ 550	\$ (300)	\$ 250	\$ 250
20-8205	Minor Office Equipment	\$ -	\$ -	\$ 900	\$ 900	\$ 900
20-8204	Office Equipment Repair & Maintenance	\$ 20,004	\$ 20,004	\$ (804)	\$ 19,200	\$ 19,200
20-8222	Minor Tools	\$ 2,400	\$ 2,400	\$ -	\$ 2,400	\$ 2,400
20-8208	Uniform & Supplies	\$ 5,500	\$ 5,500	\$ (1,006)	\$ 4,494	\$ 4,494
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
***	MV Fuel	\$ 36,000	\$ 36,000	\$ -	\$ 36,000	\$ 36,000
20-8206	MV Oils, Lubricants & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes & Batteries	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ 18,000	\$ 18,000	\$ -	\$ 18,000	\$ 18,000
20-8209	Paving Materials	\$ -	\$ -	\$ -	\$ -	\$ -
***	Waterline Repair Materials	\$ 9,130	\$ 9,130	\$ -	\$ 12,000	\$ 12,000
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -
20-8211	Water Supplies	\$ -	\$ -	\$ -	\$ -	\$ -

20-8230	Chemicals	\$ 6,000	\$ 6,000		\$ 6,000	\$ 6,000
20-8221	Graffiti Remover	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ 11,000	\$ 11,000	\$ 2,200	\$ 13,200	\$ 13,200
20-8224	Misc Tools/Supplies	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ 12,000
20-8231	Water Meters	\$ 13,000	\$ 13,000	\$ 2,675	\$ 15,675	\$ 15,675
20-8232	Fire Hydrants	\$ 13,950	\$ 13,950	\$ (3,450)	\$ 10,500	\$ 10,500
20-8233	Road Base Materials - Main Breaks	\$ 7,500	\$ 7,500	\$ -	\$ 7,500	\$ 7,500
20-8263	Building Maintenance - Public Works Build	\$ 3,000	\$ 3,000	\$ (600)	\$ 2,400	\$ 2,400
20-8265	Misc Operating - Other	\$ 4,020	\$ 4,020	\$ (4,020)	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ 4,200	\$ 4,200	\$ (4,200)	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ 175,454	\$ 175,454	\$ (6,033)	\$ 172,291	\$ 172,291

SUPPLIES & MAINTENANCE BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Water	Water
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
20-8231	Water Meters	\$ 2,675	increase to purchase 75 meters for budget year
20-8232	Fire Hydrants	\$ (3,450)	Purchase 8 hydrants
20-8263	Building maint. - Public Works	\$ (600)	install cover parking for city equipmnt and vehicles
20-8265	Misc operating - other	\$ (4,020)	removed
20-8266	Minor equipment - other	\$ (4,200)	removed
		\$ -	
20-8223	Equipment	\$ 2,200	New cholrinadtors
20-8200	Postage	\$ 1,370	Divided across all departments
20-8201	Office Supplies	\$ 200	Divided across all departments
40-8403	Printing & Binding	\$ 1,002	Divided across all departments
20-8202	Flowers/Gifts/Plaques	\$ (300)	Divided across all departments
20-8205	Minor Office Equipment	\$ 900	Divided across all departments
20-8204	Office Equipment Repair & Maintenance	\$ (804)	adjusted for actual cost
20-8208	Uniform & Supplies	\$ (1,006)	adjusted for actual cost
		\$ -	
	Total Increase/Decrease	\$ (6,033)	

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ 2,400	\$ 2,400	\$ 3,770	\$ 3,770
	1/3 Utility Billing; \$900 per month x 6 months	\$ 1,800				
	1/3 Utility Billing; \$150 per month	\$ 600				
	50% of Citywide mailer	\$ 1,250				
	Public Works Dept; \$10 per month	\$ 120				
		\$ 3,770				
20-8201	Office Supplies		\$ 3,000	\$ 3,000	\$ 3,200	\$ 3,200
	Public Works Office; \$200 per month	\$ 2,400				
	1/3 Utility Billing; \$200 per month	\$ 800				
		\$ 3,200				
40-8403	Printing & Binding		\$ 800	\$ 800	\$ 1,802	\$ 1,802
	Public Works; maps & plans	\$ 200				
	Water Bills, Applications; \$55 per month	\$ 660				
	Meter Read supplies; \$84 x 6 months	\$ 504				
	50% of Citywide mailer	\$ 438				
		\$ 1,802				
20-8202	Flowers/Gifts/Plaques		\$ 550	\$ 550	\$ 250	\$ 250
	\$25 per employee	\$ 225				
20-8205	Minor Office Equipment		\$ -	\$ -	\$ 900	\$ 900
	Point-of-sale register	\$ 900				
20-8204	Equipment Repair & Maintenance		\$ 20,004	\$ 20,004	\$ 19,200	\$ 19,200
	\$1,600 per month	\$ 19,200				
20-8222	Minor Tools		\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
	\$200 per month	\$ 2,400				
20-8208	Uniforms & Supplies		\$ 5,500	\$ 5,500	\$ 4,494	\$ 4,494
	unifirst, \$404 per employee	\$ 4,444				
	set up fee	\$ 50				
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -

20-8253	Safety Equipment		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	\$250 per month, gloves, safety glasses	\$ 3,000				
***	MV Fuel	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
20-8206	MV Oils, Lubricants, and Fluids		\$ -	\$ -	\$ -	\$ -
***	MV Tires, Tubes, and Batteries		\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance		\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
	Inclues oil, tires, lights					
	\$1500 per month	\$ 18,000				
20-8209	Paving Materials		\$ -	\$ -	\$ -	\$ -
***	Waterline Repair Materials		\$ 9,130	\$ 9,130	\$ 12,000	\$ 12,000
	\$1,000 per month	\$ 12,000				
20-8234	Sand		\$ -	\$ -	\$ -	\$ -
	**waterline repair, pipe bed					
20-8235	Top Soil		\$ -	\$ -	\$ -	\$ -
	**waterline repair, finish with topsoil					
20-8236	Sod		\$ -	\$ -	\$ -	\$ -
	**waterline repair					
20-8211	Water Supplies		\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Remover		\$ -	\$ -	\$ -	\$ -
	move to parks budget					
20-8223	Equipment		\$ 11,000	\$ 11,000	\$ 13,200	\$ 13,200
	chlorinators, pumps					
	\$1,100 per month	\$ 13,200				
20-8224	Misc. Tools/Supplies		\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
	hand tools					
	\$1,000 per month	\$ 12,000				

20-8230	Chemicals		\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
	chlorine					
	\$500 per month	\$ 6,000				
20-8231	Water Meters		\$ 13,000	\$ 13,000	\$ 15,675	\$ 15,675
	\$275 per meter & box					
	57 units	\$ 15,675				
20-8232	Fire Hydrants		\$ 13,950	\$ 13,950	\$ 10,500	\$ 10,500
	\$1500 per hydrant					
	7 units	\$ 10,500				
20-8233	Road Base Materials - Main Breaks		\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
20-8263	Public Works Building		\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
	Building maintenance, supplies \$200 per month	\$ 2,400				
20-8265	Misc. Operating Other		\$ 4,020	\$ 4,020	\$ -	\$ -
20-8266	Minor Equipment - Other		\$ 4,200	\$ 4,200	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE		\$ 175,454	\$ 175,454	\$ 172,291	\$ 172,291

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		WATER		WATER		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ 636	\$ 636	\$ 636
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ 1,500	\$ 1,500	\$ 1,000	\$ 2,500	\$ 2,500
40-8402	Advertising and Legal Notices	\$ 700	\$ 700	\$ -	\$ 700	\$ 700
40-8406	Professional License	\$ -	\$ -	\$ 500	\$ 500	\$ 500
40-8407	Dues & Memberships	\$ 400	\$ 400	\$ -	\$ 400	\$ 400
40-8409	Permits & Applications	\$ 3,530	\$ 3,530	\$ 20	\$ 3,550	\$ 3,550
40-8411	Property Damage	\$ 3,000	\$ 3,000	\$ (600)	\$ 2,400	\$ 2,400
***	Water Main Maintenance	\$ 23,193	\$ 23,193	\$ 807	\$ 24,000	\$ 24,000
***	Well Site Maintenance	\$ 2,209	\$ 2,209	\$ (209)	\$ 2,000	\$ 2,000
***	Equipment Maintenance	\$ 8,000	\$ 8,000	\$ -	\$ 8,000	\$ 8,000
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
***	Building Maintenance - Well Sites	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ -	\$ -
***	Contingency	\$ -	\$ -	\$ 14,295	\$ 14,295	\$ -
***	Special Events	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS	\$ 55,532	\$ 55,532	\$ 16,449	\$ 71,981	\$ 57,686

OPERATIONS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Water	Water
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8400	Travel & Training	\$ 1,000	Increase to train and license employees
40-8406	Professional License	\$ 500	renewal fees on water licenses
40-8409	Permits and Applications	\$ 20	round off line item - Tceq fees
	Water main Maintenance	\$ 807	increase for repairs/parts
	Well site maintenance	\$ (209)	reduction
40-8411	Property Damage	\$ (600)	adjusted from previous year
***	Contingency	\$ 14,295	Removed from budget - see budget addendum
20-8203	Miscellaneous Operating	\$ 636	Copy machine
		\$ -	
	Total Increase/Decrease	\$ 16,449	

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ 636	\$ 636
	Copy Manchine (Bennets); \$53 per month	\$ 636				
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training		\$ 1,500	\$ 1,500	\$ 2,500	\$ 2,500
	On-line modules, NTCOG, TCC	\$ 2,500				
40-8402	Advertising & Legal Notices		\$ 700	\$ 700	\$ 700	\$ 700
	Annual water quality notice	\$ 700				
40-8406	Professional License		\$ -	\$ -	\$ 500	\$ 500
	Currently covered under multi-year	\$ 500				
40-8407	Dues & Memberships		\$ 400	\$ 400	\$ 400	\$ 400
	AWWA, APWA,					
40-8409	Permits & Applications		\$ 3,530	\$ 3,530	\$ 3,550	\$ 3,550
	TECQ, Upper Trinity					
40-8411	Property Damage		\$ 3,000	\$ 3,000	\$ 2,400	\$ 2,400
	Personal homeowner repairs	\$ 2,400				
***	Water Main Maintenance		\$ 23,193	\$ 23,193	\$ 24,000	\$ 24,000
	Pipe, sleeves (break #)					
	\$2,000 per month	\$ 24,000				
***	Well Site Maintenance		\$ 2,209	\$ 2,209	\$ 2,000	\$ 2,000
	Well head maintenace, insulation	\$ 2,000				
***	Equipment Maintenance		\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
	Backhoe repairs, combined with other equipment maintenance	\$ 8,000				
***	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -

	Includes valve replacement & installation					
	Ranch House Rd Valve installation					
***	Water Tank Maintenance		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
	Pressure gauges, transmitters					
***	Building Maintenance - Well Sites		\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
	Metal roof at well site, doors					
50-8502	Reimbursables Other		\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	This expenditure is directly covered by customers deposits.					
***	Subscriptions & Publications		\$ -	\$ -	\$ -	\$ -
***	Promotions		\$ -	\$ -	\$ -	\$ -
***	Contingency		\$ -	\$ -	\$ 14,295	\$ -
	1% of Department budget					
***	Special Events		\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATIONS		\$ 55,532	\$ 55,532	\$ 71,981	\$ 57,686

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ 120,000	\$ 120,000	\$ 2,448	\$ 122,448	\$ 122,448
30-8301	Gas	\$ -	\$ -	\$ 230	\$ 230	\$ 230
30-8302	Basic Telephone	\$ 4,386	\$ 4,386	\$ (2,894)	\$ 1,492	\$ 1,492
30-8303	Long Distance Telephone	\$ 191	\$ 191	\$ (126)	\$ 65	\$ 65
30-8304	Mobile Telephone	\$ 6,000	\$ 6,000	\$ (1,586)	\$ 4,414	\$ 4,414
30-8305	Communication Services	\$ 3,748	\$ 3,748	\$ (1,482)	\$ 2,266	\$ 2,266
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES	\$ 134,325	\$ 134,325	\$ (3,410)	\$ 130,915	\$ 130,915

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		Water	
		DEPARTMENT	
		Water	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8300	Electricity	\$ 2,448	divided across all departments
30-8301	Gas	\$ 230	divided across all departments
30-8302	Basic Telephone	\$ (2,894)	divided across all departments
30-8303	Long Distance Telephone	\$ (126)	divided across all departments
30-8304	Mobile Telephone	\$ (1,586)	divided across all departments
30-8305	Communication Services	\$ (1,482)	divided across all departments
	Total Increase/Decrease	\$ (3,410)	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ 120,000	\$ 120,000	\$ 122,448	\$ 122,448
	TXU, City Share	\$ 4,429				
	Weatherford	\$ 10,271				
	TXU, Water Fund	\$ 106,012				
	TriCounty, Water Fund	\$ 1,736				
		\$ 122,448				
30-8301	Gas		\$ -	\$ -	\$ 230	\$ 230
	City Share					
30-8302	Basic Telephone		\$ 4,386	\$ 4,386	\$ 1,492	\$ 1,492
	City Share	\$ 558				
	Public Works, Water Share	\$ 934				
		\$ 1,492				
30-8303	Long Distance Telephone		\$ 191	\$ 191	\$ 65	\$ 65
	City Share,	\$ 15				
	Public Works Building	\$ 50				
30-8304	Mobile Telephone		\$ 6,000	\$ 6,000	\$ 4,414	\$ 4,414
	On Call Phone, Water Share	\$ 500				
	Employee Cell Phone Reimbursement	\$ 3,914				
30-8305	Communication Services		\$ 3,748	\$ 3,748	\$ 2,266	\$ 2,266
	Internet, City Share	\$ 1,009				
	(Hawk) Air Cards	\$ 1,257				
		\$ 2,266				
30-8309	Satellite Service		\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network		\$ -	\$ -	\$ -	\$ -
	TOTAL UTILITIES		\$ 134,325	\$ 134,325	\$ 130,915	\$ 130,915

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ 31,250	\$ 31,250	\$ (23,750)	\$ 7,500	\$ 7,500
40-8404	Property & Liability	\$ -	\$ -	\$ 14,464	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ 40,000	\$ 40,000	\$ (22,000)	\$ 18,000	\$ 18,000
40-8410	Lab Testing	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
40-8412	Other Rental	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
40-8416	Legal	\$ 24,000	\$ 24,000	\$ (21,000)	\$ 3,000	\$ 3,000
40-8417	Auditor	\$ 5,167	\$ 5,167	\$ (667)	\$ 4,500	\$ 4,500
40-8424	Engineering	\$ 30,000	\$ 30,000	\$ (17,500)	\$ 12,500	\$ 12,500
40-8425	Solid Waste Collection	\$ 5,245	\$ 5,245	\$ -	\$ 5,245	\$ 5,245
40-8426	Software Tech Support	\$ 24,000	\$ 24,000	\$ -	\$ 24,000	\$ 24,000
40-8427	Equipment Tech Support	\$ 466	\$ 466	\$ 334	\$ 800	\$ 800
40-8436	Pager Service	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ 956	\$ 956	\$ 644	\$ 1,600	\$ 1,600
40-8438	IT Contract	\$ 6,725	\$ 6,725	\$ (3,362)	\$ 3,363	\$ 3,363
40-8442	Water Main Maintenance	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
40-8443	Well Site Maintenance	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000

40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ -	\$ -
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ 20,000	\$ 20,000	\$ (8,000)	\$ 12,000	\$ 12,000
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL	\$ 196,809	\$ 196,809	\$ (71,837)	\$ 124,972	\$ 124,972

CONTRACTUAL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		Water	Water
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
40-8401	Consultants & Professionals	\$ (23,750)	rate study only
40-8404	Property & Liability	\$ 14,464	split costs between departments
40-8408	Other Contractual	\$ (22,000)	adjusted for actual cost
40-8416	Legal	\$ (21,000)	not included in this budget
40-8417	Auditor	\$ (667)	adjusted for actual cost
40-8424	Engineering	\$ (17,500)	adjusted for actual cost
40-8427	Equipment Tech Support	\$ 334	adjusted for actual cost
40-8437	Connect CTY	\$ 644	costs are split between fire, police and water
40-8438	IT Contract	\$ (3,362)	costs are split between fire, police and water, and adjusted for actual costs
40-8442	Water Main Maintenance	\$ 3,000	expense was previously including in general maintenance, now specific line item
40-8443	Well Site Maintenance	\$ 6,000	expense was previously including in general maintenance, now specific line item
40-8453	Repair & Maintenance - Other	\$ (8,000)	adjusted for actual cost
	TOTAL CONTRACTUAL	\$ (71,837)	

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ 31,250	\$ 31,250	\$ 7,500	\$ 7,500
	Rate Study	\$ 7,500				
40-8404	Property & Liability		\$ -	\$ -	\$ 14,464	\$ 14,464
40-8405	Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ 40,000	\$ 40,000	\$ 18,000	\$ 18,000
	Upgrade Flow meters at wells, electrical, work on SCADA,					
40-8410	Lab Testing	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
	Monthly Sampling					
40-8412	Other Rental	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
	Jack hammer, trencher, trackhoe					
40-8416	Legal		\$ 24,000	\$ 24,000	\$ 3,000	\$ 3,000
	Legal contingency, surface water contract review	\$ 5,000				
40-8417	Auditor		\$ 5,167	\$ 5,167	\$ 4,500	\$ 4,500
	Share of Annual Audit	\$ 4,500				
40-8424	Engineering	\$ 30,000	\$ 30,000	\$ 30,000	\$ 12,500	\$ 12,500
	Capital Improvement projects, Surface Water negotiations,	\$ 5,000				
	Small Capital Improvement projects, 15% of \$50,000	\$ 7,500				
	*Engineering included in major capital improvements cost					
40-8425	Solid Waste Collection		\$ 5,245	\$ 5,245	\$ 5,245	\$ 5,245
	Roll offs					
40-8426	Software Tech Support		\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
	AVR					
40-8427	Equipment Tech Support		\$ 466	\$ 466	\$ 800	\$ 800
	Maverick on-call					

40-8436	Pager Service		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ 956	\$ 956	\$ 1,600	\$ 1,600
	Reverse 9-1-1, per rata share					
40-8438	IT Contract		\$ 6,725	\$ 6,725	\$ 3,363	\$ 3,363
	Maverick					
40-8442	Water Main Maintenance		\$ -	\$ -	\$ 3,000	\$ 3,000
	Contract main repair	\$ 3,000				
40-8443	Well Site Maintenance		\$ -	\$ -	\$ 6,000	\$ 6,000
	Contractual well repair, major repair	\$ 3,000				
	Contractual well repair, minor maintenance	\$ 3,000				
40-8444	Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites		\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental		\$ -	\$ -	\$ -	\$ -
40-8452	Water Purchase		\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - other - outside contractors		\$ 20,000	\$ 20,000	\$ 12,000	\$ 12,000
	Road reappear & replacement for a water project	\$ 10,000				
	Equipment Repair	\$ 2,000				
50-8500	City Attorney		\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer		\$ -	\$ -	\$ -	\$ -
	TOTAL CONTRACTUAL		\$ 196,809	\$ 196,809	\$ 124,972	\$ 124,972

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
		FY 2012-2013			FY 20123-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
60-8601	Motor Equipment	\$ 23,000	\$ 23,000	\$ (23,000)	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ 639,167	\$ 639,167	\$ (422,792)	\$ 216,375	\$ 216,375
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ 40,000	\$ 40,000	\$ 15,000	\$ 55,000	\$ 55,000
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -
60-8630	Water Wells	\$ -	\$ -	\$ -	\$ -	\$ -
60-8631	Water Pump Stations	\$ -	\$ -	\$ -	\$ -	\$ -
60-8632	PRV Valves	\$ -	\$ -	\$ 22,000	\$ 22,000	\$ 22,000
***	Water Lines	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ 702,167	\$ 702,167	\$ (403,792)	\$ 298,375	\$ 298,375

CAPITAL EXPENSE & EQUIPMENT BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		Water	
		DEPARTMENT	
		Water	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
60-8600	Office Equipment	\$ 5,000	replace two office computers
60-8601	Motor Equipment	\$ (23,000)	Vehicles will be on a replacement program 2014-2015 budget
60-8607	Capital Improvements	\$ (422,792)	new wells from 2012-2013 budget
60-8632	PRV Valves	\$ 22,000	Pressure reducing valve for 10" line on west stagecoach
60-8612	Software	\$ 15,000	new billing software
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ (403,792)	

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ -	\$ -	\$ 5,000	\$ 5,000
	Computer relacement	\$ 5,000				
60-8601	Motor Equipemnt		\$ 23,000	\$ 23,000	\$ -	\$ -
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment		\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements		\$ 639,167	\$ 639,167	\$ 216,375	\$ 216,375
60-8609	Purchase of Land		\$ -	\$ -	\$ -	\$ -
60-8612	Software		\$ 40,000	\$ 40,000	\$ 55,000	\$ 55,000
	Utility Billing Software	\$ 55,000				
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase		\$ -	\$ -	\$ -	\$ -
60-8630	Water Wells		\$ -	\$ -	\$ -	\$ -

60-8631	Water Pump Stations		\$ -	\$ -	\$ -	\$ -
60-8632	PRV Valves		\$ -	\$ -	\$ 22,000	\$ 22,000
	Stage Coach 10" PRV	\$ 22,000				
***	Water Lines		\$ -	\$ -	\$ -	\$ -
***	Waste Water Lines		\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ 702,167	\$ 702,167	\$ 298,375	\$ 298,375

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ 383,457	\$ 383,457	\$ 383,457
70-8712	Water Improvement	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ 92,746	\$ 92,746	\$ (92,746)	\$ -	\$ -
70-8716	Paying Agent Fees	\$ 575	\$ 575	\$ -	\$ 575	\$ 575
70-8718	Amortization of Discount	\$ -	\$ -	\$ -	\$ -	\$ -
70-8727	Series 2003 Tax & Revenue COB	\$ 75,000	\$ 75,000	\$ (75,000)	\$ -	\$ -
40-8447	Water tank Maintenance	\$ 96,000	\$ 96,000	\$ 10,408	\$ 106,408	\$ 106,408
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ 220,000	\$ 220,000	\$ 40,625	\$ 260,625	\$ 260,625
70-8736	2012 Refunding	\$ 85,000	\$ 85,000	\$ 22,750	\$ 107,750	\$ 107,750
***	Transfer to General Fund	\$ 110,005	\$ 110,005	\$ (12,149)	\$ 97,856	\$ 97,856
***	Transfer to Waste Water Fund	\$ 952,226	\$ 952,226	\$ (952,226)	\$ -	\$ -
***	Transfer to All Funds	\$ 5,000	\$ 5,000	\$ (5,000)	\$ -	\$ -

***	Transfer to All Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS	\$ 1,636,552	\$ 1,636,552	\$ (679,881)	\$ 956,671	\$ 956,671

DEBT SERVICE & TRANSFERS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		Water	
		INCREASE/ (DECREASE)	JUSTIFICATION
70-8729	Reserve Fund		
70-8706	Intrafund Transfer	\$ 383,457	Transfer for cost of lift stations, treatment plant repairs, and 60 days of operating capital
	Transfer to general fund	\$ (12,149)	Pays off the final balance of what is owed to the General Fund from the last 16 years of interfund transfers
	Transfer to Wastewater fund	\$ (952,226)	one time expense, not included in this years budget
70-8715	Bond Interest	\$ (92,746)	not included in this years budget
70-8727	Series 2003 Tax & Revenue COB	\$ (75,000)	not included in this years budget
70-8735	2010 Refunding	\$ 40,625	debt payment
70-8736	2012 Refunding	\$ 22,750	debt payment
***	Transfer to All Funds	\$ (5,000)	
40-8447	Water tank Maintenance	\$ 10,408	service tank rehab
	Total Increase/Decrease	\$ (679,881)	

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Water		Water		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8705	Interfund Transfer		\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer		\$ -	\$ -	\$ 383,457	\$ 383,457
70-8712	Water Improvement		\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest		\$ 92,746	\$ 92,746	\$ -	\$ -
70-8716	Paying Agent Fees		\$ 575	\$ 575	\$ 575	\$ 575
70-8718	Amortization of Discount		\$ -	\$ -	\$ -	\$ -
70-8727	Series 2003 Tax & Revenue COB		\$ 75,000	\$ 75,000	\$ -	\$ -
40-8447	Water tank Maintenance		\$ 96,000	\$ 96,000	\$ 106,408	\$ 106,408
	Year 2 of 8 Year Agreement on 2011 tank rehabs	\$ 106,408				
	Utility Service Co., Contracted Service					
70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund		\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding		\$ 220,000	\$ 220,000	\$ 260,625	\$ 260,625

70-8736	2012 Refunding		\$ 85,000	\$ 85,000	\$ 107,750	\$ 107,750
***	Transfer to General Fund		\$ 110,005	\$ 110,005	\$ 97,856	\$ 97,856
	Balance of what is owed from previous transfers					
***	Transfer to Waste Water Fund		\$ 952,226	\$ 952,226	\$ -	\$ -
	* transfer					
***	Transfer to All Funds		\$ 5,000	\$ 5,000	\$ -	\$ -
***	Transfer to All Reserves		\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS		\$ 1,636,552	\$ 1,636,552	\$ 956,671	\$ 956,671

DEPARTMENT PERFORMANCE MEASURES					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		Water		Water	
PERFORMANCE MEASURES	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED
New Water meters installed					25
Old water meters changed out					50
Water customers					1739
Water meters read					20868
Water meters re read					1000
Percent re reads correct					100%
Non emergency response within 24 hours					100%
Meet fire department flow requirements					100%
All 120 bacteriological samples acceptable					100%
Workers compensation claims					0

CAPITAL IMPROVEMENT PROJECT REQUEST					
FISCAL YEAR		FUND	DEPARTMENT		
2013-2014		Water	Water		
PROJECT NO.	PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION		10" PRV valve - Pressure reducing			
PROJECT LOCATION		West Stagecoach trail			
JUSTIFICATION/BENEFIT		To maintain and control Pressure problems on the 10" waterline to aid in conservation and protection of property			
ACTIVITY	COST ESTIMATE	FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning		Current Revenues			
Land/Right-of-Way		Reserve Funds			
Construction	\$5,000	G.O. Bonds			
Equipment		Rev. Bonds			
Materials	\$15,000	Cert. of Obligation			
Furnishings		Lease/Purchase	100%	20000	20000
Other		Grants			
		Other			
TOTAL	\$20,000	TOTAL		\$20,000	\$20,000
Will the project be completed in upcoming buget year?		yes			
When will the project design/planning/engineering be complete?		N/A			
When will the project be bid?		N/A			
When will construction/delivery/execution take place?		upon approval of budget			
When will the project be complete?		upon approval of budget			
When will the final expense be accounted for?		upon approval of budget			
NOTES OR ADDITIONAL INFORMATION					

CAPITAL IMPROVEMENT PROJECT REQUEST					
FISCAL YEAR		FUND		DEPARTMENT	
2013-2014		Water		Water	
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE	
PROJECT DESCRIPTION		New Utility billing software, two computer replacements in the Public Works office			
PROJECT LOCATION		3500 Indian Camp - Public Works facility			
JUSTIFICATION/BENEFIT		to improve performance within the utility billing and Public Works departments			
ACTIVITY	COST ESTIMATE	FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning		Current Revenues			
Land/Right-of-Way		Reserve Funds			
Construction		G.O. Bonds			
Equipment	\$45,000	Rev. Bonds			
Materials		Cert. of Obligation			
Furnishings		Lease/Purchase	100%	45000	45000
Other		Grants			
		Other			
TOTAL	\$45,000	TOTAL		\$45,000	\$45,000
Will the project be completed in upcoming buget year?		yes			
When will the project design/planning/engineering be complete?		N/A			
When will the project be bid?		2013			
When will construction/delivery/execution take place?		upon budget approval			
When will the project be complete?		upon budget approval			
When will the final expense be accounted for?		upon budget approval			
NOTES OR ADDITIONAL INFORMATION					

DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Toursim & Special Events		Toursim & Special Events			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
	SUPPLIES & MAINTENANCE						
20-8200	Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8201	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8202	Flowers/Gifts/Plaques	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipemnt Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8222	Minor Tools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8208	Uniforms & Supplies	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -
	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Fuel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8206	MV Oils, Lubricants, & Fluids	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	MV Tires, Tubes, and Batteries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8207	MV Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Repair Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8209	Paving Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8225	Asphalt Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8226	Road Base Materials - Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8234	Sand	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8235	Top Soil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8236	Sod	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8210	Traffic & Street Signs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8211	Water Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8212	Wastewater Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8230	Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8264	WW Chemicals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8221	Graffiti Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8223	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8224	Misc. Tools/Supplies	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -
20-8227	Ice Melt Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
20-8228	Concrete Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8229	Misc. Lawn Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8231	Water Meters	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8232	Fire Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8233	Road Base Materials - Main Breaks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8237	Misc. Parts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8238	Misc. Lawn Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8240	Belt Press Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8250	Street Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8251	Barricades/Markers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8252	Asphalt Rakes/Shovels	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8260	Building Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8261	City Hall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8262	Police/Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8263	Public Works Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8265	Misc. Operating Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SUPPLIES	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -
	OPERATIONS						
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8402	Advertising and Legal Notices	\$ -	\$ -	\$ -	\$ 2,000	\$ 422	\$ 422
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ -	\$ -	\$ 3,000	\$ 2,000	\$ 2,000
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8441	Jury Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursabels Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ 2,000
***	Special Events	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,000	\$ 4,000
	SUBTOTAL OPERATIONS	\$ -	\$ -	\$ -	\$ 15,000	\$ 8,422	\$ 8,422
	UTILITIES						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8309	Satellite Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8430	Dish Network	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CONTRACTUAL SERVICES						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8405	Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8410	Lab Testing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8412	Other Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8413	Contract Street Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8417	Auditor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8418	Central Tax Authority	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8419	Elections Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8420	Inmate Housing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8421	Municipal Judge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8422	Magistrate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8423	Food Service Inspector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8424	Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8425	Solid Waste Collection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8428	Postmaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8429	Accurint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8431	TWL Knowledge Group	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8432	TCLEDDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8433	Cleaning Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8434	OSSF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8435	Pool Inspector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8436	Pager Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8439	Fire Department	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8440	VFD Contributions Paid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8442	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8443	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8444	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8445	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8446	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8447	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8448	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8449	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8450	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8451	Equipment Rental	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -
40-8452	Water Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8453	Repair & Maintenance - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

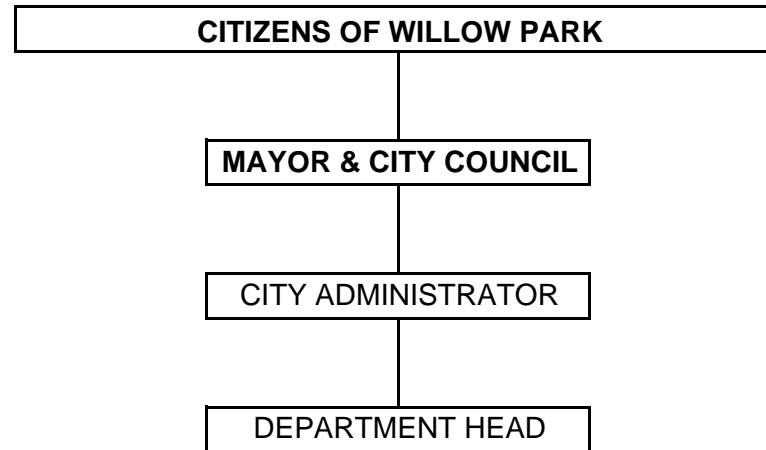
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
50-8500	City Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50-8501	City Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CONTRACTUAL	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -
	CAPITAL OUTLAY						
60-8600	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8601	Motor Equipemnt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8603	Road Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8604	Heavy Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8605	Building Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8607	Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8609	Purchase of Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8610	Municipal Building	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8624	Equipment Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8630	Water Wells	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8631	Water Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8632	PRV Valves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8640	Waste Water Lift Stations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Lines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Waste Water Lines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEBT SERVICES & TRANSFERS						
70-8700	Tourism	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8702	2008 Series COB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8703	Matching Road	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8704	Litigation Sinking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8707	Regional Water Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8712	Water Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8713	COB Escrow - 1998	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8714	COB Escrow - 2000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8716	Paying Agent Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8717	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8718	Amortization of Discount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8719	Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8720	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8721	Accrued Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8723	Bad Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8724	Principal Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8725	Debt Issuance Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8727	Series 2003 Tax & Revenue COB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8728	Crown Road Estates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8733	Police Seizure Fund - Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8734	Police Seizure Fund - State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8736	2012 Refunding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ 6,862	\$ 5,646	\$ 5,646
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL ACCT TRANS	\$ -	\$ -	\$ -	\$ 6,862	\$ 5,646	\$ 5,646

				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 AMENDED BUDGET PROPOSED	FY 2012-2013 AMENDED BUDGET APPROVED
	DEPARTMENT TOTAL	\$ -	\$ -	\$ -	\$ 24,362	\$ 14,068	\$ 14,068

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2012-2013 AMENDED		
DEPARTMENT MISSION STATEMENT		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR:		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR:		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2012-2013 AMENDED		
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2104		Tourism & Special Events		Tourism & Special Events		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ -	\$ -	\$ -	\$ -	
20	Supplies & Maintenance	\$ -	\$ 1,500	\$ (1,500)	\$ -	
20	Operations	\$ -	\$ 15,000	\$ (6,578)	\$ 8,422	
30	Utilities	\$ -	\$ -	\$ -	\$ -	
40	Contractual Services	\$ -	\$ 2,500	\$ -	\$ -	
60	Capital Outlay	\$ -	\$ -	\$ -	\$ -	
70	Debt Services & Transfers	\$ -	\$ 24,362	\$ (18,716)	\$ 5,646	

TOTAL DEPARTMENT EXPENSES \$ - \$ 43,362 \$ (26,794) \$ 14,068

OPERATIONS BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2012-2013 AMENDED						
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8203	Miscellaneous Operating	\$ -	\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit	\$ -	\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training	\$ -	\$ -	\$ -	\$ -	\$ -
40-8402	Advertising and Legal Notices	\$ -	\$ 2,000	\$ (1,578)	\$ 422	\$ 422
40-8406	Professional License	\$ -	\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships	\$ -	\$ 3,000	\$ (1,000)	\$ 2,000	\$ 2,000
40-8409	Permits & Applications	\$ -	\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage	\$ -	\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -
40-8441	Jury Service	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Main Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Well Site Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Lift Station Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Other Equipment Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Building Maintenance - Well Sites	\$ -	\$ -	\$ -	\$ -	\$ -
***	Lift Station Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Sewer Line Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursables Other	\$ -	\$ -	\$ -	\$ -	\$ -

50-8503	Water Deposit Refunds	\$ -	\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology	\$ -	\$ -	\$ -	\$ -	\$ -
***	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications	\$ -	\$ -	\$ -	\$ -	\$ -
***	Promotions	\$ -	\$ 5,000	\$ (3,000)	\$ 2,000	\$ 2,000
***	Special Events	\$ -	\$ 5,000	\$ (1,000)	\$ 4,000	\$ 4,000
	TOTAL SUPPLIES/MAINTENANCE	\$ -	\$ 15,000	\$ (6,578)	\$ 8,422	\$ 8,422

OPERATIONS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2012-2013 AMENDED						
			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8265	Misc. Operating Other		\$ -	\$ -	\$ -	\$ -
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -
20-8203	Miscellaneous Operating		\$ -	\$ -	\$ -	\$ -
20-8214	Finance Charges		\$ -	\$ -	\$ -	\$ -
20-8215	USPO Contract Unit		\$ -	\$ -	\$ -	\$ -
40-8400	Travel & Training		\$ -	\$ -	\$ -	\$ -
40-8402	Advertising & Legal Notices		\$ -	\$ 2,000	\$ 422	\$ 422
40-8406	Professional License		\$ -	\$ -	\$ -	\$ -
40-8407	Dues & Memberships		\$ -	\$ 3,000	\$ 2,000	\$ 2,000
	East Parker County Chamber of Commerce - Silver					
40-8409	Permits & Applications		\$ -	\$ -	\$ -	\$ -
40-8411	Property Damage		\$ -	\$ -	\$ -	\$ -
40-8415	Fines & Penalties		\$ -	\$ -	\$ -	\$ -
40-8441	Jury Service		\$ -	\$ -	\$ -	\$ -
***	Water Main Maintenance		\$ -	\$ -	\$ -	\$ -

			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
***	Well Site Maintenance		\$ -	\$ -	\$ -	\$ -
***	Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
***	Lift Station Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
***	Other Equipment Maintenance		\$ -	\$ -	\$ -	\$ -
***	Water Tank Maintenance		\$ -	\$ -	\$ -	\$ -
***	Building Maintenance - Well Sites		\$ -	\$ -	\$ -	\$ -
***	Lift Station Maintenance		\$ -	\$ -	\$ -	\$ -
***	Sewer Line Maintenance		\$ -	\$ -	\$ -	\$ -
50-8502	Reimbursabels Other		\$ -	\$ -	\$ -	\$ -
50-8503	Water Deposit Refunds		\$ -	\$ -	\$ -	\$ -
60-8608	Court Technology		\$ -	\$ -	\$ -	\$ -
***	Court Security		\$ -	\$ -	\$ -	\$ -
***	Subscriptions & Publications		\$ -	\$ -	\$ -	\$ -
***	Promotions		\$ -	\$ 5,000	\$ 2,000	\$ 2,000
	Aledo Band Boosters					
	Ride For Heros					
	East Parker County Library					

			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
***	Special Events		\$ -	\$ 5,000	\$ 4,000	\$ 4,000

DEBT SERVICE & TRANSFERS SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2012-2013 AMENDED						
		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
70-8700	Tourism	\$ -	\$ -	\$ -	\$ -	\$ -
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -
70-8702	2008 Series COB	\$ -	\$ -	\$ -	\$ -	\$ -
70-8703	Matching Road	\$ -	\$ -	\$ -	\$ -	\$ -
70-8704	Litigation Sinking	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8707	Regional Water Study	\$ -	\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account	\$ -	\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow	\$ -	\$ -	\$ -	\$ -	\$ -
70-8712	Water Improvement	\$ -	\$ -	\$ -	\$ -	\$ -
70-8713	COB Escrow - 1998	\$ -	\$ -	\$ -	\$ -	\$ -
70-8714	COB Escrow - 2000	\$ -	\$ -	\$ -	\$ -	\$ -
70-8715	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -

		FY 2011-2012			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
***	Transfer to General Fund	\$ -	\$ 6,862	\$ 5,646	\$ 5,646	\$ 5,646
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to All Funds	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to All Reserves	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL DEBT SERVICE & TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -

DEBT SERVICE & TRANSFERS BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2012-2013 AMENDED			
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
***	Transfer to General Fund	\$ 5,646	Interfund transfer for administration. Historically the Tourism fund has contributed 57% of Hotel Occupancy Tax Collections of the General Fund.
	Total Increase/Decrease	\$ 5,646	

DEBT SERVICE & TRANSFERS DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2012-2013 AMENDED						
			FY 2011-2012		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8700	Tourism		\$ -	\$ -	\$ -	\$ -
70-8701	Court Security		\$ -	\$ -	\$ -	\$ -
70-8702	2008 Series COB		\$ -	\$ -	\$ -	\$ -
70-8703	Matching Road		\$ -	\$ -	\$ -	\$ -
70-8704	Litigation Sinking		\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer		\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer		\$ -	\$ -	\$ -	\$ -
70-8707	Regional Water Study		\$ -	\$ -	\$ -	\$ -
70-8708	Account Transfer		\$ -	\$ -	\$ -	\$ -
70-8709	Police Fund Account		\$ -	\$ -	\$ -	\$ -
70-8710	Wastewater Improvements		\$ -	\$ -	\$ -	\$ -
70-8711	Wastewater Escrow		\$ -	\$ -	\$ -	\$ -
70-8712	Water Improvement		\$ -	\$ -	\$ -	\$ -

ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2011-2012		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
70-8728	Crown Road Estates		\$ -	\$ -	\$ -	\$ -
70-8729	Reserve Fund		\$ -	\$ -	\$ -	\$ -
70-8730	Capital Fund		\$ -	\$ -	\$ -	\$ -
70-8731	Savings Fund		\$ -	\$ -	\$ -	\$ -
70-8733	Police Seizure Fund - Federal		\$ -	\$ -	\$ -	\$ -
70-8734	Police Seizure Fund - State		\$ -	\$ -	\$ -	\$ -
70-8735	2010 Refunding		\$ -	\$ -	\$ -	\$ -
70-8736	2012 Refunding		\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund		\$ -	\$ 6,862	\$ 5,646	\$ 5,646
	57% transfer for administration					
***	Transfer to Water Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund		\$ -	\$ -	\$ -	\$ -
***	Transfer to All Funds		\$ -	\$ -	\$ -	\$ -
***	Transfer to All Reserves		\$ -	\$ -	\$ -	\$ -

[illegible]

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2012-2013 AMENDED						
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE		FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning			Current Revenues			
Land/Right-of-Way			Reserve Funds			
Construction			G.O. Bonds			
Equipment			Rev. Bonds			
Materials			Cert. of Obligation			
Furnishings			Lease/Purchase			
Other			Grants			
			Other			
TOTAL	\$0		TOTAL		\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

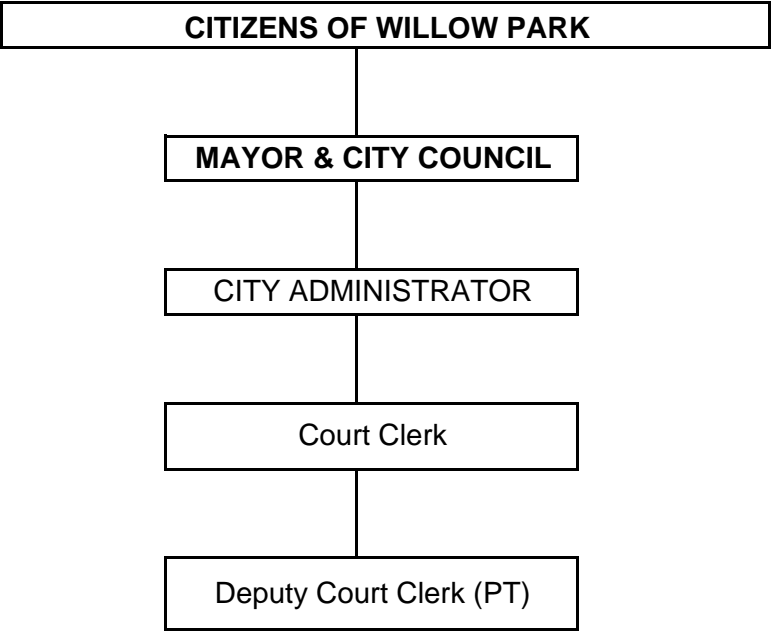
DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Court Security		Municipal Court			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages					\$ 1,600	\$ 1,600
10-8101	Payroll Expenses					\$ 24	\$ 24
***	F.I.C.A.						
10-8105	Unemployment Insurance						
10-8102	Workers Compensation						
10-8103	Health Insurance						
10-8125	Dental Insurance						
10-8126	Life Insurance						
10-8104	Retirement - T.M.R.S.					\$ 34	\$ 34
10-8105	Auto Allowance						
10-8106	Travel Expense						
10-8107	Certificate Pay						
10-8108	Contract Labor						
10-8110	Accrued Comp & Vacation						
***	Overtime						
***	Physicals						
	SUBTOTAL PERSONNEL	\$ -	\$ -	\$ -	\$ -	\$ 1,658	\$ 1,658
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage						
20-8201	Office Supplies						
40-8403	Printing & Binding						
20-8205	Minor Office Equipment						
20-8204	Office Equipemnt Repair & Maintenance						
***	Operating Supplies (non-consumables)						
20-8253	Safety Equipment					\$ 3,000	\$ 3,000
20-8265	Misc. Operating Other					\$ 1,000	\$ 1,000
20-8266	Minor Equipment - Other						
	SUBTOTAL SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>OPERATIONS</u>						
20-8205	Miscellaneous Operating						
20-8214	Finance Charges						
40-8400	Travel & Training						
40-8402	Advertising and Legal Notices						
40-8406	Professional License						
40-8407	Dues & Memberships						
40-8415	Fines & Penalties						
40-8441	Jury Service						
50-8502	Reimbursabels Other						
60-8608	Court Technology						
***	Court Security						
***	Subscriptions & Publications						
***	Promotions						
***	Contingency						
***	Special Events						
	<i>SUBTOTAL OPERATIONS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>UTILITIES</u>						
30-8300	Electricity						
30-8301	Gas						
30-8302	Basic Telephone						
30-8303	Long Distance Telephone						
30-8304	Mobile Telephone						
30-8305	Communication Services						
	<i>SUBTOTAL UTILITIES</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>CONTRACTUAL SERVICES</u>						
40-8401	Consultants & Professionals						
40-8404	Property & Liability						
40-8408	Other Contractual						
40-8416	Legal						
40-8421	Municipal Judge						

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8422	Magistrate						
40-8426	Software Tech Support						
40-8427	Equipment Tech Support						
40-8437	Connect CTY						
40-8438	IT Contract						
	<i>SUBTOTAL CONTRACTUAL</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment	\$ -				\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Court Technology Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 5,658	\$ 5,658

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Court Security	Municipal Court
DEPARTMENT MISSION STATEMENT		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR: 2013-14		
Trained a Deputy Court Clerk		
Stepped up collections		
Manage court office more efficiently		
Passed level one certification and will be testing for level 2		
Became up to date on trial settings		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR: 2013-14		
Develop better internal controls and implement them		
Complete a procedures manuel		
Begin working towards level 3 certification (Court Administrator)		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	Court Security	Municipal Court
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		Court Security		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ -	\$ -	\$ 1,658	\$ 1,658	\$ 1,658
20	Supplies & Maintenance	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
20	Operations	\$ -	\$ -	\$ -	\$ -	\$ -
30	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
40	Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
60	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	\$ -

%

TOTAL DEPARTMENT EXPENSES	\$	-	\$	-	\$	5,658	\$	5,658	\$	5,658
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29.3%

70.7%

0.0%

0.0%

0.0%

0.0%

0.0%

PERSONNEL BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages	\$ -	\$ -	\$ 1,600	\$ 1,600	\$ 1,600
10-8108	Extra Help	\$ -	\$ -	\$ -	\$ -	\$ -
***	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL WAGES AND SALARIES</i>	\$ -	\$ -	\$ 1,600	\$ 1,600	\$ 1,600
10-8101	Payroll Expenses	\$ -	\$ -	\$ 24	\$ 24	\$ 24
***	FICA	\$ -	\$ -	\$ -	\$ -	\$ -
***	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8102	Workers Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
10-8103	Group Health	\$ -	\$ -	\$ -	\$ -	\$ -
***	Dental Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8104	Retirement	\$ -	\$ -	\$ 34	\$ 34	\$ 34
10-8105	Auto Allowance	\$ -	\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay	\$ -	\$ -	\$ -	\$ -	\$ -
10-8110	Accrued Comp & Vacation	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL FRINGE BENEFITS</i>	\$ -	\$ -	\$ 58	\$ 58	\$ 58
51240	Physicals	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL DIRECT PERSONNEL COSTS</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>TOTAL PERSONNEL AND RELATED COSTS</i>	\$ -	\$ -	\$ 1,658	\$ 1,658	\$ 1,658

PERSONNEL BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	DEPARTMENT
2013-2014		General	Municipal Court
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
10-8100	Salaries and Wages	\$ 1,600	32 baliff shifts. Two hours per shift
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Increase/Decrease	\$ 1,600	

PERSONNEL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
10-8100	Salaries and Wages		\$ -	\$ -	\$ 1,600	\$ 1,600
	32 baliff shifts	\$ 1,600				
10-8101	Payroll Expenses		\$ -	\$ -	\$ 24	\$ 24
	0.0145 of gross salaries for Medicare	\$ 23				
***	Unemployment Insurance		\$ -	\$ -	\$ -	\$ -
10-8102	Workers Compensation		\$ -	\$ -	\$ -	\$ -
10-8103	Health Insurance		\$ -	\$ -	\$ -	\$ -
***	Dental Insurance		\$ -	\$ -	\$ -	\$ -
***	Life Insurance		\$ -	\$ -	\$ -	\$ -
10-8104	Retirement		\$ -	\$ -	\$ 34	\$ 34
	0.0185 x gross salaries (Oct - Dec)	\$ 7				
	0.0216x gross salaries (Jan - Sept)	\$ 26				
		\$ 33				
10-8105	Auto Allowance		\$ -	\$ -	\$ -	\$ -
10-8106	Travel Expense		\$ -	\$ -	\$ -	\$ -
10-8107	Certificate Pay		\$ -	\$ -	\$ -	\$ -
10-8108	Extra Help		\$ -	\$ -	\$ -	\$ -

10-8110	Accrued Comp & Vacation		\$ -	\$ -	\$ -	\$ -
***	Overtime		\$ -	\$ -	\$ -	\$ -
***	Physicals		\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONNEL AND RELATED COSTS		\$ -	\$ -	\$ 1,658	\$ 1,658

SUPPLIES AND MAINTENANCE BUDGET SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage	\$ -	\$ -	\$ -	\$ -	\$ -
20-8201	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding	\$ -	\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)	\$ -	\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
20-8265	Misc Operating - Other	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
20-8266	Minor Equipment - Other	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000

SUPPLIES & MAINTENANCE DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
20-8200	Postage		\$ -	\$ -	\$ -	\$ -
20-8201	Office Supplies		\$ -	\$ -	\$ -	\$ -
40-8403	Printing & Binding		\$ -	\$ -	\$ -	\$ -
20-8205	Minor Office Equipment		\$ -	\$ -	\$ -	\$ -
20-8204	Office Equipment Repair & Maintenance		\$ -	\$ -	\$ -	\$ -
***	Operating Supplies (non-consumables)		\$ -	\$ -	\$ -	\$ -
20-8253	Safety Equipment		\$ -	\$ -	\$ 3,000	\$ 3,000
	Security camera					
20-8265	Misc. Operating Other		\$ -	\$ 120	\$ 120	\$ 120
20-8266	Minor Equipment - Other		\$ -	\$ -	\$ -	\$ -
	TOTAL SUPPLIES/MAINTENANCE		\$ -	\$ 120	\$ 3,120	\$ 3,120

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ -	\$ -
30-8301	Gas		\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone		\$ -	\$ -	\$ -	\$ -
30-8303	Long Distance Telephone		\$ -	\$ -	\$ -	\$ -
30-8304	Mobile Telephone		\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services		\$ -	\$ -	\$ 1,824	\$ -
	Share of city Internet service T1 line, \$152 per month	\$ 1,824				
	TOTAL UTILITIES		\$ -	\$ -	\$ 1,824	\$ -

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability		\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual		\$ -	\$ -	\$ -	\$ -
40-8416	Legal		\$ -	\$ -	\$ -	\$ -
	Prosecutor, \$400 per month					
40-8421	Municipal Judge		\$ -	\$ -	\$ -	\$ -
	\$1,000 per month					
40-8422	Magistrate		\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support		\$ -	\$ -	\$ -	\$ -
40-8427	Equipment Tech Support		\$ -	\$ -	\$ -	\$ -
40-8437	Connect CTY		\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract		\$ -	\$ -	\$ -	\$ -
	1/8 Share of City Contract	\$ 4,451				
	TOTAL CONTRACTUAL		\$ -	\$ -	\$ -	\$ -

[illegible]

CAPITAL IMPROVEMENT PROJECT REQUEST						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE		
PROJECT DESCRIPTION						
PROJECT LOCATION						
JUSTIFICATION/BENEFIT						
ACTIVITY	COST ESTIMATE	FUNDING SOURCE		PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning		Current Revenues				
Land/Right-of-Way		Reserve Funds				
Construction		G.O. Bonds				
Equipment		Rev. Bonds				
Materials		Cert. of Obligation				
Furnishings		Lease/Purchase				
Other		Grants				
		Other				
TOTAL	\$0	TOTAL			\$0	\$0
Will the project be completed in upcoming buget year?						
When will the project design/planning/engineering be complete?						
When will the project be bid?						
When will construction/delivery/execution take place?						
When will the project be complete?						
When will the final expense be accounted for?						
NOTES OR ADDITIONAL INFORMATION						
LIST OF ATTACHMENTS						

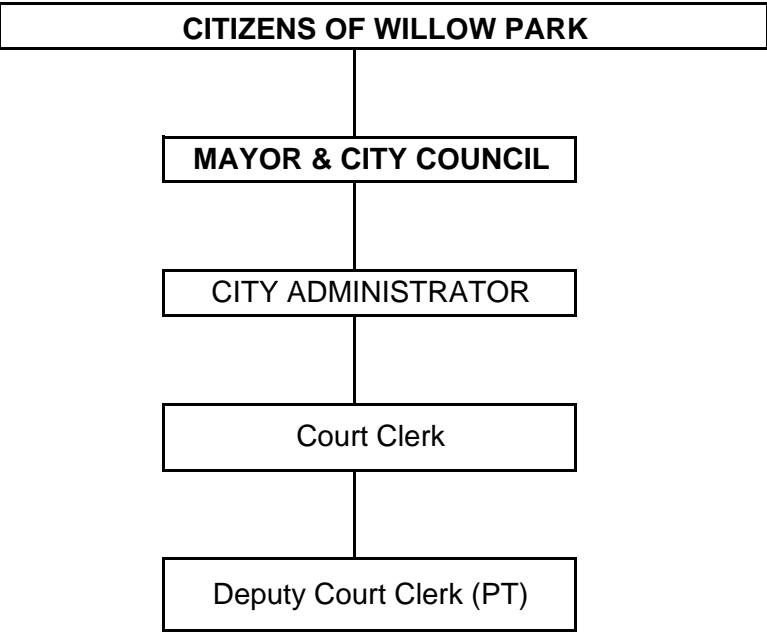
DEPARTMENT BUDGET OVERVIEW							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		Court Technology		Municipal Court			
				Current Year		Request Year	
ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>PERSONNEL</u>						
10-8100	Salaries and Wages						\$ -
10-8101	Payroll Expenses						\$ -
***	F.I.C.A.						\$ -
***	Unemployment Insurance						\$ -
10-8102	Workers Compensation						\$ -
10-8103	Health Insurance						\$ -
***	Dental Insurance						\$ -
***	Life Insurance						\$ -
10-8104	Retirement - T.M.R.S.						\$ -
10-8105	Auto Allowance						\$ -
10-8106	Travel Expense						\$ -
10-8107	Certificate Pay						\$ -
10-8108	Contract Labor						\$ -
10-8110	Accrued Comp & Vacation						\$ -
***	Overtime						\$ -
***	Physicals						\$ -
	SUBTOTAL PERSONNEL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>SUPPLIES & MAINTENANCE</u>						
20-8200	Postage						\$ -
20-8201	Office Supplies						\$ -
40-8403	Printing & Binding						\$ -
20-8205	Minor Office Equipment						\$ -
20-8204	Office Equipemnt Repair & Maintenance						\$ -
***	Operating Supplies (non-consumables)						\$ -
20-8253	Safety Equipment						\$ -
20-8265	Misc. Operating Other						\$ -
20-8266	Minor Equipment - Other						\$ -
	SUBTOTAL SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
	<u>OPERATIONS</u>						
20-8205	Miscellaneous Operating						\$ -
20-8214	Finance Charges						\$ -
40-8400	Travel & Training						\$ -
40-8402	Advertising and Legal Notices						\$ -
40-8406	Professional License						\$ -
40-8407	Dues & Memberships						\$ -
40-8415	Fines & Penalties						\$ -
40-8441	Jury Service						\$ -
50-8502	Reimbursabels Other						\$ -
60-8608	Court Technology						\$ -
***	Court Security						\$ -
***	Subscriptions & Publications						\$ -
***	Promotions						\$ -
***	Contingency						
***	Special Events						\$ -
	<i>SUBTOTAL OPERATIONS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>UTILITIES</u>						
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services					\$ 1,009	\$ 1,009
	<i>SUBTOTAL UTILITIES</i>	\$ -	\$ -	\$ -	\$ -	\$ 1,009	\$ 1,009
	<u>CONTRACTUAL SERVICES</u>						
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual			\$ -	\$ -	\$ -	\$ -
40-8416	Legal						\$ -
40-8421	Municipal Judge						\$ -

ACCOUNT NUMBER	ACCOUNT	FY 2010-2011 ACTUAL	FY 2011-2012 BUDGET	Current Year		Request Year	
				FY 2012-2013 BUDGET	FY 2012-2013 PROJECTED YEAR END	FY 2013-2014 BUDGET PROPOSED	FY 2013-2014 BUDGET APPROVED
40-8422	Magistrate						\$ -
40-8426	Software Tech Support					\$ 4,681	\$ 4,681
40-8427	Equipment Tech Support					\$ 800	\$ 800
40-8437	Connect CTY					\$ -	\$ -
40-8438	IT Contract					\$ 3,363	\$ 3,363
	<i>SUBTOTAL CONTRACTUAL</i>	\$ -	\$ -	\$ -	\$ -	\$ 8,844	\$ 8,844
	<u>CAPITAL OUTLAY</u>						
60-8600	Office Equipment	\$ -				\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL CAPITAL OUTLAY</i>	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	<u>DEBT SERVICES & TRANSFERS</u>						
70-8701	Court Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Court Technology Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8705	Interfund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70-8706	Intrafund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to Waste Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Funds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
***	Transfer to (All Reserves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>SUBTOTAL ACCT TRANS</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	DEPARTMENT TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 17,853	\$ 17,853

DEPARTMENT NARRATIVE		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Municipal Court
DEPARTMENT MISSION STATEMENT		
MAJOR ACCOMPLISHMENTS THIS CURRENT FISCAL YEAR: 2013-14		
Trained a Deputy Court Clerk		
Stepped up collections		
Manage court office more efficiently		
Passed level one certification and will be testing for level 2		
Became up to date on trial settings		
MAJOR ACTIVITES PLANNED FOR UPCOMMING BUDGET YEAR: 2013-14		
Develop better internal controls and implement them		
Complete a procedures manuel		
Begin working towards level 3 certification (Court Administrator)		

DEPARTMENT GOALS & OBJECTIVES		
FISCAL YEAR	FUND	DEPARTMENT
2013-2014	General	Municipal Court
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	
GOAL		
	OBJECTIVE 1	
	OBJECTIVE 2	
	OBJECTIVE 3	



DEPARTMENT BUDGET SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
10	Personnel	\$ -	\$ -	\$ -	\$ -	
20	Supplies & Maintenance	\$ -	\$ -	\$ -	\$ -	
20	Operations	\$ -	\$ -	\$ -	\$ -	
30	Utilities	\$ -	\$ -	\$ 1,009	\$ 1,009	
40	Contractual Services	\$ -	\$ -	\$ 8,844	\$ 8,844	
60	Capital Outlay	\$ -	\$ -	\$ 8,000	\$ 8,000	
70	Debt Services & Transfers	\$ -	\$ -	\$ -	\$ -	

%

0.0%

0.0%

0.0%

5.7%

49.5%

44.8%

0.0%

TOTAL DEPARTMENT EXPENSES \$ - \$ - \$ 17,853 \$ 17,853

UTILITIES SUMMARY

FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity	\$ -	\$ -	\$ -	\$ -	
30-8301	Gas	\$ -	\$ -	\$ -	\$ -	
30-8302	Basic Telephone	\$ -	\$ -	\$ -	\$ -	
30-8303	Long Distance Telephone	\$ -	\$ -	\$ -	\$ -	
30-8304	Mobile Telephone	\$ -	\$ -	\$ -	\$ -	
30-8305	Communication Services	\$ -	\$ -	\$ 1,009	\$ 1,009	\$ 1,009
	TOTAL UTILITIES	\$ -	\$ -	\$ 1,009	\$ 1,009	1009

UTILITES BUDGET JUSTIFICATION			
FISCAL YEAR		FUND	
2013-2014		General	
		Municipal Court	
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION
30-8300	Electricity	\$ -	Split over all departments
30-8301	Gas	\$ -	Split over all departments
30-8302	Basic Telephone	\$ -	Split over all departments
30-8303	Long Distance Telephone	\$ -	Split over all departments
30-8305	Communication Services	\$ 1,009	Split over all departments
	Total Increase/Decrease	\$ 1,009	

UTILITIES DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
30-8300	Electricity		\$ -	\$ -	\$ -	\$ -
30-8301	Gas		\$ -	\$ -	\$ -	\$ -
30-8302	Basic Telephone		\$ -	\$ -	\$ -	\$ -
30-8303	Long Distance Telephone		\$ -	\$ -	\$ -	\$ -
30-8304	Mobile Telephone		\$ -	\$ -	\$ -	\$ -
30-8305	Communication Services		\$ -	\$ -	\$ 1,824	\$ 1,009
	Share of city Internet service T1 line, \$152 per month	\$ 1,824				
	TOTAL UTILITIES		\$ -	\$ -	\$ 1,824	\$ 1,009

CONTRACTUAL SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals	\$ -	\$ -	\$ -	\$ -	\$ -
40-8404	Property & Liability	\$ -	\$ -	\$ -	\$ -	\$ -
40-8408	Other Contractual	\$ -	\$ -	\$ -	\$ -	\$ -
40-8416	Legal	\$ -	\$ -	\$ -	\$ -	\$ -
40-8421	Municipal Judge	\$ -	\$ -	\$ -	\$ -	\$ -
40-8422	Magistrate	\$ -	\$ -	\$ -	\$ -	\$ -
40-8426	Software Tech Support	\$ -	\$ -	\$ 4,681	\$ 4,681	\$ 4,681
40-8427	Equipment Tech Support	\$ -	\$ -	\$ 800	\$ 800	\$ 800
40-8437	Connect CTY	\$ -	\$ -	\$ -	\$ -	\$ -
40-8438	IT Contract	\$ -	\$ -	\$ 3,363	\$ 3,363	\$ 3,363
	TOTAL CONTRACTUAL	\$ -	\$ -	\$ 8,844	\$ 8,844	\$ 8,844

CONTRACTUAL BUDGET JUSTIFICATION				
FISCAL YEAR		FUND		DEPARTMENT
2013-2014		General		Municipal Court
ACCOUNT NO.	EXPENDITURE GROUP	INCREASE/ (DECREASE)	JUSTIFICATION	
40-8426	Software Tech Support	\$ 4,681	Split cost of Carnial Court/Police Ticket software.	
40-8427	Equipment Tech Support	\$ 800	Split across all departments	
40-8437	Connect CTY	\$ -		
40-8438	IT Contract	\$ 3,363	Share of City IT Service contract	
		\$ -		
		\$ -		
		\$ -		
		\$ -		
		\$ -		
	Total Increase/Decrease	\$ 8,844		

CONTRACTUAL DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	FY 2012-2013		FY 2013-2014	
			CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
40-8401	Consultants & Professionals		\$ -	\$ -	\$ -	
40-8404	Property & Liability		\$ -	\$ -	\$ -	
40-8408	Other Contractual		\$ -	\$ -	\$ -	
40-8416	Legal		\$ -	\$ -	\$ -	
40-8421	Municipal Judge		\$ -	\$ -	\$ -	
40-8422	Magistrate		\$ -	\$ -	\$ -	
40-8426	Software Tech Support		\$ -	\$ -	\$ 4,681	
	Cardinal Court Software	\$ 4,500				
40-8427	Equipment Tech Support		\$ -	\$ -	\$ 800	
	Share of City Contract	\$ 800				
40-8437	Connect CTY		\$ -	\$ -	\$ -	
40-8438	IT Contract		\$ -	\$ -	\$ 3,363	
	Share of City Contract	\$ 3,363				
	TOTAL CONTRACTUAL		\$ -	\$ -	\$ 8,844	

CAPITAL IMPROVEMENTS & EQUIPMENT SUMMARY						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
		FY 2012-2013			FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT INCREASE / (DECREASE)	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8602	Communication Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
60-8612	Software	\$ -	\$ -	\$ -	\$ -	\$ -
60-8613	Hardware	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000

CAPITAL EXPENSES & EQUIPMENT DETAIL FOR LINE ITEM EXPENDITURES						
FISCAL YEAR		FUND		DEPARTMENT		
2013-2014		General		Municipal Court		
			FY 2012-2013		FY 2013-2014	
ACCOUNT NO.	EXPENDITURE GROUP	LINE ITEM DETAIL AMOUNT	CURRENT YR. BUDGET	PROJECTED YEAR END BUDGET	AMOUNT PROPOSED	AMOUNT APPROVED
60-8600	Office Equipment		\$ -	\$ -	\$ -	\$ -
	Computer					
60-8602	Communication Equipment		\$ -	\$ -	\$ -	\$ -
60-8606	Office Improvements		\$ -	\$ -	\$ 8,000	\$ 8,000
60-8612	Software		\$ -	\$ -	\$ -	\$ -
60-8613	Hardware		\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ 8,000	\$ 8,000

[illegible]

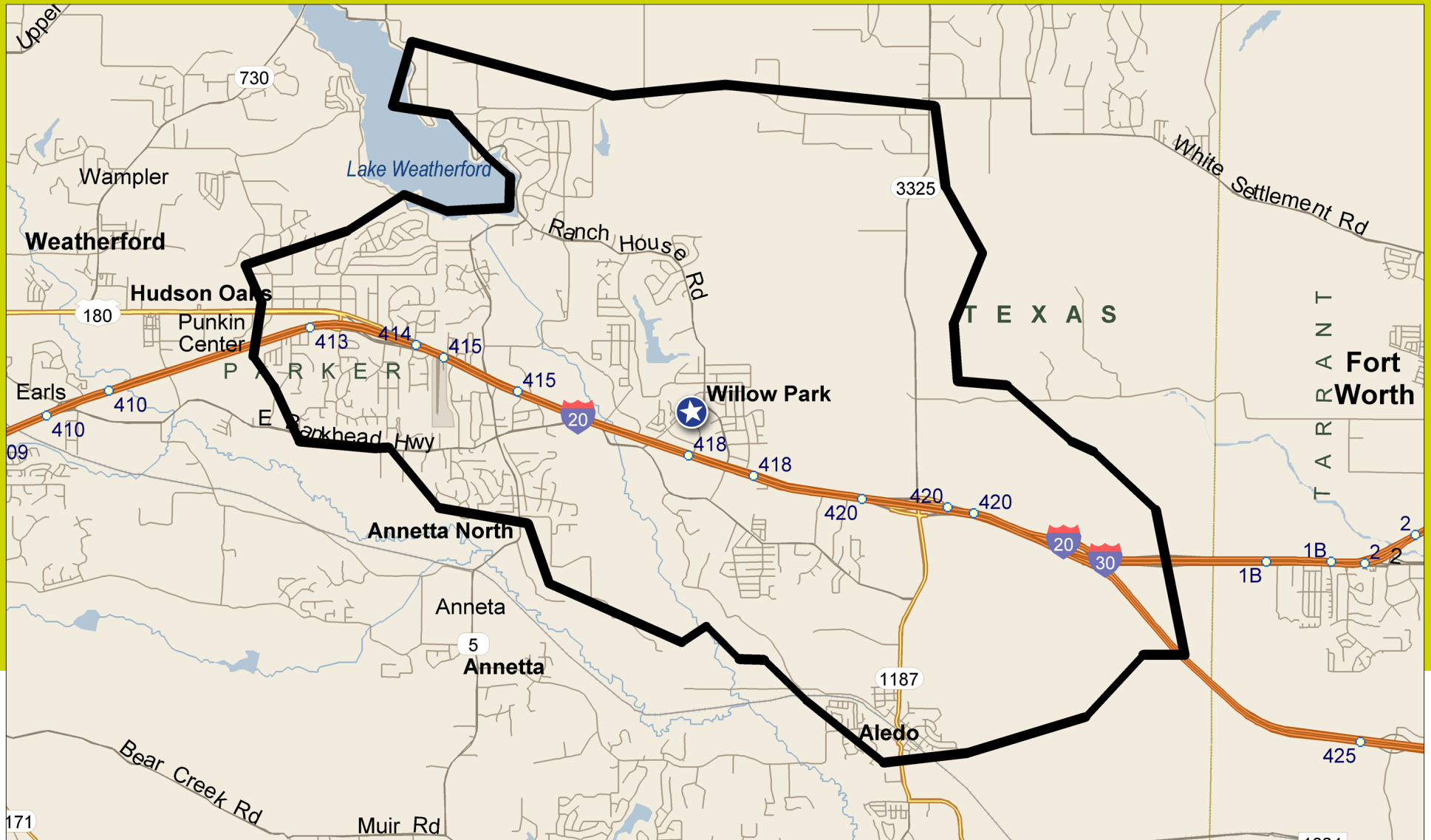
CAPITAL IMPROVEMENT PROJECT REQUEST							
FISCAL YEAR		FUND		DEPARTMENT			
2013-2014		General		Municipal Court			
PROJECT NO.		PROJECT CATEGORY		PROJECT TITLE			
PROJECT DESCRIPTION							
PROJECT LOCATION							
JUSTIFICATION/BENEFIT							
ACTIVITY	COST ESTIMATE			FUNDING SOURCE	PERCENTAGE %	AMOUNT	SCHEDULE
Engineering/Planning				Current Revenues			
Land/Right-of-Way				Reserve Funds			
Construction				G.O. Bonds			
Equipment				Rev. Bonds			
Materials				Cert. of Obligation			
Furnishings				Lease/Purchase			
Other				Grants			
				Other			
TOTAL	\$0			TOTAL		\$0	\$0
Will the project be completed in upcoming buget year?							
When will the project design/planning/engineering be complete?							
When will the project be bid?							
When will construction/delivery/execution take place?							
When will the project be complete?							
When will the final expense be accounted for?							
NOTES OR ADDITIONAL INFORMATION							
LIST OF ATTACHMENTS							

Appendix A:

Demographics

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME MAP

Willow Park, Texas



Contact Information

Matt Shaffstall
City Administrator
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(817) 441-7108

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
Population		
2018 Projection	13,325	
2013 Estimate	12,539	
2010 Census	12,162	
2000 Census	8,100	
Growth 2013-2018	6.27%	
Growth 2010-2013	3.10%	
Growth 2000-2010	50.14%	
2013 Est. Pop by Single Race Class	12,539	
White Alone	11,733	93.57
Black or African American Alone	81	0.65
Amer. Indian and Alaska Native Alone	79	0.63
Asian Alone	112	0.89
Native Hawaiian and Other Pac. Isl. Alone	7	0.06
Some Other Race Alone	333	2.66
Two or More Races	193	1.54
2013 Est. Pop Hisp or Latino by Origin	12,539	
Not Hispanic or Latino	11,450	91.32
Hispanic or Latino:	1,089	8.68
Mexican	1,000	91.83
Puerto Rican	27	2.48
Cuban	0	0.00
All Other Hispanic or Latino	61	5.60

DESCRIPTION	DATA	%
2013 Est. Hisp or Latino by Single Race Class	1,089	
White Alone	677	62.17
Black or African American Alone	2	0.18
American Indian and Alaska Native Alone	19	1.74
Asian Alone	3	0.28
Native Hawaiian and Other Pacific Islander Alone	1	0.09
Some Other Race Alone	332	30.49
Two or More Races	55	5.05
2013 Est. Pop. Asian Alone Race by Cat	112	
Chinese, except Taiwanese	8	7.14
Filipino	2	1.79
Japanese	28	25.00
Asian Indian	39	34.82
Korean	17	15.18
Vietnamese	12	10.71
Cambodian	0	0.00
Hmong	0	0.00
Laotian	0	0.00
Thai	0	0.00
All Other Asian Races Including 2+ Category	5	4.46

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Population by Ancestry	12,539	
Pop, Arab	56	0.45
Pop, Czech	142	1.13
Pop, Danish	9	0.07
Pop, Dutch	152	1.21
Pop, English	1,248	9.95
Pop, French (except Basque)	316	2.52
Pop, French Canadian	47	0.37
Pop, German	1,774	14.15
Pop, Greek	3	0.02
Pop, Hungarian	13	0.10
Pop, Irish	990	7.90
Pop, Italian	341	2.72
Pop, Lithuanian	0	0.00
Pop, United States or American	1,099	8.76
Pop, Norwegian	45	0.36
Pop, Polish	158	1.26
Pop, Portuguese	0	0.00
Pop, Russian	8	0.06
Pop, Scottish	185	1.48
Pop, Scotch-Irish	210	1.67
Pop, Slovak	21	0.17
Pop, Sub-Saharan African	0	0.00
Pop, Swedish	92	0.73
Pop, Swiss	16	0.13
Pop, Ukrainian	5	0.04
Pop, Welsh	35	0.28
Pop, West Indian (exc Hisp groups)	3	0.02
Pop, Other ancestries	3,367	26.85
Pop, Ancestry Unclassified	2,204	17.58

DESCRIPTION	DATA	%
2013 Est. Pop Age 5+ by Language Spoken At Home	11,820	
Speak Only English at Home	11,086	93.79
Speak Asian/Pac. Isl. Lang. at Home	96	0.81
Speak IndoEuropean Language at Home	98	0.83
Speak Spanish at Home	493	4.17
Speak Other Language at Home	47	0.40
2013 Est. Population by Sex	12,539	
Male	6,300	50.24
Female	6,239	49.76
2013 Est. Population by Age	12,539	
Age 0 - 4	719	5.73
Age 5 - 9	801	6.39
Age 10 - 14	992	7.91
Age 15 - 17	677	5.40
Age 18 - 20	494	3.94
Age 21 - 24	591	4.71
Age 25 - 34	987	7.87
Age 35 - 44	1,543	12.31
Age 45 - 54	2,200	17.55
Age 55 - 64	1,864	14.87
Age 65 - 74	1,081	8.62
Age 75 - 84	477	3.80
Age 85 and over	113	0.90
Age 16 and over	9,821	78.32
Age 18 and over	9,349	74.56
Age 21 and over	8,855	70.62
Age 65 and over	1,671	13.33
2013 Est. Median Age	41.5	
2013 Est. Average Age	39.20	

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Male Population by Age	6,300	
Age 0 - 4	369	5.86
Age 5 - 9	424	6.73
Age 10 - 14	522	8.29
Age 15 - 17	352	5.59
Age 18 - 20	262	4.16
Age 21 - 24	311	4.94
Age 25 - 34	495	7.86
Age 35 - 44	725	11.51
Age 45 - 54	1,079	17.13
Age 55 - 64	933	14.81
Age 65 - 74	553	8.78
Age 75 - 84	231	3.67
Age 85 and over	44	0.70
2013 Est. Median Age, Male	40.7	
2013 Est. Average Age, Male	38.60	
2013 Est. Female Population by Age	6,239	
Age 0 - 4	350	5.61
Age 5 - 9	377	6.04
Age 10 - 14	471	7.55
Age 15 - 17	325	5.21
Age 18 - 20	233	3.73
Age 21 - 24	280	4.49
Age 25 - 34	491	7.87
Age 35 - 44	818	13.11
Age 45 - 54	1,120	17.95
Age 55 - 64	930	14.91
Age 65 - 74	529	8.48
Age 75 - 84	246	3.94
Age 85 and over	69	1.11

DESCRIPTION	DATA	%
2013 Est. Median Age, Female	42.2	
2013 Est. Average Age, Female	39.70	
2013 Est. Pop Age 15+ by Marital Status	10,027	
Total, Never Married	2,185	21.79
Males, Never Married	1,231	12.28
Females, Never Married	954	9.51
Married, Spouse present	6,209	61.92
Married, Spouse absent	410	4.09
Widowed	400	3.99
Males Widowed	83	0.83
Females Widowed	317	3.16
Divorced	823	8.21
Males Divorced	399	3.98
Females Divorced	423	4.22
2013 Est. Pop. Age 25+ by Edu. Attainment	8,264	
Less than 9th grade	142	1.72
Some High School, no diploma	464	5.61
High School Graduate (or GED)	1,703	20.61
Some College, no degree	2,209	26.73
Associate Degree	683	8.26
Bachelor's Degree	2,047	24.77
Master's Degree	812	9.83
Professional School Degree	105	1.27
Doctorate Degree	99	1.20
2013 Est Pop Age 25+ by Edu. Attain, Hisp. or Lat	550	
CY Pop 25+, Hisp/Lat, Less Than High School Diploma	75	13.64
CY Pop 25+, Hisp/Lat, High School Graduate	111	20.18
CY Pop 25+, Hisp/Lat, Some College or Associate's Degree	252	45.82
CY Pop 25+, Hisp/Lat, Bachelor's Degree or Higher	112	20.36

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME Willow Park, Texas

DESCRIPTION	DATA	%
Households		
2018 Projection	4,739	
2013 Estimate	4,474	
2010 Census	4,364	
2000 Census	2,844	
Growth 2013-2018	5.92%	
Growth 2010-2013	2.52%	
Growth 2000-2010	53.44%	
2013 Est. Households by Household Type	4,474	
Family Households	3,673	82.10
Nonfamily Households	801	17.90
2013 Est. Group Quarters Population	8	
2013 HHs by Ethnicity, Hispanic/Latino	275	6.15
2013 Est. HHs by HH Income	4,474	
CY HHs, Inc Less Than \$15,000	302	6.75
CY HHs, Inc \$15,000 - \$24,999	300	6.71
CY HHs, Inc \$25,000 - \$34,999	302	6.75
CY HHs, Inc \$35,000 - \$49,999	449	10.04
CY HHs, Inc \$50,000 - \$74,999	691	15.44
CY HHs, Inc \$75,000 - \$99,999	805	17.99
CY HHs, Inc \$100,000 - \$124,999	676	15.11
CY HHs, Inc \$125,000 - \$149,999	300	6.71
CY HHs, Inc \$150,000 - \$199,999	416	9.30
CY HHs, Inc \$200,000 - \$249,999	97	2.17
CY HHs, Inc \$250,000 - \$499,999	116	2.59
CY HHs, Inc \$500,000+	21	0.47

DESCRIPTION	DATA	%
2013 Est. Average Household Income	\$93,675	
2013 Est. Median Household Income	\$80,988	
2012 Est. Per Capita Income	\$35,155	
2013 Median HH Inc by Single Race Class. or Ethn		
White Alone	82,107	
Black or African American Alone	64,648	
American Indian and Alaska Native Alone	94,065	
Asian Alone	88,842	
Native Hawaiian and Other Pacific Islander Alone	42,027	
Some Other Race Alone	20,356	
Two or More Races	58,726	
Hispanic or Latino	52,650	
Not Hispanic or Latino	81,993	
2013 Est. Family HH Type, Presence Own Children	3,673	
Married-Couple Family, own children	1,376	37.46
Married-Couple Family, no own children	1,773	48.27
Male Householder, own children	101	2.75
Male Householder, no own children	102	2.78
Female Householder, own children	180	4.90
Female Householder, no own children	140	3.81

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Households by Household Size	4,474	
1-person household	694	15.51
2-person household	1,589	35.52
3-person household	849	18.98
4-person household	838	18.73
5-person household	347	7.76
6-person household	107	2.39
7 or more person household	49	1.10
2013 Est. Average Household Size	2.80	
2013 Est. Households by Presence of People	4,474	
Households with 1 or more People under Age 18:	1,692	37.82
Married-Couple Family	1,363	80.56
Other Family, Male Householder	107	6.32
Other Family, Female Householder	202	11.94
Nonfamily, Male Householder	21	1.24
Nonfamily, Female Householder	0	0.00
Households no People under Age 18:	2,782	62.18
Married-Couple Family	1,712	61.54
Other Family, Male Householder	93	3.34
Other Family, Female Householder	109	3.92
Nonfamily, Male Householder	430	15.46
Nonfamily, Female Householder	437	15.71

DESCRIPTION	DATA	%
2013 Est. Households by Number of Vehicles	4,474	
No Vehicles	132	2.95
1 Vehicle	772	17.26
2 Vehicles	2,253	50.36
3 Vehicles	930	20.79
4 Vehicles	289	6.46
5 or more Vehicles	99	2.21
2013 Est. Average Number of Vehicles	2.19	
Family Households		
2018 Projection	3,896	
2013 Estimate	3,673	
2010 Census	3,581	
2000 Census	2,415	
Growth 2013-2018	6.06%	
Growth 2010-2013	2.58%	
Growth 2000-2010	48.29%	
2013 Est. Families by Poverty Status	3,673	
2013 Families at or Above Poverty	3,423	93.19
2013 Families at or Above Poverty with Children	1,515	41.25
2013 Families Below Poverty		
2013 Families Below Poverty with Children	250	6.81
2013 Est. Pop Age 16+ by Employment Status	9,821	
In Armed Forces	30	0.31
Civilian - Employed	5,802	59.08
Civilian - Unemployed	457	4.65
Not in Labor Force	3,533	35.97

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Civ Employed Pop 16+ Class of Worker	6,096	
For-Profit Private Workers	4,080	66.93
Non-Profit Private Workers	421	6.91
Local Government Workers	582	9.55
State Government Workers	109	1.79
Federal Government Workers	212	3.48
Self-Emp Workers	671	11.01
Unpaid Family Workers	21	0.34
2013 Est. Civ Employed Pop 16+ by Occupation	6,096	
Architect/Engineer	268	4.40
Arts/Entertain/Sports	54	0.89
Building Grounds Maint	83	1.36
Business/Financial Ops	367	6.02
Community/Soc Svcs	96	1.57
Computer/Mathematical	231	3.79
Construction/Extraction	344	5.64
Edu/Training/Library	400	6.56
Farm/Fish/Forestry	17	0.28
Food Prep/Serving	234	3.84
Health Practitioner/Tec	440	7.22
Healthcare Support	202	3.31
Maintenance Repair	138	2.26
Legal	43	0.71
Life/Phys/Soc Science	33	0.54
Management	827	13.57
Office/Admin Support	775	12.71
Production	263	4.31
Protective Svcs	88	1.44
Sales/Related	633	10.38
Personal Care/Svc	132	2.17
Transportation/Moving	427	7.00

DESCRIPTION	DATA	%
2013 Est. Pop 16+ by Occupation Classification	6,096	
Blue Collar	1,172	19.23
White Collar	4,166	68.34
Service and Farm	758	12.43
2013 Est. Workers Age 16+, Transp. To Work	6,058	
Drove Alone	5,076	83.79
Car Pooled	543	8.96
Public Transportation	37	0.61
Walked	77	1.27
Bicycle	1	0.02
Other Means	35	0.58
Worked at Home	289	4.77
2013 Est. Workers Age 16+ by Travel Time to Work *		
Less than 15 Minutes	1,028	
15 - 29 Minutes	2,170	
30 - 44 Minutes	1,741	
45 - 59 Minutes	290	
60 or more Minutes	483	
2013 Est. Avg Travel Time to Work in Minutes	30.02	
2013 Est. Tenure of Occupied Housing Units	4,474	
Owner Occupied	3,984	89.05
Renter Occupied	490	10.95
2013 Owner Occ. HUs: Avg. Length of Residence	13.7	
2013 Renter Occ. HUs: Avg. Length of Residence	5.7	

DRIVE-TIME DEMOGRAPHICS | 8 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. All Owner-Occupied Housing Values	3,984	
Value Less than \$20,000	119	2.99
Value \$20,000 - \$39,999	166	4.17
Value \$40,000 - \$59,999	88	2.21
Value \$60,000 - \$79,999	82	2.06
Value \$80,000 - \$99,999	172	4.32
Value \$100,000 - \$149,999	588	14.76
Value \$150,000 - \$199,999	1,009	25.33
Value \$200,000 - \$299,999	1,039	26.08
Value \$300,000 - \$399,999	446	11.19
Value \$400,000 - \$499,999	84	2.11
Value \$500,000 - \$749,999	106	2.66
Value \$750,000 - \$999,999	39	0.98
Value \$1,000,000 or more	47	1.18
2013 Est. Median All Owner-Occupied Housing Value	\$188,548	
2013 Est. Housing Units by Units in Structure	4,802	
1 Unit Attached	7	0.15
1 Unit Detached	4,175	86.94
2 Units	3	0.06
3 or 4 Units	8	0.17
5 to 19 Units	47	0.98
20 to 49 Units	26	0.54
50 or More Units	17	0.35
Mobile Home or Trailer	519	10.81
Boat, RV, Van, etc.	1	0.02

DESCRIPTION	DATA	%
2013 Est. Housing Units by Year Structure Built	4,802	
Housing Unit Built 2005 or later	874	18.20
Housing Unit Built 2000 to 2004	812	16.91
Housing Unit Built 1990 to 1999	1,129	23.51
Housing Unit Built 1980 to 1989	809	16.85
Housing Unit Built 1970 to 1979	614	12.79
Housing Unit Built 1960 to 1969	275	5.73
Housing Unit Built 1950 to 1959	135	2.81
Housing Unit Built 1940 to 1949	75	1.56
Housing Unit Built 1939 or Earlier	79	1.65
2013 Est. Median Year Structure Built	1994	

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME MAP

Willow Park, Texas



Contact Information

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DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
Population		
2018 Projection	40,384	
2013 Estimate	37,019	
2010 Census	35,115	
2000 Census	20,559	
Growth 2013-2018	9.09%	
Growth 2010-2013	5.42%	
Growth 2000-2010	70.80%	
2013 Est. Pop by Single Race Class	37,019	
White Alone	32,892	88.85
Black or African American Alone	1,178	3.18
Amer. Indian and Alaska Native Alone	272	0.73
Asian Alone	546	1.47
Native Hawaiian and Other Pac. Isl. Alone	31	0.08
Some Other Race Alone	1,355	3.66
Two or More Races	745	2.01
2013 Est. Pop Hisp or Latino by Origin	37,019	
Not Hispanic or Latino	32,419	87.57
Hispanic or Latino:	4,600	12.43
Mexican	4,044	87.91
Puerto Rican	157	3.41
Cuban	43	0.93
All Other Hispanic or Latino	356	7.74

DESCRIPTION	DATA	%
2013 Est. Hisp or Latino by Single Race Class	4,600	
White Alone	2,927	63.63
Black or African American Alone	36	0.78
American Indian and Alaska Native Alone	57	1.24
Asian Alone	10	0.22
Native Hawaiian and Other Pacific Islander Alone	10	0.22
Some Other Race Alone	1,334	29.00
Two or More Races	227	4.93
2013 Est. Pop. Asian Alone Race by Cat	546	
Chinese, except Taiwanese	35	6.41
Filipino	119	21.79
Japanese	97	17.77
Asian Indian	92	16.85
Korean	59	10.81
Vietnamese	51	9.34
Cambodian	0	0.00
Hmong	0	0.00
Laotian	0	0.00
Thai	10	1.83
All Other Asian Races Including 2+ Category	83	15.20

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Population by Ancestry	37,019	
Pop, Arab	81	0.22
Pop, Czech	313	0.85
Pop, Danish	23	0.06
Pop, Dutch	454	1.23
Pop, English	3,475	9.39
Pop, French (except Basque)	852	2.30
Pop, French Canadian	125	0.34
Pop, German	4,317	11.66
Pop, Greek	18	0.05
Pop, Hungarian	23	0.06
Pop, Irish	2,871	7.76
Pop, Italian	1,015	2.74
Pop, Lithuanian	0	0.00
Pop, United States or American	3,407	9.20
Pop, Norwegian	285	0.77
Pop, Polish	444	1.20
Pop, Portuguese	13	0.04
Pop, Russian	41	0.11
Pop, Scottish	632	1.71
Pop, Scotch-Irish	551	1.49
Pop, Slovak	30	0.08
Pop, Sub-Saharan African	1	0.00
Pop, Swedish	220	0.59
Pop, Swiss	49	0.13
Pop, Ukrainian	11	0.03
Pop, Welsh	67	0.18
Pop, West Indian (exc Hisp groups)	5	0.01
Pop, Other ancestries	11,577	31.27
Pop, Ancestry Unclassified	6,120	16.53

DESCRIPTION	DATA	%
2013 Est. Pop Age 5+ by Language Spoken At Home	34,503	
Speak Only English at Home	31,079	90.08
Speak Asian/Pac. Isl. Lang. at Home	332	0.96
Speak IndoEuropean Language at Home	442	1.28
Speak Spanish at Home	2,567	7.44
Speak Other Language at Home	83	0.24
2013 Est. Population by Sex	37,019	
Male	18,405	49.72
Female	18,614	50.28
2013 Est. Population by Age	37,019	
Age 0 - 4	2,516	6.80
Age 5 - 9	2,623	7.09
Age 10 - 14	3,008	8.13
Age 15 - 17	1,887	5.10
Age 18 - 20	1,400	3.78
Age 21 - 24	1,765	4.77
Age 25 - 34	3,784	10.22
Age 35 - 44	4,947	13.36
Age 45 - 54	5,984	16.16
Age 55 - 64	4,901	13.24
Age 65 - 74	2,728	7.37
Age 75 - 84	1,180	3.19
Age 85 and over	297	0.80
Age 16 and over	28,278	76.39
Age 18 and over	26,985	72.89
Age 21 and over	25,585	69.11
Age 65 and over	4,205	11.36
2013 Est. Median Age	38.1	
2013 Est. Average Age	37.20	

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Male Population by Age	18,405	
Age 0 - 4	1,279	6.95
Age 5 - 9	1,354	7.36
Age 10 - 14	1,561	8.48
Age 15 - 17	989	5.37
Age 18 - 20	716	3.89
Age 21 - 24	911	4.95
Age 25 - 34	1,847	10.04
Age 35 - 44	2,319	12.60
Age 45 - 54	2,954	16.05
Age 55 - 64	2,418	13.14
Age 65 - 74	1,373	7.46
Age 75 - 84	563	3.06
Age 85 and over	122	0.66
2013 Est. Median Age, Male	37.4	
2013 Est. Average Age, Male	36.70	
2013 Est. Female Population by Age	18,614	
Age 0 - 4	1,237	6.65
Age 5 - 9	1,269	6.82
Age 10 - 14	1,447	7.77
Age 15 - 17	898	4.82
Age 18 - 20	684	3.67
Age 21 - 24	854	4.59
Age 25 - 34	1,937	10.41
Age 35 - 44	2,627	14.11
Age 45 - 54	3,030	16.28
Age 55 - 64	2,483	13.34
Age 65 - 74	1,354	7.27
Age 75 - 84	616	3.31
Age 85 and over	175	0.94

DESCRIPTION	DATA	%
2013 Est. Median Age, Female	38.7	
2013 Est. Average Age, Female	37.70	
2013 Est. Pop Age 15+ by Marital Status	28,872	
Total, Never Married	6,377	22.09
Males, Never Married	3,439	11.91
Females, Never Married	2,938	10.18
Married, Spouse present	17,689	61.27
Married, Spouse absent	1,023	3.54
Widowed	1,011	3.50
Males Widowed	225	0.78
Females Widowed	786	2.72
Divorced	2,772	9.60
Males Divorced	1,151	3.99
Females Divorced	1,621	5.61
2013 Est. Pop. Age 25+ by Edu. Attainment	23,820	
Less than 9th grade	456	1.91
Some High School, no diploma	1,413	5.93
High School Graduate (or GED)	5,286	22.19
Some College, no degree	6,438	27.03
Associate Degree	1,881	7.90
Bachelor's Degree	5,684	23.86
Master's Degree	2,038	8.56
Professional School Degree	409	1.72
Doctorate Degree	214	0.90
2013 Est Pop Age 25+ by Edu. Attain, Hisp. or Lat	2,316	
CY Pop 25+, Hisp/Lat, Less Than High School Diploma	533	23.01
CY Pop 25+, Hisp/Lat, High School Graduate	573	24.74
CY Pop 25+, Hisp/Lat, Some College or Associate's Degree	837	36.14
CY Pop 25+, Hisp/Lat, Bachelor's Degree or Higher	373	16.11

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
Households		
2018 Projection	14,106	
2013 Estimate	13,047	
2010 Census	12,539	
2000 Census	7,292	
Growth 2013-2018	8.12%	
Growth 2010-2013	4.05%	
Growth 2000-2010	71.94%	
2013 Est. Households by Household Type	13,047	
Family Households	10,474	80.28
Nonfamily Households	2,573	19.72
2013 Est. Group Quarters Population	21	
2013 HHs by Ethnicity, Hispanic/Latino	1,187	9.10
2013 Est. HHs by HH Income	13,047	
CY HHs, Inc Less Than \$15,000	775	5.94
CY HHs, Inc \$15,000 - \$24,999	913	7.00
CY HHs, Inc \$25,000 - \$34,999	1,096	8.40
CY HHs, Inc \$35,000 - \$49,999	1,497	11.47
CY HHs, Inc \$50,000 - \$74,999	2,326	17.83
CY HHs, Inc \$75,000 - \$99,999	2,160	16.56
CY HHs, Inc \$100,000 - \$124,999	1,663	12.75
CY HHs, Inc \$125,000 - \$149,999	877	6.72
CY HHs, Inc \$150,000 - \$199,999	1,057	8.10
CY HHs, Inc \$200,000 - \$249,999	281	2.15
CY HHs, Inc \$250,000 - \$499,999	341	2.61
CY HHs, Inc \$500,000+	61	0.47

DESCRIPTION	DATA	%
2013 Est. Average Household Income	\$90,304	
2013 Est. Median Household Income	\$74,095	
2012 Est. Per Capita Income	\$31,907	
2013 Median HH Inc by Single Race Class. or Ethn		
White Alone	76,253	
Black or African American Alone	43,280	
American Indian and Alaska Native Alone	79,503	
Asian Alone	80,944	
Native Hawaiian and Other Pacific Islander Alone	35,907	
Some Other Race Alone	34,617	
Two or More Races	59,500	
Hispanic or Latino	46,336	
Not Hispanic or Latino	77,072	
2013 Est. Family HH Type, Presence Own Children	10,474	
Married-Couple Family, own children	4,050	38.67
Married-Couple Family, no own children	4,696	44.83
Male Householder, own children	216	2.06
Male Householder, no own children	275	2.63
Female Householder, own children	745	7.11
Female Householder, no own children	493	4.71

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Households by Household Size	13,047	
1-person household	2,106	16.14
2-person household	4,442	34.05
3-person household	2,513	19.26
4-person household	2,348	18.00
5-person household	1,076	8.25
6-person household	389	2.98
7 or more person household	173	1.33
2013 Est. Average Household Size	2.84	
2013 Est. Households by Presence of People	13,047	
Households with 1 or more People under Age 18:	5,216	39.98
Married-Couple Family	4,085	78.32
Other Family, Male Householder	250	4.79
Other Family, Female Householder	826	15.84
Nonfamily, Male Householder	52	1.00
Nonfamily, Female Householder	3	0.06
Households no People under Age 18:	7,831	60.02
Married-Couple Family	4,508	57.57
Other Family, Male Householder	230	2.94
Other Family, Female Householder	384	4.90
Nonfamily, Male Householder	1,382	17.65
Nonfamily, Female Householder	1,327	16.95

DESCRIPTION	DATA	%
2013 Est. Households by Number of Vehicles	13,047	
No Vehicles	330	2.53
1 Vehicle	2,741	21.01
2 Vehicles	6,568	50.34
3 Vehicles	2,373	18.19
4 Vehicles	777	5.96
5 or more Vehicles	257	1.97
2013 Est. Average Number of Vehicles	2.12	
Family Households		
2018 Projection	11,325	
2013 Estimate	10,474	
2010 Census	10,067	
2000 Census	6,053	
Growth 2013-2018	8.13%	
Growth 2010-2013	4.04%	
Growth 2000-2010	66.32%	
2013 Est. Families by Poverty Status	10,474	
2013 Families at or Above Poverty	9,845	93.99
2013 Families at or Above Poverty with Children	4,719	45.05
2013 Families Below Poverty		
2013 Families Below Poverty with Children	629	6.01
2013 Est. Pop Age 16+ by Employment Status	28,278	
In Armed Forces	111	0.39
Civilian - Employed	17,881	63.23
Civilian - Unemployed	1,423	5.03
Not in Labor Force	8,864	31.35

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. Civ Employed Pop 16+ Class of Worker	18,535	
For-Profit Private Workers	12,536	67.63
Non-Profit Private Workers	1,225	6.61
Local Government Workers	1,653	8.92
State Government Workers	373	2.01
Federal Government Workers	694	3.74
Self-Emp Workers	1,996	10.77
Unpaid Family Workers	58	0.31
2013 Est. Civ Employed Pop 16+ by Occupation	18,535	
Architect/Engineer	788	4.25
Arts/Entertain/Sports	225	1.21
Building Grounds Maint	350	1.89
Business/Financial Ops	1,252	6.75
Community/Soc Svcs	200	1.08
Computer/Mathematical	553	2.98
Construction/Extraction	1,008	5.44
Edu/Training/Library	1,260	6.80
Farm/Fish/Forestry	50	0.27
Food Prep/Serving	771	4.16
Health Practitioner/Tec	1,185	6.39
Healthcare Support	498	2.69
Maintenance Repair	569	3.07
Legal	140	0.76
Life/Phys/Soc Science	127	0.69
Management	2,345	12.65
Office/Admin Support	2,519	13.59
Production	751	4.05
Protective Svcs	306	1.65
Sales/Related	2,073	11.18
Personal Care/Svc	420	2.27
Transportation/Moving	1,145	6.18

DESCRIPTION	DATA	%
2013 Est. Pop 16+ by Occupation Classification	18,535	
Blue Collar	3,474	18.74
White Collar	12,666	68.34
Service and Farm	2,395	12.92
2013 Est. Workers Age 16+, Transp. To Work	18,383	
Drove Alone	15,238	82.89
Car Pooled	1,869	10.17
Public Transportation	79	0.43
Walked	151	0.82
Bicycle	7	0.04
Other Means	160	0.87
Worked at Home	879	4.78
2013 Est. Workers Age 16+ by Travel Time to Work *		
Less than 15 Minutes	3,570	
15 - 29 Minutes	7,081	
30 - 44 Minutes	4,563	
45 - 59 Minutes	925	
60 or more Minutes	1,338	
2013 Est. Avg Travel Time to Work in Minutes	28.71	
2013 Est. Tenure of Occupied Housing Units	13,047	
Owner Occupied	11,088	84.99
Renter Occupied	1,958	15.01
2013 Owner Occ. HUs: Avg. Length of Residence	12.9	
2013 Renter Occ. HUs: Avg. Length of Residence	5.3	

DRIVE-TIME DEMOGRAPHICS | 10 MINUTE DRIVE-TIME

Willow Park, Texas

DESCRIPTION	DATA	%
2013 Est. All Owner-Occupied Housing Values	11,088	
Value Less than \$20,000	287	2.59
Value \$20,000 - \$39,999	359	3.24
Value \$40,000 - \$59,999	218	1.97
Value \$60,000 - \$79,999	277	2.50
Value \$80,000 - \$99,999	768	6.93
Value \$100,000 - \$149,999	2,477	22.34
Value \$150,000 - \$199,999	2,243	20.23
Value \$200,000 - \$299,999	2,501	22.56
Value \$300,000 - \$399,999	1,112	10.03
Value \$400,000 - \$499,999	317	2.86
Value \$500,000 - \$749,999	308	2.78
Value \$750,000 - \$999,999	95	0.86
Value \$1,000,000 or more	126	1.14
2013 Est. Median All Owner-Occupied Housing Value	\$175,804	
2013 Est. Housing Units by Units in Structure	13,938	
1 Unit Attached	55	0.39
1 Unit Detached	11,713	84.04
2 Units	28	0.20
3 or 4 Units	166	1.19
5 to 19 Units	509	3.65
20 to 49 Units	244	1.75
50 or More Units	119	0.85
Mobile Home or Trailer	1,102	7.91
Boat, RV, Van, etc.	3	0.02

DESCRIPTION	DATA	%
2013 Est. Housing Units by Year Structure Built	13,938	
Housing Unit Built 2005 or later	2,704	19.40
Housing Unit Built 2000 to 2004	2,972	21.32
Housing Unit Built 1990 to 1999	2,843	20.40
Housing Unit Built 1980 to 1989	2,565	18.40
Housing Unit Built 1970 to 1979	1,396	10.02
Housing Unit Built 1960 to 1969	607	4.36
Housing Unit Built 1950 to 1959	416	2.98
Housing Unit Built 1940 to 1949	197	1.41
Housing Unit Built 1939 or Earlier	238	1.71
2013 Est. Median Year Structure Built	1995	

Appendix B:

Fund Balance Strategy

**City of Willow Park
Fund Balance Strategy**

Accounting System

- The City of Willow Park uses fund accounting to promote accountability and transparency in the use of public funds.
- The City of Willow Park uses a modified accrual accounting system accounting for when revenues are received and expenditures are incurred.
- City funds will be classified as Governmental, Enterprise, or Fiduciary and reported under General Government Accounting Standards Board (GASB) practices.
- City funds will have a fund balance strategy (reserve type) for each fund.

Fund List

Fund Number	Fund Name	Fund Type	Reserve Type
01	General	Governmental	Standard
02	Water	Enterprise	Standard
03	Wastewater	Enterprise	Standard
04	Drainage	Enterprise	60 Day
05	Solid Waste	Enterprise	60 Day
06	Debt Service	Governmental	Debt Service
07	Tourism & Special Event	Governmental	60 Day
08	Court Technology	Governmental	Restricted
09	Court Security	Governmental	Restricted
10	Grant	Governmental	Restricted
11	Abatement	Governmental	Restricted
12	Police Seizure (State)	Governmental	Restricted
13	Police Seizure (Federal)	Governmental	Restricted
14	Police Donation	Governmental	Restricted
15	Park Donation	Governmental	Restricted
16	EPA Super Fund	Governmental	Restricted
17	Emergency Disaster Reserve	Governmental	Emergency
18	Fire Donation	Governmental	Restricted
19	Fire Capital Improvements	Governmental	Debt Service
20	Fire Operations	Governmental	Standard

Standard Fund Balance Strategy -General Fund, Water Fund, Wastewater Fund

- Maintain a minimum cash balance of 30 days (8.3%) of all annual budgeted fund expenditures.
[Cash Balance]
- Maintain a minimum fund balance of 60 days (16.6%) of all annual budgeted fund expenditures.
[Fund Floor]
- Maintain a target fund balance of 90 days (25%) to 120 days (33%) of annual budgeted maintenance and operation expenses.
[M&O Budget = Personnel, Supplies, Operations, Utilities]
- Maintain a fund balance that does not exceed a maximum fund balance of 180 days (50%) of all annual budgeted fund expenditures.
[Fund Ceiling]

60-Day Fund Balance Strategy – Drainage Fund, Solid Waste Fund, Tourism & Special Events Fund

- Newly created funds shall be given a period of two years to establish minimum fund balance requirements and three years to reach target fund balance requirements.
- Maintain a minimum cash fund balance of 30 days (8.3%) of all annual budgeted fund expenditures.
[Fund Floor and Cash Balance]
- Maintain a target fund balance of 60 days (16.6%) of all annual budgeted fund expenditures.
- Maintain a fund balance that does not exceed a maximum fund balance of 180 days (50%) of all annual budgeted fund expenditures.
[Fund Ceiling]

Debt Service Fund Balance Strategy – Debt Service Fund, Fire Capital Improvements Fund

- Maintain a minimum fund balance of \$1,000.
[Fund Floor]
- Maintain a minimum cash balance sufficient to make bi-annual budgeted interest & sinking expense payments over the course of the fiscal year.
[Cash Balance]
- Debt Service fund balance will generally consist of a cash and 6-month Certificates of Deposit.
- Maintain a target fund balance of 180 days (50%) of annual budgeted interest and sinking expenses.
[I&S Budget = Capital Outlay, Debt Service & Transfers]
- Maintain a fund balance that does not exceed a maximum fund balance of 360 days (100%) of all annual budgeted interest and sinking expenditures.
[Fund Ceiling]

Restricted Fund Balance Strategy – Court Technology Fund, Court Security Fund, Grant Fund, Abatement Fund, Police Seizure Funds, and Donation Funds

- There is no minimum fund balance or cash balance requirements for restricted funds.
- Restricted funds are special purpose funds designated for special purposes or limited by State law.
- Restricted funds will typically support special projects such as one time expenditures and not regular reoccurring department operations.

Emergency Fund Balance Strategy – Disaster Emergency Reserve Fund

- The emergency fund shall be given a period of seven years to reach target fund balance requirements.
- There is no minimum cash balance requirement for the emergency fund.
- The emergency fund balance will primarily consist of long term investments allowed under the city's investment policy.
- Maintain a target fund balance of 30 days (8.3%) of annual budgeted General fund expenses.
- Maintain a target fund balance of equal to the approximate value of the city's insurance deductible on all city owned buildings and vehicles.

Appendix C:

Investment Policy

CITY OF WILLOW PARK INVESTMENT POLICY

INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Willow Park in order to achieve the goals of safety, liquidity, yield, and public trust for all investment activity. The City Council of the City of Willow Park shall review and adopt, by resolution, its investment strategies and policy not less than every three years. The resolution shall include a record of changes made to either the investment policy or strategy. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act, Article 342a-2 V.T.C.S. (the “Act”)) to define, adopt and review a formal investment strategy and policy.

INVESTMENT STRATEGY

The City of Willow Park maintains portfolios, which utilize four specific investment strategy considerations, designed to address the unique characteristics of the fund groups represented in the portfolios:

- A. Investment strategies for operating funds and commingled pools (i. e. Tex-Pool) containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short to medium-term securities which will complement each other in a laddered or barbell maturity structure. The dollar weighted average maturity of 365 days or less will be calculated using the stated final maturity date of each security.
- B. Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date.
- C. Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be of high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities carrying the highest coupon available, within the desired maturity and quality range, without paying a premium, if at all possible.
- D. Investment strategies for special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held will not exceed the estimated project completion date.

INVESTMENT POLICY

I. SCOPE

This investment policy applies to all financial assets of the City of Willow Park. These funds are accounted for in the City's Annual Audit Report (CAAR) and include:

- A. General Fund
- B. Water Fund
- C. Wastewater Fund
- D. Debt Service Funds
- E. Project Improvement Funds
- F. All Other Funds and Accounts

II. OBJECTIVES

The City of Willow Park shall manage and invest its cash with four objectives, listed in order of priority: *Safety, Liquidity, Yield, and Public Trust*. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with all Federal, State, and Local laws.

The City shall maintain a comprehensive cash management program that includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled cash.

A. Safety

The primary objective of the City's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities default or erosion of market value.

B. Liquidity

The City's investment portfolio shall be structured in order that the City is able to meet all financial obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

C. Yield

The City's cash management portfolio shall be designed with the objective of regularly exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable

to the City's weighted average maturity in days. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

E. Public Trust

All participants in the City's investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction which might impair public confidence in the City's ability to govern effectively.

III. RESPONSIBILITY AND CONTROL

A. Delegation of Authority and Training

Authority to manage the City's investment program is derived from a resolution of the City Council. The City's Treasurer is designated as the investment officer of the City. The investment officer is responsible for investment decisions and activities. The investment officer shall attend at least one training session relating to the officer's responsibility under the Act within 12 months after assuming duties. The investment officer will also be required to attend a training session not less than once every two years and receive 10 hours of training. Such training from an independent source shall be approved or endorsed by either the Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League, or the North Central Texas Council of Governments.

B. Internal Controls

The investment officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. the internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the investment officer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The results of this review shall be reported to the City Council. The internal controls shall address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and record keeping.
- Custodial safekeeping.
- A voidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.

- Development of a wire transfer agreement with the depository bank or third party custodian.

C. Prudence

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule, which states: *"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not in speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived"* In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City's control, over which the officer had responsibility rather than the prudence of a single investment.
- Whether the investment decision was consistent with the written investment policy of the City.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

D. Ethics and Conflicts of Interest

City staff involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or that could impair the employee's ability to make impartial investment decisions. City staff shall disclose to the City Administrator, any material financial interests in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performance of the City's portfolio.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity.

IV. REPORTING

A. Annual Report

Within sixty (60) days of the end of the fiscal year, the investment officer shall present an annual report on the investment program and investment activity.

B. Methods

The annual investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last year. This management summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be prepared in compliance with generally accepted accounting principles. The report will include the following:

- A listing of individual securities held at the end of the reporting period. This list will include the name of the fund or pooled group fund for which each individual investment was acquired.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from which the security was purchased.
- Additions and changes to the market value. during the period.
- Fully accrued interest for the reporting period.
- Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks.
- Listing of investments by maturity date.
- The percentage of the total portfolio which each type of investment represents.
- Statement of compliance of the City's investment portfolio with State Law and the investment strategy and policy approved by the City Council.

V. INVESTMENT PORTFOLIO

A. Active Portfolio Management

The City shall pursue an active versus a passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments, and will adjust the portfolio accordingly.

B. Investments

Assets of the City of Willow Park may be invested in the following instruments; provided, however, that at no time shall assets of the City be invested in any instrument or security not authorized for investment under the Act, as the Act may from time to time be amended. The City is not required to liquidate investments that were authorized investments at the time of purchase.

C. Authorized Investments.

- Obligations of the United States of America, its agencies and instrumentalities, which have a liquid market with a readily determinable market value.
- Direct obligations of the State of Texas and agencies thereof.

- Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United States of America.
- Obligations of the States, agencies thereof, Counties, Cities, and other political subdivisions of any state having been rated as investment quality by a nationally recognized investment rating firm, and having received a rating of not less than “A” or it's equivalent
- Certificates of Deposit of state and national banks domiciled in Texas, guaranteed or insured by the Federal Deposit Insurance or it's successor or secured by obligations described in A through D above, which are intended to include all direct agency or instrumentality issued mortgage backed securities rated AAA by a nationally recognized rating agency, or by Article 2529b-1, V.T.C.S., and that have a market value of not less than the principal amount of the certificates.
- Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or it's agencies and instrumentalities pledged with a third party, selected by the Director of Finance, other than an agency for the pledgor. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement
- Joint pools of political subdivisions in the State of Texas which invest in instruments and follow practices allowed by current law. Investment in such pools shall be limited to 15% of the City's entire portfolio. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.

D. Not Authorized

The City's authorized investments options are more restrictive than those allowed by State law. State law specifically prohibits investment in the following investment securities.

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years.
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

E. Holding Period

The City of Willow Park intends to match the holding periods of investment funds with liquidity needs of the City. In no case will the average maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed two years.

F. Risk and Diversification

The City of Willow Park recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Risk of issuer defaults is controlled by limiting investments to those instruments allowed by the Act, which are described herein.
- Risk of market price changes shall be controlled by avoiding over-concentration of assets in a specific maturity sector, limitation of average, maturity of operating funds investments to one year, and avoidance of over-concentration of assets in specific instruments other than U.S. Treasury Securities and Insured or Collateralized Certificates of Deposits.
- Risk of liquidity due to technical complications shall be controlled by the selection of securities dealers as described herein.

VI. SELECTION OF BANKS AND DEALERS

A. Depository

At least every three years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the credit worthiness of institutions shall be considered, and the investment officer shall conduct a comprehensive review of prospective depository's credit characteristics and financial history.

B. Certificates of Deposit

Banks seeking to establish eligibility for the City's competitive certificate of deposit purchase programs shall submit for review annual financial statements, evidence of federal insurance and other information as required by the investment officer.

C. Securities Dealers

For brokers and dealers of government securities, the City shall select only those dealers reporting to the Market Reports Division of the Federal Reserve Board of New York, also known as the "Primary Government Security Dealers", unless a comprehensive credit and capitalization analysis reveals that other firms are adequately financed to conduct public business. Only brokers and dealers with a, Texas or Willow Park, Texas office shall be selected. Investment officials shall not knowingly conduct business with any firm with whom public entities have sustained losses on investments. All Securities dealers shall provide the City with references from public entities that they are currently serving. The

investment officer shall adopt and annually review a list of qualified brokers authorized to engage in investment transactions with the entity.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- Audited financial statements
- Proof of National Association of Securities Dealers (NASD) certification
- Proof of state registration
- Completed broker/dealer questionnaire
- Certification of having read the City's investment policy signed by a qualified representative of the organization.
- Acknowledgment that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization.

Qualified representative means a person who holds a position with a business organization, who is authorized to act on behalf of the business organization, and who is one of the following:

- For a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the National Association of Securities Dealers;
- For a state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch or the bank or a person authorized by corporate resolution to act on behalf of and bind the banking institution; or
- For an investment pool, the person authorized by the elected official or board with authority to sign the certification on behalf of the investment pool.

D. Investment Pools

A thorough investigation of the pool is required prior to investing, and on a continual basis. All investment pools must supply the following information in order to be eligible to receive funds:

- The types of investments in which money is allowed to be invested.
- The maximum average dollar-weighted maturity allowed, based on the stated maturity date of the pool.
- The maximum stated maturity date any investment security within the portfolio.
- The objectives of the pool.

- The size of the pool.
- The names of the members of the advisory board of the pool and the dates their terms expire.
- The custodian bank that will safekeep the pool's assets.
- Whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market place fluctuation.
- The name and address of the independent auditor of the pool.
- The requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool.
- The performance history of the pool, including yield, average dollar weighted maturities, and expense ratios.
- A description of interest calculations and how interest is distributed, and how gains and losses are treated

An annual review of the financial condition and registration of qualified bidders will be conducted by the investment officer.

VII. SAFEKEEPING AND CUSTODY

A. Insurance or Collateral

All deposits and investments of City funds other than direct purchases of U.S. Treasuries or agencies shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC or FSLIC. Evidence of the pledged collateral shall be maintained by the investment officer or a third party financial institution. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Collateral shall be reviewed monthly to assure that the market value of the pledged securities is adequate.

B. Safekeeping Agreement

Collateral pledged to secure deposits of the City shall be held by a safekeeping institution in accordance with a Safekeeping Agreement which clearly defines the procedural steps for gaining access to the collateral should the City of Willow Park determine that the City's funds are in jeopardy. The safekeeping institution, or Trustee, shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral. The safekeeping agreement shall include the signatures of authorized representatives of the City of Willow Park, the firm pledging the collateral, and the Trustee.

C. Collateral Defined

The City of Willow Park shall accept only the following securities as collateral:

- FDIC and FSLIC insurance coverage.
- A bond, certificate of indebtedness, or Treasury Note of the United States that is guaranteed as to principal and interest by the United States.
- Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than “A” or it's equivalent) by a nationally recognized rating agency with a remaining maturity of ten (10) years or less.

D. Subject to Audit

All collateral shall be subject to inspection and audit by the investment officer or the City's independent auditors.

E. Delivery vs. Payment

Treasury Bills, Notes, Bonds, Repurchase Agreements and Government Agencies' securities shall be purchased using the delivery vs. payment method. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the Trustee. The security shall be held in the name of the City or held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

VIII. INVESTMENT POLICY ADOPTION

The City of Willow Park investment policy shall be adopted by resolution of the City Council. The policy shall be reviewed for effectiveness on an annual basis and any modifications will be approved by the City Council. The City Council shall review these investment policies and strategies not less than every three years.

Appendix D:

Bond Rating

**STANDARD
& POOR'S**
RATINGS SERVICES

500 North Akard Street
Lincoln Plaza, Suite 3200
Dallas, TX 75201
tel (214) 871-1400
reference no.: 1224557

July 20, 2012

City of Willow Park
101 Stage Coach Trail
Willow Park, TX 76087--8259
Attention: Ms. Candice J. Scott, City Administrator

Re: *US\$5,450,000 City of Willow Park, Texas, General Obligation Refunding Bonds, Series 2012, dated: August 15, 2012, due: February 15, 2023*

Dear Ms. Scott:

Pursuant to your request for a Standard & Poor's rating on the above-referenced issuer, we have reviewed the information submitted to us and, subject to the enclosed *Terms and Conditions*, have assigned a rating of "AA-". Standard & Poor's views the outlook for this rating as stable. A copy of the rationale supporting the rating is enclosed.

The rating is not investment, financial, or other advice and you should not and cannot rely upon the rating as such. The rating is based on information supplied to us by you or by your agents but does not represent an audit. We undertake no duty of due diligence or independent verification of any information. The assignment of a rating does not create a fiduciary relationship between us and you or between us and other recipients of the rating. We have not consented to and will not consent to being named an "expert" under the applicable securities laws, including without limitation, Section 7 of the Securities Act of 1933. The rating is not a "market rating" nor is it a recommendation to buy, hold, or sell the obligations.

This letter constitutes Standard & Poor's permission to you to disseminate the above-assigned rating to interested parties. Standard & Poor's reserves the right to inform its own clients, subscribers, and the public of the rating.

Standard & Poor's relies on the issuer/obligor and its counsel, accountants, and other experts for the accuracy and completeness of the information submitted in connection with the rating. This rating is based on financial information and documents we received prior to the issuance of this letter. Standard & Poor's assumes that the documents you have provided to us are final. If any subsequent changes were made in the final documents, you must notify us of such changes by sending us the revised final documents with the changes clearly marked.

To maintain the rating, Standard & Poor's must receive all relevant financial information as soon as such information is available. Placing us on a distribution list for this information would

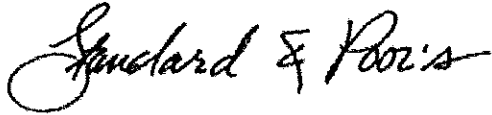
facilitate the process. You must promptly notify us of all material changes in the financial information and the documents. Standard & Poor's may change, suspend, withdraw, or place on CreditWatch the rating as a result of changes in, or unavailability of, such information. Standard & Poor's reserves the right to request additional information if necessary to maintain the rating.

Please send all information to:

Standard & Poor's Ratings Services
Public Finance Department
55 Water Street
New York, NY 10041-0003

Standard & Poor's is pleased to be of service to you. For more information on Standard & Poor's, please visit our website at www.standardandpoors.com. If we can be of help in any other way, please call or contact us at nypublicfinance@standardandpoors.com. Thank you for choosing Standard & Poor's and we look forward to working with you again.

Sincerely yours,

A handwritten signature in cursive script that reads "Standard & Poor's".

Standard & Poor's Ratings Services
a Standard & Poor's Financial Services LLC business.

th
enclosures

cc: Mr. Erick Macha
Mr. George H. Williford
Ms. Misty Gutierrez

**Standard & Poor's Ratings Services
Terms and Conditions Applicable To Public Finance Ratings**

You understand and agree that:

General. The ratings and other views of Standard & Poor's Ratings Services ("Ratings Services") are statements of opinion and not statements of fact. A rating is not a recommendation to purchase, hold, or sell any securities nor does it comment on market price, marketability, investor preference or suitability of any security. While Ratings Services bases its ratings and other views on information provided by issuers and their agents and advisors, and other information from sources it believes to be reliable, Ratings Services does not perform an audit, and undertakes no duty of due diligence or independent verification, of any information it receives. Such information and Ratings Services' opinions should not be relied upon in making any investment decision. Ratings Services does not act as a "fiduciary" or an investment advisor. Ratings Services neither recommends nor will recommend how an issuer can or should achieve a particular rating outcome nor provides or will provide consulting, advisory, financial or structuring advice.

All Rating Actions in Ratings Services' Sole Discretion. Ratings Services may assign, raise, lower, suspend, place on CreditWatch, or withdraw a rating, and assign or revise an Outlook, at any time, in Ratings Services' sole discretion. Ratings Services may take any of the foregoing actions notwithstanding any request for a confidential or private rating or a withdrawal of a rating, or termination of this Agreement. Ratings Services will not convert a public rating to a confidential or private rating, or a private rating to a confidential rating.

Publication. Ratings Services reserves the right to use, publish, disseminate, or license others to use, publish or disseminate the rating provided hereunder and any analytical reports, including the rationale for the rating, unless you specifically request in connection with the initial rating that the rating be assigned and maintained on a confidential or private basis. If, however, a confidential or private rating or the existence of a confidential or private rating subsequently becomes public through disclosure other than by an act of Ratings Services or its affiliates, Ratings Services reserves the right to treat the rating as a public rating, including, without limitation, publishing the rating and any related analytical reports. Any analytical reports published by Ratings Services are not issued by or on behalf of you or at your request. Notwithstanding anything to the contrary herein, Ratings Services reserves the right to use, publish, disseminate or license others to use, publish or disseminate analytical reports with respect to public ratings that have been withdrawn, regardless of the reason for such withdrawal. Ratings Services may publish explanations of Ratings Services' ratings criteria from time to time and nothing in this Agreement shall be construed as limiting Ratings Services' ability to modify or refine its ratings criteria at any time as Ratings Services deems appropriate.

Information to be Provided by You. For so long as this Agreement is in effect, in connection with the rating provided hereunder, you warrant that you will provide, or cause to be provided, as promptly as practicable, to Ratings Services all information requested by Ratings Services in accordance with its applicable published ratings criteria. The rating, and the maintenance of the rating, may be affected by Ratings Services' opinion of the information received from you or your agents or advisors. You further warrant that all information provided to Ratings Services by you or your agents or advisors regarding the rating or, if applicable, surveillance of the rating, as of the date such information is provided, (i) is true, accurate and complete in all material respects and, in light of the circumstances in which it was provided, not misleading and (ii) does not infringe or violate the intellectual property rights of a third party. A material breach of the warranties in this paragraph shall constitute a material breach of this Agreement.

Confidential Information. For purposes of this Agreement, "Confidential Information" shall mean verbal or written information that you or your agents or advisors have provided to Ratings Services and, in a specific and particularized manner, have marked or otherwise indicated in writing (either prior to or promptly following such disclosure) that such information is "Confidential". Notwithstanding the foregoing, information disclosed by you or your agents or advisors

to Ratings Services shall not be deemed to be Confidential Information, and Ratings Services shall have no obligation to treat such information as Confidential Information, if such information (i) was known by Ratings Services or its affiliates at the time of such disclosure and was not known by Ratings Services to be subject to a prohibition on disclosure, (ii) was known to the public at the time of such disclosure, (iii) becomes known to the public (other than by an act of Ratings Services or its affiliates) subsequent to such disclosure, (iv) is disclosed to Ratings Services or its affiliates by a third party subsequent to such disclosure and Ratings Services reasonably believes that such third party's disclosure to Ratings Services or its affiliates was not prohibited, (v) is developed independently by Ratings Services or its affiliates without reference to the Confidential Information, (vi) is approved in writing by you for public disclosure, or (vii) is required by law or regulation to be disclosed by Ratings Services or its affiliates. Ratings Services is aware that U.S. and state securities laws may impose restrictions on trading in securities when in possession of material, non-public information and has adopted securities trading and communication policies to that effect.

Ratings Services' Use of Information. Except as otherwise provided herein, Ratings Services shall not disclose Confidential Information to third parties. Ratings Services may (i) use Confidential Information to assign, raise, lower, suspend, place on CreditWatch, or withdraw a rating, and assign or revise an Outlook, and (ii) share Confidential Information with its affiliates engaged in the ratings business who are bound by appropriate confidentiality obligations; in each case, subject to the restrictions contained herein, Ratings Services and such affiliates may publish information derived from Confidential Information. Ratings Services may also use, and share Confidential Information with any of its affiliates or agents engaged in the ratings or other financial services businesses who are bound by appropriate confidentiality obligations ("Relevant Affiliates and Agents"), for modelling, benchmarking and research purposes; in each case, subject to the restrictions contained herein, Ratings Services and such affiliates may publish information derived from Confidential Information. With respect to structured finance ratings not maintained on a confidential or private basis, Ratings Services may publish data aggregated from Confidential Information, excluding data that is specific to and identifies individual debtors ("Relevant Data"), and share such Confidential Information with any of its Relevant Affiliates and Agents for general market dissemination of Relevant Data; you confirm that, to the best of your knowledge, such publication would not breach any confidentiality obligations you may have toward third parties. Ratings Services will comply with all applicable U.S. and state laws, rules and regulations protecting personally-identifiable information and the privacy rights of individuals. Ratings Services acknowledges that you may be entitled to seek specific performance and injunctive or other equitable relief as a remedy for Ratings Services' disclosure of Confidential Information in violation of this Agreement. Ratings Services and its affiliates reserve the right to use, publish, disseminate, or license others to use, publish or disseminate any non-Confidential Information provided by you, your agents or advisors.

Ratings Services Not an Expert, Underwriter or Seller under Securities Laws. Ratings Services has not consented to and will not consent to being named an "expert" or any similar designation under any applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation, Section 7 of the U.S. Securities Act of 1933. Ratings Services is not an "underwriter" or "seller" as those terms are defined under applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation Sections 11 and 12(a)(2) of the U.S. Securities Act of 1933. Rating Services has not performed the role or tasks associated with an "underwriter" or "seller" under the United States federal securities laws or other regulatory guidance, rules or recommendations in connection with this engagement.

Office of Foreign Assets Control. As of the date of this Agreement, (a) neither you nor the issuer (if you are not the issuer) or any of your or the issuer's subsidiaries, or any director or corporate officer of any of the foregoing entities, is the subject of any U.S. sanctions administered by the Office of Foreign Assets Control of the U.S. Department of the Treasury ("OFAC Sanctions"), (b) neither you nor the issuer (if you are not the issuer) is 50% or more owned or controlled, directly or indirectly, by any person or entity ("parent") that is the subject of OFAC Sanctions, and (c) to the best of your knowledge, no entity 50% or more owned or controlled by a direct or indirect parent of you or the issuer (if you are not the issuer) is the subject of OFAC sanctions. For so long as this Agreement is in effect, you will promptly notify Ratings Services if any of these circumstances change.

Ratings Services' Use of Confidential and Private Ratings. Ratings Services may use confidential and private ratings in its analysis of the debt issued by collateralized debt obligation (CDO) and other investment vehicles. Ratings Services

may disclose a confidential or private rating as a confidential credit estimate or assessment to the managers of CDO and similar investment vehicles. Ratings Services may permit CDO managers to use and disseminate credit estimates or assessments on a limited basis and subject to various restrictions; however, Ratings Services cannot control any such use or dissemination.

Entire Agreement. Nothing in this Agreement shall prevent you, the issuer (if you are not the issuer) or Ratings Services from acting in accordance with applicable laws and regulations. Subject to the prior sentence, this Agreement, including any amendment made in accordance with the provisions hereof, constitutes the complete and entire agreement between the parties on all matters regarding the rating provided hereunder. The terms of this Agreement supersede any other terms and conditions relating to information provided to Ratings Services by you or your agents and advisors hereunder, including without limitation, terms and conditions found on, or applicable to, websites or other means through which you or your agents and advisors make such information available to Ratings Services, regardless if such terms and conditions are entered into before or after the date of this Agreement. Such terms and conditions shall be null and void as to Ratings Services.

Limitation on Damages. Ratings Services does not and cannot guarantee the accuracy, completeness, or timeliness of the information relied on in connection with a rating or the results obtained from the use of such information. RATINGS SERVICES GIVES NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE. Ratings Services, its affiliates or third party providers, or any of their officers, directors, shareholders, employees or agents shall not be liable to you, your affiliates or any person asserting claims on your behalf, directly or indirectly, for any inaccuracies, errors, or omissions, in each case regardless of cause, actions, damages (consequential, special, indirect, incidental, punitive, compensatory, exemplary or otherwise), claims, liabilities, costs, expenses, legal fees or losses (including, without limitation, lost income or lost profits and opportunity costs) in any way arising out of or relating to the rating provided hereunder or the related analytic services even if advised of the possibility of such damages or other amounts except to the extent such damages or other amounts are finally determined by a court of competent jurisdiction in a proceeding in which you and Ratings Services are parties to result from gross negligence, intentional wrongdoing, or willful misconduct of Ratings Services. In furtherance and not in limitation of the foregoing, Ratings Services will not be liable to you, your affiliates or any person asserting claims on your behalf in respect of any decisions alleged to be made by any person based on anything that may be perceived as advice or recommendations. In the event that Ratings Services is nevertheless held liable to you, your affiliates, or any person asserting claims on your behalf for monetary damages under this Agreement, in no event shall Ratings Services be liable in an aggregate amount in excess of US\$5,000,000 except to the extent such monetary damages directly result from Ratings Services' intentional wrongdoing or willful misconduct. The provisions of this paragraph shall apply regardless of the form of action, damage, claim, liability, cost, expense, or loss, whether in contract, statute, tort (including, without limitation, negligence), or otherwise. Neither party waives any protections, privileges, or defenses it may have under law, including but not limited to, the First Amendment of the Constitution of the United States of America.

Termination of Agreement. This Agreement may be terminated by either party at any time upon written notice to the other party. Except where expressly limited to the term of this Agreement, these Terms and Conditions shall survive the termination of this Agreement.

No Third-Party Beneficiaries. Nothing in this Agreement, or the rating when issued, is intended or should be construed as creating any rights on behalf of any third parties, including, without limitation, any recipient of the rating. No person is intended as a third party beneficiary of this Agreement or of the rating when issued.

Binding Effect. This Agreement shall be binding on, and inure to the benefit of, the parties hereto and their successors and assigns.

Severability. In the event that any term or provision of this Agreement shall be held to be invalid, void, or unenforceable, then the remainder of this Agreement shall not be affected, impaired, or invalidated, and each such term and provision shall be valid and enforceable to the fullest extent permitted by law.

Amendments. This Agreement may not be amended or superseded except by a writing that specifically refers to this Agreement and is executed manually or electronically by authorized representatives of both parties.

Reservation of Rights. The parties to this Agreement do not waive, and reserve the right to contest, any issues regarding sovereign immunity, the applicable governing law and the appropriate forum for resolving any disputes arising out of or relating to this Agreement.

Appendix E:

Budget Workshop Presentation

FY 2013 – 2014 Budget Workshop

Saturday

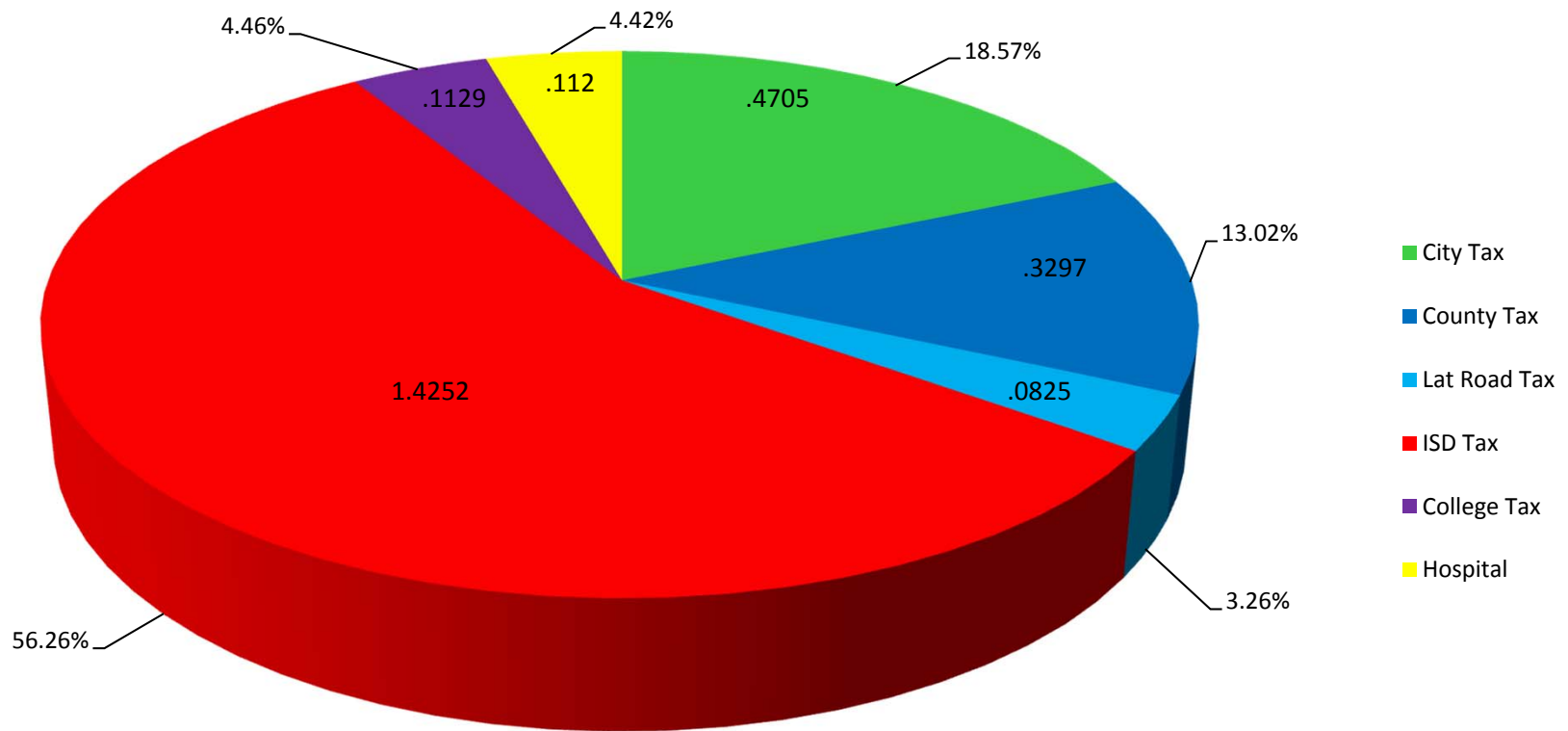
August 24, 2013

$$\text{Tax Base} \times \text{Tax Rate} = \text{Tax Liability}$$

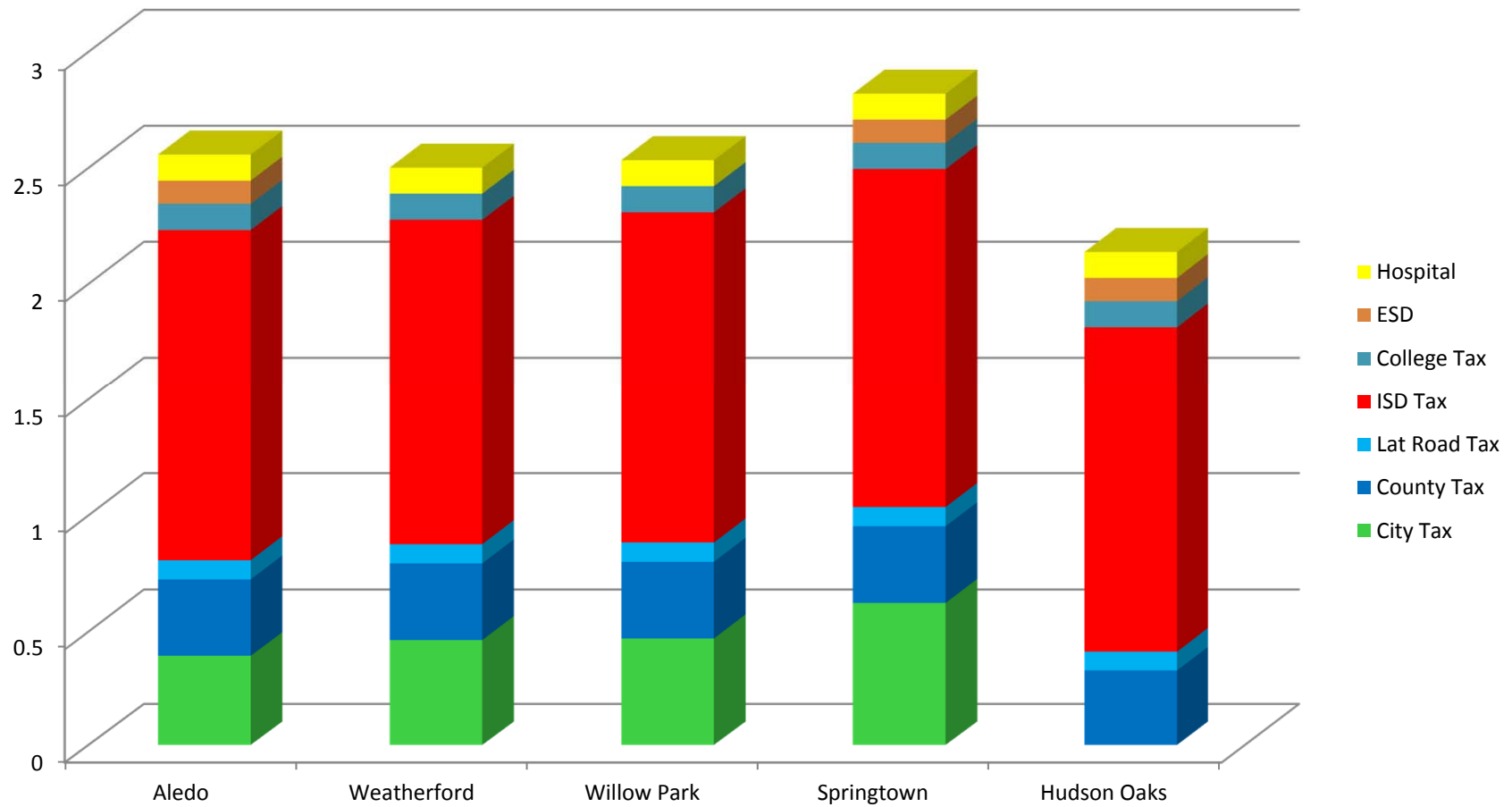
Average Home Value

- 2012 - \$174,257
- 2013 - \$173,089

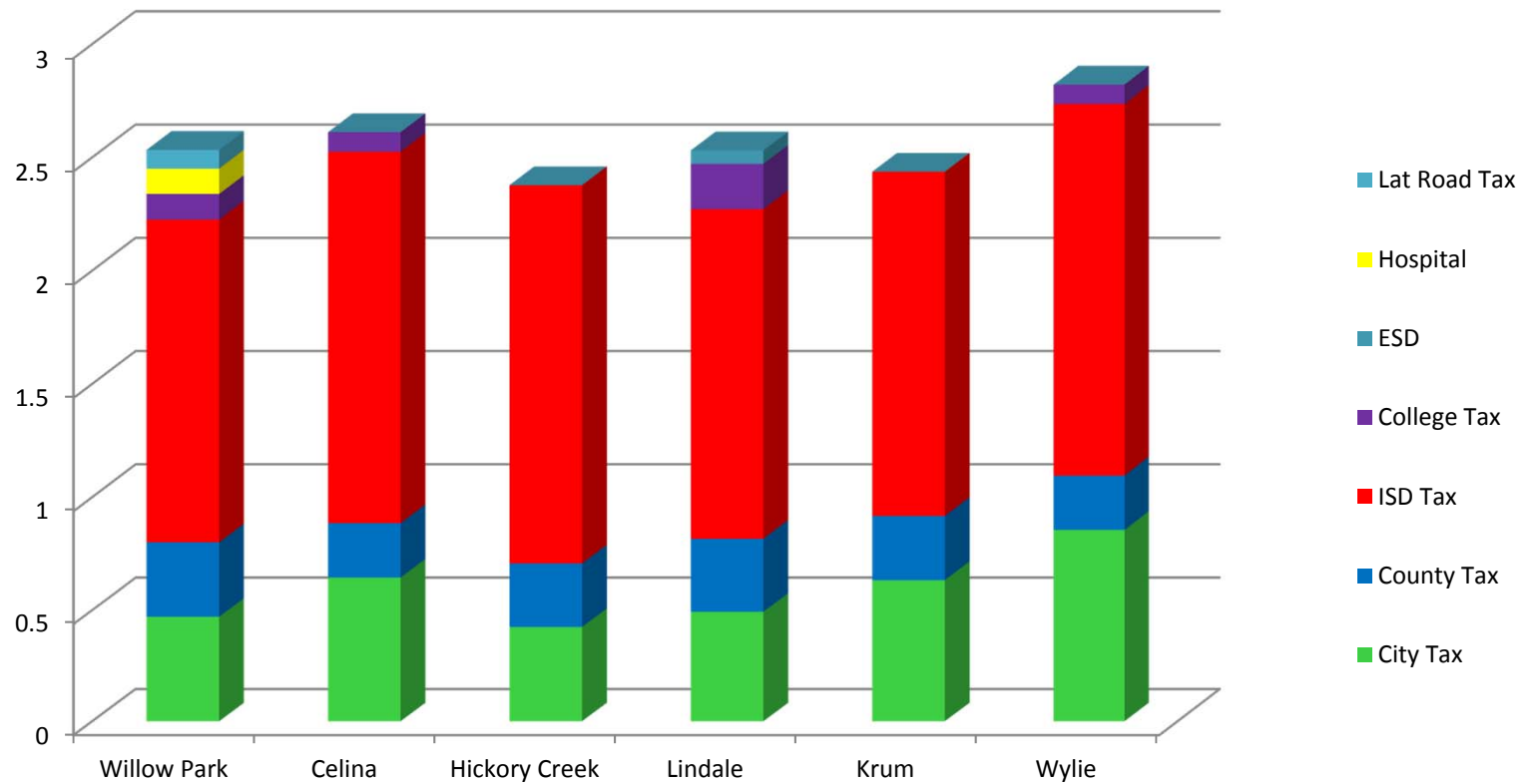
Willow Park Property Tax by Taxing Unit



Local Comparison



Similar Comparisons



Effective Tax Rate

- Effective Rate – The effective tax rate is a calculated rate that would provide the taxing unit with about the same amount of revenue it received in the year before on properties taxed in both years. If property values rise, the effective tax rate will go down and vice versa.

Rollback Rate

- The rollback rate is a calculated maximum rate allowed by law without voter approval. The rollback rate provides the taxing unit with about the same amount of tax revenue it spent the previous year for day-to-day operations, plus an extra eight percent increase for those operations, in addition to sufficient funds to pay debts in the coming year.

Rate per \$100 Valuation

- Proposed Rate: \$ 0.4705
- Effective Rate: \$ 0.4697184
- Rollback Rate: \$ 0.529411

Average Tax Bill

- Avg. Home Value = \$173,089
- Per \$100 Valuation = /100
- Tax Rate = $\underline{\text{x } .4705}$
- Tax Liability = \$ 814.38
- Monthly Property Tax Bill = \$67.87

Side by Side Comparison

Proposed Tax Rate		Effective Tax Rate	
Taxable Value =	\$173,089	Taxable Value	\$173,089
	/100		/100
Tax Rate =	<u>.4705</u>	Tax Rate =	<u>.4697184</u>
Tax Liability =	\$814.38	Tax Liability =	\$813.03
Monthly Share =	\$67.87	Monthly Share =	\$67.76

Taxes Will Be Lower

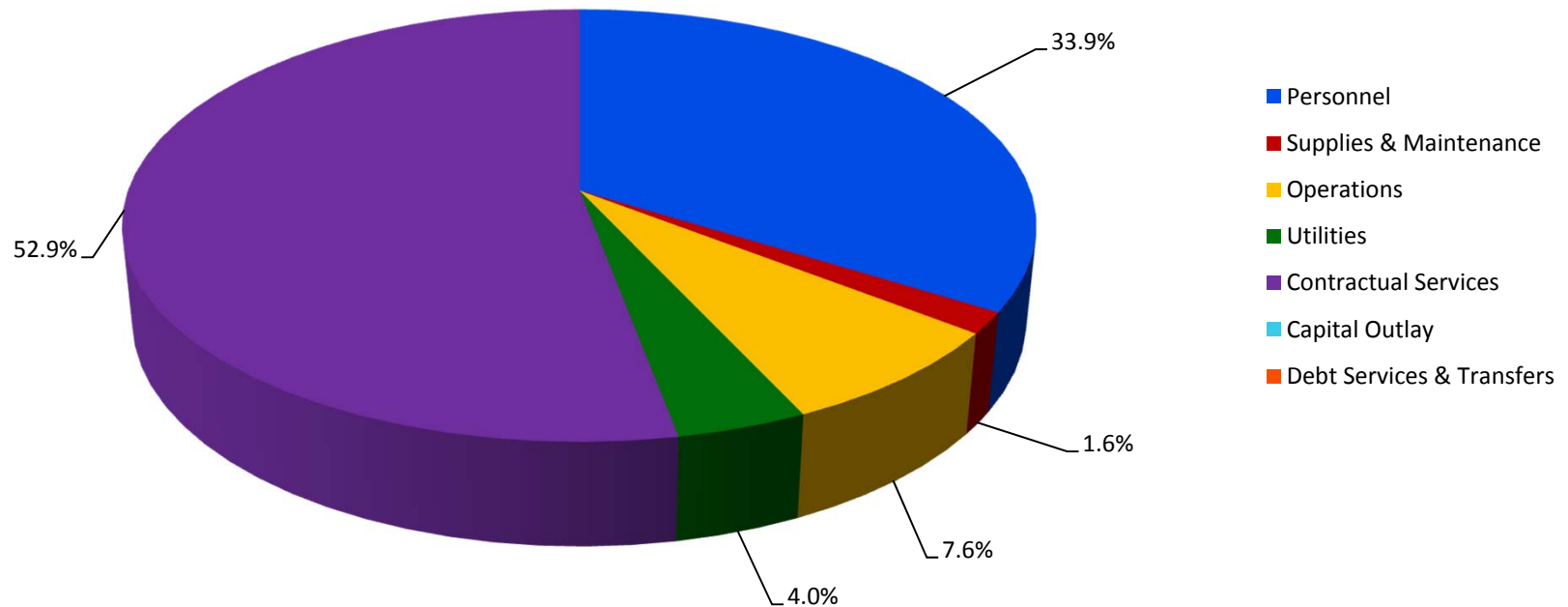
- Because of the decrease in average home value, the average home owner will pay less property taxes in FY 2013 – 2014.
- Average Tax Bill FY 2012 – 2013 = \$819.88
- Average Tax Bill FY 2013 – 2014 = \$814.38

- 1 cent of the tax rate is equal to approximately \$34,892

DEPARTMENT EXPENSE REVIEW

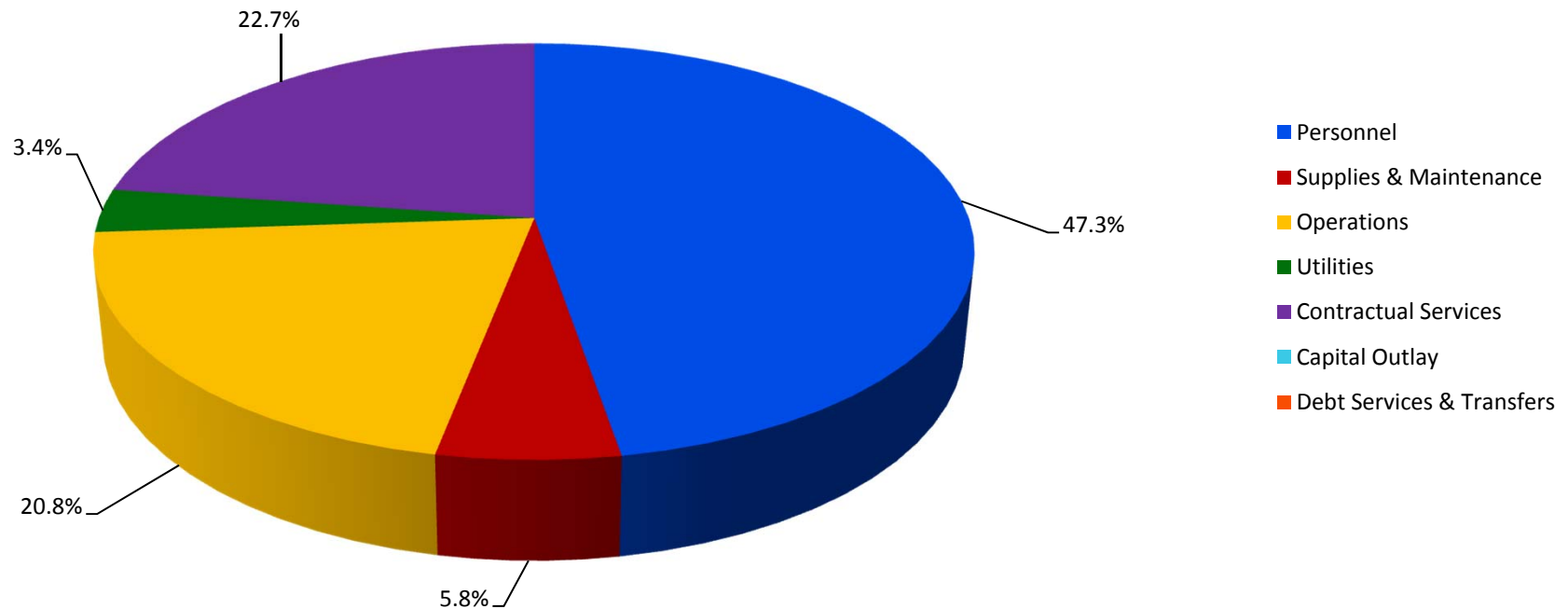
Legislative

Expenditure by Function



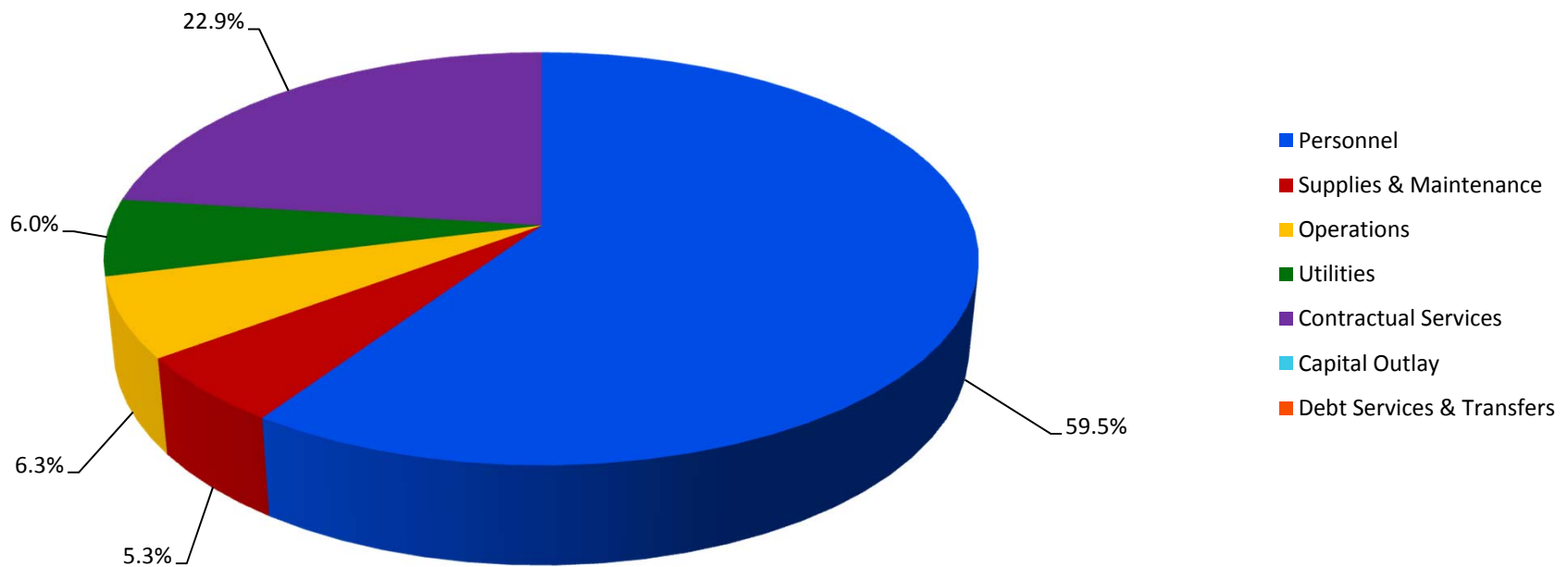
Administration

Expenditure by Function



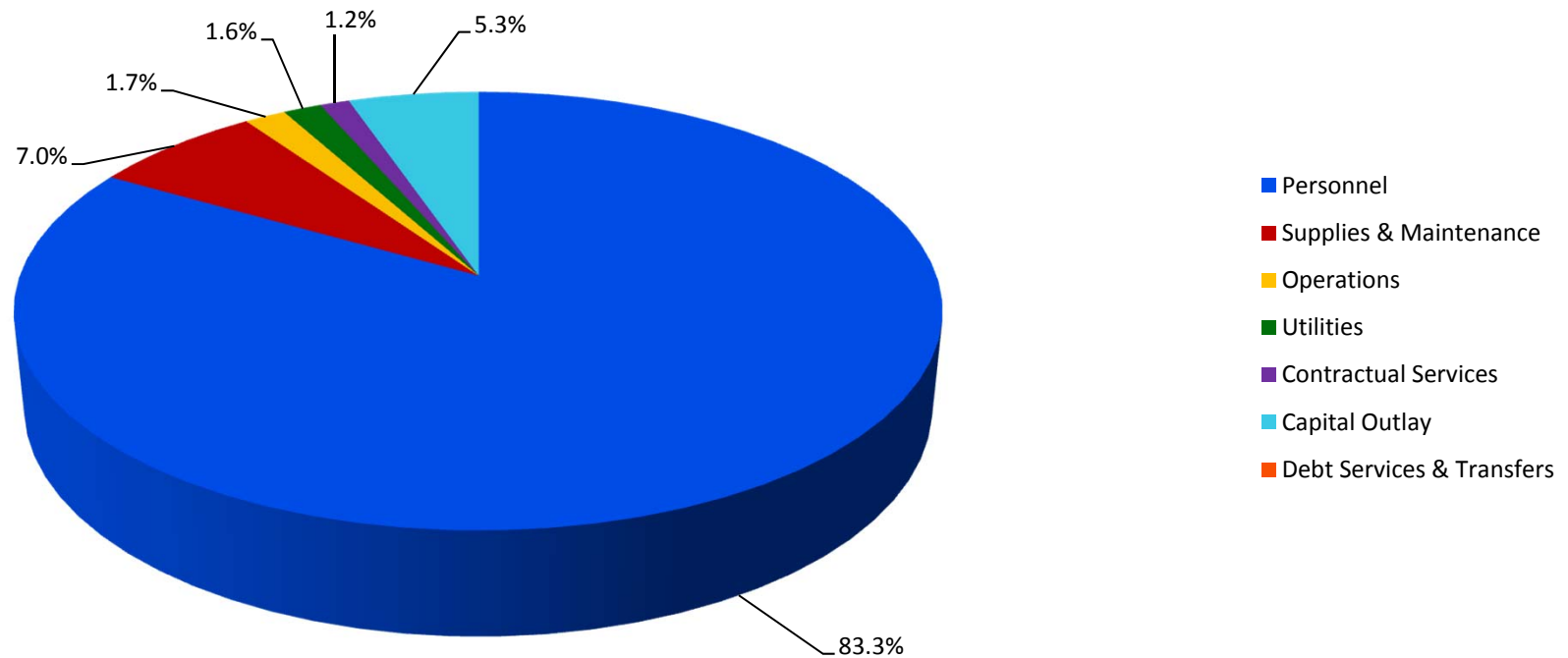
Municipal Court

Expenditure by Function



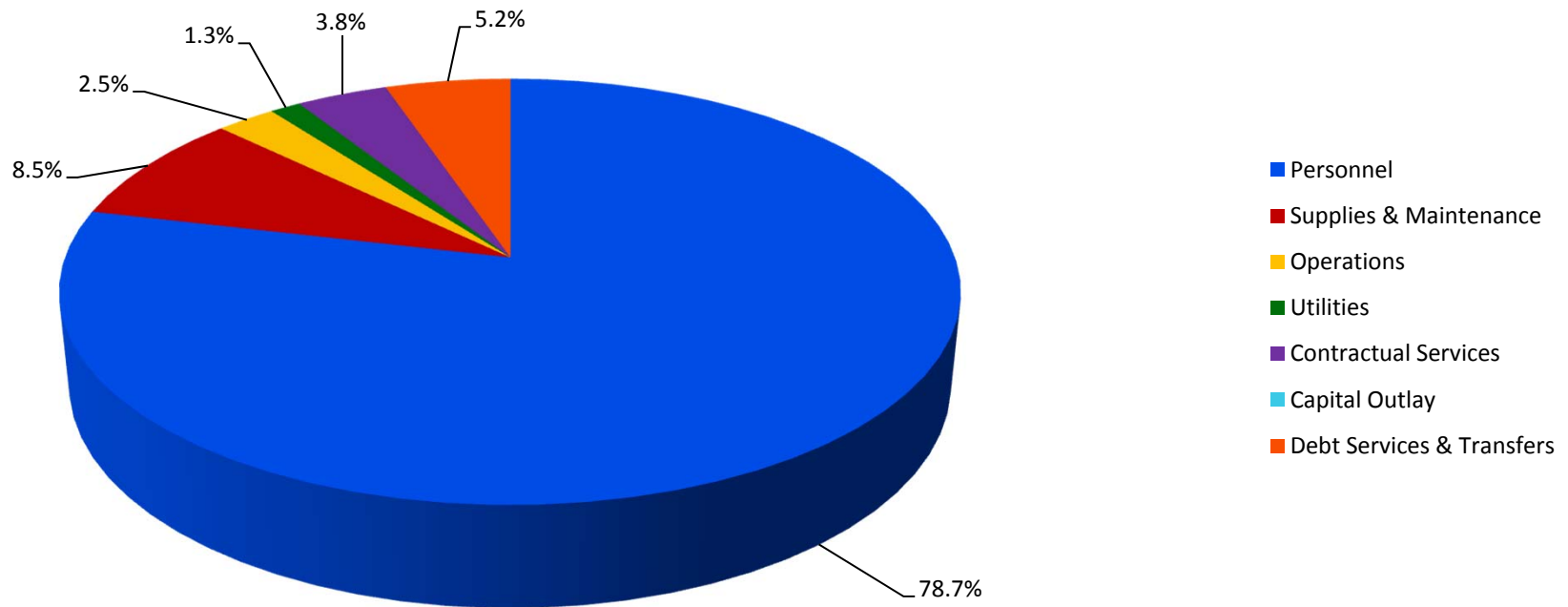
Police

Expenditure by Function



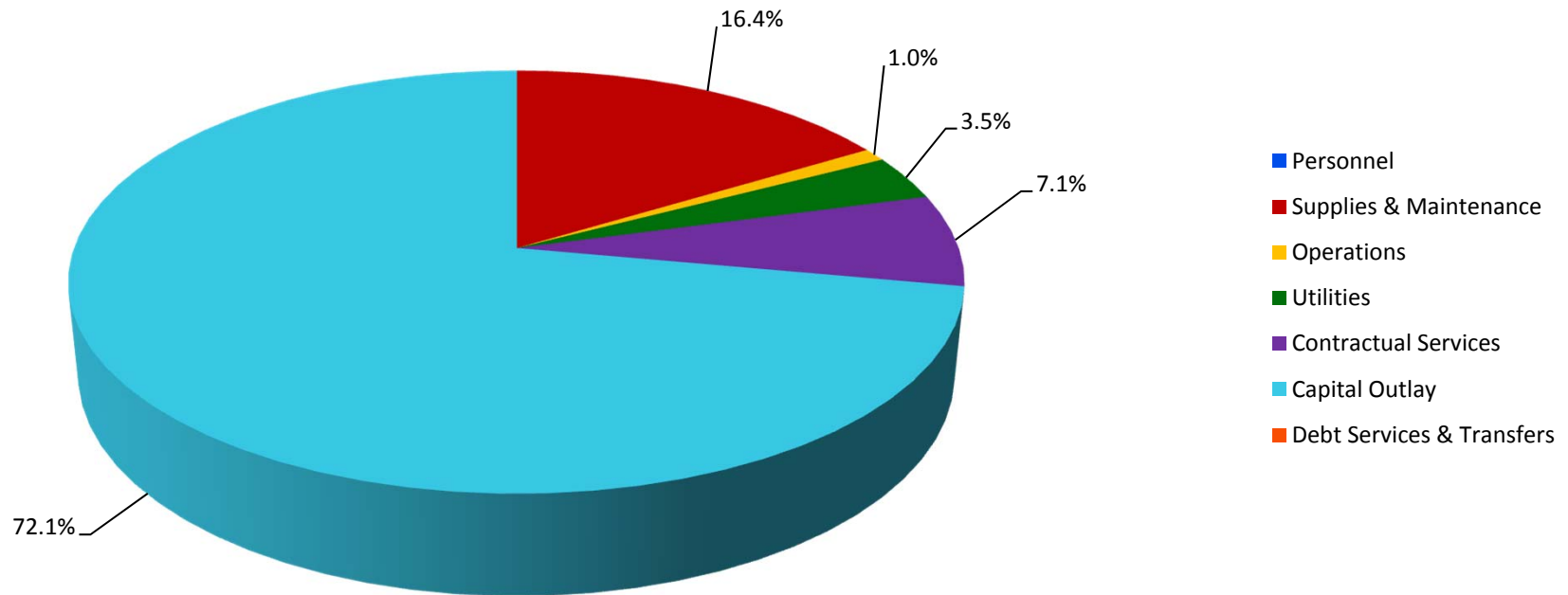
Fire

Expenditure by Function



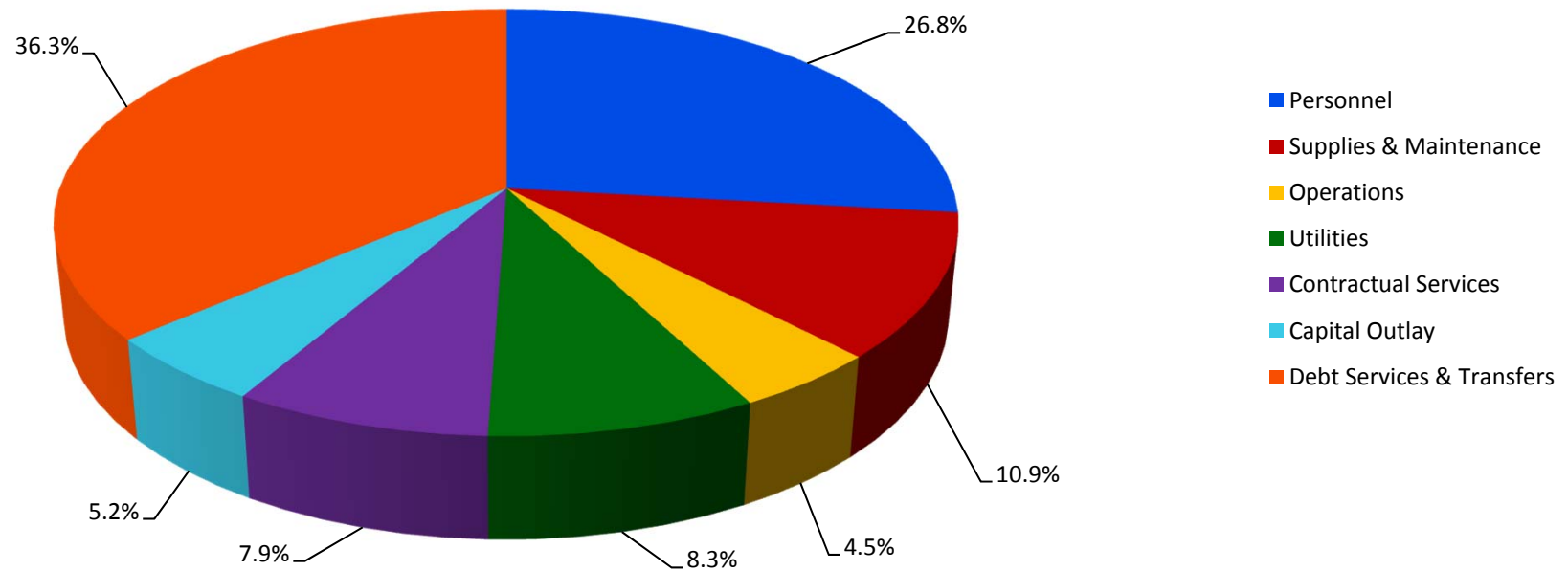
Public Works

Expenditure by Function



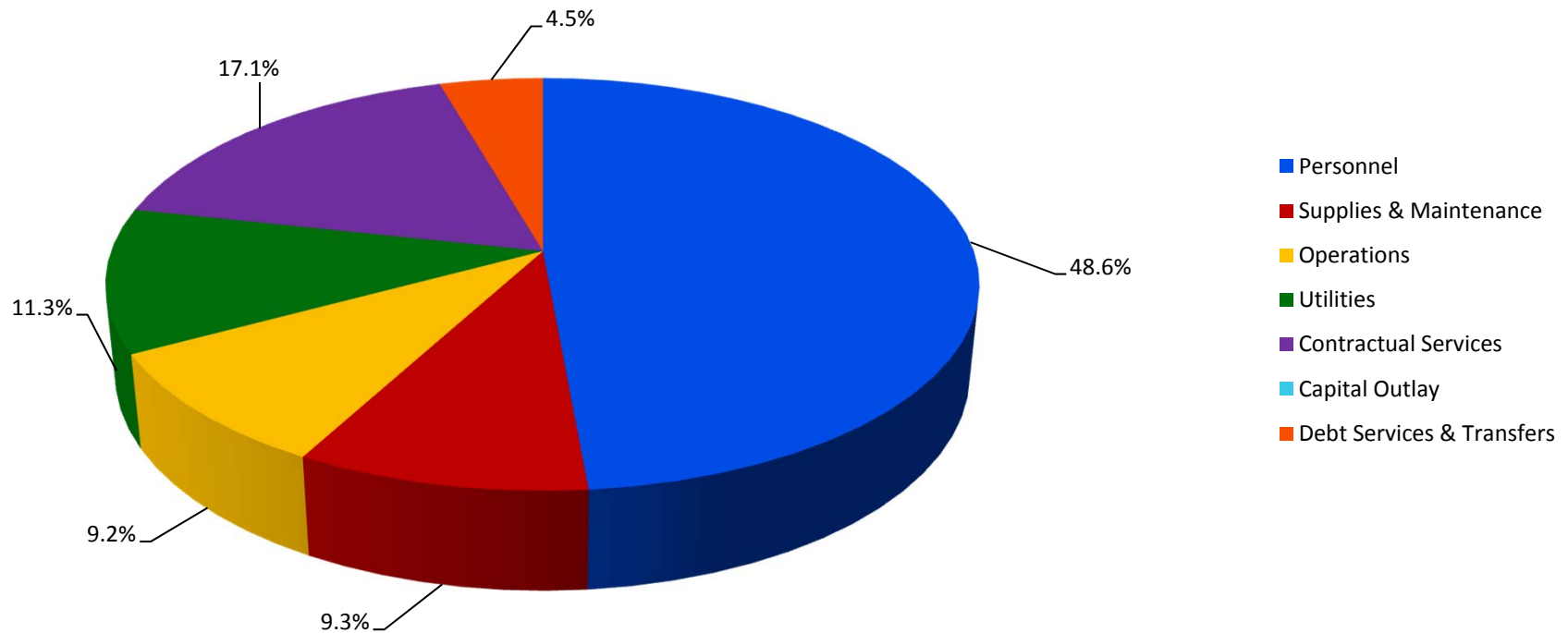
Water

Expenditure by Function



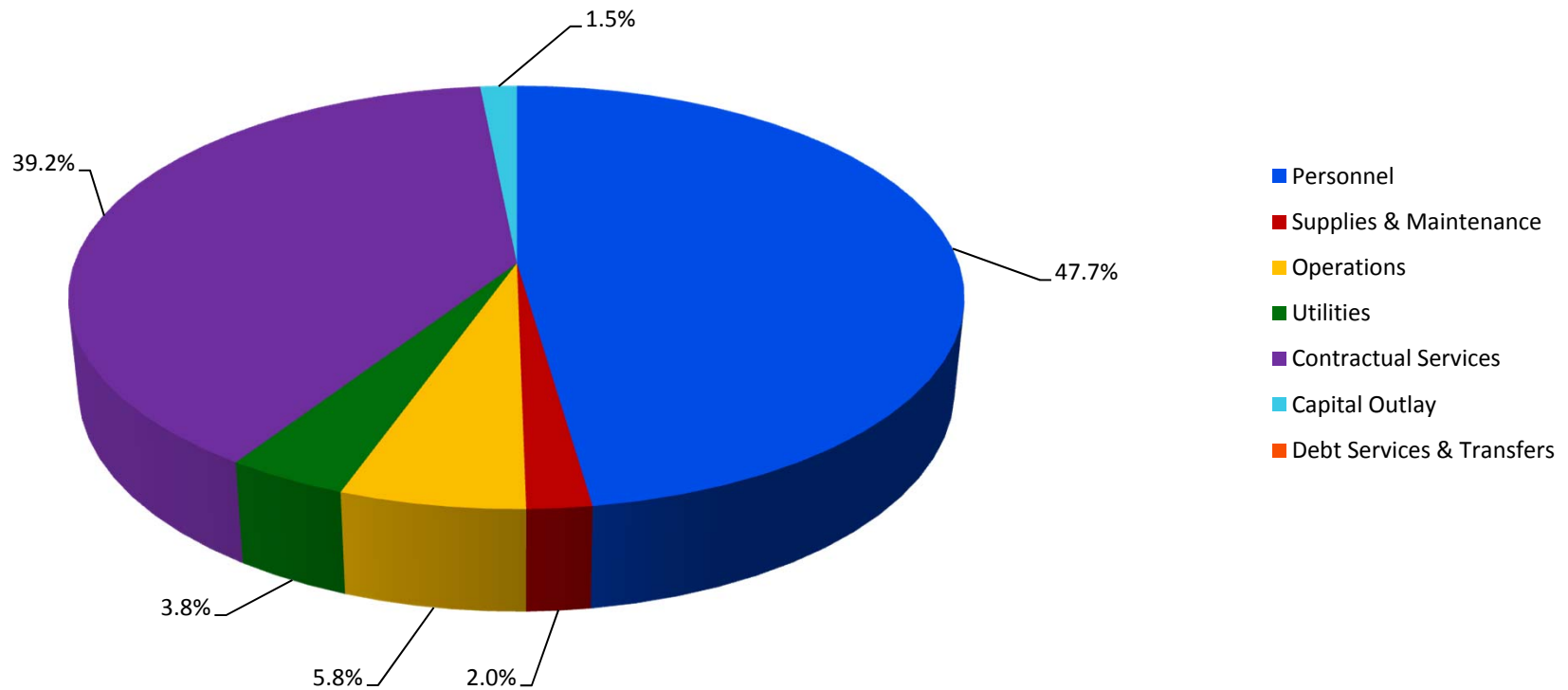
Wastewater

Expenditure by Function



Development Services

Expenditure by Function



CAPITAL IMPROVEMENT PRIORITIZATION

Council Action Needed

- Vote to propose a tax rate and schedule a vote to adopt FY 2013 – 2014 tax rate on September 24, 2013
- Vote to schedule FY 2013 – 2014 tax rate hearings for September 10, 2013 and September 17, 2013

Appendix F:

Revenue Workshop

Presentation

CITY OF WILLOW PARK FY 2013-2014 ANNUAL BUDGET

Revenue Workshop
July 31, 2013

Agenda



- Overview of Budget Workbooks
- Revenues
- Available Fund Balance

Fund Components



Revenues (Wastewater Fund)

User Revenue

User Fees
User Charges
Penalties

Developer Revenue

Tap/Impact Fees
Meter Testing

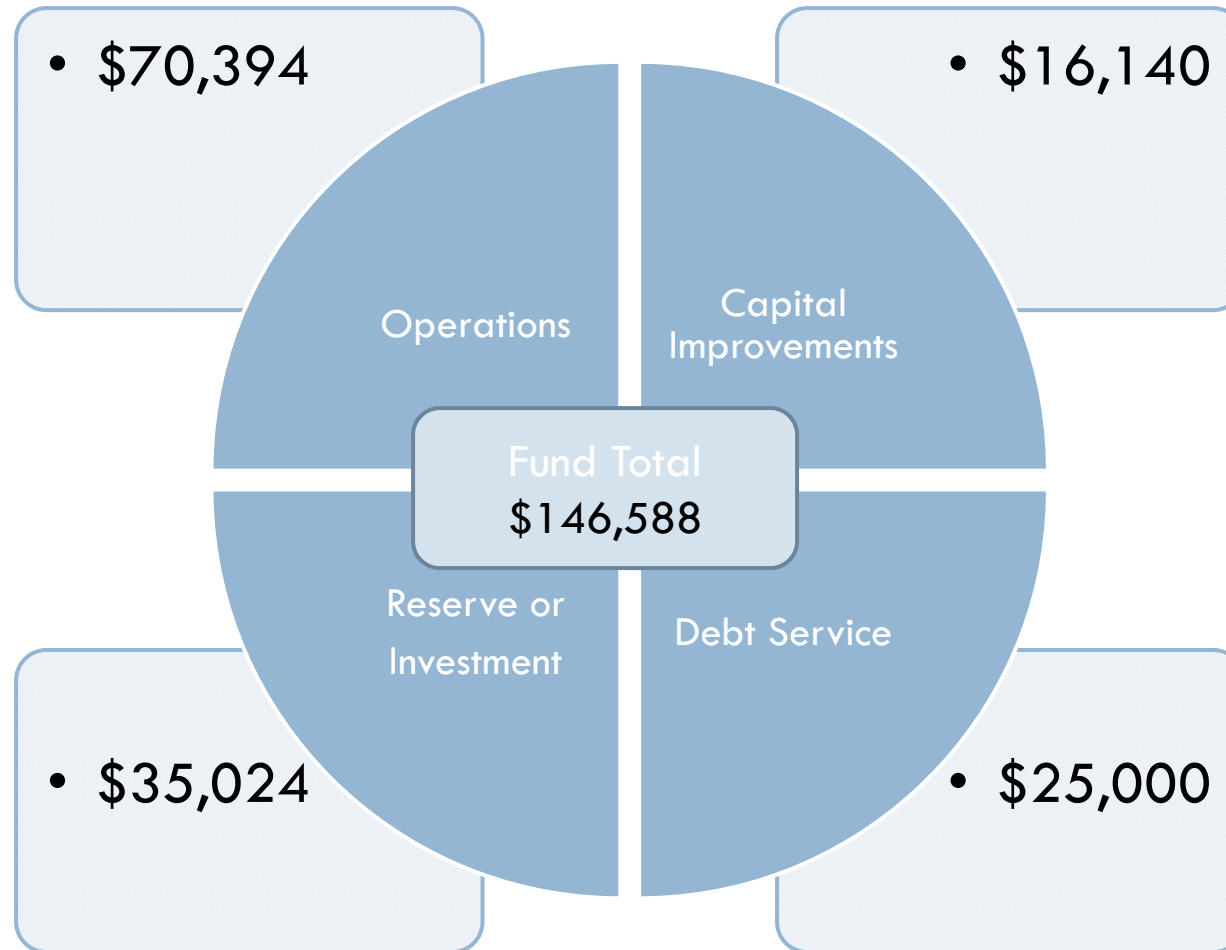
Finance Revenue

Interest
Refunds/Bank Credits

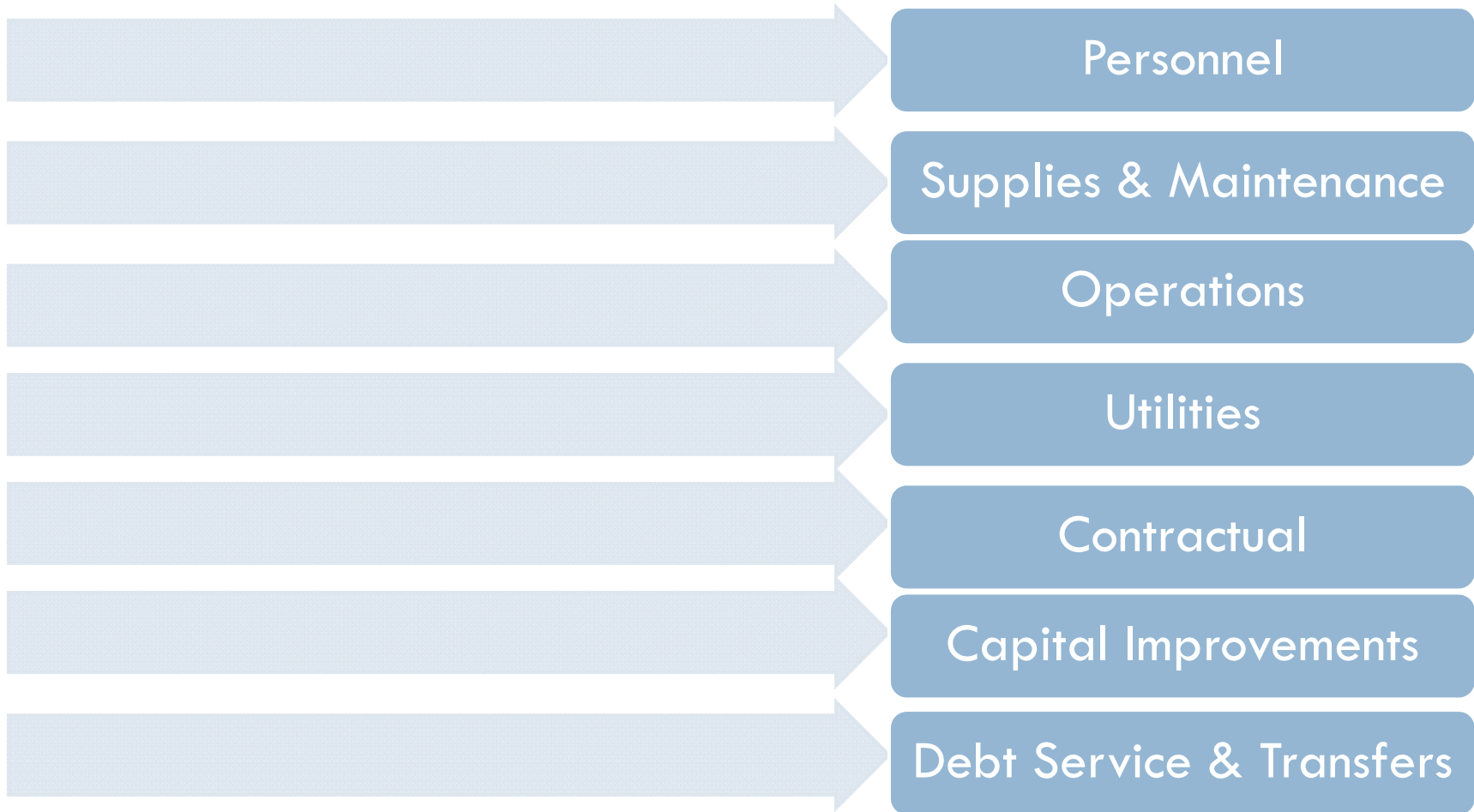
Deposits Revenue

Developer Deposits

Fund Balance (sample)

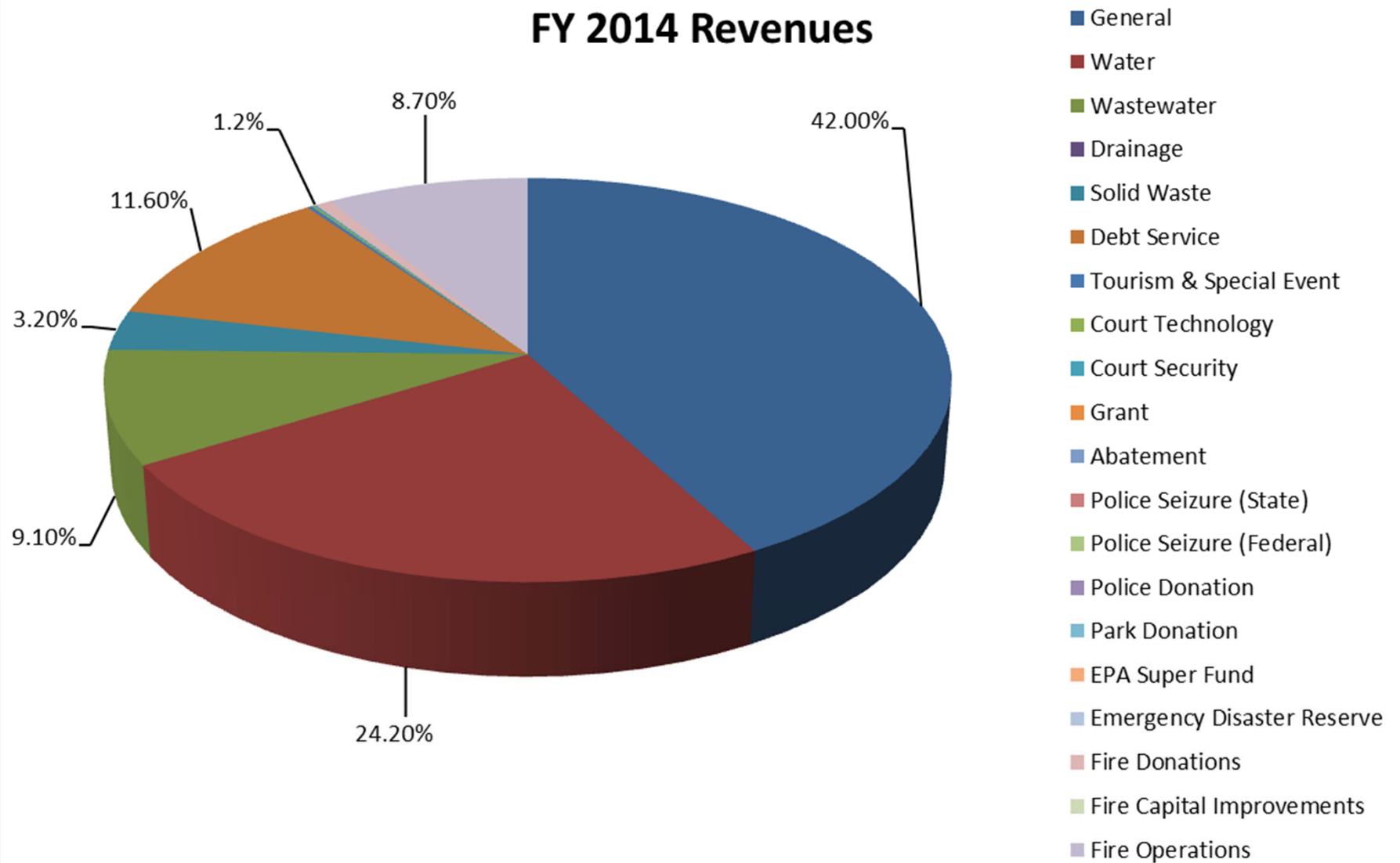


Expenditures



Fund Number	Fund Name	FY 2014 Revenues	% of All Funds
01	General	\$2,963,983	42.0%
02	Water	\$1,839,966	24.2%
03	Wastewater	\$628,055	9.1%
04	Drainage	\$0	0.0%
05	Solid Waste	\$228,300	3.2%
06	Debt Service	\$817,625	11.6%
07	Tourism & Special Event	\$14,068	0.2%
08	Court Technology	\$9,692	0.1%
09	Court Security	\$7,269	0.1%
10	Grant	\$0	0.0%
11	Abatement	\$0	0.0%
12	Police Seizure (State)	\$0	0.0%
13	Police Seizure (Federal)	\$0	0.0%
14	Police Donation	\$400	0.0%
15	Park Donation	\$300	0.0%
16	EPA Super Fund	\$0	0.0%
17	Emergency Disaster Reserve	\$0	0.0%
18	Fire Donations	\$50,000	0.7%
19	Fire Capital Improvements	\$0	0.0%
20	Fire Operations	\$616,285	8.7%
	All Funds Total	\$7,061,438	

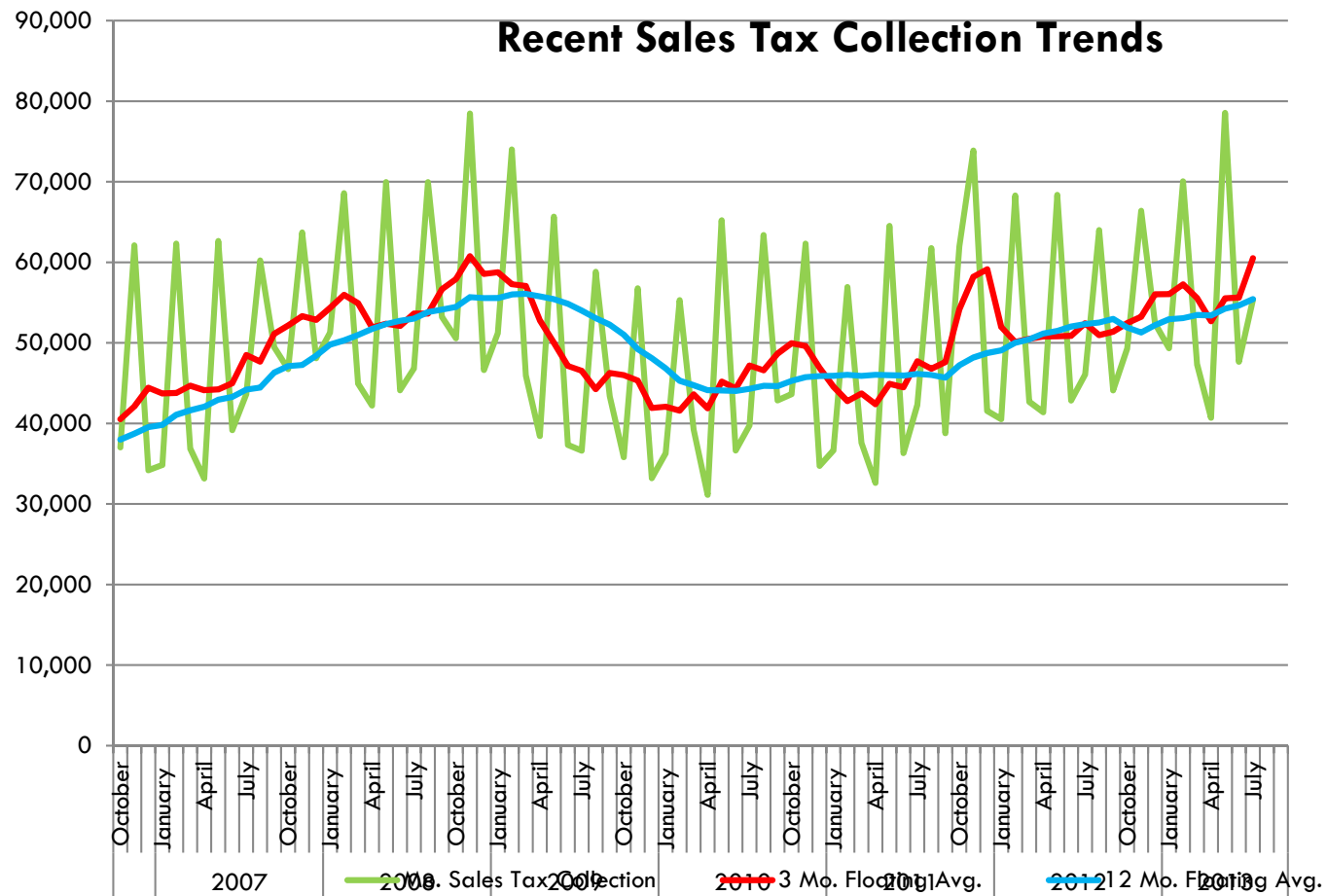
FY 2014 Revenues



Ad Valorem Taxes (Property Taxes)

- 50% of the General Fund
- $\text{Tax Base} \times \text{Tax Rate} = \text{Tax Liability}$
- FY 2014 Tax Base = \$348,913,283
- FY 2014 Tax Rate = \$0.4705 per \$100 valuation

Sales & Uses Taxes





Section II: Revenues

Fund Balance

FUND	Projection 9/30/13
General	
operating	\$401,744
petty cash	\$200
Capital Improvements	\$25,294
Reserve	\$332,825
Texstar	\$10,179
Texstar	\$110,005
Certificates of Deposit (CD)	\$527,981
General Fund Sub-Total	\$1,408,228

Fund Balance

Water	
operating	\$274,373
petty cash	\$200
Texstar - Deer Creek	\$698,623
Texstar - Dyegard	\$144,167
Certificates of Deposit (CD)	\$1,626,715
Water Improvements	\$251,608
COB Escrow	\$0
2003 Series Bond Fund	\$0
2003 C.O.	\$0
Customer Deposits (CD)	\$104,417
Water Fund Sub-Total	\$3,100,103

Fund Balance

Wastewater	
operating	(\$33,504)
wastewater improvements	\$1,614
Certificates of Deposit (CD)	\$27,299
Texstar - Dyegard	\$952,226
Wastewater Sub-Total	\$947,635

Fund Balance

Toursim	\$14,363
Court Security	\$4,178
Court Technology	\$28,376
Grants	\$0
Abatement	\$5,000
Police Seizure (St)	\$31,414
Police Seizure (Fed)	\$27,841
Police Donation	\$2,095
Parks Donation	\$1,138
EPA Superfund	\$5,000
Emergency Disaster	\$0
Fire Donation	\$10,000
Fire Capital	\$23,486
Fire Operations	
Operating	\$71,319
Petty Cash	\$0
Reserve	\$51,230
Fire Operations Sub-Total	\$122,549

Appendix G:

Capital Improvements Workshop Presentation

FY 2013-2014

Capital Improvements:
\$282,728 in Street Repairs Needed

Project #1:

Valley View Ct.



- Asphalt Overlay
- \$19,737

Project #2

Wood Bridge Ct.



- Asphalt Overlay
- \$32,003

Project #3

Navajo



- Asphalt Overlay &
- Two-Course Penetration
- \$29,783

Project #4

Cherokee Ct.



- Asphalt Overlay &
- Two-Course Penetration
- \$28,783

Project #5

Indian Camp



- Two-Course Penetration
- \$16,632

Project # 6

Fox Hunt



- Two-Course Penetration
- \$35,482

Project #7

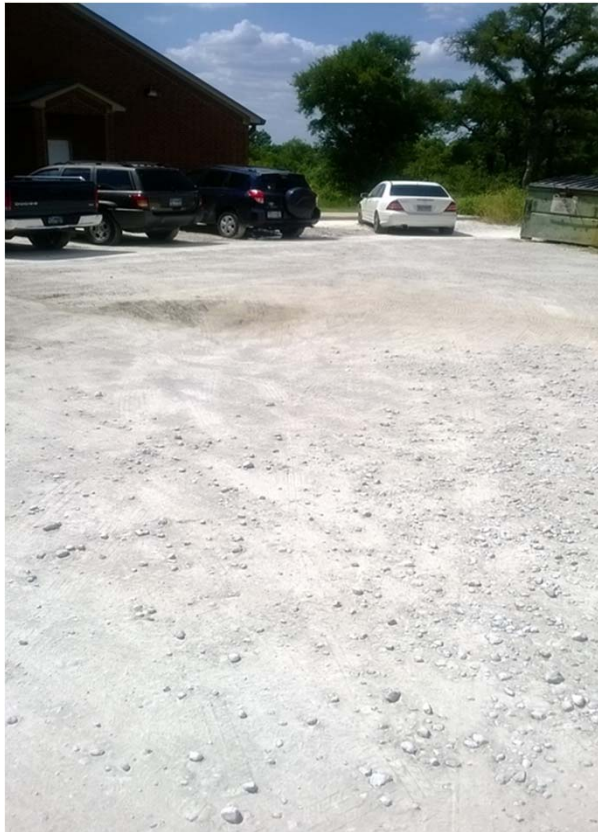
Aspenwood



- Two-Course Penetration
- \$11,405

Project #8

W. Canyon Ct.



- Two-Course Penetration &
- Asphalt Overlay
- \$54,743

Project #9

Trinity Ct.



- Asphalt Overlay &
- Two-Course Penetration
- \$30,609

Project #10

Sam Bass



- Asphalt Overlay
- \$23,793

Equipment

- Small Roller
- \$12,000



Furnishings

- Development Services Office Furnishings
- \$3,000



Staff Recommendation

Project Number	Road	Cost
1	Valley View Ct.	\$19,737
2	Wood Bridge Ct.	\$32,003
3	Navajo Ct.	\$29,783
4	Cherokee Ct.	\$28,542
5	Indian Camp	\$16,632
7	Aspenwood	\$11,405
Equip	Small Roller	\$12,000
Furn.	Development Services Office	\$3,000
		\$153,102

Appendix H:

Strategic Plan - Draft Presentation



2013 City of Willow Park

STRATEGIC PLAN

Table of Contents

Introduction	1
What is a Strategic Plan?	2
Strategic Plan Process	3
SWOT Analysis.....	4
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Weaknesses	5
Opportunities.....	6
Threats	6
Vision Statement.....	7
Mission Statement	8
Achievement Actions	9
Bold Steps	11
Summary	12

Introduction

Willow Park is situated within one of the fastest growing areas in the nation. The Dallas/Fort Worth metropolitan area continues to attract new commerce, industry and residents. The rapid commercial and residential growth within the region has created competition among communities that are vying for new economic opportunities. This, ultimately, has renewed the importance of visionary thinking and community planning.

Willow Park recognizes that if it is also going to be regionally competitive, an update to the community's 2003 Comprehensive Plan is necessary. Communities around Willow Park have recently completed or embarked upon the process of updating their comprehensive plans, ordinances and strategic plans. These communities have recognized that in order to better position themselves for economic growth and to protect the quality of life within their respective communities, planning efforts must be undertaken.

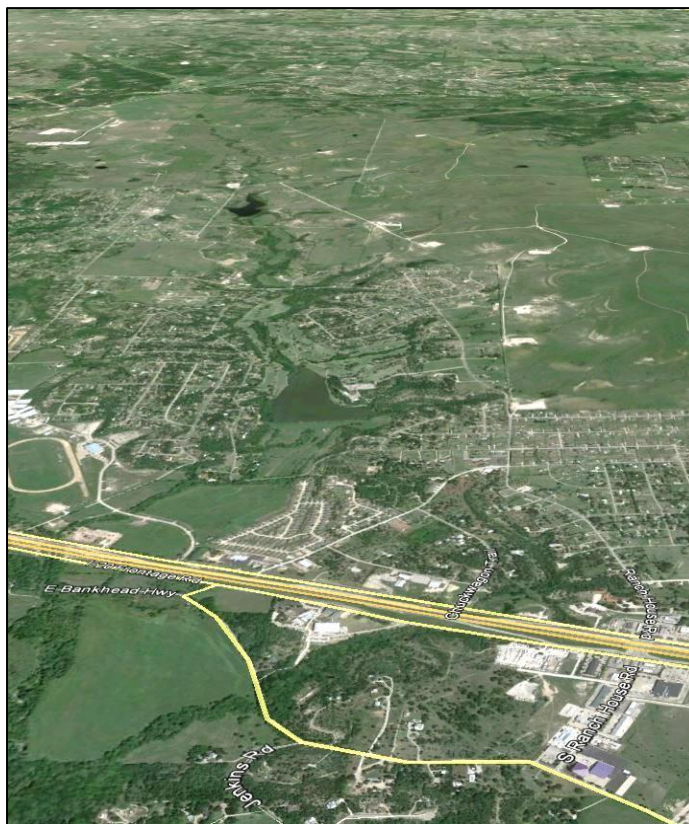


Figure 1: Aerial of Willow Park

Before an update to Willow Park's comprehensive plan is performed, a strategic plan must be conducted with key City decision-makers including City Council and the City Manager. The purpose of the strategic plan is to collectively identify key issues that are impacting Willow Park, define potential barriers or threats that may impact the community, establish a vision for the community and determine several action items that should be pursued by the City moving forward. The results of the strategic plan will be used to guide comprehensive plan goals, objectives and recommendations. The advantage of conducting the strategic plan prior to the comprehensive plan is the coordination of issues and a collective, unified strategy for Willow Park.

The completion of the strategic plan, and the follow-up comprehensive plan, will enable Willow Park to clearly define its vision to existing residents, future residents and prospective commerce. The process will help the City define and mitigate its weaknesses and define and leverage its strengths. With the adoption of the strategic plan, the City leaders will have established the direction for the community to follow.

What is a Strategic Plan?

Many communities generally engage in two separate processes—comprehensive planning and strategic planning. While both contain some similarities, they are different in their intent and formulation.

A comprehensive plan is generally prepared during a long process involving multiple forums for public input, serves as a basis for land use and development decisions and is a long-range plan for the community.

A strategic plan, on the other hand, is generally conducted in a charette style workshop with City management and decision-makers. The strategic plan, rather than focusing on land use and development decisions, provides policy-type actions that should be taken by the community in a shorter time frame, such as within a three-year period.

This strategic plan for Willow Park is intended to serve as an initial part of the comprehensive planning process by utilizing staff and decision-makers to identify community issues, develop a number of potential actions and define a number of initial priorities that should be explored by the City.



Figure 2: Strategic Plan Workshop

What are the Differences?

Comprehensive Plan

Longer Process: 6 Months to 1 Year
 Long Time Frame: 30 Years
 Extensive Public Input
 Long-Range Action Plan
 Basis for Future Land Use & Development

Strategic Plan

Quick Process: Intense Charette
 Short Time Frame: 5 Years
 Input From Management
 Specific Assignments & Deadlines
 Basis for Operational Decisions

Figure 3: Comprehensive Plan and Strategic Plan Differences

Strategic Plan Process

The strategic plan was conducted in a workshop setting with the City Council, City Manager and City department representatives. The workshop was held on June 19, 2013 in the Willow Park Council Chambers using a hierarchical approach.

The beginning of the workshop focused on high level issues by conducting a Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis. Once the issues were identified, a high-level vision statement was created. The mission statement provided a general description on the City's operational values. Action items were derived based upon the issues established during the SWOT Analysis and, finally, priorities related to the action items were developed. This approach progressively built upon each previous task to create a list of actions that could be pursued by City Council.

The strategic plan can be utilized by City Council in a number of ways. First, the SWOT Analysis provided a list of issues, both positive and negative, that can be further explored by Council or considered as decisions are made. Second, the action items and priorities, while not exhaustive, provide a starting point for Council to begin taking collective action. Finally, the strategic plan will help to guide the formation of goals, objectives and actions in the Comprehensive Plan Update.

“Destiny is not a matter of chance. It is a matter of choice.”

-William Jennings Bryan



Figure 4: Strategic Plan Process

SWOT Analysis

The Strategic Plan Workshop began with a Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis. A SWOT Analysis is a tool utilized by communities to assess internal and external factors influencing the community. **Strengths** are the existing internal assets of Willow Park, things that make the community attractive and unique. **Weaknesses** are the existing issues that could negatively impact the community's ability to grow, attract business or function efficiently. **Opportunities** are future prospects or characteristics that the community can potentially utilize in the future. **Threats** are potential external impacts or characteristics that the community may need to mitigate.

The process for conducting the SWOT Analysis began by asking each participant to identify one of Willow Park's strengths. The process continued until known strengths had been identified. The group moved on to identify perceived weaknesses, opportunities and threats. In the same manner, at the conclusion of the exercise, each participant was given a total of sixteen green dots and instructed to use a total of four dots on each of the four categories, totaling four votes per category. The four dots would be used to identify issues that the individual participant believed to be the most important. All four dots could be used on one single issue or could be spread to various issues, as the participant deemed appropriate. This process was repeated on each of the four categories.

The voting results were calculated to determine which issues the group believed to be the most important. The voting results can be utilized by the City during decision-making and will be utilized during the development of the Comprehensive Plan.



Figure 5: SWOT Voting Exercise

Strengths

What positive characteristics does Willow Park currently have that should be built upon?

- Location (11 Votes)
- Vacant Land for Retail and Commercial Development (9 Votes)
- Public Safety (9 Votes)
- City Government (3 Votes)
- Family-Oriented (1 Vote)
- Good Fiscal Health (2 Votes)
- Aledo Independent School District (2 Votes)
- Exposure (Corridors) (2 Votes)
- Water Storage/Pumping Capacities (2 Votes)
- Good Employees (1 Vote)
- Country-Feel
- Working-Class Mix
- Catalyst Developments

Weaknesses

What unfavorable characteristics does Willow Park currently have that should be minimized?

- No Economic Development Corporation (EDC) (7 Votes)
- Water Supply (6 Votes)
- Lack of Citizen Involvement/Participation (5 Votes)
- Reputation as Being Anti-Development (5 Votes)
- Lack of Standard Processes at the City (4 Votes)
- Incomplete Roadway Circulation along Interstate 20 to Support Retail (4 Votes)
- Roads & Infrastructure (4 Votes)
- Codes and Regulations are Out of Date (4 Votes)
- City's Reputation as Bullying Development (4 Votes)
- Beautification (3 Votes)
- No Animal Control (2 Votes)
- Water Quality (1 Vote)
- Community Facilities –Fire, Police, City Hall (1 Vote)
- Stormwater Drainage (1 Vote)
- Limited Parks & Recreation
- Branding & Identity
- City Facilities
- Difficult Development Process
- Ingress/Egress on Interstate 20
- Horse Race Track Blocking Access
- Small Lot Sizes in New Developments
- Lack of Hotels/Motels
- Lack of Rooftops to Support Retail
- Plat & Site Plan Approval Process
- Staff Capacity
- Lack of Tax Base Diversity

Opportunities

What characteristics could Willow Park seize for success in the future?

- Retail and New Development (11 Votes)
- Cooperative Services/Agreements for Water & Animal Control (7 Votes)
- Use/Sell of Effluent Water (5 Votes)
- Maximizing Interstate 20 Corridor (4 Votes)
- Surface Water Acquisition (4 Votes)
- Redevelopment Along Ranch House Road (4 Votes)
- “Downtown Development” Behind Brookshires (2 Votes)
- Quality Development (2 Votes)
- Parker County Bond Program (2 Votes)
- City Being an Attractive Employer (2 Votes)
- Lack of Sales Tax (2 Votes)
- Interstate 20 Frontage Roads (1 Vote)
- Residential Growth on the East
- Growth to Home-Rule City
- Parks/Events to Attract Visitors
- Multiple Key Development Areas
- Golf Course

Threats

What characteristics does Willow Park need to guard against for success in the future?

- Water Supply (7 Votes)
- Emergency/Disaster Response & Recovery (7 Votes)
- Undesirable Land Uses (5 Votes)
- Crestview and Walsh Ranch Developments (4 Votes)
- Overdevelopment of Health Facilities (4 Votes)
- Large Capital Wish List (4 Votes)
- Population Outpacing Water Supply (4 Votes)
- Public Perception of Lack of Water (3 Votes)
- Unregulated Growth in ETJ (3 Votes)
- Losing Retail and Development to Adjacent Cities (3 Votes)
- Not Following Smart Growth (1 Vote)
- Not Following Plans
- Landlocked
- Fort Worth’s Westward Expansion
- Regulatory Controls (TCEQ)
- Litigation

SWOT Analysis Summary

The following is a summary of the top vote-receiving issues from each of the four categories.

Strengths

Participants believed that the City's location is one of the community's greatest strengths. Willow Park is positioned along Interstate 20 between Weatherford and Fort Worth. Interstate 20 provides heavy pass-by traffic from both commuters as well as pass-through traffic. Willow Park is located away from the more urban development of Fort Worth, yet the urban amenities are easily accessible from the community. In addition to the City's prime location, vacant land for commercial development was also noted as a strength possessed by the community. Vacant land along Interstate 20 may enable Willow Park to attract future retail and commercial development, diversifying the City's tax base. Finally, the public safety services were believed to be a community asset, providing safety for residents.

Weaknesses

The lack of an economic development corporation (EDC) was believed to be one of Willow Park's greatest weaknesses. Without an EDC in Willow Park, neighboring communities that have EDCs are better positioned to attract and incentivize retail and commercial activity. Other communities have begun using the half-cent sales tax that was previously dedicated to Parker County property tax relief for economic development. Additional concerns regarding the groundwater supply of the community, particularly as growth continues, were raised. The City currently has sufficient water capacity to accommodate growth, but regional water issues may impact the City in the future. Participants believed that a lack of civic participation by residents was also a weakness and that opportunities to engage and involve residents should be important considerations. Finally, some in the development community believe that Willow Park is "anti-development." This image by some was believed to be an existing weakness and should be mitigated and improved in order to attract development.

Opportunities

One of the primary future opportunities identified for Willow Park included the potential for new retail and new development. Vacant land along Interstate 20 would provide highly visible land for future retail development. This would enable Willow Park residents to perform some of the retail needs within the community. Retail and commercial development also enhance the tax base and will enable the City to provide higher level services, such as parks. Cooperative service agreements were also believed to be future opportunities. Cooperative service agreements would be agreements established with neighboring communities to provide services to Willow Park, such as animal control. Finally, the use of effluent water was identified as a future opportunity. The use of effluent water for parks and golf courses would help with water conservation. Effluent water could potentially be sold for use in neighboring communities.

Threats

Future water supply was identified as a future threat. Without adequate water supply, and an adequate distribution system, future development may be deterred; therefore, implementing capital improvement program (CIP) projects in regards to water and wastewater infrastructure should be considered. Additionally, the preparedness and ability of the City to respond to natural disasters, such as a tornado, was believed to be a future threat. Finally, the threat of undesirable land uses and unwanted development, particularly along the community's key corridors, was identified as a future threat.

Vision Statement

The vision statement is intended to be a broad statement that spells out the goals or values of the community. The Vision Statement is intended to describe, at a high level, the community's values and what it wishes to become. The following is the vision statement developed during the session:

Willow Park is an enterprising, safe and family-oriented community that values its citizens as partners, quality education, responsible government and business opportunities.

Mission Statement

Similar to the vision statement, the mission statement generally provides a more concise statement of strategy on how the community can work towards achieving the mission statement. It describes the values by which the City should operate. The following is the mission statement developed during the session:

The City of Willow Park provides quality, effective and responsible services to its citizens and businesses by working today and planning for tomorrow.

Achievement Actions

The SWOT Analysis developed a list of issues, both positive/negative and internal/external, that set the framework for decision-making. The vision and mission statements provide general statements regarding what the community should become and how the City should function in order to incrementally work towards achieving the vision. These discussions have generally been high-level in their perspective but set the context from which actions could be created.

Achievement Actions serve to answer the following question:

“What does the City want to achieve in the next five years (2018)?”

Achievement actions were developed during the workshop. The actions developed were those seen as important steps that the City should take to address many of the issues discussed by the committee. Additionally, the actions developed help the City move towards its vision statement.

The following achievement actions were developed by the committee and are seen as short-term, 1-5 year action goals that should be pursued by the community as funding permits.

1. **Define Future Land Uses Within the Community:** Update the City's Future Land Use Plan Map to be utilized as development decisions are made.
2. **Construct a Workable Building for City Staff:** Examine opportunities to construct a new municipal facility.
3. **Update City Ordinances:** Review City ordinances to ensure they are functional, consistent and up-to-date.
4. **Create an Economic Development Corporation (EDC) to Expand the Tax Base:** Utilize an EDC to incentivize development and make Willow Park competitive regionally.
5. **Develop Surface Water Infrastructure:** Evaluate the potential to obtain additional surface water sources from outside entities.
6. **Improve Circulation Along Interstate 20:** Develop backage roads to facilitate development objectives along Interstate 20.

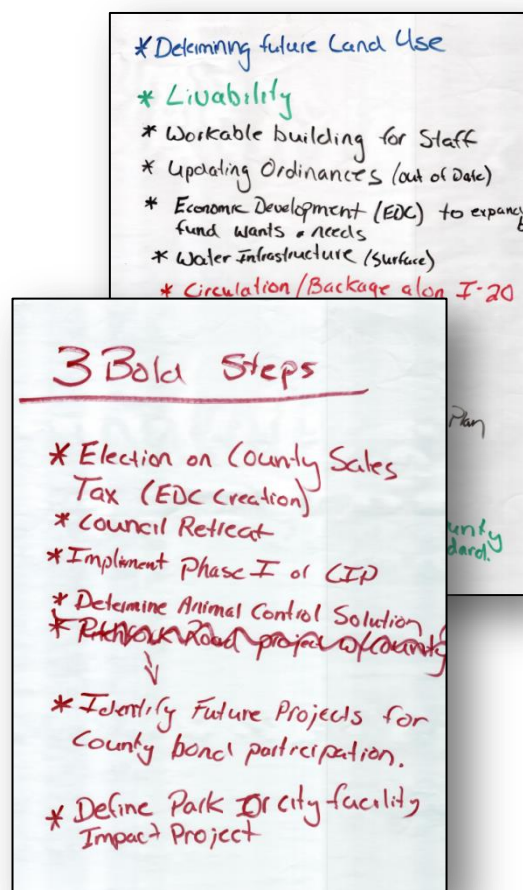


Figure 6: Achievement Actions/
Bold Steps Exercises

7. **Develop a Home-Rule Charter:** Develop a home-rule charter containing the city's governing elements in preparation of the community reaching 5,000 residents.
8. **Build Lift Stations Defined by Capital Improvement Program:** Determine funding opportunities to build needed lift stations contained in Phase I of the Capital Improvement Program.
9. **Implement Water Delivery Improvements Defined by Capital Improvement Program:** Secure funding sources to implement priority water improvements identified within the capital improvement program.
10. **Prioritize the Capital Improvement Program for Implementation Phasing:** While the CIP program for Willow Park has been divided into phases, projects within each of the phases should be prioritized to assist with implementation prioritization and funding.
11. **Explore Developing the Splash Park:** Determine the desire and examine potential funding sources for a splash park.
12. **Explore Developing Tennis Courts:** Determine the desire and examine potential funding sources for community tennis courts.
13. **Utilize Half-Cent Sales Tax Currently Dedicated to Parker County for Economic Development:** Explore the opportunity to utilize the half-cent sales tax for the creation of an Economic Development Corporation (EDC). This change will require voter approval and a public education campaign.
14. **Create Higher Development Standards to Protect Community Image:** When updating the community's ordinances, higher development standards should be utilized to protect Willow Park's image, particularly in regards to landscaping and building facades.

Bold Steps

At the conclusion of the workshop, a list of bold steps (priorities) was developed with the committee. Priorities are related to the developed list of action items and are items that were perceived as primary needs and initial steps that should be taken by the City.

1. Election on County Sales Tax for an Economic Development Corporation (EDC)

Currently, the City dedicates a half-cent sales tax to Parker County for property tax relief. Most communities in Parker County, and many of Willow Park's neighbors, have instead utilized the half-cent sales tax towards the creation of an Economic Development Corporation. These EDC's, particularly if organized as a 4B entity, can be utilized by the City for economic development by providing infrastructure assistance and Texas Local Government Code 380 economic incentives, among others. Utilizing the half-cent sales tax for economic development would require a vote by Willow Park residents. The lack of an existing EDC was rated as the top weakness during the SWOT Analysis and the creation of an EDC would aid Willow Park in addressing other issues/opportunities identified within the SWOT Analysis, such as leveraging Interstate 20.

2. Conduct a Full Council Retreat

The strategic planning efforts were a productive start on defining key issues and developing initial action items that should be pursued by the City. A more extensive council retreat, however, should be conducted. The council retreat would bring in representatives from various City departments to discuss key issues, may address City operational procedures and could bring in outside speakers or experts to address key issues defined by Council.

3. Implement Phase I of CIP

Willow Park currently has a listing of Capital Improvement Program (CIP) projects. These projects are capital needs by the City, such as infrastructure, roadway and facility improvements. Council should determine potential funding sources to begin implementing Phase I of the CIP. Implementing Phase I of the CIP would address some of the infrastructure issues identified during the SWOT Analysis.

4. Determine an Animal Control Solution

Animal control issues and solutions were discussed during the workshop. City Council should explore opportunities to address animal control issues, including potentially establishing a cooperative services agreement with a neighboring community. The issue was one of the top rated "opportunities" identified during the SWOT Analysis.

5. Identify Projects for County Bound Program Participation

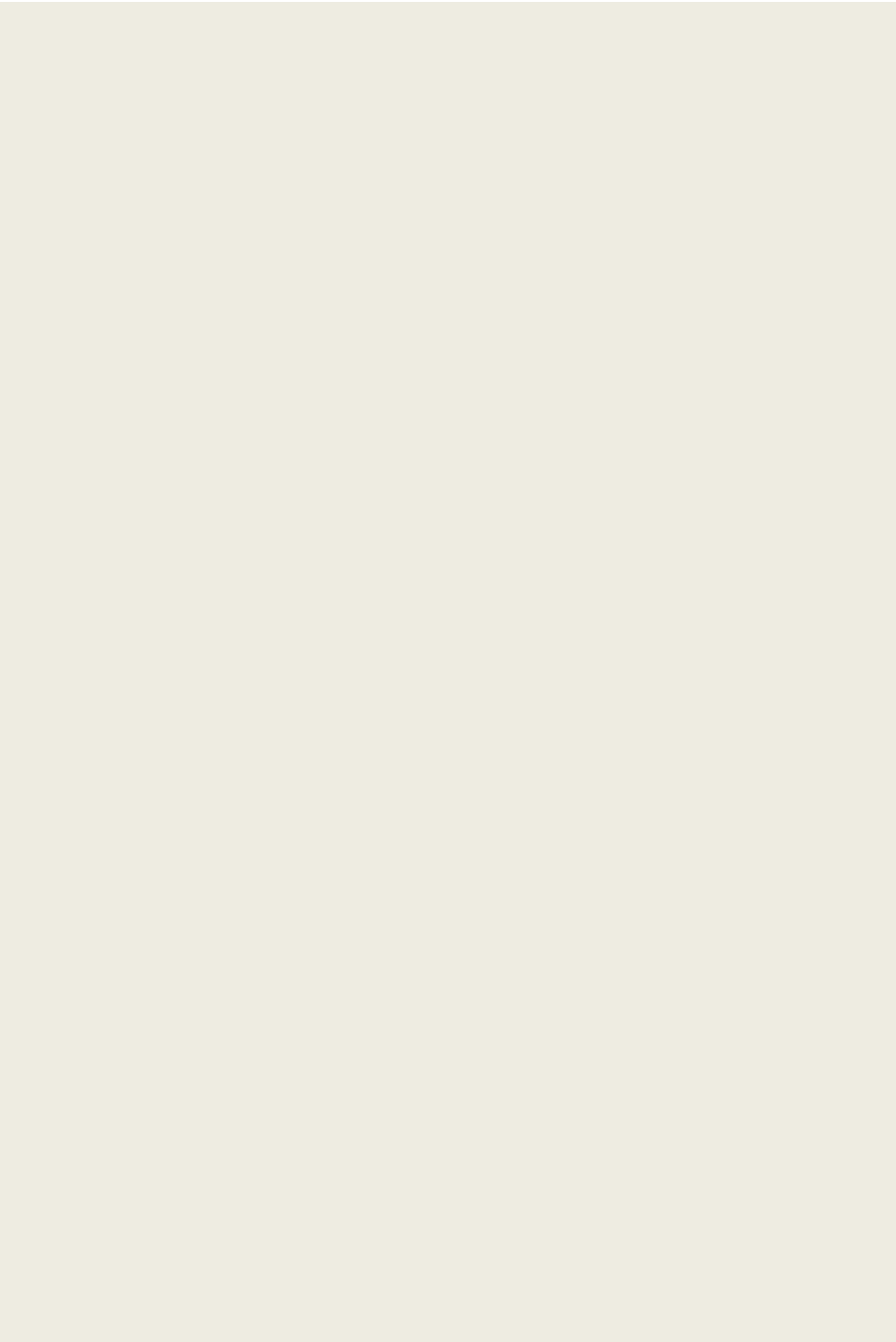
Parker County is currently updating its Thoroughfare Plan and bond program. Certain projects within Willow Park may be eligible for County bond participation. Willow Park should identify roadways where participation may be leveraged in order to obtain funding partnership and assistance from Parker County. This would help to address one of the top perceived weaknesses in the SWOT Analysis: roadways and infrastructure.

6. Determine an Impact Project

Capital projects, such as water and wastewater improvements, are projects aimed at ensuring safe and efficient delivery of essential services. These projects, while essential, are not as noticeable as quality of life amenities or physical building improvements. The City should identify one impact project and determine potential funding sources for facilitating the impact project. This will provide a visible and tangible project for Willow Park residents. Potential opportunities discussed during the workshop included a splash park, tennis courts, park improvements or a new municipal facility.

Summary





Appendix I:

Long Range General Fund CIP

Long Range Capital Improvement Plan

Project		2014	2015	2016	2017	2018
Debt Service	Refund 2008	383,150	402,200	415,800	429,000	441,800
	Series 2010	66,100	64,600	68,025	66,100	63,900
	<i>Debt Service Sub-Total</i>	<i>\$449,250</i>	<i>\$466,800</i>	<i>\$483,825</i>	<i>\$495,100</i>	<i>\$505,700</i>
Road Construction	ADA	\$20,000*				
	ValleyView/ WoodBridge	\$51,740				
	Navajo/Cherokee	\$58,325				
	Indian Camp	16,632				
	Fox Hunt				\$35,482	
	Aspenwood	11,405				
	W. Canyon			\$54,743		
	Trinity		\$30,609			
	Sam Bass		\$23,793			
	Crown Pointe		\$300,000*			
	Pitchfork					50,000
	Bankhead Hwy.					
	<i>Road Construction Sub-Total</i>	<i>\$138,102</i>	<i>\$54,402</i>	<i>\$54,743</i>	<i>\$35,482</i>	<i>\$50,000</i>
Equipment/Vehicles	PW -Roller	12,000				
	PW - F150			3,600	3,600	3,600
	PW - F250			4,300	4,300	4,300
	PW - Grade All 50%					
	DS - F150				3,600	3,600
	PD - Squad Car	54,609	54,609	8,000	8,000	8,000
	PD - Squad Car			8,000	8,000	8,000
	PD - Squad Car			8,000	8,000	8,000
	PD - Squad Car			8,000	8,000	8,000
	PD - Squad Car - R				8,000	8,000
	PD - Squad Car					8,000
	PD - Squad Car					8,000
	PD - Squad Car					8,000
	PD - Squad Car					8,000
	PD - Squad Car - R					
	PD - Detective			4,300	4,300	4,300
	PD - Command				5,000	5,000
	FD - Small Brush Truck			7,000	7,000	7,000
	FD - Brush Truck					
	FD - Fire Engine					
	FD - Support			4,300	4,300	4,300
	FD - Command				5,800	5,800
	<i>Equipment Sub-Total</i>	<i>\$66,609</i>	<i>\$54,609</i>	<i>\$55,500</i>	<i>\$77,900</i>	<i>\$109,900</i>
Grand Total		\$653,961	\$575,811	\$594,068	\$608,482	\$665,600
Adj. Less 1-time revenue		\$540,890				
% Change over Previous YR			6.46%	3.17%	2.43%	9.39%

Long Range Capital Improvement Plan

Project		2019	2020	2021	2022	2023
Debt Service	Refund 2008	457,175	469,950	491,825	502,800	527,800
	Series 2010	66,600	69,100	71,400		
	<i>Debt Service Sub-Total</i>	<i>\$523,775</i>	<i>\$539,050</i>	<i>\$563,225</i>	<i>\$502,800</i>	<i>\$527,800</i>
Road Construction	ADA					
	VallleyView/ WoodBridge					
	Navajo/Cherokee					
	Indian Camp					
	Fox Hunt					
	Aspenwood					
	W. Canyon					
	Trinity					
	Sam Bass					
	Crown Pointe					
	Pitchfork	50,000	50,000	50,000	50,000	50,000
	Bankhead Hwy.				25,000	25,000
	<i>Road Construction Sub-Total</i>	<i>\$50,000</i>	<i>\$50,000</i>	<i>\$50,000</i>	<i>\$75,000</i>	<i>\$75,000</i>
Equipment/Vehicles	PW -Roller					
	PW - F150	3,600	3,600	3,600	3,600	3,600
	PW - F250	4,300	4,300	4,300	4,300	4,300
	PW - Grade All 50%	20,000	20,000	20,000	20,000	20,000
	DS - F150	3,600	3,600	3,600	3,600	3,600
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car - R	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car	8,000	8,000	8,000	8,000	8,000
	PD - Squad Car - R	8,000	8,000	8,000	8,000	8,000
	PD - Detective	4,300	4,300	4,300	4,300	4,300
	PD - Command	5,000	5,000	5,000	5,000	5,000
	FD - Small Brush Truck	7,000	7,000	7,000	7,000	7,000
	FD - Brush Truck	9,000	9,000	9,000	9,000	9,000
	FD - Fire Engine	40,000	40,000	40,000	40,000	40,000
	FD - Support	4,300	4,300	4,300	4,300	4,300
	FD - Command	5,800	5,800	5,800	5,800	5,800
	<i>Equipment Sub-Total</i>	<i>\$186,900</i>	<i>\$186,900</i>	<i>\$186,900</i>	<i>\$186,900</i>	<i>\$186,900</i>
Grand Total		\$760,675	\$775,950	\$800,125	\$764,700	\$789,700
Adj. Less 1-time revenue						
% Change over Previous YR		14.28%	2.01%	3.12%	-4.43%	3.27%

Long Range Capital Improvement Plan

Project		2024	2025	2026	2027	2028
Debt Service	Refund 2008					
	Series 2010					
	<i>Debt Service Sub-Total</i>					
Road Construction	ADA					
	VallleyView/ WoodBridge					
	Navajo/Cherokee					
	Indian Camp					
	Fox Hunt					
	Aspenwood					
	W. Canyon					
	Trinity					
	Sam Bass					
	Crown Pointe					
	Pitchfork	50,000	50,000	50,000	50,000	50,000
	Bankhead Hwy.	25,000	25,000	25,000	25,000	25,000
	<i>Road Construction Sub-Total</i>	<i>\$75,000</i>	<i>\$75,000</i>			
Equipment/Vehicles	PW -Roller					
	PW - F150	3,600	3,600	3,600	3,600	3,600
	PW - F250	4,300	4,300	4,300	4,300	4,300
	PW - Grade All 50%	20,000	20,000	20,000	20,000	20,000
	DS - F150	3,600	3,600	3,600	3,600	3,600
	PD - Squad Car	8,000	8,000			
	PD - Squad Car	8,000	8,000			
	PD - Squad Car	8,000	8,000			
	PD - Squad Car	8,000	8,000			
	PD - Squad Car - R	8,000	8,000	8,000		
	PD - Squad Car	8,000	8,000	8,000	8,000	
	PD - Squad Car	8,000	8,000	8,000	8,000	
	PD - Squad Car	8,000	8,000	8,000	8,000	
	PD - Squad Car	8,000	8,000	8,000	8,000	
	PD - Squad Car - R	8,000	8,000	8,000	8,000	8,000
	PD - Detective	4,300	4,300	4,300	4,300	4,300
	PD - Command	5,000	5,000	5,000	5,000	5,000
	FD - Small Brush Truck	7,000	7,000	7,000	7,000	7,000
	FD - Brush Truck	9,000	9,000	9,000	9,000	9,000
	FD - Fire Engine	40,000	40,000	40,000	40,000	40,000
	FD - Support	4,300	4,300	4,300	4,300	4,300
	FD - Command	5,800	5,800	5,800	5,800	5,800
	<i>Equipment Sub-Total</i>	<i>\$186,900</i>	<i>\$186,900</i>	<i>\$154,900</i>	<i>\$146,900</i>	<i>\$114,900</i>
Grand Total		\$261,900	\$261,900	\$154,900	\$146,900	\$114,900
Adj. Less 1-time revenue						
% Change over Previous YR		-66.84%	0.00%	-40.86%	-5.16%	-21.78%

Long Range Capital Improvement Plan

Project		2029	2030	2031	2032	2033	2034
Debt Service	Refund 2008						
	Series 2010						
	<i>Debt Service Sub-Total</i>						
Road Construction	ADA						
	VallleyView/ WoodBridge						
	Navajo/Cherokee						
	Indian Camp						
	Fox Hunt						
	Aspenwood						
	W. Canyon						
	Trinity						
	Sam Bass						
	Crown Pointe						
	Pitchfork	50,000	50,000	50,000	50,000	50,000	50,000
	Bankhead Hwy.	25,000	25,000	25,000	25,000	25,000	25,000
	<i>Road Construction Sub-Total</i>						
Equipment/Vehicles	PW -Roller						
	PW - F150	3,600					
	PW - F250	4,300					
	PW - Grade All 50%						
	DS - F150	3,600	3,600				
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car - R						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car - R						
	PD - Detective	4,300					
	PD - Command	5,000	5,000				
	FD - Small Brush Truck	7,000	7,000	7,000	7,000	7,000	7,000
	FD - Brush Truck	9,000	9,000	9,000	9,000	9,000	9,000
	FD - Fire Engine	40,000	40,000	40,000	40,000	40,000	40,000
	FD - Support	4,300					
	FD - Command	5,800	5,800				
	<i>Equipment Sub-Total</i>	\$86,900	\$70,400	\$56,000	\$56,000	\$56,000	\$56,000
Grand Total		\$86,900	\$70,400	\$56,000	\$56,000	\$56,000	\$56,000
Adj. Less 1-time revenue							
% Change over Previous YR		-24.37%	-18.99%	-20.45%	0.00%	0.00%	0.00%

Long Range Capital Improvement Plan

Project		2035	2036	2037	2038	2039	2040
Debt Service	Refund 2008						
	Series 2010						
	<i>Debt Service Sub-Total</i>						
Road Construction	ADA						
	VallleyView/ WoodBridge						
	Navajo/Cherokee						
	Indian Camp						
	Fox Hunt						
	Aspenwood						
	W. Canyon						
	Trinity						
	Sam Bass						
	Crown Pointe						
	Pitchfork	50,000	50,000	50,000			
	Bankhead Hwy.	25,000	25,000	25,000	25,000	25,000	25,000
	<i>Road Construction Sub-Total</i>						
Equipment/Vehicles	PW -Roller						
	PW - F150						
	PW - F250						
	PW - Grade All 50%						
	DS - F150						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car - R						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car						
	PD - Squad Car - R						
	PD - Detective						
	PD - Command						
	FD - Small Brush Truck	7,000					
	FD - Brush Truck	9,000	9,000	9,000	9,000		
	FD - Fire Engine	40,000	40,000	40,000	40,000		
	FD - Support						
	FD - Command						
	<i>Equipment Sub-Total</i>	<i>\$56,000</i>	<i>\$49,000</i>	<i>\$49,000</i>	<i>\$49,000</i>		
Grand Total		\$56,000	\$49,000	\$49,000	\$49,000		
Adj. Less 1-time revenue							
% Change over Previous YR		0.00%	-12.50%	0.00%	0.00%		

Long Range Capital Improvement Plan

	Project	2041
Debt Service	Refund 2008	
	Series 2010	
	<i>Debt Service Sub-Total</i>	
Road Construction	ADA	
	VallleyView/ WoodBridge	
	Navajo/Cherokee	
	Indian Camp	
	Fox Hunt	
	Aspenwood	
	W. Canyon	
	Trinity	
	Sam Bass	
	Crown Pointe	
	Pitchfork	
	Bankhead Hwy.	25,000
	<i>Road Construction Sub-Total</i>	

Equipment/Vehicles	PW -Roller	
	PW - F150	
	PW - F250	
	PW - Grade All 50%	
	DS - F150	
	PD - Squad Car	
	PD - Squad Car	
	PD - Squad Car	
	PD - Squad Car	
	PD - Squad Car - R	
	PD - Squad Car	
	PD - Squad Car	
	PD - Squad Car	
	PD - Squad Car	
	PD - Squad Car - R	
	PD - Detective	
	PD - Command	
	FD - Small Brush Truck	
	FD - Brush Truck	
	FD - Fire Engine	
	FD - Support	
	FD - Command	
	<i>Equipment Sub-Total</i>	

Grand Total

Adj. Less 1-time revenue

% Change over Previous YR

Appendix J:

FY 2013 – 2014 CIP Costs

Willow Park
Street Improvements Needed

STREET	REPAIR AREA	PRICE PER SQ. FT.	MATERIAL	TOTAL REPAIR COST
1				
VALLEY VIEW CT.	8,544 SQ. FT.	\$2.10	ASPHALT OVERLAY	\$17,943
ENGINEERING			10%	\$1,794
TOTAL				\$19,737
2				
WOOD BRIDGE CT.	13,854 SQ. FT.	\$2.10	ASPHALT OVERLAY	\$29,094
ENGINEERING			10%	\$2,909
TOTAL				\$32,003
3				
NAVAJO CT.	3,750 SQ. FT.	\$2.10	ASPHALT OVERLAY	\$7,875
NAVAJO	20,000 SQ. FT.	\$0.96	2 – COURSE	\$19,200
ENGINEERING			10%	\$2,708
TOTAL				\$29,783
4				
CHEROKEE CT	9,750 SQ. FT.	\$2.10	ASPHALT OVERLAY	\$20,475
CHEROKEE	5,700 SQ. FT.	\$0.96	2 – COURSE	\$5,472
ENGINEERING			10%	\$2,595
TOTAL				\$28,542
5				
Indian Camp	15,750	\$0.96	2-Course	\$15,120
Engineering			10%	\$1,512
Total				\$16,632
6				
Fox Hunt (Phase 1)	336,600	\$0.96	2-Course	\$32,256
Engineering			10%	\$3,226
Total				\$35,482
7				
Aspenwood	10,800	\$0.96	2 - Course	\$10,368
Engineering				\$1,037
Total				\$11,405
8				
W. Canyon Ct	9,840	\$0.96	2 - Course	\$9,446
W. Canyon Ct	19,200	\$2.10	ASPHALT OVERLAY	\$40,320
Engineering				\$4,977

Willow Park
Street Improvements Needed

Total				\$54,743
9				
Trinity Ct.	10,300	\$2.10	ASPHALT OVERLAY	\$21,630
Trinity	7,100	\$0.96	2 - Course	\$6,816
Engineering				\$2,163
Total				\$30,609
10				
Sam Bass	10,300	\$2.10	ASPHALT OVERLAY	\$21,630
Engineering			10%	\$2,163.0
Total				\$23,793

PW Roller	12,000
DS Office	3,000

Appendix K:

Glossary

FY 2013-14 Budget Glossary

Accounting System: The methods and records established to identify, assemble, analyze, classify, record, and report the City's transactions and to maintain accountability for the related assets and liabilities.

Accounts Payable (AP): A short-term (one year or less) liability reflecting amounts owed for goods and Services received by the City.

Accounts Receivable (AR): An asset reflecting amounts due from other persons or organizations for goods and services furnished by the City.

Accrual Accounting: A basis of accounting in which revenues and expenses are recorded at the time they occur, rather than at the time cash is received or paid by the city.

Actual: The actual amount spent on expenditures as it relates to a fund, department and/or expenditure category. These amounts have been adjusted and include audit adjustments.

Ad Valorem Taxes: Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate. Two ad valorem rates create the total collection:

Maintenance and Operations Rate: This rate is one of two component rates that make up the total tax rate. Revenue generated by this rate is used to fund general operations of the City.

Debt Service Rate: This rate is the second of two component rates that make up the total tax rate. This rate is set by law in an amount sufficient to generate enough revenue with which to pay the City's maturing general obligation debt.

Adjustment to Base Request: A request needed to maintain current service levels, such as fuel or electricity, and may include personnel when needed to maintain the service level.

Advanced Refunding Bonds: Bonds issued to refinance an outstanding bond issue before the date the outstanding bonds become due or callable. Proceeds of the advance refunding are deposited in escrow with a fiduciary, invested in U.S. Treasury Bonds or Other authorized securities and used to redeem the underlying bonds at their maturity or call date, to pay interest on the bonds being refunded, or to pay interest on the advance refunding bonds.

Appropriations: An authorization made by the City Council which permits the City to make expenditures and incur obligations.

Approved: The adopted budget for a fund, department and/or expenditure category for the upcoming fiscal year.

Assessed Value: A valuation set upon real estate or other property as a basis for levying property taxes. All property values within the City of Willow Park are assessed by the Parker County Appraisal District.

Asset: The resources and property of the City that can be used or applied to cover liabilities.

Audit: An examination or verification of the financial accounts and records. The City is required to have an annual audit conducted by qualified certified public accountants.

Balanced Budget: A budget with total revenues equaling total expenditures. The City adopts an annual budget that will have a balanced General Fund budget; however, the total budget is either balanced or has revenues over higher than expenditures.

Base Budget: Refers to a departmental operating budget minus personnel and VES contribution.

Basis of Accounting: Refers to when revenues, expenditures, expenses, and transfers (and the related assets and liabilities) are recorded and reported in the financial statements.

Bond: A written promise to pay a specified sum of money (called the principal amount) at a specific date or dates in the future (called the maturity dates) and carrying interest at a specified rate, usually paid periodically. The difference between a bond and a note is that a bond is issued for a longer period and requires greater legal formality. The most common types of bonds are general obligation and revenue bonds. Bonds are usually used for construction of large Capital projects, such as buildings, streets, and water/sewer system improvements.

Bonded Debt: The portion of indebtedness represented by outstanding (unpaid) bonds.

Bonds Issued: Bonds sold by the City.

Bonds Payable: The face value of bonds issued and unpaid.

Budget: A financial plan for a specified period of time (fiscal year for the City) that includes an estimate of proposed expenditures and the means for financing them.

Budget Message: A general discussion of the proposed budget as presented in writing by the City Manager to the City Council.

Capital Budget: A plan of proposed capital outlays and the means of financing them for the current fiscal period.

Capital Improvements: Expenditures for the construction, purchase, or renovation of City facilities or property.

Capital Outlay: Expenditures resulting in the acquisition of or addition to the City's fixed assets. Generally, any item with a purchase price of \$5,000 or more and having an estimated useful life of at least two years is classified as a capital outlay expenditure.

Cash Basis: A basis of accounting in which transaction recorded when cash is received or disbursed.

Category Descriptions: The name given to a group of similar line items. E.I. Line items related to the operating a facility such as gas and electricity grouped under the category description of Occupancy.

Certificate of Obligation Bonds: Bonds backed which do not require voter approval and can either be backed by the full faith and credit of the City or by a specific or special revenue stream.

Charges for Service: The revenue typically charged for a service is specific to an individual user, rather than a communal good, therefore the charge is used to offset the cost for the individual need. Ex. Park fees and utility charges.

Debt Service Fund: A fund established to account for funds needed to make principal and interest payments on outstanding bonds when due. Also referred to as an Interest and Sinking Fund.

Debt Service Requirements: The amount of money required to pay interest and principal for a specified period on outstanding debt.

Delinquent Taxes: Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.

Department: A functional group of the City with related activities aimed at accomplishing a major City service or program (e.g. the Fire Department).

Depreciation: The prorating of the cost of a fixed asset over the estimated service life of the asset. Each period is charged with a portion of such cost, and through this process, the entire cost of the asset is ultimately charged off as an expense. In governmental accounting, depreciation may be recorded in proprietary funds. Assets in general governmental funds are expensed entirely when purchased.

Division: A sub-group of a Department that represents a major service provided by the Department (e.g. the Fire Suppression Division).

Effective Tax Rate: The rate necessary to raise the same total amount of taxes from the same properties that were on the roll last year.

Efficiency & Effectiveness Measure: A performance indicator is an assessment of how well or the degree of quality a department provides services.

Encumbrance: The commitment of appropriated funds to purchase an item or service. An encumbrance differs from an account payable in that a commitment is referred to as an encumbrance before goods or services are received.

Enhancement Request: A request considered a “nice-to-do” and would enhance or add to the current service levels.

Enterprise Fund: See Proprietary Fund.

Equity: The difference between assets and liabilities of the fund.

Estimated: An estimate of an unknown number, such as future revenue, based upon history, trend, or other logical methods.

Expense/Expenditure: Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

Extra Territorial Jurisdiction (ETJ): The unincorporated area that is contiguous to the corporate boundaries of a City. The ETJ area for the City of Willow Park extends one mile from the City's boundaries. Cities have certain powers in their ETJ's to promote and protect the general health, safety, and welfare of persons residing in and adjacent to the City.

Fiduciary Fund: A fund created for situations in which the government is acting in a trustee capacity or as an agent for other entities.

Fire Protection Fees: Revenues from this fee cover the cost of the City providing fire protection service to areas in the ETJ. This fee is assessed in lieu of the ETJ districts charging an ad valorem tax.

Fiscal Year (Period): The time period designated by the City signifying the beginning and ending period for recording financial transactions of the City. The City of Willow Park's fiscal year begins each October 1st and ends the following September 30th.

Fixed Assets: Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.

Franchise: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Franchise Fees: These fees are derived from major public utilities operating within the City and are intended to reimburse the City for use of public streets and rights of way, which is generally computed as a percent of gross receipts and the percentages vary among the utility classes.

Full Faith and Credit: A pledge to the City's taxing power to repay debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or tax supported debt.

Full-Time Equivalent (FTE): A calculation of a position in which a position is calculated by the proportion of hours worked compared to a full-time employee. Ex. A season employee is a .25 FTE because a budgeted to work a ¼ the number of hours of a full-time employee.

Fund: Separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Fund Balance: The excess of a fund's assets over its liabilities and reserves.

Garbage Collection Fees: A fee is assessed for the collection of garbage which is provided by the City through the use of an outside vendor.

General Fund: The largest fund within the City. Accounts for all financial resources except those required to be accounted for in another fund. The General Fund Contains the activities commonly associated with municipal government, such as police and fire protection, libraries, and parks and recreation.

General Obligation Bonds: Voter-approved Bonds backed by the full faith and credit of the City and funded thru Ad Valorem Taxes.

Governmental Fund: Includes activities usually associated with a typical local government's operations, such as Police protection. Governmental Funds also include "Special Revenue" Funds that account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Impact Fees: These fees are charged for facility expansion of the city's water and wastewater systems. The Texas Local Government Code, Chapter 395, enacted by the State Legislature in 1987 (Senate Bill 336) and amended in 1989, empowers cities to impose and collect "impact fees" upon new development.

Interest: Idle funds are prudently invested in various instruments allowed under the adopted City Investment Strategy and Policy.

Interfund Transfers: All interfund transactions except loans and reimbursements.

Intergovernmental Revenues: Revenues from other governments in the form of grants, entitlements, or payments in lieu of taxes.

Machinery & Equipment: Property that does not lose its identity when removed from its location and is not changed materially or consumed immediately by use.

Maintenance: The act of keeping assets in a state of good repair. It includes preventive maintenance, normal periodic repairs, part replacement, and so forth, needed to maintain the asset so that it continues to provide normal service.

Mission Statement: tells you the fundamental purpose of the organization. It concentrates on the present. It defines the customer and the critical processes. It informs you of the desired level of performance.

Modified Accrual Basis: This method of governmental accounting recognizes revenues when they are measurable and available and expenditures when goods or services are received (except for principal and interest on long-term debt, which is recognized when paid).

Operating Budget: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.

Operating Expenses: Proprietary fund expenses related directly to the fund's primary activities.

Operating Income: The excess of proprietary fund operating revenues over operating expenses.

Operating Revenues: Proprietary fund revenues directly related to the fund's primary activities. They consist primarily of user charges for goods and services.

Ordinance: A formal legislative enactment by the City Council.

Paying Agent: An entity responsible for paying the bond principal and interest on behalf of the City.

Performance Improvement: A departmental goal for the fiscal year which should improve performance, efficiency, customer service, etc. and should be completed with-in the fiscal year.

Performance Indicator: A departmental measure of performance.

Principal: The face value of a bond, payable on stated dates of maturity.

Proprietary Fund: Also referred to as an Enterprise Fund. A governmental accounting fund in which the services provided, such as water and sewer service, are financed and operated similarly to those in a private business. The intent is that the costs of providing these services be recovered through user charges.

Purchase Order (PO): A requisition document for a good or service that has been approved by Finance and includes the amount to be expended for the requisition assuming a satisfactory delivery of the good or completion of the service.

Reimbursements: Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it, but that apply to another fund.

Resolution: A special or temporary order of the City Council. Requires less formality than an ordinance.

Retained Earnings: An equity account reflecting the accumulated earnings of a proprietary fund.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.

Rollback Tax Rate: The rollback rate is the sum of the Effective M&O (or the rate to raise the same M&O amount on the same properties from the previous year) rate plus 8% and the debt rate (or the rate required to fund the anticipated ad valorem debt obligations). If the rate is exceeded, the citizens can call an election by using a petition that will “roll back the rate” to the rollback rate.

Sales Tax: A tax levied upon the sale of certain goods and services as allowed by Texas State law. The State of Texas levies a 6.25% sales tax. The City of Willow Park levies a 2% sales tax, which is allocated as 1% to the General Fund, 0.5% to City Property Tax Relief and 0.5% to County Property Tax Relief. The Total rate for the City is 8.25%.

Special Revenue Fund: Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Taxes: Compulsory charges levied by a government to finance services performed for the common benefit.

Tax Levy Ordinance: An ordinance through which taxes are levied.

Tax Roll: The official list showing the amount of taxes levied against each taxpayer or property.

Transfer: A transfer moves funds from other funds to another in order to either cover expenses, such as transfers to debt funds or to properly state a fund's cost of business such as the Utility Fund transfer to the General Fund which funds administrative costs.

Unencumbered Balance: The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

User Charges: The payment of a fee for direct receipt of a public service by a party benefiting from the service (e.g. water and sewer fees).

Vision Statement: A vivid idealized description of a desired outcome that inspires energizes and helps you create a mental picture of your target. It could be a vision of a part of your life, or the outcome of a project or goal.

Working Capital: For enterprise funds, the excess of current assets over current liabilities.

Workload Measure: Performance Indicator that shows the amount of work completed or the amount of service is provided during a fiscal year.