



THE CITY OF GLENN HEIGHTS

CITY MANAGER'S

OFFICE

MEMO

To: Honorable Mayor and City Council
From: Jacqueline L. Lee, City Manager
Subject: FY 2011-12 Proposed Budget
Date: July 27, 2011

In compliance with State Statutes and the City's Home Rule Charter, I submit to you the FY 2011-12 Proposed Annual Program of Services. The Proposed Annual Program of Services represents the projected beginning fund balances, proposed revenue sources, plan of expenditures, and projected ending fund balances for the fiscal year beginning October 1, 2011 and ending on September 30, 2012. Your packet also includes supporting departmental summaries and line items.

MAJOR CONSIDERATIONS

Until the budget is formally adopted, the proposed budget may change due to directions from the City Manager and/ or consensus directions from the City Council.

The proposed budget has been prepared with the following considerations:

1. No increase in property taxes. The proposed rate is the same as the current rate of 0.795, and is less than the effective rate of 0.807553.
2. City Council line item expenses are currently in the Administration Department; however, it is under consideration for them to have their own separate department in the budget. This will be addressed before final budget adoption.
3. In order to help sustain a minimum fund balance, the City Manager has made 10% reductions in office supplies, and conferences, travel and training line items in all departments proposed budgets. The impact of this reduction should be minimal to the department's delivery of services.
4. Compensation STEP plan increases are included.
5. Implementation of the Aetna health care plan is included, as well as continuing the stipend for employee dependent coverage.
6. TMRS matching remains at 1:1.
7. The water and sewer fund portion \$195,950 of next year's debt requirements are

1 | Prepared by: Jacqueline L. Lee, City Manager, and Eddie Peacock, Consultant

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included in the I&S portion of the proposed tax rate. This is to further stabilize the water and sewer fund without implementing further utility rate increases.

8. Maintain a projected reserve of \$279,283 in the debt service fund for future I&S tax rate stabilization.
9. A new special revenue fund is created to account for the SAFER grant, and includes grant funding for the four firefighter positions in FY 2012.
10. A reserve of \$83,000 is to be designated in the general fund in FY 2012 for future funding when the SAFER grant expires after three years.
11. No increased service levels (ISL) are included in the proposed budget. These will be prioritized and can be added before the final budget is presented for adoption.

PROPERTY TAXES

The proposed budget includes maintaining the same overall tax rate of 0.795. This is below the effective rate of 0.807553 and is a decrease in property taxes. Adopting above the effective rate is a tax increase.

The two components of the tax rate, 1) maintenance and operations (M&O), and 2) interest and sinking (I&S) are changing as follows:

	<u>FY 2011</u>	<u>FY 2012</u>	<u>Change</u>
M&O	0.6514	0.6314	-0.02
I&S	<u>0.1436</u>	<u>0.1636</u>	<u>+0.02</u>
Total	0.7950	0.7950	0.00

Note: adopting the effective rate of 0.807553 generates \$49,800 more in property taxes in the general fund without a tax increase.

ATTACHMENTS

Attached is an updated Budget Calendar. Please note August 22 and 29 public hearings are only required if the City plans to adopt a tax rate above the effective rate of 0.807553.

Also attached are the following presentations for your review: 1) All Funds Summary, 2) Individual Fund Summaries, 3) Departmental summaries and line items, and 4) listing of increased service levels.

All Funds Summary

This is a summary of all of the City's funds showing the projected beginning fund balances, proposed revenues and expenditures, and projected ending fund balances of each fund. Also shown for the major operating funds, is the projected ending number of days in reserve. A grand total for all funds is also shown.

2 | Prepared by: Jacqueline L. Lee, City Manager, and Eddie Peacock, Consultant

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Individual Funds Summaries

These are individual fund summaries showing the projected beginning fund balance, proposed revenue details and expenditures by department, and projected ending fund balances of the fund.

The individual fund summaries also show comparisons of the FY 2010 actual, FY 2011 budget, FY 2011 projections, and FY 2012 proposed amounts.

Departmental Worksheets

These are to present the individual line items for each department within a fund, as well as show comparisons of the FY 2010 actual, FY 2011 budget, FY 2011 projections, and FY 2012 proposed amounts.

Increased Service Levels Listing

Listing of items by departments that are under consideration for adding to the proposed budget.

WEB SITE

The proposed budget will be posted on the City's web site. A public hearing on the budget is scheduled prior to the scheduled formal budget adoption by the City Council.

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BUDGET CALENDAR

DATE	EVENT	RESPONSIBILITY	ACTION REQUIRED
Thursday, April 7	Mid-year Budget Reports	Finance Department	Distribute mid-year March budgetary reports to departments
Tuesday, April 12	FY 2011 Budget Projections	All Departments	Departmental FY 2011 year-end projections due to Finance
Monday, April 18	City Council Financial Workshop	City Council, Finance Department	City Council financial workshop – FY 2011 mid-year budget update
Tuesday, May 3	Departmental Budget kick-off	All Departments	Departmental budget kick-off and budget forms training
Monday, June 6 <i>Postponed to Saturday, June 18</i>	1 st City Council Budget Workshop	City Council, City Manager, Administration, Human Resources, City Secretary, Municipal Court, Finance	City Manager Budget Outlook, Part 1 of General Fund Departments Presentations
Tuesday, June 7	Departmental Budget Forms Due	All Departments	Complete FY 2011 Projections, FY 2012 Proposed Budget, and Increased Service Level Forms
Thursday, June 9	2 nd City Council Budget Workshop	City Council and Senior Staff	Attend Training at City Hall, 9am to 4pm
Saturday, June 18 9am to 3pm	3 rd City Council Budget Workshop	City Council, City Manager, Streets, Parks, Planning, Economic Development, Water, Wastewater, Drainage Departments. Finance Department	Part 2 of Departmental Budget Presentations
Monday, June 20	4 th City Council Budget Workshop	City Council, Public Safety – Police, Fire, Code Enforcement, Animal Control, Emergency Management	Part 3 of Departmental Budget Presentations
Thursday, June 23	City Manager Departmental Budget Review	City Manager, Administration, Human Resources Departments	City Manager reviews departmental budgets

DATE	EVENT	RESPONSIBILITY	ACTION REQUIRED
Friday, June 24	City Manager Departmental Budget Review	8:30 am - Police Department, Municipal Court Technology and Security Funds. 2:00 pm – Fire budget review 3:00 pm – Water Customer Service/ Meter Services budget review	City Manager reviews departmental budgets
Monday, June 27	City Manager Departmental Budget Review	1:00 pm – Economic Development 2:00 pm – City Secretary/ Municipal Court	City Manager reviews departmental budgets
Wednesday, June 29	City Manager Departmental Budget Review	2:00 pm – Public Works, Parks, Parks Development, Water, Wastewater, Impact Fees, Drainage, Planning budget reviews	City Manager reviews departmental budgets
Thursday, June 30	City Manager Departmental Budget Review	2:00 pm – Utility Administration, Meter Services	City Manager reviews departmental budgets
Tuesday, July 5	5 th City Council Budget Workshop	City Council, Auditor, Finance Department, City Manager, All Departments	Present FY 2010 CAFR and audit report FY 11 budget amendment – capital leases Debt Service Fund General Fund Departmental Recap/ City Council Q&A
Saturday, July 9 9am to 3pm	6 th City Council Budget Workshop	City Council, City Manager, All Departments	City Council Priorities Departmental Presentations - Increased Service Levels Capital Improvements Plan Town Hall Meeting - 1:00pm to 2:30pm
Monday, July 18	7 th City Council Budget Workshop	City Council, City Manager, Finance, Human Resources Departments	Present 3 rd Quarter Financial Report, Quarterly Investment report Personnel & Benefits Risk Management Utility Rate Plan

			Memo - Technology/ Equipment Replacement Memo - Revenue Fee Schedule City Manager Budget Wrap-Up
Thursday, July 21	8 th City Council Budget Workshop	City Council, City Manager, All Departments	Ranking of Increased Service Levels Postponed
Monday, July 25	Certified Property Appraisals	DCAD, Ellis County Appraisal District	Certify appraisal roll to City
Friday, July 29	Preliminary Proposed Budget	City Manager	Provides Preliminary Proposed Budget to City Council and files with City Secretary
Monday, August 1	9 th City Council Budget Workshop Postponed	City Council, City Manager, All Departments	Bond Referendum
DATE	EVENT	RESPONSIBILITY	ACTION REQUIRED
Friday, August 5	Provide Effective and rollback tax rate calculations	Dallas and Ellis County Tax Departments, City Secretary, Finance Department	Publish effective & rollback rate notice in newspaper, provide to City Council 72 hour meetings notice for Monday, August 8 meeting to discuss tax rate, also post on website.
Monday, Aug 8	10 th City Council Budget Workshop	City Council, City Manager, All Departments	Budget Presentation <u>City Council Decision Point</u> Meeting to accept certified tax roll from appraisal districts and discuss proposed tax rate. If the proposed tax rate exceeds the effective rate (tax increase), then take a record vote to place a proposal to adopt the proposed tax rate on the September 12 meeting agenda. The proposal must specify the desired tax rate. If motion passes, schedule 2 public hearings on the tax increase.
Friday, August 12	Notice of Tax Increase (required only if tax increase)	City Secretary	Publish 1 st Notice of Tax Increase Required only if tax increase.
Wednesday, August 17	Public Notice	City Secretary	Publish 72 hour meetings notice (for Saturday, August 20 meeting of budget workshop), first public hearing on tax rate (for Monday,

			August 22) Publish notice of public hearing on budget (Tuesday, Sept 6.) no later than 10 th day before the budget hearing
Saturday, August 20 9am to 3pm	11 th City Council Budget Workshop 9am to 3pm Cancelled	City Council, City Manager, All Departments	City Council Q&A outstanding budget issues Cancelled
Monday, August 22	1 st Public Hearing on tax rate (required only if tax increase)	City Council	Conduct public hearing on proposed tax rate (required only if tax increase)
Friday, August 26	Public Notice (required only if tax increase)	City Secretary	Publish 72 hour open meetings notice for second public hearing on tax rate (required only if tax increase)
DATE	EVENT	RESPONSIBILITY	ACTION REQUIRED
Monday, August 29	2 nd Public Hearing on tax rate (required only if tax increase)	City Council	Conduct public hearing on proposed tax rate (required only if tax increase)
Tuesday, August 30	Public Notice (required only if tax increase)	City Secretary	Publish Notice of Tax revenue Increase Also post on City's website (required only if tax increase)
Tuesday, September 6	Council Meeting	City Council, City Manager, All Departments	Regular City Council Meeting Public Hearing on the Proposed Budget
Friday, September 9	Public Notice	City Secretary	Publish 72 hour open meetings notice for Tuesday, September 12 meeting of City Council to adopt FY 2012 budget and tax rate
Monday, September 12	Special City Council meeting	City Council, City Manager, All Departments	<u>Council Action</u> Adopt FY 2010 budget and tax rate (must be 2 separate agenda items)
September 30			Adopt tax rate before September 30 or 60 days after the City received the appraisal roll, whichever date is later
October 1		Tax Office	Prepares and mails tax bills

ALL FUNDS SUMMARY

**ALL FUNDS SUMMARY
CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12**

FUND	BEGINNING RESOURCES/ FUND BALANCE	INCREASES/ REVENUES	DECREASES/ EXPENDITURES	TRANSFERS IN/ (OUT)	ENDING RESOURCES/ FUND BALANCE	NUMBER OF DAYS RESERVE
GENERAL	994,350	3,987,982	(4,678,403)	625,632	929,561	73
DEBT SERVICE	274,955	658,197	(653,299)	-	279,853	156
WATER AND SEWER	164,770	4,559,144	(3,995,700)	(600,532)	127,682	12
DRAINAGE FUND	20,030	257,420	(240,840)	(12,500)	24,110	35
MUNICIPAL COURT TECHNOLOGY	14,656	8,500	-	-	23,156	
MUNICIPAL COURT SECURITY	15,627	7,500	-	-	23,127	
SAFER GRANT FUND	-	217,152	(217,152)	-	-	
911 WIRELESS	106,711	36,000	(40,000)	-	102,711	
CITY FESTIVAL	(28,532)	-	-	-	(28,532)	
2009 CARRY OVER	12,600	-	-	(12,600)	-	
POLICE SEIZURE	685	-	-	-	685	
KEEP GLENN HEIGHTS BEAUTIFUL	195	-	-	-	195	
PARK LAND DEDICATION	239,128	-	-	-	239,128	
IMPACT FEES	854,427	-	(187,500)	-	666,927	
2006 CO'S	591,160	-	-	-	591,160	
2008 CO'S	172,767	-	-	-	172,767	
GRAND TOTAL	3,433,529	9,731,895	(10,012,894)	-	3,152,530	

INCLUDES:

- 1 ADOPTING A TOTAL TAX RATE OF 0.7950, A TAX DECREASE (BELOW EFFECTIVE RATE OF 0.807553)
- 2 EMPLOYEE STEP PLAN
- 3 I&S TAX RATE INCLUDES FY 12 UTILITY FUND DEBT PAYMENTS, AND INCREASES FROM 0.1436 TO 0.163465
- 4 NO USE OF RESERVE IN DEBT SERVICE (I&S) FUND - SAVE FOR FUTURE RATE STABILIZATION
- 5 AETNA HEALTH INSURANCE PLAN
- 6 CONTINUING 40,000 DEPENDENT COVERAGE STIPEND IN GENERAL FUND
- 7 10% REDUCTION IN FY 12 DEPT REQUESTS FOR OFC SUPPLIES AND CONFERENCES, TRAVEL & TRAINING LINE ITEMS

DOES NOT INCLUDE:

- 8 TMRS 2:1
- 9 DEPARTMENTAL REQUESTS FOR INCREASED SERVICE LEVELS

INDIVIDUAL FUNDS SUMMARIES

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
GENERAL FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
M&O Tax Rate/ \$100 valuation	0.597352	0.651400	0.651400	0.631355
REVENUES				
PROPERTY TAXES:				
Property tax current	2,383,076	2,546,984	2,545,000	2,506,582
Property tax delinquent	62,668	37,500	48,000	37,500
Property tax penalty & interest	39,737	25,000	30,000	25,000
TOTAL PROPERTY TAXES	<u>2,485,481</u>	<u>2,609,484</u>	<u>2,623,000</u>	<u>2,569,082</u>
FRANCHISE FEES:				
Electric	169,141	160,000	185,000	185,000
Telephone	45,073	42,200	60,000	60,000
Gas	43,238	42,500	49,138	48,000
Cable	7,798	8,000	8,000	8,000
Sanitation	42,547	42,500	50,000	50,000
Video	34,133	20,000	15,000	15,000
TOTAL FRANCHISE FEES	<u>341,930</u>	<u>315,200</u>	<u>367,138</u>	<u>366,000</u>
SALES TAXES	241,531	312,000	312,000	312,000
PERMITS & FEES	182,009	145,021	137,032	139,800
MUNICIPAL COURT FINES	389,731	399,000	438,461	400,000
CHARGES FOR SERVICES:				
Sanitation	67,759	72,657	50,000	50,000
Ambulance	39,943	31,700	25,739	30,000
Tower rental	31,883	26,900	20,735	26,900
	<u>139,585</u>	<u>131,257</u>	<u>96,474</u>	<u>106,900</u>
RECREATION	10,544	10,750	6,880	6,800
INTEREST	3,949	4,250	3,008	3,000
INTERGOVERNMENTAL				
Grant revenue	39,607	-	-	-
School resource officer	13,000	13,000	13,000	13,000
TOTAL INTERGOVERNMENTAL	<u>52,607</u>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>
MISCELLANEOUS	123,445	79,765	73,768	71,400
TOTAL REVENUES	<u>3,970,812</u>	<u>4,019,727</u>	<u>4,070,761</u>	<u>3,987,982</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
GENERAL FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
EXPENDITURES				
Administration	273,272	343,268	343,268	368,099
City Manager's Office	365,166	244,170	240,957	242,199
City Secretary	127,055	113,089	112,467	135,328
Human Resources	-	194,161	193,537	208,790
Finance	166,811	192,688	227,229	207,676
Municipal Court	173,629	187,151	186,657	184,349
Fire	846,046	816,355	829,393	599,506
Police	1,760,476	1,858,092	1,806,036	1,861,221
Streets	176,375	219,579	236,942	238,295
Economic Development	120,937	127,882	63,613	128,666
Planning	296,207	292,377	270,182	311,503
Parks & Recreation	142,872	188,502	176,179	192,771
Non-Departmental	309,484	34,500	109,500	-
TOTAL EXPENDITURES	<u>4,758,330</u>	<u>4,811,814</u>	<u>4,795,960</u>	<u>4,678,403</u>
REVENUE OVER (UNDER) EXPENDITURES	(787,518)	(792,087)	(725,199)	(690,421)
OTHER FINANCING SOURCES:				
TRANSFERS-IN:				
Water and Wastewater Fund	600,532	600,532	600,532	600,532
2009 Carry Over Fund	-	-	-	12,600
Drainage Fund	32,000	12,500	12,000	12,500
TOTAL TRANSFERS-IN	<u>632,532</u>	<u>613,032</u>	<u>612,532</u>	<u>625,632</u>
CAPITAL LEASE PROCEEDS	166,658	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>799,190</u>	<u>613,032</u>	<u>612,532</u>	<u>625,632</u>
NET CHANGE IN FUND BALANCE	11,672	(179,055)	(112,667)	(64,789)
FUND BALANCE, OCT 1	1,095,345	1,107,017	1,107,017	994,350
FUND BALANCE, SEP 30	<u>1,107,017</u>	<u>927,962</u>	<u>994,350</u>	<u>929,561</u>
NUMBER OF DAYS OPERATIONS	85	70	76	73

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
DEBT SERVICE FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
O&M Tax Rate/ \$100 valuation	0.141970	0.143600	0.143600	0.163645
REVENUES				
Property taxes	584,277	572,527	575,000	649,697
Property tax current				
Property tax delinquent				5,000
Property tax penalty & interest				3,000
Interest	85	500	150	500
TOTAL REVENUES	<u>584,362</u>	<u>573,027</u>	<u>575,150</u>	<u>658,197</u>
EXPENDITURES				
CO's Principal				
2003 CO's	45,000	50,000	50,000	50,000
2006 CO's	145,000	150,000	150,000	155,000
2008 CO's	70,000	75,000	75,000	80,000
Total CO's Principal	<u>260,000</u>	<u>275,000</u>	<u>275,000</u>	<u>285,000</u>
CO's Interest				
2003 CO's	23,715	21,623	21,623	19,298
2006 CO's	88,725	82,530	82,530	76,125
2008 CO's	79,386	76,457	76,457	73,326
Total CO's Interest	<u>191,826</u>	<u>180,610</u>	<u>180,610</u>	<u>168,749</u>
Fiscal Agent Fees	3,003	3,600	3,600	3,600
W&S Bonds Principal				
2010 GO Refunding Bonds	-	160,000	160,000	150,000
W&S Bonds Interest				
2010 GO Refunding Bonds	-	49,050	49,050	45,950
TOTAL EXPENDITURES	<u>454,829</u>	<u>668,260</u>	<u>668,260</u>	<u>653,299</u>
Excess (Deficiency) of Revenues Over (under) Expenditures	129,533	(95,233)	(93,110)	4,899
OTHER FINANCING SOURCES (USES)				
Transfer from Utility Fund	-	209,050	209,050	-
Transfer to Utility Fund	(13,167)	-	-	-
Total Other Financing Sources (Uses)	<u>(13,167)</u>	<u>209,050</u>	<u>209,050</u>	<u>-</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	116,366	113,818	115,941	4,899
Beginning Fund Balance, October 1	42,648	159,014	159,014	274,955
Ending Fund Balance, September 30	159,014	272,832	274,955	279,853

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
WATER AND SEWER FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Water Sales	1,911,677	2,069,726	2,069,726	2,069,726
Sewer Sales	1,663,805	2,210,357	2,210,357	2,210,357
Late Charges	211,919	168,000	254,347	168,000
Reconnect Fees	50,754	60,000	48,775	60,000
Water Meters	27,195	27,750	18,022	27,750
Tap Fees	400	-	12,220	10,000
Convenience Fee	338	1,500	-	-
Miscellaneous	12,284	10,800	11,759	10,800
Interest	1,527	1,200	2,511	2,511
TOTAL REVENUES	<u>3,879,899</u>	<u>4,549,333</u>	<u>4,627,717</u>	<u>4,559,144</u>
EXPENDITURES				
Utility Administration	224,018	206,401	276,946	279,787
Meter Services	200,461	216,997	190,935	215,273
Water Operations	1,233,289	1,370,798	1,368,189	1,381,866
Wastewater Operations	1,578,187	1,692,822	1,707,000	2,110,438
Debt Service	148,314	209,050	209,050	-
Non-Departmental	396,238	180,518	117,748	8,336
TOTAL EXPENDITURES	<u>3,780,507</u>	<u>3,876,586</u>	<u>3,869,868</u>	<u>3,995,700</u>
REVENUE OVER (UNDER) EXPENDITURES	99,392	672,747	757,849	563,444
OTHER FINANCING SOURCES:				
TRANSFERS:				
Debt Service	13,167	-	-	-
General Fund	(600,532)	(600,532)	(600,532)	(600,532)
TOTAL TRANSFERS	<u>(587,365)</u>	<u>(600,532)</u>	<u>(600,532)</u>	<u>(600,532)</u>
CAPITAL LEASE PROCEEDS	164,257	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>(423,108)</u>	<u>(600,532)</u>	<u>(600,532)</u>	<u>(600,532)</u>
NET CHANGE IN WORKING CAPITAL	(323,716)	72,215	157,317	(37,088)
WORKING CAPITAL, OCT 1	331,169	7,453	7,453	164,770
WORKING CAPITAL, SEP 30	<u>7,453</u>	<u>79,668</u>	<u>164,770</u>	<u>127,682</u>
NUMBER OF DAYS OPERATIONS	1	8	16	12

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
DRAINAGE FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Drainage Fees - Residential	128,587	224,660	224,660	224,660
Drainage Fees - Commercial	15,628	32,760	32,760	32,760
Interest	28	20	3	-
TOTAL REVENUES	<u>144,243</u>	<u>257,440</u>	<u>257,423</u>	<u>257,420</u>
EXPENDITURES				
Administration	8,552	-	1,276	-
Storm Water	76,225	251,542	220,717	240,840
Non-Departmental	5,042	-	2,900	-
TOTAL EXPENDITURES	<u>89,819</u>	<u>251,542</u>	<u>224,893</u>	<u>240,840</u>
REVENUE OVER (UNDER) EXPENDITURES	54,424	5,898	32,530	16,580
OTHER FINANCING SOURCES:				
TRANSFERS:				
General Fund	(32,000)	(12,500)	(12,500)	(12,500)
TOTAL TRANSFERS	<u>(32,000)</u>	<u>(12,500)</u>	<u>(12,500)</u>	<u>(12,500)</u>
TOTAL OTHER FINANCING SOURCES:	<u>(32,000)</u>	<u>(12,500)</u>	<u>(12,500)</u>	<u>(12,500)</u>
NET CHANGE IN WORKING CAPITAL	22,424	(6,602)	20,030	4,080
WORKING CAPITAL, OCT 1	-	-	-	20,030
WORKING CAPITAL, SEP 30	<u>-</u>	<u>(6,602)</u>	<u>20,030</u>	<u>24,110</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - MUNICIPAL COURT TECHNOLOGY FUND
Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Court Fines	10,103	10,500	9,308	8,500
Interest	7	10	15	-
TOTAL REVENUES	<u>10,110</u>	<u>10,510</u>	<u>9,323</u>	<u>8,500</u>
EXPENDITURES				
Public Safety Technology	2,631	5,500	6,572	-
TOTAL EXPENDITURES	<u>2,631</u>	<u>5,500</u>	<u>6,572</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	7,479	5,010	2,751	8,500
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	7,479	5,010	2,751	8,500
FUND BALANCE, OCT 1	4,426	11,905	11,905	14,656
FUND BALANCE, SEP 30	<u>11,905</u>	<u>16,915</u>	<u>14,656</u>	<u>23,156</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - MUNICIPAL COURT SECURITY FUND
Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Court Fines	7,269	8,200	7,833	7,500
Interest	24	8	20	-
TOTAL REVENUES	<u>7,293</u>	<u>8,208</u>	<u>7,853</u>	<u>7,500</u>
EXPENDITURES				
Public Safety Security	-	6,100	6,227	-
TOTAL EXPENDITURES	<u>-</u>	<u>6,100</u>	<u>6,227</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	7,293	2,108	1,626	7,500
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	7,293	2,108	1,626	7,500
FUND BALANCE, OCT 1	<u>6,708</u>	<u>14,001</u>	<u>14,001</u>	<u>15,627</u>
FUND BALANCE, SEP 30	<u>14,001</u>	<u>16,109</u>	<u>15,627</u>	<u>23,127</u>

**CITY OF GLENN HEIGHTS
 PROPOSED BUDGET FY 2011-12
 SPECIAL REVENUE - SAFER GRANT FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Intergovernmental	-	-	-	217,152
TOTAL REVENUES	<u>-</u>	<u>-</u>	<u>-</u>	<u>217,152</u>
EXPENDITURES				
Salaries (4) positions	-	-	-	160,140
Benefits	-	-	-	57,012
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>217,152</u>
REVENUE OVER (UNDER) EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	-	-	-	-
FUND BALANCE, OCT 1	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCE, SEP 30	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - 911 WIRELESS FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
911 Fees	48,598	48,000	44,058	36,000
Interest	117	50	137	-
TOTAL REVENUES	<u>48,715</u>	<u>48,050</u>	<u>44,195</u>	<u>36,000</u>
EXPENDITURES				
Supplies	-	5,000	5,000	-
Capital Outlay	-	30,000	30,000	40,000
TOTAL EXPENDITURES	<u>-</u>	<u>35,000</u>	<u>35,000</u>	<u>40,000</u>
REVENUE OVER (UNDER) EXPENDITURES	48,715	13,050	9,195	(4,000)
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	48,715	13,050	9,195	(4,000)
FUND BALANCE, OCT 1	<u>48,801</u>	<u>97,516</u>	<u>97,516</u>	<u>106,711</u>
FUND BALANCE, SEP 30	<u>97,516</u>	<u>110,566</u>	<u>106,711</u>	<u>102,711</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - CITY FESTIVAL**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Program revenue	7,067	-	4,548	-
Interest	-	-	-	-
TOTAL REVENUES	<u>7,067</u>	<u>-</u>	<u>4,548</u>	<u>-</u>
EXPENDITURES				
Program Expenditures	11,281	-	25,697	-
Capital Outlay	-	-	-	-
TOTAL EXPENDITURES	<u>11,281</u>	<u>-</u>	<u>25,697</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	(4,214)	-	(21,149)	-
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	(4,214)	-	(21,149)	-
FUND BALANCE, OCT 1	<u>(3,169)</u>	<u>(7,383)</u>	<u>(7,383)</u>	<u>(28,532)</u>
FUND BALANCE, SEP 30	<u>(7,383)</u>	<u>(7,383)</u>	<u>(28,532)</u>	<u>(28,532)</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - 2009 CARRY OVER FUND
Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Revenue	-	-	-	-
Interest	36	30	52	-
TOTAL REVENUES	<u>36</u>	<u>30</u>	<u>52</u>	<u>-</u>
EXPENDITURES				
Administration	11,332	-	-	-
Public Safety	6,242	-	-	-
TOTAL EXPENDITURES	<u>17,574</u>	<u>-</u>	<u>-</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	(17,538)	30	52	-
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	(12,600)
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>(12,600)</u>
NET CHANGE IN FUND BALANCE	(17,538)	30	52	(12,600)
FUND BALANCE, OCT 1	<u>30,086</u>	<u>12,548</u>	<u>12,548</u>	<u>12,600</u>
FUND BALANCE, SEP 30	<u>12,548</u>	<u>12,578</u>	<u>12,600</u>	<u>-</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - POLICE SEIZURE FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Revenue	797	-	-	-
Interest	-	-	-	-
TOTAL REVENUES	<u>797</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES				
Administration	-	-	-	-
Public Safety	-	-	820	-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>820</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	797	-	(820)	-
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	708	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>708</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	1,505	-	(820)	-
FUND BALANCE, OCT 1	-	1,505	1,505	685
FUND BALANCE, SEP 30	<u>1,505</u>	<u>1,505</u>	<u>685</u>	<u>685</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - KEEP GLENN HEIGHTS BEAUTIFUL
Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Donations	151	-	694	-
Interest	-	-	-	-
TOTAL REVENUES	<u>151</u>	<u>-</u>	<u>694</u>	<u>-</u>
EXPENDITURES				
Parks	100	-	-	-
Technology	-	-	550	-
TOTAL EXPENDITURES	<u>100</u>	<u>-</u>	<u>550</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	51	-	144	-
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	51	-	144	-
FUND BALANCE, OCT 1	<u>-</u>	<u>51</u>	<u>51</u>	<u>195</u>
FUND BALANCE, SEP 30	<u>51</u>	<u>51</u>	<u>195</u>	<u>195</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
SPECIAL REVENUE - PARK LAND DEDICATION FUND
Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Park Fees	23,618	15,450	16,951	-
Interest	2,808	3,300	880	-
TOTAL REVENUES	<u>26,426</u>	<u>18,750</u>	<u>17,831</u>	<u>-</u>
EXPENDITURES				
Park Equipment	52,523	18,200	11,991	-
Park Construction	-	83,000	-	-
TOTAL EXPENDITURES	<u>52,523</u>	<u>101,200</u>	<u>11,991</u>	<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES	(26,097)	(82,450)	5,840	-
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	(26,097)	(82,450)	5,840	-
FUND BALANCE, OCT 1	<u>259,385</u>	<u>233,288</u>	<u>233,288</u>	<u>239,128</u>
FUND BALANCE, SEP 30	<u>233,288</u>	<u>150,838</u>	<u>239,128</u>	<u>239,128</u>

**CITY OF GLENN HEIGHTS
PROPOSED BUDGET FY 2011-12
CAPITAL PROJECTS - IMPACT FEES FUND**

Summary of Revenues, Expenditures, Other Financing Sources and Uses, and Changes in Fund Balance

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>PROJECTED 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Impact Fees - Water	16,775	8,829	11,200	-
Impact Fees - Wastewater	68,240	40,619	50,832	-
Impact Fees - Roadway	57,105	32,063	50,915	-
Interest	11,968	14,000	3,991	-
TOTAL REVENUES	<u>154,088</u>	<u>95,511</u>	<u>116,938</u>	<u>-</u>
EXPENDITURES				
Consultant Fees	13,412	35,000	-	-
Roadway Impact Study	36,927	-	2,194	-
Advertising & Legal	900	-	58	-
Bear Creek Design & Construction	-	-	144,380	-
Land Use Map	2,043	-	-	-
TRA	200,582	177,803	187,805	187,500
TOTAL EXPENDITURES	<u>253,864</u>	<u>212,803</u>	<u>334,437</u>	<u>187,500</u>
REVENUE OVER (UNDER) EXPENDITURES	(99,776)	(117,292)	(217,499)	(187,500)
OTHER FINANCING SOURCES:				
TRANSFERS-IN:	-	-	-	-
TRANSFERS-OUT:	-	-	-	-
TOTAL OTHER FINANCING SOURCES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	(99,776)	(117,292)	(217,499)	(187,500)
FUND BALANCE, OCT 1	<u>1,171,702</u>	<u>1,071,926</u>	<u>1,071,926</u>	<u>854,427</u>
FUND BALANCE, SEP 30	<u>1,071,926</u>	<u>954,634</u>	<u>854,427</u>	<u>666,927</u>

**CITY OF GLENN HEIGHTS
 FY 2006 CAPITAL IMPROVEMENTS FUND (FUND #400)
 SUMMARY OF REVENUES, EXPENDITURES, OTHER FINANCING SOURCES AND USES, AND
 CHANGES IN FUND BALANCE**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>ESTIMATE 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Interest	7,931	5,147	6,460	-
TOTAL REVENUES	<u>7,931</u>	<u>5,147</u>	<u>6,460</u>	<u>-</u>
EXPENDITURES				
Hampton Rd/ Bear Creek Intersection	210,869	1,806,543	1,806,543	
TOTAL EXPENDITURES	<u>210,869</u>	<u>1,806,543</u>	<u>1,806,543</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(202,938)	(1,801,396)	(1,800,083)	-
OTHER FINANCING SOURCES (USES)				
Transfer from FY 2008 Capital Improvements Fund	326,154	469,257	469,257	-
NET OTHER FINANCING SOURCES (USES)	<u>326,154</u>	<u>469,257</u>	<u>469,257</u>	<u>-</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	123,216	(1,332,139)	(1,330,826)	-
BEGINNING UNRESERVED FUND BALANCE, OCTOBER 1	<u>1,798,770</u>	<u>1,921,986</u>	<u>1,921,986</u>	<u>591,160</u>
ENDING UNRESERVED FUND BALANCE, SEPTEMBER 30	<u><u>1,921,986</u></u>	<u><u>589,847</u></u>	<u><u>591,160</u></u>	<u><u>591,160</u></u>

Funding for the Hampton/Bear Creek Intersection Improvement Project

This project, jointly funded by Dallas County and the City of Glenn Heights, expands the intersection of Hampton Road and Bear Creek by adding 2 lanes and a turn lane for each road. Anticipated maintenance requirements: None

**CITY OF GLENN HEIGHTS
 FY 2008 CAPITAL IMPROVEMENTS FUND (FUND #401)
 SUMMARY OF REVENUES, EXPENDITURES, OTHER FINANCING SOURCES AND USES, AND
 CHANGES IN FUND BALANCE**

	<u>ACTUAL 2009-10</u>	<u>BUDGET 2010-11</u>	<u>ESTIMATE 2010-11</u>	<u>PROPOSED 2011-12</u>
REVENUES				
Interest	1,788	15,000	869	-
TOTAL REVENUES	<u>1,788</u>	<u>15,000</u>	<u>869</u>	<u>-</u>
EXPENDITURES				
Courtney Lane Park	2,148	-	-	-
Bear Creek/ I35 Bridge Repair	105,030	-	-	-
TOTAL EXPENDITURES	<u>107,178</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(105,390)	15,000	869	-
OTHER FINANCING SOURCES (USES)				
Transfer to FY 2006 CIP Fund	(326,154)	(469,257)	(469,257)	-
Transfer to Water&Sewer Fund	-	-	-	-
NET OTHER FINANCING SOURCES (USES)	<u>(326,154)</u>	<u>(469,257)</u>	<u>(469,257)</u>	<u>-</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	(431,544)	(454,257)	(468,388)	-
BEGINNING UNRESERVED FUND BALANCE, OCTOBER 1	<u>1,072,699</u>	<u>641,155</u>	<u>641,155</u>	<u>172,767</u>
ENDING UNRESERVED FUND BALANCE, SEPTEMBER 30	<u>641,155</u>	<u>186,898</u>	<u>172,767</u>	<u>172,767</u>

PROJECTS

	FY 2009	FY 2010
Bear Creek Corridor Bridge Repair	11,625	436,250
I35E Exit Ramp Relocation		-
Water Storage Tank Rehabilitation	128,925	
Courtney Lane Park	125,100	13,900
Westmoreland - Bear Creek Wastewater		184,846
	<u>265,650</u>	<u>634,996</u>

Cockrell Hill - Bear Creek Bridge Repair is designed to repair bridges in the Cockrell Hill road and Bear Creek road corridors in western Glenn Heights. Anticipated maintenance requirements: None.

**CITY OF GLENN HEIGHTS
 FY 2008 CAPITAL IMPROVEMENTS FUND (FUND #401)
 SUMMARY OF REVENUES, EXPENDITURES, OTHER FINANCING SOURCES AND USES, AND
 CHANGES IN FUND BALANCE**

ACTUAL	BUDGET	ESTIMATE	PROPOSED
2009-10	2010-11	2010-11	2011-12

Bear Creek Corridor Bridge Repair is designed to repair bridges along the Bear Creek corridor from I-35E westward to Westmoreland Road. Anticipated maintenance requirements: None.

Water Storage Tank Rehabilitation - Painting to the interior of the 0.50MG, .025MG and the 1.00MG water storage tanks. Anticipated maintenance requirements: None.

Westmoreland - Bear Creek Wastewater - Renovations to the wastewater infrastructure along the Westmoreland Road and Bear Creek Road corridors. Anticipated maintenance requirements: None

DEPARTMENTAL SUMMARIES / LINE ITEMS

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Administrative Services	General Administration

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	5,722	44,200	44,200	44,200
SUPPLIES	6,251	6,650	6,650	6,770
CONTRACTUAL SERVICES	226,636	284,918	284,918	317,129
CAPITAL OUTLAY	58,804	7,500	7,500	0
PROGRAM TOTAL	297,413	343,268	343,268	368,099

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		10							
MAJOR FUNCTION NAME		Administrative Services							
DIVISION NAME		General Administration							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 10 -11 % CHANGE	DETAIL DESCRIPTION
Salaries									
1205	Council Workers Comp	5,707	4,200	4,200	4,200	0	4,200	0.00%	
1210	Council Insurance	15	40,000	40,000	0	40,000	40,000		
	sub-total: Salaries	5,722	44,200	44,200	4,200	40,000	44,200	0.00%	
Supplies									
2000	Office Supplies	404	300	300	300	(30)	270	-10.00%	
2010	Prisoner Expenses	231	0	0	0	0	0		
2012	Janitorial Supplies	1,253	1,350	1,350	1,500	0	1,500	11.11%	
2008	Ceremonial Supplies	0	0	0	0	0	0		
2125	Postage	4,363	5,000	5,000	5,000	0	5,000	0.00%	
	sub-total: Supplies	6,251	6,650	6,650	6,800	(30)	6,770	1.80%	
Contractual Services									
3000	Newsletter	10,526	5,750	5,750	11,500	0	11,500	100.00%	4 newsletters
3002	Legal	46,080	77,000	77,000	80,000	0	80,000	3.90%	Excludes potential Ovilla Rd. litigation
3003	Engineering	0	0	0	0	0	0		
3004	Health Dept Fees	2,299	0	0	0	0	0		
3005	Janitorial Service	13,450	8,400	8,400	12,000	0	12,000	42.86%	janitorial service citywide
3006	Consultant Fees	1,700	0	0	0	0	0		
3013	Other Professional Services	150	0	0	0	0	0		
3030	Stormwater Fee Consulting	0	0	0	0	0	0		
3099	City Manager Search	0	0	0	0	0	0		
3100	Conference, Training & Tra	5,122	4,000	4,000	8,500	(850)	7,650	91.25%	
3101	Dues, Subscriptions & Pubs	3,837	7,700	7,700	8,500	0	8,500	10.39%	
3115	Strategic Planning	8,703	9,000	9,000	15,000	0	15,000	66.67%	
3200	R&M Structures	7,166	4,500	4,500	7,000	0	7,000	55.56%	
3201	R&M Small Equipment	2	0	0	0	0	0		
3300	E-911	24,061	30,500	30,500	30,500	0	30,500	0.00%	
3301	Telecommunications	1,156	33,050	33,050	33,050	0	33,050	0.00%	
3302	Electricity	8,408	10,050	10,050	10,050	0	10,050	0.00%	
3303	Natural Gas	7	0	0	0	0	0		
3400	Gen. Liability Ins.	22,540	22,540	22,540	23,667	0	23,667	5.00%	
3401	Auto Liability Ins.	10,507	10,507	10,507	11,032	0	11,032	5.00%	
3402	Fire & Property Ins.	19,672	19,481	19,481	20,455	0	20,455	5.00%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		10							
MAJOR FUNCTION NAME		Administrative Services							
DIVISION NAME		General Administration							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 10 -11 % CHANGE	DETAIL DESCRIPTION
3403	Errors & Omissions Ins.	10,708	10,708	10,708	11,243	0	11,243	5.00%	
3500	Storage Rental	964	0	0	0	0	0		
3501	Council Expense	2,501	1,750	1,750	3,500	0	3,500	100.00%	
3502	Community Event	1,057	0	0	0	0	0		Moved to City Manager
3503	Printing, Copy & Photo	353	500	500	500	0	500	0.00%	
3505	Operating Expenses	264	700	700	700	0	700	0.00%	
3509	Advertising	0	1,782	1,782	1,782	0	1,782	0.00%	Billboards
3350	Citizen Library Pilot Program	0	2,000	2,000	3,000	0	3,000	50.00%	150 vouchers
3600	Community Beautification	4,944	5,000	5,000	6,000	0	6,000	20.00%	increase for trees and landscaping
	PAY PLAN INCREASE	0	0	0	0	0	0		
	PROPERTY INSURANCE INCREASE	0	0	0	0	0	0		
3625	CONTINGENCY RESERVE	20,459	20,000	20,000	20,000	0	20,000	0.00%	
	DEPENDENT COVERAGE STIPEND	0	0	0	0	0	0		
	sub-total: Contractual Services	226,636	284,918	284,918	317,979	(850)	317,129	11.31%	
	Capital Outlay								
5002	Technology	58,804	7,500	7,500	0	0	0	-100.00%	Move to Human Resources
7020	HR Office Renovations	0	0	0	0	0	0		
7021	Fire Driveway Repair	0	0	0	0	0	0		
	sub-total: Capital Outlay	58,804	7,500	7,500	0		0	-100.00%	
	PROGRAM TOTAL	297,413	343,268	343,268	328,979	39,120	368,099	7.23%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Administrative Services	City Manager

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	322,185	226,335	223,095	224,050
SUPPLIES	1,591	1,167	1,167	1,080
CONTRACTUAL SERVICES	39,446	14,968	14,968	15,268
CAPITAL OUTLAY	107	1,700	1,700	1,700
PROGRAM TOTAL	363,329	244,170	240,930	242,098

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
City Manager	1	1	1	1
Human Resources Director	1	1	1	0
Asst. to City Manager	1	1	1	1
TOTAL FULL TIME:	3	3	3	2
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	3	3	3	2

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-11							
MAJOR FUNCTION NAME		Administrative Services							
DIVISION NAME		City Manager							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salary	255,828	181,910	181,904	182,608		182,608	0.38%	
1010	Reg. Salaries Full Time	549	0	0	0				
1030	Car Allowance	4,908	4,800	4,800	4,800		4,800	0.00%	
1200	FICA/MEDICARE	19,363	14,283	12,391	14,337	-	14,337	0.38%	
1205	Workers Comp Ins	1,461	910	1,100	803		803	-11.76%	
1210	Insurance	18,105	14,640	13,847	15,430		15,430	5.40%	
1220	TMRS	18,865	9,792	9,053	6,072	-	6,072	-37.99%	
1215	Texas Employment Comm.	3,106	0	0	0				
sub-total: Personnel		322,185	226,335	223,095	224,050	0	224,050	-1.01%	
Supplies									
2000	Office Supplies	0	1,167	1,167	1,200	(120)	1,080	-7.46%	
2300	Employee Immunizations	1,591	0	0	0		0		
sub-total: Supplies		1,591	1,167	1,167	1,200	(120)	1,080	-7.46%	
Contractual Services									
3013	Other Professional Services	1,000	1,000	1,000	1,000		1,000	0.00%	
3015	Medical Exams	2,485	0	0	0		0		
3016	Employee Background Check	2,048	0	0	0		0		
3100	Conference, Training & TRA	8,266	8,500	8,500	8,500	(850)	7,650	-10.00%	
3101	Dues, Subscriptions & Pubs	2,224	1,333	1,333	1,333	0	1,333	0.00%	
3102	Personnel Training	5,843	0	0	0		0		
3201	R&M Small Equipment	140	150	150	0		0	-100.00%	
3301	Telecommunications	7,970	1,230	1,230	1,230	0	1,230	0.00%	
3502	Community Day (Event)	0	1,200	1,200	2,000	0	2,000		
3503	Printing, Copy & Photo	420	300	300	300	0	300	0.00%	
3505	Operating Expenses	0	0	0	0		0		
3509	Advertising	0	255	255	255	0	255	0.00%	
3513	Employee Relations	7,676	0	0	0		0		
3521	Activities & Events	1,282	1,000	1,000	1,500		1,500	50.00%	
3529	Temp Contract Labor	92	0	0	0				
3599	Economic Development	0	0	0	0				
sub-total: Contractual Services		39,446	14,968	14,968	16,118	(850)	15,268	2.00%	
Capital Outlay									
5000	Other Equipment	0	1,200	1,200	1,200		1,200	0.00%	
5002	Technology	107	500	500	500		500		Software and supplies
5005	Office Furniture and Fixtures	0					0		
sub-total: Capital Outlay		107	1,700	1,700	1,700	0	1,700	0.00%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-11							
MAJOR FUNCTION NAME		Administrative Services							
DIVISION NAME		City Manager							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
	PROGRAM TOTAL	363,329	244,170	240,930	243,068	(970)	242,098	-0.85%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Administrative Services	City Secretary

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	75,671	76,047	75,376	76,184
SUPPLIES	855	834	892	765
CONTRACTUAL SERVICES	50,530	36,208	36,208	58,380
CAPITAL OUTLAY	0	0	0	0
PROGRAM TOTAL	127,056	113,089	112,476	135,329

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
City Secretary	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		12							
MAJOR FUNCTION NAME		Administrative Services							
DIVISION NAME		City Secretary							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 10-11 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Salaries	60,280	60,609	59,943	61,500	0	61,500	1.47%	
1200	FICA/MEDICARE	4,645	4,637	4,938	4,705	0	4,705	1.47%	
1205	Workers Comp Ins	369	303	386	271	0	271	-10.56%	
1210	Insurance	6,022	7,320	7,101	7,715	0	7,715	5.40%	
1220	TMRS	4,355	3,178	3,008	1,993	0	1,993	-37.29%	
	sub-total: Personnel	75,671	76,047	75,376	76,184	0	76,184	0.18%	
Supplies									
2000	Office Supplies	855	834	839	850	(85)	765	-8.27%	audio tapes, copy paper, etc.
2200	Uniforms & Clothing	0	0	53	0		0		
	sub-total: Supplies	855	834	892	850	(85)	765	-8.27%	
Contractual Services									
3007	Surveying/Appraisal	18,979	20,000	20,000	21,000	0	21,000	5.00%	Contract for Property Tax appraisal Roll
3008	Codification	0	0	0	3,000	0	3,000		
3009	Contract for Taxes	15,012	10,008	10,008	9,500	0	9,500	-5.08%	Contract for property tax collections - Dallas County
3010	Elections	5,094	0	0	19,000	0	19,000		Bond Election November 2011, General Election May, 2012 - Increase service level form
3011	Records Management	104	0	0	0	0	0		
3100	Conference, Training & TRA	3,082	3,200	3,200	3,200	(320)	2,880	-10.00%	Open Government Conference, Election Seminar, Records Management Courses and Property Tax Courses
3101	Dues, Subscriptions & Pubs	368	500	500	500	0	500	0.00%	TMCA, NTMCA, AMTA, TAAO, TAI0 and Texas Depat. Of Licensing and Regulations
3201	R&M Small Equipment	0	0	0	0	0	0		
3301	Telecommunications	5,728	0	0	0	0	0	#DIV/0!	Transferred to General Administration
3509	Ads/Legal	2,074	2,500	2,500	2,500	0	2,500	0.00%	Publication of Public Hearing Notices and other legal advertisements
3510	Blanket Bond	89	0	0	100				
	sub-total: Contractual Services	50,530	36,208	36,208	58,800	(320)	58,380	61.24%	
Capital Outlay									
5005	Office Furniture and Fixtures	0	0	0	0	0	0	0.00%	
5000	Other Equipment	0	0	0	0	0	0	0.00%	
	sub-total: Capital Outlay	0	0	0	0	0	0	0.00%	
	PROGRAM TOTAL	127,056	113,089	112,476	135,834	(405)	135,329	19.67%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Administrative Services	Human Resources

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	0	95,121	98,762	96,554
SUPPLIES	0	4,083	3,583	4,400
CONTRACTUAL SERVICES	0	31,907	28,142	44,785
CAPITAL OUTLAY	0	63,050	63,050	63,050
PROGRAM TOTAL	0	194,161	193,537	208,789

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Human Resources Director	0	1	1	1
TOTAL FULL TIME:	0	1	1	1
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0.5	0.5	0
TOTAL FULL TIME EQUIVALENT	0	1.5	1.5	1

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-13							
MAJOR FUNCTION NAME		Administrative Services							
DIVISION NAME		Human Resources							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Salaries	0	77,430	81,256	79,798	0	79,798		
1030	Car Allowance	0	0	0	0	0	0		
1200	FICA/MEDICARE	0	5,923	6,264	6,105	0	6,105		
1205	Workers Comp Ins	0	387	118	351	0	351		
1210	Insurance	0	7,320	6,800	7,715	0	7,715		
1220	TMRS	0	4,061	4,324	2,585	0	2,585		
1215	Texas Employment Comm.	0	0	0	0	0	0		
	Certification Pay	0	0	0	0	0	0		
	sub-total: Personnel	0	95,121	98,762	96,554	0	96,554		
Supplies									
2000	Office Supplies	0	583	583	1,000	(100)	900		Increased to account for supplies needed for on-going employee recordkeeping requirements (i.e. File Jackets, labels, employee badges, etc.)
2300	Employee Immunizations	0	3,500	3,000	3,500	0	3,500		
	sub-total: Supplies	0	4,083	3,583	4,500	(100)	4,400		
Contractual Services									
3013	Other Professional Services	0	1,000	1,000	1,000	0	1,000		
3015	Medical Exams	0	9,000	6,000	9,000	0	9,000		
3016	Employee Background Check	0	2,200	3,000	3,000	0	3,000		Increased to account for volunteer firefighter and Police reserve programs.
3100	Conference, Training & TRA	0	4,075	4,075	4,075	(408)	3,668		
3101	Dues, Subscriptions & Pubs	0	1,167	1,167	1,167	0	1,167		
3102	Personnel Training	0	4,200	3,500	4,200	0	4,200		
3355	City Risk Management Program	0	3,000	3,000	5,000	0	5,000		Increased to have a more proactive approach to develop best practices related to employee safety & health.
3201	R&M Small Equipment	0	150	150	150	0	150		
3301	Telecommunications	0	615	750	750	0	750		Increased because it was under-budgeted in the previous year. Forecasted amount is based on actual rate for wireless services.
3503	Printing, Copy & Photo	0	0	0	350	0	350		Increased to account for copy/printing charges as outlined in the City's usage agreement.
3505	Operating Expenses	0	0	0	0	0	0		
3509	Advertising	0	1,000	0	1,000	0	1,000		
3513	Employee Relations	0	3,000	3,000	3,000	0	3,000		
3521	Activities & Events	0	2,500	2,500	2,500	10,000	12,500		10K for City Festival
3529	Temp Contract Labor	0	0	0	0	0	0		
	sub-total: Contractual Services	0	31,907	28,142	35,192	9,593	44,785		
Capital Outlay									
5000	Other Equipment	0	0	0	0	0	0		
5002	Technology	0	63,050	63,050	63,050	0	63,050		
5005	Office Furniture and Fixtures	0	0	0	0	0	0		
	sub-total: Capital Outlay	0	63,050	63,050	63,050	0	63,050		
	PROGRAM TOTAL	0	194,161	193,537	199,296	9,493	208,789		

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Financial Services	Finance

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	141,600	155,972	130,512	171,734
SUPPLIES	5,158	1,488	1,488	1,701
CONTRACTUAL SERVICES	19,783	17,640	95,128	34,145
CAPITAL OUTLAY	271	100	100	100
PROGRAM TOTAL	166,812	175,200	227,228	207,680

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Director of Finance	1	1	1	1
Accounting Clerk	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DIV #		100-5-20							
MAJOR FUNCTION NAME		Financial Services							
DIVISION NAME		Finance							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salaries	80,656	81,111	50,000	81,111	0	81,111	0.00%	Vacancy savings - CFO
1010	Regular Salaries - Full Time	32,272	32,427	48,698	33,038	0	33,038	1.88%	
1020	Regular Salaries - Part Time	0	12,585	4,641	26,244	0	26,244		
1200	FICA/MEDICARE	7,794	8,686	7,751	10,744	0	10,744	23.69%	
1205	Workers Comp Ins	692	568	563	618	0	618	8.80%	
1210	Insurance	12,028	14,640	12,623	15,430	0	15,430	5.40%	
1220	TMRS	8,158	5,955	6,236	4,549	0	4,549	-23.61%	
	sub-total: Personnel	141,600	155,972	130,512	171,734	0	171,734	10.11%	
Supplies									
2000	Office Supplies	1,678	1,488	1,488	1,488	(149)	1,339	-10.00%	
2001	Forms	0	0	0	300	0	300		Checks for a/p and payroll
2200	Uniforms and Clothing				62		62		Shirt
2300	Budget	3,480	0	0	0	0	0	#DIV/0!	GFOA Budget and CAFR Excellence Awards and Printing of Budget Pamphlet, Budget Document, and CAFR
	sub-total: Supplies	5,158	1,488	1,488	1,850	(149)	1,701	14.33%	
Contractual Services									
3001	Auditing	9,000	10,000	10,000	10,000	0	10,000	0.00%	
3006	Consultant Fees	90	0	60,000	0	0	0		Interim CFO support
3011	Records Management				60	0	60		
3100	Conference, Training & TRA	3,774	4,075	4,075	5,490	(549)	4,941	21.25%	
3101	Dues, Subscriptions & Pubs	333	1,000	1,000	1,000	0	1,000	0.00%	APA
3201	R&M Small Equipment	0	0	0	0	0	0		
3301	Telecommunications	6,408	615	615	456	0	456	-25.85%	
3510	Blanket Bond	178	200	200	200	0	200	0.00%	
4145	Incode lease principal	0	0	13,411	14,751	0	14,751		
4146	Incode lease interest	0	0	4,077	2,737	0	2,737		
3505	Operating Expenses	0	0	0	0	0	0		
3529	Temp Contract Labor	0	1,750	1,750	0	0	0		
	sub-total: Contractual Services	19,783	17,640	95,128	34,694	(549)	34,145	93.57%	
Capital Outlay									
5005	Office Furniture and Fixtures	271	100	100	100	0	100		
5000	Other Equipment	0							
	sub-total: Capital Outlay	271	100	100	100	0	100	0.00%	
	PROGRAM TOTAL	166,812	175,200	227,228	208,378	(698)	207,680	18.54%	

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PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Administration	Municipal Court

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	99,995	111,288	110,792	113,927
SUPPLIES	7,508	7,850	7,850	6,631
CONTRACTUAL SERVICES	66,127	65,615	65,615	63,791
CAPITAL OUTLAY	0	2,400	2,400	0
PROGRAM TOTAL	173,630	187,153	186,657	184,349

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Court Administrator	1	1	1	1
Deputy Court Clerk	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DIV #		21								
MAJOR FUNCTION NAME		Administration								
DIVISION NAME		Municipal Court								
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION	
Personnel										
1010	Regular Salaries - Full Time	75,014	83,273	82,453	85,329	0	85,329	2.47%		
1025	Overtime	1,126	2,000	2,841	3,500	0	3,500	75.00%	evening court dockets and trials, family festival, national night out	
1200	FICA/MEDICARE	5,835	6,523	6,359	6,528	0	6,528	0.08%		
1205	Workers Comp Ins	459	416	495	375	0	375	-9.86%		
1210	Insurance	12,071	14,640	14,355	15,430	0	15,430	5.40%		
1220	TMRS	5,490	4,436	4,289	2,765	0	2,765	-37.67%		
sub-total: Personnel		99,995	111,288	110,792	113,927	0	113,927	2.37%		
Supplies										
2000	Office Supplies	1,175	1,250	1,250	1,250	(125)	1,125	-10.00%	General office supplies needed for day2day operation.incl year shared paper cost w/pd has increased	
2001	Forms	3,828	4,100	4,100	5,506	0	5,506	34.29%	rqud forms per statute and office,pd related forms, ticket books and ticket rolls are costly	
2125	Postage	2,505	2,500	2,500	????	0	0	-100.00%	certified mailing, court notices & correspondence	
sub-total: Supplies		7,508	7,850	7,850	6,756	(125)	6,631	-15.53%		
Contractual Services										
3017	Judge	17,375	18,000	18,000	18,000	0	18,000	0.00%	court dockets by contract \$1500 a month	
3018	Debt Collection Service	1,899	3,000	3,000	3,000	0	3,000	0.00%	collection agency 3rd party/def pays not the court/pass through acct	
3019	Prosecutor	18,000	18,000	18,000	18,000	0	18,000	0.00%	pretrial dockets, trials, addtl prep work\$1500 month	
3020	Omnibase	4,158	3,000	3,000	3,000	0	3,000	0.00%	DPS drivers license hold, collections enforcement/def pays addt fee not the court/pass through acct	
3013	Other Professional Services	470	700	700	700	0	700	0.00%	Interpreters - deaf, other languages, required if request is made for interpreter	
3021	Arraignments	19,175	17,500	17,500	17,500	0	17,500	0.00%	increase in arrests, warrants, blood drawn warrants	
3100	Conference, Training & TRA	1,343	3,515	3,515	2,990	(299)	2,691	-23.44%	Court training,annual software training,judge/pros training	
3101	Dues, Subscriptions & Pubs	222	150	150	150	0	150	0.00%	court record, publications,clerk chapter dues for clerks, new law book year	
3201	R&M Small Equipment	10	200	200	200	0	200	0.00%	reciept writer,calculators	
3301	Telecommunications	504	550	550	550	0	550	0.00%	laptop wireless card	
3510	Blanket Bond	178	1,000	1,000	0	0	0			
3514	Convenience Fee	2,793	0	0	0	0	0		credit card fee ????	
sub-total: Contractual Services		66,127	65,615	65,615	64,090	(299)	63,791	-2.78%		
Capital Outlay										
Technology			2,400	2,400	0	0	0		Replacement of 2 laptops and two computers	
sub-total: Capital Outlay		0	2,400	2,400	0	0	0	0.00%		
PROGRAM TOTAL		173,630	187,153	186,657	184,773	(424)	184,349	-1.50%		

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Emergency Services	Fire

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	675,507	680,228	686,232	459,311
SUPPLIES	36,849	33,047	39,750	39,375
CONTRACTUAL SERVICES	108,224	43,590	89,510	86,620
CAPITAL OUTLAY	25,466	8,000	13,900	14,200
PROGRAM TOTAL	846,046	764,865	829,392	599,506

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief	1	1	1	1
Lieutenant	1	1	1	1
Firefighter/EMT	3	3	3	3
Firefighter/Paramedic	4	4	4	4
TOTAL FULL TIME:	9	9	9	9
PART TIME POSITIONS:				
Firefighter/EMT	3	3	3	3
Firefighter/Paramedic	6	6	9	9
TOTAL PART TIME:	9	9	12	12
TOTAL FULL TIME EQUIVALENT	18	18	21	21

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DIV #		100-5-30							
MAJOR FUNCTION NAME		Emergency Services							
DIVISION NAME		Fire							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salary	72,620	72,970	29,663	0	0	0	-100.00%	Allocate portion of Chief's salary?
1010	Regular Salaries - Full Time	352,073	334,666	364,902	335,446	0	335,446	0.23%	
1020	Regular Salaries - Part Time	40,907	50,000	69,731	0	0	0	-100.00%	
1025	Overtime	50,392	45,000	45,000	0	0	0	-100.00%	
1030	Longevity Pay		3,816	3,816	3,912		3,912	2.52%	
1035	Certification Pay		6,000	6,000	6,000		6,000	0.00%	
1040	Assignment Pay		3,900	3,900	3,900		3,900	0.00%	
	Holiday Pay			0	0		0		
1200	FICA/MEDICARE	37,331	39,157	37,692	26,341	0	26,341	-32.73%	
1205	Workers Comp Ins	22,325	19,841	16,800	10,835	0	10,835	-45.39%	
1210	Insurance	53,153	65,880	66,749	61,721	0	61,721	-6.31%	
1220	TMRS	34,238	26,530	24,229	11,156	0	11,156	-57.95%	
1225	Disability Insurance	12,468	12,468	17,750	0	0	0	-100.00%	
	sub-total: Personnel	675,507	680,228	686,232	459,312	0	459,311	-32.48%	
Supplies									
2000	Office Supplies	261	400	650	750	(75)	675	68.75%	
2001	Forms	86	100	350	350		350	250.00%	Added with correct Account #
2006	Chemicals	0	250	250	350	0	350	40.00%	
2007	Ambulance Supplies	18,419	15,000	18,000	16,000	0	16,000	6.67%	Increase in EMS run numbers
2012	Janitorial Supplies	1,071	1,750	1,750	1,000	0	1,000	-42.86%	Moved \$750 to operating expenses
2100	Gasoline & Fuel	11,319	8,797	12,000	12,000	0	12,000	36.41%	Continued increase in fuel prices; more ability to respond
2155	Equipment	418	0	0	0	0	0	0.00%	
2200	Uniforms & Clothing	5,275	6,750	6,750	9,000	0	9,000	33.33%	Increase includes add'l staffing and uniforms for part-timers
	sub-total: Supplies	36,849	33,047	39,750	39,450	(75)	39,375	19.15%	
Contractual Services									
3018	Debt Collection Service	3,061	3,170	1,500	3,200	0	3,200	0.95%	New billing company will be in place. Will be establishing a baseline in FY 2012
3022	Medical Control	1,000	1,000	1,000	1,000	0	1,000	0.00%	
3100	Conference, Training & TRA	10,502	6,700	6,700	9,200	(920)	8,280	23.58%	Includes increase in EMS training, and monies for training at TEEX, plus Texas A&M
3101	Dues, Subscriptions & Pubs	3,453	2,700	2,700	6,850	0	6,850	153.70%	Texas Fire Commission dues up \$50 per firefighter, almost a 150% increase; IFC for inspectors; increase in firefighters.
3200	R&M Structure	0	0	2,000	3,500	0	3,500		Has never been budgeted before
3201	R&M Small Equipment	4,758	6,500	6,500	6,500	0	6,500	0.00%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DIV #		100-5-30							
MAJOR FUNCTION NAME		Emergency Services							
DIVISION NAME		Fire							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
3202	R&M Auto/Truck	13,463	10,000	10,000	10,000	0	10,000	0.00%	
3301	Telecommunications	9,508	3,270	3,270	3,270	0	3,270	0.00%	Moved to General Administration
3505	Operating Expenses	0	0	0	3,750	0	3,750		\$3000 for required bunker gear cleaning/inspections (Fire Commission Rule) (Line item not on workbook sheet originally, but on expense reports
3516	Youth Program	1,243	1,250	1,250	1,250	0	1,250	0.00%	
3517	Fire Prevention	4,464	4,500	2,000	4,500	0	4,500	0.00%	
3585	CERT Initiative	0	4,500	1,100	4,500	0	4,500	0.00%	
4150	Lease	35,274	0	0	0	0	0	0.00%	
4155	Lease Principal - fire truck	19,425	0	20,435	0	0	0	0.00%	
4156	Lease Interest - fire truck	0	0	1,035	0	0	0	0.00%	
4157	Lease Principal - ambulance	2,073	0	24,165	25,125	0	25,125	0.00%	
4158	Lease Interest - ambulance	0	0	5,855	4,895	0	4,895	0.00%	
	sub-total: Contractual Services	108,224	43,590	89,510	87,540	(920)	86,620	98.72%	
	Capital Outlay								
5000	Other Equipment	23,369	8,000	13,900	12,500	0	12,500	36.00%	Bunker gear for new staff; cost savings in contractual services area for this year; \$7500 next year begin replacement program for volunteers outdated bunker gear; \$5000 for equipment for firefighting and inspections.
5002	Technology	0	0	0	1,200	0	1,200	0.00%	One laptop for outdated laptop and one replacement desktop
5010	Mobile Equipment			0	0	0	0		Seven year financing of replacement fire investigation vehicle
5005	Office Furniture/Fixtures	2,097	0	0	500	0	500	100.00%	
5050	Civil Defense Siren								
	sub-total: Capital Outlay	25,466	8,000	13,900	14,200	0	14,200	77.50%	
	PROGRAM TOTAL	846,046	764,865	829,392	600,502	(995)	599,506	-21.62%	TOTAL DOES NOT INCLUDE FY 12 LEASE PURCHASE OF VEHICLE

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Emergency Services	Police

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	1,520,973	1,556,851	1,556,281	1,546,094
SUPPLIES	88,828	85,900	93,000	106,950
CONTRACTUAL SERVICES	139,656	211,741	206,021	204,577
CAPITAL OUTLAY	11,020	3,600	3,600	3,600
PROGRAM TOTAL	1,760,477	1,858,092	1,858,902	1,861,221

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief	1	1	1	1
Officer	16	16	16	16
Code Enforcement	0	1	1	1
Animal Control	0	1	1	1
Secretary	1	1	1	1
Communications Officer	5	5	5	5
Records Manager	1	1	1	1
TOTAL FULL TIME:	24	26	26	26
PART TIME POSITIONS:				
Records/Communications			1	1
TOTAL PART TIME:	0	0	1	1
TOTAL FULL TIME EQUIVALENT	24	26	27	27

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DEPT #		100-5-32							
DEPARTMENT NAME		Police							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salary	77,500	77,298	78,943	84,734	0	84,734	9.62%	Chief salary - may need to allocate portion to Fire
1010	Regular Salaries - Full Time	943,914	972,088	956,261	958,669	0	958,669	-1.38%	1 vacant patrol position (assumes not filled in FY 11)
1020	Regular Salaries - Part Time	15,489	22,000	22,000	30,234	0	30,234	37.43%	
1025	Overtime	111,067	100,000	120,000	100,000	0	100,000	0.00%	STEP included in overtime
1035	Certification Pay	0	0	0	8,700	0	8,700		
1040	Assignment Pay	0	6,600	6,600	6,600	0	6,600		
1030	Longevity Pay	0	5,616	5,616	5,952	0	5,952		
1200	FICA/MEDICARE	82,857	86,058	86,058	83,254	0	83,254	-3.26%	
1205	Workers Comp Ins	53,373	42,796	43,125	32,096	0	32,096	-25.00%	
1210	Insurance	155,249	186,620	176,346	200,594	0	200,594	7.49%	
1220	TMRS	81,524	57,775	61,332	35,261	0	35,261	-38.97%	
sub-total: Personnel		1,520,973	1,556,851	1,556,281	1,546,094	0	1,546,094	-0.69%	
Supplies									
2000	Office Supplies	3,697	3,500	3,500	3,500	(350)	3,150	-10.00%	
2001	Forms	2,938	2,800	1,500	2,000	0	2,000	-28.57%	
2003	Operating Supplies	2,780	3,000	2,200	3,000	0	3,000	0.00%	
2004	Patrol Supplies	5,019	5,400	5,300	5,400	0	5,400	0.00%	
2005	Crime Prevention	1,243	1,500	1,500	2,500	0	2,500	66.67%	Back doing large scale NNO event
2010	Prisoner Expense	4,552	5,800	5,800	5,800	0	5,800	0.00%	
2011	Crime Scene Search	6,697	6,000	4,000	6,000	0	6,000	0.00%	
2012	Janitorial Supplies	1,782	2,000	2,000	2,000	0	2,000	0.00%	
2100	Gasoline & Fuel	48,707	43,000	56,100	56,100	0	56,100	30.47%	Gas prices continue to escalate
2125	Postage	2,810	3,500	1,700	2,000	0	2,000	-42.86%	
2155	Minor Office Equipment	1,000	1,000	1,000	1,000	0	1,000	0.00%	
2200	Uniforms & Clothing	4,970	6,000	6,000	6,000	0	6,000	0.00%	
2201	Ballistic Vests	2,633	2,400	2,400	12,000	0	12,000	400.00%	\$6000 would be reimbursed (BVP Grant)
sub-total: Supplies		88,828	85,900	93,000	107,300	(350)	106,950	24.51%	
Contractual Services									
3013	Other Professional Services	3,180	2,000	1,500	2,000	0	2,000	0.00%	\$1000 for CAC; \$1000 for transcriptions
3060	Crime Victims Assistance	0	2,350	2,350	2,350	0	2,350		
3100	Conference, Training & TRA	5,571	6,500	6,000	6,500	(650)	5,850	-10.00%	
3101	Dues, Subscriptions & Pubs	2,606	3,500	3,000	3,500	0	3,500	0.00%	
3200	R&M Structures	7,877	9,000	9,000	10,000	0	10,000	11.11%	Gate repair required
3201	R&M Small Equipment	12,067	13,000	13,000	16,500	0	16,500	26.92%	\$3,500 additional for RMS maintenance
3202	R&M Auto/Truck	27,247	23,000	23,000	24,000	0	24,000	4.35%	
3301	Telecommunications	21,090	11,025	12,000	12,000	0	12,000	8.84%	Landlines moved to General Administration
3302	Electricity	14,381	14,000	14,000	13,000	0	13,000	-7.14%	Reflective roof coating being installed; new light

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DEPT #		100-5-32							
DEPARTMENT NAME		Police							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
3303	Natural Gas	731	1,000	700	1,000	0	1,000	0.00%	
3503	Printing, Copy & Photo	522	500	700	750	0	750	50.00%	Increase in color printing for case filing.
3505	Operating Expenses	485	500	500	500	0	500	0.00%	
3510	Blanket Bond	89	0	0	0	0	0	#DIV/0!	
3518	Abatements and Mowing	5,470	7,000	7,000	7,000	0	7,000	0.00%	Admin fees, abatements, and reimbursements t
3519	City Clean Up	2,713	4,500	4,000	4,500	0	4,500	0.00%	
3520	Animal Pound	12,677	15,000	13,000	15,000	0	15,000	0.00%	Lower this year because shelter was closed for
3522	Demolitions	0	18,595	16,000	19,000	0	19,000	2.18%	Continue Nuisance/Code Plan
4151	Vehicle Lease Interest	2,258	0	0	0	0	0	0.00%	
4155	Vehicle Lease Principal	11,190	11,895	11,895	0	0	0	0.00%	09 Crwn Vic
4156	Vehicle Lease Interest	1,102	750	750	0	0	0	0.00%	09 Crwn Vic
4157	Vehicle Lease Principal	8,400	12,868	12,868	13,782	0	13,782	0.00%	10 Tahoe
4158	Vehicle Lease Interest	0	1,892	1,892	979	0	979	0.00%	10 Tahoe
4159	FY 2011 Vehicle Lease	0	52,866	52,866	52,866	0	52,866	0.00%	4 vehicles
	sub-total: Contractual Services	139,656	211,741	206,021	205,227	(650)	204,577	-3.38%	
	Capital Outlay								
5000	Other Equipment	9,384	1,000	1,000	1,000	0	1,000	0.00%	
5002	Technology	824	1,800	1,800	1,800	0	1,800		Replacement of old computers and maintenance
5005	Office Furniture and Fixtures	812	800	800	800	0	800	0.00%	
5010	Mobile Equipment	0	0	0	0	0	0		
	sub-total: Capital Outlay	11,020	3,600	3,600	3,600	0	3,600	0.00%	
	PROGRAM TOTAL	1,760,477	1,858,092	1,858,902	1,862,221	(1,000)	1,861,221	0.17%	TOTALS DON'T INCLUDE FY 11 AND FY 12 VEHICLE LEASE PURCHASES THAT WERE ORIGINALLY BUDGETED IN DEBT SVC FUND

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Public Works	Streets

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	50,329	52,665	52,997	53,632
SUPPLIES	29,213	41,025	44,325	63,324
CONTRACTUAL SERVICES	96,537	122,145	119,220	121,338
CAPITAL OUTLAY	298	0	20,400	0
PROGRAM TOTAL	176,377	215,835	236,942	238,294

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Technician	0	1	1	1
Superintendent	1	0	0	0
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Gasoline&fuels	5,000,00	6,000,00
R&M Auto/Truck	2,920,00	3,500,00
Rental Equipment		0 1,000,00

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-40							
MAJOR FUNCTION NAME		Municipal Services							
DIVISION NAME		Streets							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1010	Salaries	37,439	37,502	37,866	39,077	0	39,077	4.20%	
1025	Overtime	509	893	893	893	0	893	0.00%	
1200	FICA/MEDICARE	2,928	2,937	3,330	2,989	0	2,989	1.77%	
1205	Workers Comp Ins	2,436	1,999	1,983	1,692	0	1,692	-15.36%	
1210	Insurance	4,275	7,320	6,780	7,715	0	7,715	5.40%	
1220	TMRS	2,742	2,014	2,145	1,266	0	1,266	-37.14%	
sub-total: Personnel		50,329	52,665	52,997	53,632	0	53,632	1.84%	
Supplies									
2000	Office Supplies	813	1,000	1,000	1,000	(100)	900	-10.00%	
2001	Forms	0	150	0	100	0	100	-33.33%	
2125	Postage	0	200	200	200	0	200	0.00%	
2100	Gasoline & Fuel	9,372	5,000	9,500	18,024	0	18,024	260.48%	
2101	LPG Fuel	0	250	250	500	0	500	100.00%	
2200	Uniforms & Clothing	572	775	775	450	0	450	-41.94%	
2002	Street Maint Supplies	14,335	20,000	20,000	30,000	0	30,000	50.00%	
2151	Hand Tools	645	2,000	2,000	2,000	0	2,000	0.00%	
2012	Janitorial Supplies	482	200	150	200	0	200	0.00%	
2010	Inmate Expense	2,994	4,500	3,500	4,500	0	4,500	0.00%	
2015	Inmate - Safety Equip	0	1,700	1,700	1,700	0	1,700	0.00%	
2105	Inmate - Fuel	0	1,500	1,500	1,000	0	1,000	-33.33%	
2300	Safety Equipment	0	3,750	3,750	3,750	0	3,750	0.00%	
sub-total: Supplies		29,213	41,025	44,325	63,424	(100)	63,324	54.35%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-40							
MAJOR FUNCTION NAME		Municipal Services							
DIVISION NAME		Streets							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Contractual Services									
3003	Engineering	0	4,000	2,500	2,000	0	2,000	-50.00%	
3013	Other Professional Services	555	0	0	1,175	0	0		
3100	Conference, Training & TRA	675	1,000	400	575	(58)	518	-48.25%	
3101	Dues, Subscriptions & Pubs	466	250	500	200	0	200	-20.00%	
3012	Traffic Signal Maint	0	2,375	1,800	2,375	0	2,375	0.00%	
3200	R&M Structures	943	1,435	1,435	1,635	0	1,635	13.94%	
3201	R&M Small Equipment	1,822	4,151	4,151	4,086	0	4,086	-1.57%	
3202	R&M Auto/Truck	5,189	2,920	2,920	7,110	0	7,110	143.49%	
3206	R&M Heavy Equipment	7,474	9,545	9,545	7,445	0	7,445	-22.00%	
3210	R&M Signs & Marketing	7,970	15,000	15,000	15,000	0	15,000	0.00%	
3215	Graffiti Removal/Vandalism	0	500	500	500	0	500	0.00%	
3301	Telecommunications	399	369	369	369	0	369	0.00%	
3302	Electricity	60,707	65,000	65,000	65,000	0	65,000	0.00%	
3503	Printing, Copy & Photo	492	1,500	1,500	1,000	0	1,000	-33.33%	
3505	Operating Expenses	434	600	600	600	0	600	0.00%	
3511	Rental Equipment	9,411	13,500	13,000	13,500	0	13,500	0.00%	
sub-total: Contractual Services		96,537	122,145	119,220	122,570	(58)	121,338	-0.66%	
Capital Outlay									
5000	Other Equipment	298	0	0	0	0	0		
5002	Technology	0	0	0	0	0	0		
5005	Office Furniture & Fixtures	0	0	0	0	0	0		
5010	Mobile Equipment	0	0	0	0	0	0		
	Genie Z-Boom	0	0	20,400	0	0	0		Downpayment
sub-total: Capital Outlay		298	0	20,400	0	0	0		
PROGRAM TOTAL		176,377	215,835	236,942	239,626	(158)	238,294	10.41%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DEPARTMENT NAME:
	Economic Development

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	93,571	96,928	28,954	90,165
SUPPLIES	627	813	635	765
CONTRACTUAL SERVICES	23,355	28,641	32,524	36,235
CAPITAL OUTLAY	3,384	1,500	1,500	1,500
PROGRAM TOTAL	120,937	127,882	63,613	128,665

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Economic Development Director	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DEPT #		Economic Development							
DEPARTMENT NAME		Economic Development							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salary	68,961	76,634	23,400	71,669		71,669	-6.48%	
1010	Reg. Salaries Full Time	4,377	0	0	0	0	0	0.00%	
1030	Car Allowance	2,877	2,400	0	2,400		2,400	0.00%	
1200	FICA/MEDICARE	5,847	6,046	1,850	5,666	0	5,666	-6.29%	
1205	Workers Comp Ins	467	383	380	315		315	-17.75%	
1210	Insurance	6,015	7,320	2,284	7,715		7,715	5.40%	
1220	TMRS	5,027	4,145	1,040	2,400	0	2,400	-42.10%	
	sub-total: Personnel	93,571	96,928	28,954	90,165	0	90,165	-6.98%	
Supplies									
2000	Office Supplies	107	600	600	600	(60)	540	-10.00%	
2100	Gasoline & Fuel	520							
2125	Postage		88	0	100		100	13.64%	
2200	Uniforms & Clothing		125	35	125		125	0.00%	
	sub-total: Supplies	627	813	635	825	(60)	765	-5.90%	
Contractual Services									
3005	Janitorial Service	0	0	3,300	3,300		3,300	0.00%	
3013	Other Professional Services	0	195	0	1,300		1,300	566.67%	
3100	Conference, Training & TRA	4,169	4,992	7,000	9,000	(900)	8,100	62.26%	
3101	Dues, Subscriptions & Pubs	1,645	2,950	2,950	3,000		3,000	1.69%	
3200	R&M Structures	91	164	164	375		375	128.66%	
3201	R&M Small Equipment	0	0	0	0		0	0.00%	
3503	Printing, Copy & Photo	335	1,200	750	1,200		1,200	0.00%	
3505	Operating Expenses	0	0	0	0		0	0.00%	
3302	Electricity	1,352	1,200	1,200	1,200		1,200	0.00%	
3303	Natural Gas	404	780	0	600		600	-23.08%	
3301	Telecommunications	1,059	1,560	1,560	1,560		1,560	0.00%	
3545	Office Lease	14,300	15,600	15,600	15,600		15,600	0.00%	\$1,300 per month
3599	Economic Development	0	0	0	0		0	0.00%	
	sub-total: Contractual Service	23,355	28,641	32,524	37,135	0	36,235	26.51%	
Capital Outlay									
5005	Office Furniture and Fixtures	3,384	1,500	1,500	1,500		1,500	0.00%	
5002	Technology	0	0	0	0		0	0.00%	
5000	Other Equipment	0	0	0	0		0	0.00%	
	sub-total: Capital Outlay	3,384	1,500	1,500	1,500	0	1,500	0.00%	
	PROGRAM TOTAL	120,937	127,882	63,613	129,625	(60)	128,665	0.61%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Development Services	Planning and Permitting

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	212,624	217,948	195,893	227,106
SUPPLIES	3,875	5,390	3,750	6,700
CONTRACTUAL SERVICES	79,143	69,039	70,539	73,895
CAPITAL OUTLAY	475			3,800
PROGRAM TOTAL	296,117	292,377	270,182	311,501

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Assistant City Manager	0	0	1	1
Director	1	1	0	0
Building Inspector	1	1	0	0
Planner	0	0	1	1
Building Inspection Clerk	0	1	1	1
TOTAL FULL TIME:	2	3	3	3
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	3	3	3

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-53							
MAJOR FUNCTION NAME		Development Services							
DIVISION NAME		Planning							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salary	140,345	141,922	126,600	149,385	0	149,385	5.26%	
1010	Regular Salaries - Full Time	26,422	27,331	27,331	30,234	0	30,234	10.62%	
	Overtime	0	0	0	0	0	0	0.00%	
1030	Car Allowance	3,681	3,600	3,600	3,600	0	3,600	0.00%	
1200	FICA/MEDICARE	12,180	13,223	11,775	14,016	0	14,016	6.00%	
1205	Workers Comp Ins	1,028	846	837	790	0	790	-6.62%	
1210	Insurance	16,672	21,960	18,000	23,145	0	23,145	5.40%	
1220	TMRS	12,296	9,066	7,750	5,936	0	5,936	-34.52%	
	sub-total: Personnel	212,624	217,948	195,893	227,106	0	227,106	4.20%	
Supplies									
2000	Office Supplies	2,540	2,650	2,650	2,000	(200)	1,800	-32.08%	
2009	Code Books	848	0	0	500	0	500	0.00%	
2012	Janitorial Supplies	275	0	100	100	0	100	0.00%	
2100	Gasoline & Fuel	184	500	500	1,000	0	1,000	100.00%	
2125	Postage	28	300	300	200	0	200	-33.33%	
2151	Hand Tools	0	0	0	100	0	100	0.00%	
2200	Uniforms	0	200	200	200	0	200	0.00%	
0000	Adobe Acrobat Pro	0	0	0	1,250	0	0	0.00%	
	Adobe Creative 5.5	0	0	0	1,300	0	1,300	0.00%	
2315	NCTCOG Aerial Map	0	1,740	0	1,500	0	1,500	-13.79%	
	sub-total: Supplies	3,875	5,390	3,750	8,150	(200)	6,700	24.30%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-53							
MAJOR FUNCTION NAME		Development Services							
DIVISION NAME		Planning							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Contractual Services									
3004	Health Dept Fees	0	3,000	3,000	3,000	0	3,000	0.00%	
3003	Engineer	0	1,250	1,250	500	0	500	-60.00%	
3047	Third Party Inspections	63,306	53,450	53,450	55,000	0	55,000	2.90%	
3100	Conference, Training & TRA	4,221	2,000	3,500	5,300	(530)	4,770	138.50%	
3101	Dues, Subscriptions & Pubs	1,486	1,000	1,000	1,500	0	1,500	50.00%	
3200	R&M Structures	1,003	250	250	1,000	0	1,000	300.00%	
3201	R&M Small Equipment	158	300	300	300	0	300	0.00%	
3202	R&M Auto/Truck	368	750	750	175	0	175	-76.67%	
3210	R&M Signs & Markings	354	0	0	300	0	300	0.00%	
3301	Telecommunications	2,687	1,600	1,600	1,600	0	1,600	0.00%	
3503	Printing, Copy & Photo	701	900	900	900	0	900	0.00%	
3505	Operating Expenses	0	89	89	150	0	150	68.54%	
3509	Advertising	44	0	0	250	0	250	0.00%	
3530	Filing Fees	317	250	250	250	0	250	0.00%	
3531	Rental Equipment	4,498	4,200	4,200	4,200	0	4,200	0.00%	
sub-total: Contractual Services		79,143	69,039	70,539	74,425	(530)	73,895	7.03%	
Capital Outlay									
5000	Other Equipment	475	0	0	0	0	0	0.00%	
5002	Technology	0	0	0	0	0	0	0.00%	
5005	Office Furniture and Fixtures - Town Centre	0	0	0	0	0	0	0.00%	
5010	Moblle Equipment	0	0	0	3,800		3,800	0.00%	
sub-total: Capital Outlay		475	0	0	3,800	0	3,800		
PROGRAM TOTAL		296,117	292,377	270,182	313,481	(730)	311,501	6.54%	0

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Municipal Services 100-5-60	Parks

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	40,812	45,246	45,415	46,354
SUPPLIES	9,184	16,050	15,817	19,160
CONTRACTUAL SERVICES	83,998	112,324	100,065	111,225
CAPITAL OUTLAY	8,878	8,500	14,882	16,032
PROGRAM TOTAL	142,872	182,120	176,179	192,771

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Technician	0	1	1	1
TOTAL FULL TIME:	0	1	1	1
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	1	1	1

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-60							
MAJOR FUNCTION NAME		Municipal Services							
DIVISION NAME		Parks							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
	Personnel								
1010	Regular Salaries - Full Time	30,107	31,096	31,117	32,059	0	32,059	3.10%	
1025	Overtime	123	1,190	1,190	1,700	0	1,700	42.86%	
1200	FICA/MEDICARE	2,338	2,470	2,876	2,453	0	2,453	-0.69%	
1205	Workers Comp Ins	1,961	1,477	1,555	1,388	0	1,388	-6.03%	
1210	Insurance	4,092	7,320	6,862	7,715	0	7,715	5.40%	
1220	TMRS	2,191	1,693	1,815	1,039	0	1,039	-38.63%	
	sub-total: Personnel	40,812	45,246	45,415	46,354	0	46,354	2.45%	
	Supplies								
2000	Office Supplies	209	200	235	400	(40)	360	80.00%	New office requires need for supplies
2100	Gasoline & Fuel	2,927	3,750	3,032	5,900	0	5,900	57.33%	New diesel truck/ increase in fuel price
2008	Ceremonial Supplies	1,481	500	400	500	0	500	0.00%	
2003	Operating Supplies	748	750	800	750	0	750	0.00%	
2012	Janitorial Supplies	984	1,500	1,800	1,800	0	1,800	20.00%	Price increase for supplies/New Facility
2010	Inmate Expenses	1,239	1,000	1,100	1,100	0	1,100	10.00%	Inflation
2151	Hand Tools	1,214	1,000	1,100	1,000	0	1,000	0.00%	Inflation
2200	Uniforms	382	600	600	500	0	500	-16.67%	Due to new uniforms
2300	Safety Equipment	0	750	750	750	0	750	0.00%	
2320	Striping	0	3,000	3,000	3,000	0	3,000	0.00%	
2325	Kiddie Cushion	0	3,000	3,000	3,500	0	3,500	16.67%	Price increase
	sub-total: Supplies	9,184	16,050	15,817	19,200	(40)	19,160	19.38%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		100-5-60							
MAJOR FUNCTION NAME		Municipal Services							
DIVISION NAME		Parks							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 DEPT PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Contractual Services									
3100	Conference, Training & TRA	141	1,580	1,425	1,650	(165)	1,485	-6.01%	
3101	Dues, Subscriptions & Pubs	0	200	240	350	0	350	75.00%	fees increased
3503	Printing, Copy & Photo	119	300	250	300	0	300	0.00%	New facility
3200	R&M Structures	8,784	0	0	0	0	0	0.00%	
3202	R&M Auto/Truck	1,097	450	525	650	0	650	44.44%	New Diesel Truck increased service cost
3201	R&M Small Equipment	459	585	585	500	0	500	-14.53%	Services prices increased
3210	Signs	0	1,000	600	750	0	750	-25.00%	
3302	Electricity	13,449	14,500	14,250	18,000	0	18,000	24.14%	supplier increased price
3301	Telecommunications	454	369	350	350	0	350	-5.15%	supplier increased price
3506	Contract Labor	0	0	0	0	0	0	0.00%	
3203	Maintenance	0	0	0	0	0	0	0.00%	
3013	Other Professional Services	12,493	2,000	1,000	2,000	0	2,000	0.00%	
3505	Operating Expenses	0	0	0	0	0	0	0.00%	
3215	Privatized Mowing Contract	29,040	47,840	47,840	47,840	0	47,840	0.00%	
3220	Privatized Field Maintenance	17,962	25,000	20,000	25,000	0	25,000	0.00%	
3207	Heritage Community Park	0	9,000	8,800	10,000	0	10,000	11.11%	
3208	Courtney Lane Park	0	4,500	4,200	4,000	0	4,000	-11.11%	
3209	Gateway Park	0	5,000	0	0	0	0	(1)	
	sub-total: Contractual Services	83,998	112,324	100,065	111,390	0	111,225	-0.98%	
Capital Outlay									
5000	Other Equipment	8,789	0	0	0	0	0	0.00%	
5002	Technology	89	0	0	0	0	0	0.00%	
4155	Vehicle Lease Payments	0	0	6,382	6,382	0	6,382	0.00%	New Truck
5125	Security cameras	0	3,000	3,000	6,500	0	6,500	116.67%	Need to update cameras
5150	Trash Receptacle	0	5,500	5,500	3,150	0	3,150	-42.73%	Need get commercial recepticles
5000		0	0	0	0	0	0	0	
	sub-total: Capital Outlay	8,878	8,500	14,882	16,032	0	16,032	88.61%	
	PROGRAM TOTAL	142,872	182,120	176,179	192,976	(40)	192,771	5.85%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Financial Services	Utility Administration

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	121,954	148,049	149,054	137,635
SUPPLIES	2,217	2,240	2,271	2,036
CONTRACTUAL SERVICES	99,667	109,961	123,121	140,116
CAPITAL OUTLAY	180	2,500	2,500	0
PROGRAM TOTAL	224,018	262,750	276,946	279,787

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Utility billing administrator	1	1	1	1
Billing clerk	2	2	2	2
TOTAL FULL TIME:	3	3	3	3
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		500-5-22							
MAJOR FUNCTION NAME		Financial Services							
DIVISION NAME		Utility Administration							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
	Personnel								
1010	Regular Salaries - Full Time	93,166	100,094	107,664	102,479	0	102,479	2.38%	
1025	Overtime	624	0	280	400	0	400	0.00%	
1020	Regular Salaries - Part Time	0	12,585	2,518	0	0	0	-100.00%	Part time person for bank reconciliations
1200	FICA	6,992	7,657	8,439	7,840	0	7,840	2.39%	
1205	Workers Comp Ins	592	501	487	451	0	451	-9.98%	
1210	Insurance	13,560	21,961	24,090	23,145	0	23,145	5.39%	
1215	Texas Emp. Commission	0	0	0	0	0	0	0.00%	
1220	TMRS	7,020	5,251	5,576	3,320	0	3,320	-36.77%	
	sub-total: Personnel	121,954	148,049	149,054	137,635	0	137,635	-7.03%	
	Supplies								
2000	Office Supplies	2,137	2,240	2,240	2,040	(204)	1,836	-18.04%	
2001	Forms	45	0	0	200	0	200	0.00%	
2125	Postage	0	0	0	0	0	0	0.00%	
2200	Clothing	35	0	31	0	0	0	0.00%	
	sub-total: Supplies	2,217	2,240	2,271	2,240	(204)	2,036	-9.11%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		500-5-22							
MAJOR FUNCTION NAME		Financial Services							
DIVISION NAME		Utility Administration							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
	Contractual Services								
3001	Auditing	11,500	12,000	11,000	12,000	0	12,000	0.00%	
3003	Engineering	0	0	0	0	0	0	0.00%	
3005	Technology	23,035	41,536	41,536	54,618	0	54,618	31.50%	
3006	Consultant Fees	0	1,750	1,750	0	0	0	-100.00%	employment agency fee for part time person
3013	Other Professional Services	0	0	0	0	0	0	0.00%	
3018	Debt Collection Service	491	0	0	0	0	0	0.00%	
3100	Conference, Travel and Training	2,767	3,430	3,430	3,430	(343)	3,087	-10.00%	
3200	R & M Structure	23	0	0	0	0	0	0.00%	
3201	R&M Small Equipment	0	0	0	0	0	0	0.00%	
3025	Water Bill Processing/Postage/Mailing	35,692	34,320	34,320	35,488	0	35,488	3.40%	
3301	Telecommunications	7,029	5,700	5,700	5,932	0	5,932	4.07%	
3302	Electricity	6,393	6,275	6,890	8,696	0	8,696	38.58%	
3303	Natural Gas	1,505	1,300	1,300	1,300	0	1,300	0.00%	
3505	Operating Expenses	0	0	0	0	0	0	0.00%	
3514	Convenience Fee	7,299	3,500	16,200	18,000	0	18,000	414.29%	
3529	Temp Contract Labor	3,666	0	845	845	0	845	0.00%	
3510	Blanket Bond Expense	267	150	150	150	0	150	0.00%	
4010	Debt Service on Long Term Debt	0	0	0	0	0	0	0.00%	
	sub-total: Contractual Services	99,667	109,961	123,121	140,459	(343)	140,116	27.42%	
	Capital Outlay								
	Office Furniture and Fixtures	0	0	0	0	0	0		
5000	Other Equipment	180	2,500	2,500	0	0	0	-100.00%	
7001	Depreciation Expense	0	0	0	0	0	0		
	sub-total: Capital Outlay	180	2,500	2,500	0	0	0	-100.00%	
	PROGRAM TOTAL	224,018	262,750	276,946	280,334	(547)	279,787	6.48%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DEPARTMENT NAME:
Public Works	Meter Services

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	103,641	121,889	96,321	122,163
SUPPLIES	14,330	11,557	11,067	12,755
CONTRACTUAL SERVICES	36,686	8,216	8,216	14,605
CAPITAL OUTLAY	45,805	75,335	75,335	65,750
PROGRAM TOTAL	200,462	216,997	190,939	215,273

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Meter Readers	0	3	3	3
TOTAL FULL TIME:	0	3	3	3
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	3	3	3

SIGNIFICANT BUDGET CHANGES:

Meter testing and repair will give greater confidence in the accuracy of the meters installed in the system.

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2010

DEPT #		Water & Sewer								
DEPARTMENT NAME		Meter Services 500-5-23								
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION	
Personnel										
1010	Regular Salaries - Full Time	75,395	81,515	58,065	83,200	0	83,200	2.07%		
	Certification Pay	0	0	0	0	0	0	100.00%		
1025	Overtime	469	3,154	1,730	3,154	0	3,154	0.00%		
1030	Car Allowance	1,225	0	0	0	0	0	0.00%		
1200	FICA/MEDICARE	5,986	6,477	5,043	6,365	0	6,365	-1.73%		
1205	Workers Comp Ins	6,402	4,345	4,340	3,603	0	3,603	-17.08%		
1210	Insurance	8,108	21,957	16,088	23,145	0	23,145	5.41%		
1215	Texas Employment Comm.	1,188	0	7,800	0	0	0	0.00%		
1220	TMRS	4,868	4,441	3,255	2,696	0	2,696	-39.29%		
sub-total: Personnel		103,641	121,889	96,321	122,163	0	122,163	0.22%		
Supplies										
2000	Office Supplies	447	680	680	650	(65)	585	-13.97%	Increase in costs of office supplies	
2003	Operating Supplies	6,508	0	0	0	0	0	0.00%		
2012	Janitorial Supplies	0	0	0	500		500	0.00%	Cost of additional janitorial supplies divided among groups using Public Works Service Center	
2100	Gasoline & Fuel	6,678	8,505	8,000	7,470	0	7,470	-12.17%	Estimated 600 gallons per truck @\$4.15/gallon	
2200	Uniforms & Clothing	502	1,485	1,500	1,500	0	1,500	1.01%	Uniform prices \$500 per employee shirts, pants, jackets, rain gear, hats, T shirts	
2151	Hand Tools	195	887	887	700	0	700	-21.08%		
2300	Safety Equipment	0	0	0	2,000		2,000	0.00%	Safety Equipment needed for employees	
sub-total: Supplies		14,330	11,557	11,067	12,820	(65)	12,755	10.37%		
Contractual Services										
3013	Other Professional Services	15,000	0	0	0	0	0	0.00%		
3100	Conference, Training & TRA	679	1,811	1,811	1,500	(150)	1,350	-25.46%		
3202	R&M Auto/Truck	1,328	2,250	2,250	2,250	0	2,250	0.00%	\$750 per truck (includes weekly vehicle wash)	
3201	R&M Small Equipment	3,208	3,000	3,000	0	0	0	100.00%		
3301	Telecommunications	1,068	1,155	1,155	1,155	0	1,155	100.00%		
3529	Temp Contract Labor	15,403	0	0	0	0	0	100.00%		
	Meter Testing and Repair	0	0	0	9,850	0	9,850		Large meter testing Bi-annually	
sub-total: Contractual Services		36,686	8,216	8,216	14,755	(150)	14,605	77.76%		
Capital Outlay										
4160	Lease Principal	0	13,780	13,780	14,730	0	14,730	6.89%		
4161	Lease Interest	0	1,970	1,970	1,020		1,020	-48.22%		
5025	Water Meter Purchases	45,805	59,585	59,585	50,000	0	50,000	-16.09%		
sub-total: Capital Outlay		45,805	75,335	75,335	65,750	0	65,750	-12.72%		
PROGRAM TOTAL		200,462	216,997	190,939	215,488	(215)	215,273	-0.79%		

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Public Works	Water Services

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	353,681	412,662	403,191	402,268
SUPPLIES	18,545	26,500	31,841	32,172
CONTRACTUAL SERVICES	858,797	919,136	920,656	935,227
CAPITAL OUTLAY	2,265	12,500	12,500	12,200
PROGRAM TOTAL	1,233,288	1,370,798	1,368,188	1,381,867

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Director	0	1	1	1
Superintendent	1	1	1	1
Secretary	1	1	1	1
Water technician	3	3	3	3
Cross Connection	1	1	1	1
TOTAL FULL TIME:	6	7	7	7
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	6	7	7	7

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		500-5-41							
MAJOR FUNCTION NAME		Municipal Services							
DIVISION NAME		Water Services							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1000	Exempt Salary	36,689	84,000	79,997	84,000	0	68,892	-18.00%	
1010	Regular Salaries - Full Time	221,877	216,323	215,493	216,323	0	224,566	3.80%	
1025	Overtime	10,117	9,286	9,286	9,500	0	9,500	2.30%	
1200	FICA/MEDICARE	19,796	23,628	22,090	24,006	0	22,817	-3.40%	
1205	Workers Comp Ins	13,226	11,930	11,092	11,950	0	8,623	-27.70%	
1210	Insurance	31,919	51,240	49,103	51,240	0	54,006	5.40%	
1215	Texas Emp. Comm.	0	0	0	0	0	0	0.00%	
1220	TMRS	20,057	16,255	16,130	14,059	0	9,664	-40.50%	
1036	Certification Pay	0	0	0	4,200	0	4,200	#DIV/0!	
sub-total: Personnel		353,681	412,662	403,191	415,278	0	402,268	-2.50%	
Supplies									
2000	Office Supplies	2,296	2,000	2,000	2,000	(200)	1,800	-10.00%	
2001	Forms	0	0	0	0	0	0	0.00%	
2125	Postage	531	1,500	200	700	0	700	-53.30%	
2006	Chemicals	3,107	7,000	6,050	7,000	0	7,000	0.00%	
2008	Ceremonial	0	0	0	0	0	0	0.00%	
2100	Gasoline & Fuel	9,806	7,000	14,991	15,072	0	15,072	115.30%	
2200	Uniforms & Clothing	1,229	3,000	3,000	2,300	0	2,300	-23.30%	
2151	Hand Tools	645	2,000	2,000	2,000	0	2,000	0.00%	
2012	Janitorial Supplies	492	1,000	600	1,000	0	1,000	0.00%	
2300	Safety Equipment	439	3,000	3,000	2,300	0	2,300	-23.30%	
sub-total: Supplies		18,545	26,500	31,841	32,372	(200)	32,172	21.40%	

FORM 5 - EXPENDITURE DETAIL
Due Tuesday, June 7, 2011

DIV #		500-5-41							
MAJOR FUNCTION NAME		Municipal Services							
DIVISION NAME		Water Services							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Contractual Services									
3003	Engineering	4,769	4,000	4,000	2,000	0	2,000	-50.00%	
3005	Janitorial Service	0	3,900	3,900	3,900	0	3,900	0.00%	
3013	Other Professional Services	0	0	0	0	0	0	0.00%	
3100	Conference, Training & TRA	6,501	8,000	7,722	8,000	(800)	7,200	-10.00%	
3101	Dues, Subscriptions & Pubs	700	750	750	750	0	750	0.00%	
3503	Printing, Copy & Photo	326	750	600	750	0	750	0.00%	
3200	R&M Structures	10,053	9,600	9,600	12,100	0	12,100	26.00%	
3202	R&M Auto/Truck	6,713	7,240	7,240	8,652	0	8,652	19.50%	
3206	R&M Heavy Equipment	3,201	5,232	5,232	4,800	0	4,800	-8.30%	
3201	R&M Small Equipment	338	1,075	1,075	1,075	0	1,075	0.00%	
3204	R&M Water System	39,767	72,500	72,500	80,000	0	80,000	10.30%	
3302	Electricity	93,193	102,500	102,500	102,500	0	102,500	0.00%	
3502	Community Day	84	500	450	500	0	500	0.00%	
3301	Telecommunications	9,640	12,500	12,500	12,500	0	12,500	0.00%	
3531	Rental Equipment	1,197	2,500	2,500	2,500	0	2,500	0.00%	
3526	Treated Water Purchases (DWU)	676,225	667,500	667,500	667,500	0	667,500	0.00%	
3505	Operating Expenses	2,245	500	500	500	0	500	0.00%	
3510	Blanket Bond Expense	89	89	89	0	0	0	0.00%	
3550	TCEQ Inspection Fees	3,500	12,500	14,998	20,000	0	20,000	60.00%	
3705	TRA Lab Expense	256	3,000	3,000	3,000	0	3,000	0.00%	
3513	Employee Relations	0	1,000	1,000	1,000	0	1,000	0.00%	
3600	Landscaping	0	1,000	500	1,000	0	1,000	0.00%	
	Hydraulic Modeling	0	0	0	0	0	0	0.00%	
3215	Storage Tank Maintenance	0	2,500	2,500	3,000	0	3,000	0	
sub-total: Contractual Services		858,797	919,136	920,656	936,027	(800)	935,227	1.80%	
Capital Outlay									
5000	Other Equipment	756	1,500	1,500	1,000	0	1,000	-33.30%	
5005	Office Furniture and Fixtures	1,470	1,000	1,000	1,200	0	1,200	20.00%	
5010	Mobile Equipment	0	0	0	0	0	0	0.00%	
5030	Mains & Extensions	39	10,000	10,000	10,000	0	10,000	0.00%	
5025	Water Meter Purchases	0	0	0	0	0	0	0.00%	
	Generators	0	0	0	0	0	0	0.00%	
	2 Trucks	0	0	0	0	0	0	0.00%	
sub-total: Capital Outlay		2,265	12,500	12,500	12,200	0	12,200	-2.40%	
PROGRAM TOTAL		1,233,288	1,370,798	1,368,188	1,395,877	(1,000)	1,381,867	0.80%	

PROGRAM SUMMARY

MAJOR FUNCTION NAME:	DIVISION NAME:
Municipal Services	WasteWater Services

PROGRAM EXPENDITURES:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	98,211	116,807	122,089	127,646
SUPPLIES	18,450	31,070	29,220	30,750
CONTRACTUAL SERVICES	1,459,187	1,544,945	1,555,691	1,952,040
CAPITAL OUTLAY	2,338	0	0	0
PROGRAM TOTAL	1,578,186	1,692,822	1,707,000	2,110,436

PERSONNEL SUMMARY:

	FY 10	FY 11	FY 11	FY 12
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Service technicians	3	3	3	3
TOTAL FULL TIME:	3	3	3	3
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:

FORM 5 - EXPENDITURE DETAIL
Due TUESDAY, June 7, 2011

DIV #									
MAJOR FUNCTION NAME		Municipal Services 500-5-42							
DIVISION NAME		WasteWater Services							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
Personnel									
1010	Regular Salaries - Full Time	70,076	81,910	82,626	81,910	0	88,094	7.55%	
1025	Overtime	1,228	3,091	3,091	3,000	0	3,000	-2.94%	
1200	FICA/MEDICARE	5,467	6,503	6,713	6,727	0	6,739	3.63%	
1205	Workers Comp Ins	5,731	4,366	4,561	4,522	0	3,814	-12.64%	
1210	Insurance	10,372	16,479	20,550	21,960	0	23,145	40.45%	
1220	TMRS	5,337	4,458	4,548	3,939	0	2,854	-35.98%	
	Cert Pay	0	0	0	0	0	0		
sub-total: Personnel		98,211	116,807	122,089	122,059	0	127,646	9.28%	
Supplies									
2000	Office Supplies	490	1,000	700	1,000	(100)	900	-10.00%	
2006	Chemicals	11,857	15,000	13,650	15,000	0	15,000	0.00%	
2100	Gasoline & Fuel	3,998	6,570	6,570	8,950	0	8,950	36.23%	
2200	Uniforms & Clothing	761	4,000	4,000	1,400	0	1,400	-65.00%	
2151	Hand Tools	335	1,000	900	1,000	0	1,000	0.00%	
2012	Janitorial Supplies	484	1,000	1,000	1,000	0	1,000	0.00%	
2161	Software Update	0	0	0	0	0	0		
2300	Safety Equipment	525	2,500	2,400	2,500	0	2,500	0.00%	
sub-total: Supplies		18,450	31,070	29,220	30,850	(100)	30,750	-1.03%	

FORM 5 - EXPENDITURE DETAIL
Due TUESDAY, June 7, 2011

DIV #									
MAJOR FUNCTION NAME		Municipal Services 500-5-42							
DIVISION NAME		WasteWater Services							
OBJECT CODE	ACCOUNT DESCRIPTION	FY 10 ACTUAL	FY 11 BUDGET	FY 11 PROJECTED	FY 12 PROPOSED	CM ADJUSTMENTS	FY 12 PROPOSED	FY 11-12 % CHANGE	DETAIL DESCRIPTION
	Contractual Services								
3003	Engineering	0	3,000	3,000	3,000	0	3,000	0.00%	
3100	Conference, Training & TRA	446	1,500	1,500	1,500	(150)	1,350	-10.00%	
3101	Dues, Subscriptions & Pubs	0	0	0	500	0	500	0.00%	
3503	Printing, Copy & Photo	0	200	200	200	0	200	0.00%	
3202	R&M Auto/Truck	564	2,835	2,835	3,720	0	3,720	31.22%	
3206	R&M Heavy Equipment	382	1,550	1,550	1,550	0	1,550	0.00%	
3201	R&M Small Equipment	305	2,120	2,120	1,120	0	1,120	-47.17%	
3205	R&M Sewer System	13,813	15,000	15,000	15,000	0	15,000	0.00%	
3200	R&M Structures	2,394	2,900	2,900	4,000	0	4,000	37.93%	
3302	Electricity	19,998	22,000	22,000	24,000	0	24,000	9.09%	
3301	Telecommunications	856	1,000	1,000	1,000	0	1,000	0.00%	
3531	Rental Equipment	319	1,450	806	1,200	0	1,200	-17.24%	
3527	TRA - Sewer Treatment	1,417,362	1,488,390	1,500,780	2,140,000	(246,600)	1,893,400	27.21%	
3505	Operating Expenses	2,748	3,000	2,000	2,000	0	2,000	-33.33%	
	sub-total: Contractual Services	1,459,187	1,544,945	1,555,691	2,198,790	(246,750)	1,952,040	26.35%	
	Capital Outlay								
5010	Mobile Equipment	0	0	0	0	0	0	0.00%	
5000	Other Equipment	2,338	0	0	0	0	0	0.00%	
5030	Mains & Extensions	0	0	0	0	0	0	0.00%	
	Software Update	0	0	0	0	0	0	0.00%	
	Manholes Rehabilitation	0	0	0	0	0	0	0.00%	
	Generators	0	0	0	0	0	0	0.00%	
	sub-total: Capital Outlay	2,338	0	0	0	0	0	0.00%	
	PROGRAM TOTAL	1,578,186	1,692,822	1,707,000	2,351,699	(246,850)	2,110,436	24.67%	

LISTING OF INCREASED SERVICE LEVELS

CITY OF GLENN HEIGHTS				
FY 2011-12 BUDGET PREPARATION				
LISTING OF PROPOSED INCREASED SERVICE LEVELS BY DEPARTMENT				
		CITY	ADD	
		COUNCIL	TO	
		PRIORITY	BUDGET	
DEPT NAME	AMOUNT	RANKING	Y/N	DESCRIPTION
DISCRETIONARY ITEMS:				
GENERAL FUND:				
Municipal Court	19,000			Incode Content Management - partial funding by the Technology Fund \$2,256
Municipal Court	3,880			Tyler Technology automated citations call system
Municipal Court	1,130			Horizontal outdoor message center
Municipal Court	728			Automated document folder
Municipal Court	235			Fire/ water proof safe
Municipal Court	100			Municipal court week
Administration	20,300			City Council chamber audio visual equipment
Administration	8,100			Seven laptops and set up for the City Council
Administration	8,000			Eight new City Council chairs
Administration	7,000			Citizens alert system
Administration	4,500			Water bill inserts
Administration	4,500			Council registration & travel - 2 annual TML Conferences, Houston, Grapevine
Administration	3,000			Citizen's library cards, 150 @\$20 per library card
Administration	2,000			Siren repairs - emergency management
Administration	2,000			City promotional items
Administration	2,000			Landscaping improvements - Bear Creek and Hampton intersection
Administration	700			One training registration - Leadership Southwest
City Secretary	15,000			Storage facility
City Secretary	3,000			Update Code of Ordinances - Franklin Publishing
City Secretary	2,400			Audio Visual Capture All
City Secretary	800			Laptop computer for City Council meetings and work at home
Human Resources	13,000			Improve IT support - anti-virus software license renewals; IT maintenance supplies; desktop software upgrades
Human Resources	6,500			Incode HR module
Human Resources	2,500			City Manager's Advisory Committee
Human Resources	500			Diversity Initiatives
Fire	12,700			2 Promotions to Lieutenant
Fire	5,100			Promotion of one position to Captain
Fire	1,000			Add Inspections module to Firehouse software
Fire	850			Electronic version of National Fire Code
Fire	750			International Fire Code CD's
Police	77,000			Compensation, equipment to add 1 Lieutenant position, partial funding STEP fines \$80,000
Police	70,300			Compensation, equipment to add 1 COPS position, 100% funding COPS grant \$62,300
Police	56,750			Warrant/ Bailiff officer - funding: increased warrant collections \$40,000, Court Security Funds
Police	52,000			Police building solar panels and wind turbine, power savings \$31,600

CITY OF GLENN HEIGHTS				
FY 2011-12 BUDGET PREPARATION				
LISTING OF PROPOSED INCREASED SERVICE LEVELS BY DEPARTMENT				
		CITY	ADD	
		COUNCIL	TO	
		PRIORITY	BUDGET	
DEPT NAME	AMOUNT	RANKING	Y/N	DESCRIPTION
Police	47,500			Compensation, equipment to add 1 Communications position, partial funding from E911
Police	35,000			Asphalt pave back area of police station
Police	35,000			Police building renovations
Police	32,500			Reclass part time Clerk position to full time
Police	30,000			Code enforcement initiative
Police	28,440			Add Crisis Services victim liaison position, possible funding OOG grant
Police	25,004			Promotion to Lieutenant
Police	15,000			Lease payment to replace patrol unit #0610
Police	10,000			Police building generator transfer switch and installation
Police	6,000			Midlothian gun range use and gun supplies storage
Police	5,500			Mobile fingerprint identification equipment
Police	5,000			Police building signage
Police	4,500			Strategic response team contribution
Police	3,000			Dallas County prisoner transport
Police	1,000			Law Enforcement Analysis Portal
Economic Development	37,500			Retail Coach
Economic Development	30,000			Incentive Funds
Planning	3,800			New vehicle lease payments
Planning	1,300			Adobe Creative Suite software
Planning	500			Code books on CD
Parks	3,150			Replace 7 parks trash cans
E911 SPECIAL REVENUE FUND:				
Police	40,000			Mapping and E911 interface - paid from E911 restricted funds - no impact to general fund
WATER AND SEWER FUND:				
Meter Services	2,500			Supplies
Water	23,000			Lease payments to replace 1989 backhoe
Water	6,660			Lease payments to replace 2002 Ford F150 unit #74
Water	5,760			Lease payments to replace 1997 Ford F150 unit #75
Wastewater	4,960			Sewer camers
Storm Water	500			Employee uniforms
Storm Water	500			Supplies
MANDATED ITEMS (INCLUDED IN PROPOSED BUDGET):				
GENERAL FUND:				
City Secretary	19,000		Y	Bond, General elections

CITY OF GLENN HEIGHTS

FY 2011-12 BUDGET PREPARATION

LISTING OF PROPOSED INCREASED SERVICE LEVELS BY DEPARTMENT

DEPT NAME	AMOUNT	CITY COUNCIL PRIORITY RANKING	ADD TO BUDGET Y/N	DESCRIPTION
Fire	15,300		Y	Replace hand held non-compliant radios
Fire	8,000		Y	Bunker gear replacements
Parks	37,674		Y	Gateway Park and open space maintenance
WATER AND SEWER FUND:				
Water	15,000		Y	Plugging of wells
SPECIAL REVENUE GRANT FUND:				
Fire	217,152		Y	Add four (4) firefighter position, funding from Homeland Security Grant (account for in new City Grant Fund)