



City of Rockwall

MEMORANDUM

TO: Mayor and City Council
FROM: Rick Crowley, City Manager
DATE: August 21, 2014
SUBJECT: Fiscal Year 2015 Proposed Budget

Please accept the proposed 2015 Annual Operating Budget for consideration by the Mayor and City Council.

There are many positive indicators for economic success in Rockwall in the coming year. Property values took a considerable jump in our community, sales tax revenue continues to increase, and building and development are strong. These factors would typically contribute to an annual operating budget proposal that allows the City to address many areas of need as services are provided to our citizens. While the proposed budget for FY15 includes a small reduction in the Ad Valorem property tax rate and adoption of the calculated effective tax rate, there are many unfunded departmental requests for programs and acquisitions that would enhance service delivery. Although the proposed FY15 budget envisions the continuation of current levels of service, these deferred programs and acquisitions will certainly be required to be funded in future years in order to continue to do so.

The major circumstances, which “drive” the proposed budget, are related to continued drought, successful water conservation, and the major reduction of water sales revenue, which has resulted. Drought conditions continue, broken only by several welcomed rain events, which, although helpful, have produced only marginal improvement in the availability of raw water for sale to our customers. These rain events have produced reservoir improvements measured in inches, at a time when sufficient supply replenishment in our lakes would require rainfalls measured in feet.

Although drought conditions continue, the City’s water supplier, the North Texas Municipal Water District (NTMWD), has indicated that the combination of recent rainfall, continued successes in regional conservation and resumption of water from Texoma (now being delivered through the new pipeline to the Wylie treatment plant) leads them to predict that Stage 4 Conservation measures (no outside watering) will not be required this summer. While this offers some indication of an enhanced outlook for the water supply situation, the proposed FY15 Annual Operating Budget is heavily influenced by the fact that this region remains in

drought condition, with no indication as to when that circumstance may reverse. Not going into Stage 4 produces only a tempered “bright spot” as relates to the operating budget in that it means not **all** of the possible negative impacts have come to pass. However, there is some thought that the drought may well change the level of customer demand for treated water for some significant period of time after drought conditions ease – perhaps for the foreseeable future.

A high percentage of total water sales comes during the last several months of each fiscal year. Current indications are that if the total water sales through the end of this fiscal year mirror sales from the previous year, the Water and Sewer Fund will end this fiscal year in a negative position. This is despite back-to-back annual rate increases of 10% in the last two years. The City has responded to lower sales by taking the following measures:

- Not making the budgeted transfer from the Water and Sewer Fund to the General fund for \$602,100 as previously planned;

- Deferral of numerous equipment acquisitions;

- Deferral of other projects that could reasonably be delayed; and

- Continuation of a hiring freeze of Water and Sewer system maintenance employees as vacancies occurred (four maintenance positions at this time, but 2-3 such positions for the majority of the current fiscal year).

As we have discussed, a high percentage of water and sewer system costs are beyond the city’s control but have significant impacts on the budget. These include the cost of treated water (which continues to increase), utilities, and debt service payments. Due to NTMWD costs associated with future water supply development, the price of treated water will increase 10% in the coming year.

For the proposed FY15 Operating Budget numerous changes are proposed in an effort to address the continued influence of the drought. These include the following:

- No transfer from the Water and Sewer Fund to the General Fund (previously \$602,100 annually) is included in the proposed budget;

- A total of \$700,000 in debt service payments on Certificates of Obligation issued for water and sewer projects and paid from those revenues is proposed to be paid from current property tax collections instead;

- An increase in the base bill for water of \$8 per month per customer account is proposed, and the budget assumes its adoption effective October 1, 2014;

One of the four vacancies in Maintenance Worker positions is proposed to be filled this fiscal year, and a second of these four vacant positions is proposed to be filled in the 2015 budget;

While non-optional equipment acquisitions and essential system improvements (based on our best assessments) are reflected in the budget, the proposed budget includes a significant deferral of vehicle replacement, equipment acquisitions, and other system projects that were requested. (Notable are the number of disapproved departmental requests in the Water and Sewer Fund); and

A consultant-performed rate study to update the previous studies – taking into account the current drought position and anticipated future increases in the cost of treated water and wastewater treatment (Unfortunately, but frankly, this study will likely affirm the need for yet additional future water and sewer rate increases).

These changes or others producing similar revenue and expenditure impacts are necessary to respond to, and, under the best circumstances anticipated, only begin to provide for the fund's recovery from the influence of drought and costs of raw water supply development. Details of the revenues and expenditures of the budget proposal are included in the various departmental requests noted in the proposed budget document.

We recognize that proposed water rate increases do have an impact on our residential customers and businesses. While these impacts are sometimes most significant when applied to the lowest levels of consumption, increases are necessary at this level to ensure we actually collect the revenues needed to operate the system. While an "increase is an increase," even after the rate adjustments proposed, Rockwall's rates will continue to be among the lower rates in the area.

General Fund

Of course, all of these changes in the water and sewer fund also impact the General Fund.

While the proposed budget does allow for continued operation of existing programs and service levels provided by the City, it also must reflect an even more conservative, cautious approach than has been the case in the past – this is necessary despite the many positive indications of economic improvement.

At the beginning of FY14, the City had increased the General Fund Reserve by \$1,200,000 more than had been anticipated by the amended budget for the previous fiscal year. During the course of the current fiscal year, as expressed above, reduced water sales revenue means the \$602,100 budgeted transfer from the Water and Sewer Fund to the General fund cannot occur.

However, several revenue line items do reflect increases over the budget amounts for the current fiscal year. These (as shown in the Revenue section of the budget that follows) include significant increases in the following:

Current sales taxes	\$234,000
Franchise fees	107,000
Mixed Beverage taxes	20,000
Code enforcement liens paid	35,500
Building related fees	35,000

Several of these items are indicators of a strengthening local economy and result from significant private investment in the City.

The budget for the current fiscal year included planned expenditures from General Fund Reserves. During the course of the year, the Council authorized a number of additional expenditures from General Fund Reserves. These have been included in the 2014 Amended Budget numbers that follow. For the current fiscal year, even with the elimination of the transfer of the \$602,100 transfer from the Water and Sewer Fund, it is anticipated that the reserve funds will be about \$260,000 better than had been anticipated in the budget. \$200,000 is needed for transfer to the Employee Benefits Fund in FY14, which provides the City’s self-insurance program. This transfer is accounted for within that portion of the proposed budget that follows.

Like the revenue side of the budget, expenditures in the General Fund continued to reflect the dynamic nature of the City. Certain expenditure line items, which substantially deviated (up or down) from planned expenditures, contain explanations within the document of the circumstances involved. The most notable, significant variances involving expenditures over the budgeted amounts have resulted from overtime in the Police Department divisions. This has been caused by employee turnover and the need to use overtime to fill shifts for sick or injured employees and those in training. A more specific evaluation of these overtime expenditures is provided in the overtime memorandum from the Chief of Police, which will be distributed and discussed at the budget worksession.

For FY15, double-digit percentage increases in property values (for the first time in many years) has the effect of lowering the calculated Effective Tax from the current Tax Rate of \$.5025/100 valuation to \$.4955/100 valuation. Individual property values will determine the actual change in tax bills for each taxable parcel.

While the General Fund Reserve remains strong and exceeds amounts adopted in the City's reserve policy, the proposed budget takes a cautious approach to expenditures from reserves due to uncertainty regarding the duration of the current drought conditions. While a few large rainfall events could substantially change the raw water supply situation (and thus the financial implications of the drought), these rains have not yet occurred.

The proposed budget anticipates adoption of the \$.4955/100 valuation calculated Effective Tax Rate. A number of revenue considerations are reflected in the proposed budget. These include:

- An increase in Sales Tax collections of 2% over the current year estimates (\$385,000 in new budgeted revenue);

- An increase from 2% to 4% for subdivision inspection fees paid by developers (\$140,000 in new budgeted revenue);

- Small increases for contracts associated with providing services to other cities;

- A small increase in fees paid for restaurant inspections;

- Various other revenue line items, which should see increases or decreases, based on their trends over the course of the last few years.

Each year as the proposed budget is being prepared, a market salary study is performed to determine if there have been substantial changes in employee market conditions that might indicate the need for adjustments to the various positions of the City's work force. Last year, this analysis was performed by a compensation consultant, and a number of market adjustments were recommended and approved by the Council. This year, the market study analysis was performed in-house, and the results indicated that only one such market adjustment (Police Communications - Dispatcher) is needed at the 5% increase level. No other market adjustments are included in the proposed budget. The proposal does, however, include step increases for employees in accordance with the Compensation Plan for both public safety and non-public safety employees as recommended by the consultant and adopted by the Council last year.

Last Fiscal Year nine new positions were added to General Fund expenses. The proposed budget includes the following:

- Addition of **one** Criminal Investigator position subject to approval of a grant application for a family violence investigator that was submitted to the State Criminal Justice Division. The position will be filled only if the grant application is approved for funding. The City's first year cost for this program would be the most expensive for the City because it includes acquisition

of a vehicle and various supplies as part of the local cost of the program. If the grant is not funded by the State, we will not move forward with the position and related expenditures;

Addition of **one** Parks Maintenance employee funded for a total of two months – (this coincides with the completion of downtown improvements, which will require additional maintenance activities);

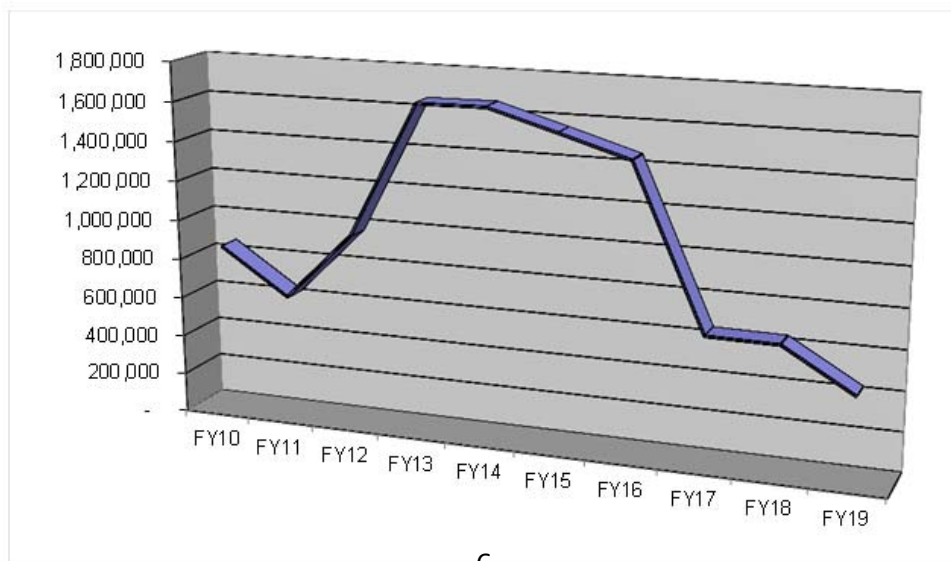
Continuation of the full-time position and additional part time funding for the baseball softball program assumed by the City and paid this year and next from the Recreation Development Fund;

One position currently budgeted at the police officer pay level has been elevated to a Sergeant position;

Two positions currently budgeted at the Communication Specialist (Dispatcher) level have been elevated to reflect increased supervisory responsibilities;

Costs associated with operation of the City’s pools were amended back into the FY2014 budget and are being continued into the new year.

FY2014 included the acquisition of sixteen (16) new and replacement vehicles. Council will recall that these vehicles were purchased from General Fund Reserves to begin transitioning from use of short-term debt for vehicle and equipment purchases to the development of a vehicle replacement program. Such a program will not use these debt instruments for financing vehicle acquisitions. While you will see numerous vehicle and equipment purchases that have been disapproved (and thereby deferred to future years – particularly in the Water and Sewer Fund), it is noteworthy that far fewer requests for vehicles and equipment in the departmental proposals. Vehicles requested and approved for inclusion in this proposed budget will again be approved as budgeted expenditures from reserves and no short-term debt will be issued for their purchase. An analysis of future reductions in debt payment requirements if the City sustains this practice is provided in the graph below.



The proposed FY15 budget recommends approval of the following vehicle and equipment items:

Replacement of two vehicle used for fire inspections	\$94,850
Vehicle for investigator if grant is funded	31,500
Traffic signal at Ralph Hall and Mims	185,000
Rehabilitation of Tuttle Ball fields parking lot	140,000
Zero Turn mower used in parks maintenance	13,900
Police equipment purchases	47,900

In addition to vehicle and equipment items noted above, the proposed budget also includes funding of the following from reserves, as they are non-operational / one-time expenses:

Service Center roof repairs	\$20,500
Air conditioner unit repairs- Police building	19,550
Replace Furniture at John Fitzwater Sr. Community Service Center	14,000
LiDAR Contours project	27,900

In total, the proposed expenditure from reserves is about \$595,100. This is substantially less than in previous years despite the healthy condition of the reserves. As indicated above, the lack of certainty as to continued drought conditions have been considered regarding the proposed reserve expenditures, as these circumstances can impact the General Fund as well as the Water and Sewer Fund.

Finally, I want to thank the Mayor and City Council for their engagement and discussion with staff as the proposed budget was being prepared. I would also like to thank the City's department directors for the work that each department has done in preparation of the budget requests. As always, a huge note of appreciation to the Finance Department is in order for the many hours of work that have gone into budget preparations. Specifically, Assistant City Manager Mary Smith has, as in previous years, worked tirelessly on the budget. She continues to serve the City of Rockwall well as its Chief Financial Officer.

The proposed FY 2015 budget is hereby transmitted to the Mayor and Council for your review and consideration.

To assist the Mayor and Council in evaluation of the proposed budget, a listing of requested but disapproved items has been provided. You may note that the proposed budget includes far more disapproved items than in the past years. As a part of our budget discussions, several options would allow the City to fund some of the currently disapproved items noted in the budget, or add items the Council may want to add.

General Fund Reserve – The proposed budget includes \$595,100 in expenditures from the General Fund Reserve. At this rate of reserve expenditure, it is estimated that FY15 would end with General Fund Reserve of at least 3.7 months or more of operating expenses. The Reserve Policy indicates that our goal is to maintain 3 months and when the reserves exceeds 3.5 months it can be used for capital purchases, repairs extending the life of an asset and planning projects.

Manager's Note: If expenditures from the General Fund Reserve are increased, please consider the following:

- A. Optional projects including:
 - 1. Logo/branding consultant
 - 2. Redo the entry feature at Ridge/I-30
 - 3. Additional entry features at Horizon-Village/I-30
 - 4. Downtown Christmas decorations
 - 5. Renovation of historic fire truck (estimates pending)

While additional reserve expenditures are possible, some caution is advised as the drought is ongoing and additional funds may be needed to offset lost revenues that could affect the need for continued strong reserves in the General Fund.

Water & Sewer - \$8 per month increase in base bill is proposed. \$1 on the base bill produces \$168,000.

Manager's Note: If the proposed rate increase of \$8 on the minimum bill further increased, please consider the following:

- A. The need to shore up the fund's stability and development of reserves for future years
- B. Replace the call duty truck \$37,000

General Fund – The proposed budget reflects adoption of the \$.4955 effective tax rate. \$257,695 would be generated by adoption of the current tax rate.

Manager's Note: If the current Tax Rate is adopted, a notice of Tax Increase is required, but if the current Tax Rate is adopted, please consider the following:

- A. Reduce transfer from Recreation Development in the event that the revenue will decrease from marina leases if the vendor follows through with their request due to low lake levels
- B. Increase reserves to be prepared to deal with the continued uncertainty of the drought
- C. Transfer to the Water and Sewer Fund reserves

**City Manager Disapproved Items
FY 2015**

WATER & SEWER FUND

<u>Item</u>	<u>Amount</u>	<u>Dept</u>
<u>Personnel</u>		
Seasonal Maintenance Worker	5,300	Water
Maintenance Worker (frozen position)	34,800	Water
Maintenance Worker (frozen position)	34,800	Sewer
<u>Equipment</u>		
Security Cameras at North Country Lane Water Tower	15,330	Water
Generators for Southside & Springer Water Towers	14,850	Water
Check valves at for Eastside and Heath St Pumps	27,050	Water
ADS 2 R leak correlator	12,000	Water
LD-12 leak detection equipment	3,600	Water
Gas multi-purpose chain saw	3,220	Water
24" Gannon, pin-on backhoe bucket with bolt on teeth	1,575	Water
Turbo Digger TD80-S2D and insert tool bundle	4,000	Water
John Deere 50G Compact Excavator w/ 16' tilt trailer	64,851	Water
John Deer HH60 Hydraulic Hammer	7,450	Water
Lift Station Control Panel Rain Shields	19,800	Sewer
Sewer push camera with monitor	12,426	Sewer
Multi-purpose gas chain saw	3,220	Sewer
<u>Vehicles</u>		
1-ton Extended Cab truck with utility bed	42,000	Water
3/4 ton truck with utility bed	37,000	Water
12 yard dump truck	110,557	Water
F550 Crew Cab with utility bed	38,500	Sewer
Vacuum Truck (or Lease-purchase \$68,250 per year for 5 years)	321,000	Sewer
<u>Capital Projects (Future CIP)</u>		
Conversion of Wet Wells	533,000	Sewer
Reline Sewer Mains Downtown	173,288	Sewer
Sewer Line on National Drive	325,353	Sewer
TOTAL:		\$1,844,970

**City Manager Disapproved Items
FY 2015**

GENERAL FUND

<u>Item</u>	<u>Amount</u>	<u>Dept</u>
<u>Personnel (including all associated expenses)</u>		
Network Technician	60,400	Internal Operations
3 FT Drivers	262,797	Fire
Network Technician	62,000	Records
Field Supervisor	94,500	Streets
<u>Contractual</u>		
Repaint Exterior of Fire Station 1	9,350	Internal Operations
Resurface Walkways at City Hall	16,000	Internal Operations
Repaint Interior of The Center and HMCC	3,000	Internal Operations
PD Exterior Sound Reduction	5,000	Internal Operations
PD Interior Sound Reduction	8,600	Internal Operations
Survey of Historic District	5,000	Planning
Historic Landmark Medallions	2,500	Planning
Historic District Renovation/Restoration Matching Grants	2,500	Planning
Crewleader Smartphones	3,500	Parks
Pavement Management Study	108,490	Streets
<u>Training</u>		
Microsoft Training	7,200	Internal Operations
<u>Vehicles</u>		
Traffic Supervisor Vehicle & Equipment	53,500	Patrol
Equip SRO Vehicles as Patrol Units (one vehicle)	23,000	Community Services
3/4 ton extended cab truck with utility bed	29,500	Parks
1/2 ton extended cab truck	23,200	Streets
<u>Other Capital Items</u>		
New Storefront & Glass at Service Center	9,600	Internal Operations
Sunport Shade Structure at PD	21,000	Internal Operations
iTRAKit software	20,500	Neighborhood Improv
Aerial Fountain at Myers Park	9,000	Parks
Tommy Lift Tailgate	3,350	Parks
Generator & Air Compressor	3,500	Parks
Replace existing GPS Tremble Unit	8,500	Engineering
Asphalt Pulverizer	115,000	Streets
3-Ton Vibratory Asphalt Compactor	41,024	Streets
Mini-Asphalt Track Paver	36,324	Streets
Asphalt Equipment Transport Trailer	11,500	Streets
12-Yard Dump Truck equipped with Sand Spreader	110,557	Streets
TOTAL:	1,169,892	



City of Rockwall
The New Horizon

MEMORANDUM

TO: Rick Crowley, City Manager
FROM: Jeffrey Widmer, Director of Building Inspections and Code Enforcement
DATE: July 31, 2014
SUBJECT: Population Estimates

COG reported our 1/1/14 population as 40,030. In keeping with adopted policy, we have calculated the population estimate for 1/1/2015. We averaged 29 single family permits per months from 1/1/14 – 5/31/14. We believe the conservative approach is to assume we continue to issue the same average number of permits for the remainder of the calendar year. Using this premise, we will end the year with 348 single family permits issued. COG recognizes 2.75 residents per single family dwelling and an occupancy factor of .940 in the City of Rockwall. COG recognizes 2.32 residents per multi-family unit with an occupancy rate of .955.

1/1/14 COG Population Estimate	40,030	
348 X 2.75 X .940 =	899	Single family
0 X 2.32 X .955 =	<u>0</u>	Multi-family
1/1/15 Population Estimate	40,929	

Using this methodology the City 1/1/2015 population will be 40,929.



City of Rockwall
The New Horizon

MEMORANDUM

TO: Rick Crowley, City Manager
FROM: Mary Smith, Assistant City Manager
DATE: August 18, 2014
SUBJECT: Water / Wastewater Rates

McLain Decision Support Systems last completed the City's comprehensive water and wastewater rate study in 2011. We provided budget estimates and debt outlook through 2017 for the study. Bob will be updating this study over the next 60 – 90 days and will present the results prior to the end of the calendar year.

North Texas Municipal Water District will be increasing their rate by 10.0% from the current 1.88 to 2.06 per thousand gallons of treated water. The District had established a long-range rate model and it was incorporated into the City's previous rate study. The District since increased the projected rates so the new higher rates will be reflected in the study update.

The City has two primary criteria when setting rates. The City's policy is to maintain a 60-day working capital (reserves) balance. In addition, bond covenants require that we maintain 1.25X net revenue available for debt service. Historically we have set rates and budgets based on periods of normal weather and consumption, not the extremes that can occur. Unfortunately, the weather and consumption patterns have been anything but normal for the past year and some would say perhaps for the foreseeable future.

Drought conditions and our customers corresponding overwhelmingly positive response to calls for conservation have severely diminished our revenues in several of the last few years but most profoundly in this year. Reduced sales and our inability to respond in kind with reduced expenses have depleted the reserves we must maintain. Operations staff has responded to the need to reduce expenses by freezing three open positions, at least one in excess of one year to this point, deferring maintenance projects unless an emergency occurs, and not purchasing any of the approved capital items in the current budget. This has saved in excess of \$399,000 in fiscal year 2014. Just over 79.2% of our expenses for fiscal year 2014 are paid to either NTMWD or in debt service payments, which does not allow for any reductions in those expenses.

The City raised rates effective January 1, 2014 so the full-year effect of this increase has not been realized yet. The proposed budget assumes a full-year of the new rates on the consumption volumes experienced last fall and early winter. We do not expect to be out of conservation measures this fall so this is likely the highest those revenues could be.

The proposed budget assumes an \$8 increase to the base water rate. By increasing the base rate, we ensure the revenues will be generated, rather than rates tied to consumption, which may not materialize in sales revenue. Bob McClain has provided a rate survey he conducted earlier this year so we could compare our current and proposed rates to those in the area. The rates reflected in his survey are before any increases these other cities may enact in their new budgets.

We anticipate the rate study will document the need for an additional increase in the volumetric rate to address the increasing costs of treated water and wastewater treatment operations.

Rockwall's current water and wastewater combined rate continues to be the lowest among the NTMWD 13 member cities. This is the case at consumption levels up to 15,000 gallons per month. We have a significantly higher "conservation rate" and that causes us to be 3rd lowest at the higher consumption levels. In a wider survey of 26 cities around the Metroplex, our lower tier rates are the lowest among these cities and our rates for greater consumption are the 7th lowest. Even adding in the proposed \$8 base water charge, our rates will be among the lowest and this assumes none of the survey cities raises their rates as well.

Wholesale Customers

Our wholesale customer rates are determined in a separate study that Bob is completing as well. Their rates are designed to completely cover our cost of providing wholesale water. Blackland and RCH Water Supply Corporations will be subject to a rate increase of at least 5% based on early calculations for coming year. The wholesale contracts with Blackland and RCH expire at the end of 2014. It was anticipated that both entities would be able to tie directly into the NTMWD treated waterline from Lake Tawakoni by this time. This project has been pushed back several years so we will be negotiating an extension to their agreements prior to year-end. The City of Heath's contract provides for rate increases as NTMWD adjusts their rate due to their unique configuration within our system so their rate will increase to \$2.06 per thousand gallons.

SUMMARY OF OPERATIONS

Fund

02 Water & Sewer

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Revenues	15,118,907	17,136,150	15,721,500	17,871,650
Operating Expenses	15,342,237	13,702,900	13,414,450	14,380,400
Operating Income (Loss)	(223,330)	3,433,250	2,307,050	3,491,250
Non-Operating Revenues	4,497,790	644,000	778,700	868,200
Non-Operating Expenses	3,773,084	4,143,150	4,143,150	3,329,600
Non-Operating Income (Loss)	724,706	(3,499,150)	(3,364,450)	(2,461,400)
Net Income (Loss) Before Transfers	501,377	(65,900)	(1,057,400)	1,029,850
Net Transfers In (Out)	(1,217,550)	(1,739,050)	(1,091,950)	(936,500)
Net Income (Loss)	(716,173)	(1,804,950)	(2,149,350)	93,350
Working Capital - Beginning	2,776,054	2,979,180	2,059,881	(89,469)
Working Capital - Ending	2,059,881	1,174,230	(89,469)	3,881

SUMMARY OF REVENUES

Fund

02 Water & Sewer

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Available Operating Revenues:					
4601	Retail Water Sales	8,285,306	9,694,000	8,100,000	9,544,000
4603	Sewer Charges	4,255,951	4,684,000	4,994,000	5,500,000
4605	Pretreatment Charges	9,392	27,000	9,300	9,500
4607	Garbage Revenue	5,706	-	-	-
4609	HHW Fees	94,107	97,000	97,000	100,000
4610	Penalties	201,880	150,000	200,000	220,000
4612	Water Fines	600	-	-	-
Total Utility Sales		12,852,942	14,652,000	13,400,300	15,373,500
4622	RCH Water Sales	708,638	874,200	796,200	846,000
4632	Blackland Water Sales	558,280	612,150	583,000	622,150
4650	City of Heath Water Sales	874,085	900,800	814,000	898,000
Total Contract Sales		2,141,003	2,387,150	2,193,200	2,366,150
4660	Water Taps	95,262	75,000	81,000	85,000
4662	Sewer Taps	13,700	12,000	25,000	25,000
4665	Meter Rental Fees	16,000	10,000	22,000	22,000
Total Other Receipts		124,962	97,000	128,000	132,000
Total Operating Revenues		15,118,907	17,136,150	15,721,500	17,871,650
Available Non-Operating Revenues					
4001	Interest Earnings	3,585	20,000	5,000	5,000
4010	Auction/Scrap Proceeds	9,360	10,000	3,600	5,000
4019	Other	100,754	24,000	20,000	20,000
4480	Tower Leases	63,586	90,000	122,800	188,200
4700	Bond Proceeds	3,523,302	-	-	-
4035	Impact Fees	797,202	500,000	627,300	650,000
Total Non-Operating Revenue		4,497,790	644,000	778,700	868,200
Total Available Revenues		19,616,697	17,780,150	16,500,200	18,739,850

SUMMARY OF OPERATING TRANSFERS

Fund

02 Water & Sewer

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers In				
From Bond Funds	451,500	-	-	-
Operating Transfers Out				
To General Fund	602,100	602,100	-	-
To Insurance Fund	1,025,000	1,095,000	1,050,000	900,000
To Worker's Comp Fund	30,000	30,000	30,000	30,000
To Tech Replacement Fund	11,950	11,950	11,950	6,500
Total Transfers Out	1,669,050	1,739,050	1,091,950	936,500
Net Operating Transfers				
In (Out)	(1,217,550)	(1,739,050)	(1,091,950)	(936,500)

SUMMARY OF EXPENSES

Fund

02 Water & Sewer

Department	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Expenses				
Departmental Expenses:				
61 Utility Billing	937,781	914,600	915,100	925,100
63 Water Operations	10,582,162	8,253,050	8,183,700	8,752,150
67 Sewer Operations	3,822,294	4,535,250	4,315,650	4,703,150
Total Dept. Expenses	15,342,237	13,702,900	13,414,450	14,380,400
Non Operating Expenses				
62 Long Term Debt	3,773,084	4,143,150	4,143,150	3,329,600
Total Non-Operating Expenses	3,773,084	4,143,150	4,143,150	3,329,600
Total Expenses	19,115,321	17,846,050	17,557,600	17,710,000

DIVISION SUMMARY

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

Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Debt Service	3,773,084	4,143,150	4,143,150	3,337,150
Total	3,773,084	4,143,150	4,143,150	3,337,150

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

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
70 Debt Service				
0750 BOND ADMINISTRATION FEES	35,061	7,500	7,500	7,500
0752 BOND - PRINCIPAL	1,821,962	2,001,950	2,001,950	1,965,400
0754 BOND - INTEREST	1,450,811	1,419,450	1,419,450	651,950
0772 NTMWD - PRINCIPAL	411,687	425,000	425,000	443,350
0774 NTMWD - INTEREST	53,562	289,250	289,250	268,950
Debt Service TOTAL:	3,773,084	4,143,150	4,143,150	3,337,150

DIVISION SUMMARY

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

Expenditure Summary

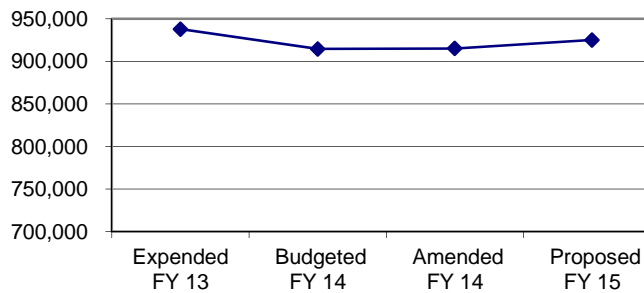
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	385,190	386,400	376,500	383,900
Contractual	277,753	302,600	302,600	306,600
Supplies	86,614	91,800	101,800	100,800
Operational	188,224	133,800	134,200	133,800
Total	937,781	914,600	915,100	925,100

Personnel Schedule

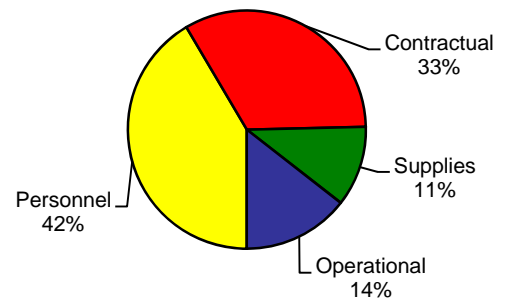
Position	Classification	FY 14 Approved	FY 15 Proposed
Utility Billing Supervisor	20	1	1
Customer Service Representative	9	3	3
Meter Technician	9	4	4

Activity Trends

Financial History



FY 2015 Expenditures by Category



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

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	70,192	69,300	69,300	69,200
0104	SALARIES & WAGES-CLERICAL	96,544	96,800	92,000	96,900
0107	SALARIES & WAGES-LABOR	141,727	142,600	138,200	139,500
0109	SALARIES & WAGES-OVERTIME	402	500	500	500

Salaries & Wages TOTAL:	308,866	309,200	300,000	306,100
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	-	600	900	900
0114	LONGEVITY PAY	4,452	3,200	3,300	3,100
0120	FICA & MEDICARE EXPENSE	23,378	23,600	23,600	23,400
0122	T.M.R.S. RETIREMENT EXP.	48,493	49,800	48,700	50,400

Benefits TOTAL:	76,323	77,200	76,500	77,800
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20 Contractual

0210	AUDITING	24,400	25,000	25,000	25,000
0217	IT SERVICE	16,724	36,100	36,100	36,100
0223	INSURANCE-SURETY BONDS	254	300	300	300
0225	INSURANCE-AUTOMOBILES	18,112	20,000	20,000	20,000
0227	INSURANCE-REAL PROPERTY	21,604	25,000	25,000	25,000
0228	INSURANCE-CLAIMS & DED.	5,141	25,000	25,000	25,000
0229	INSURANCE-LIABILITY	5,648	20,000	20,000	24,000
0231	SERVICE-MAINT. CONTRACTS	177,239	141,100	141,100	141,100
0240	EQUIPMENT REPAIRS	255	1,000	1,000	1,000
0242	EQUIPMENT RENTAL & LEASE	8,377	9,100	9,100	9,100

Contractual TOTAL:	277,753	302,600	302,600	306,600
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30 Supplies

0301	OFFICE SUPPLIES	827	1,800	1,800	1,800
0307	POSTAGE	78,427	81,000	91,000	90,000
0310	PRINTING & BINDING	6,886	8,000	8,000	8,000
0347	GENERAL MAINT. SUPPLY	475	1,000	1,000	1,000

Supplies TOTAL:	86,614	91,800	101,800	100,800
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	61 Utility Billing

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
40 Operational				
0410 DUES & SUBSCRIPTIONS	187	300	300	300
0415 RECRUITING EXPENSES	278	-	400	-
0430 TUITION & TRAINING	80	2,500	2,500	2,000
0436 TRAVEL	90	1,000	1,000	1,500
0450 BAD DEBT EXPENSE	96,744	30,000	30,000	30,000
0490 HOUSEHOLD HAZ WASTE DAY	90,845	100,000	100,000	100,000
Operational TOTAL :	188,224	133,800	134,200	133,800
Utility Billing TOTAL :	937,781	914,600	915,100	925,100

DIVISION SUMMARY

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

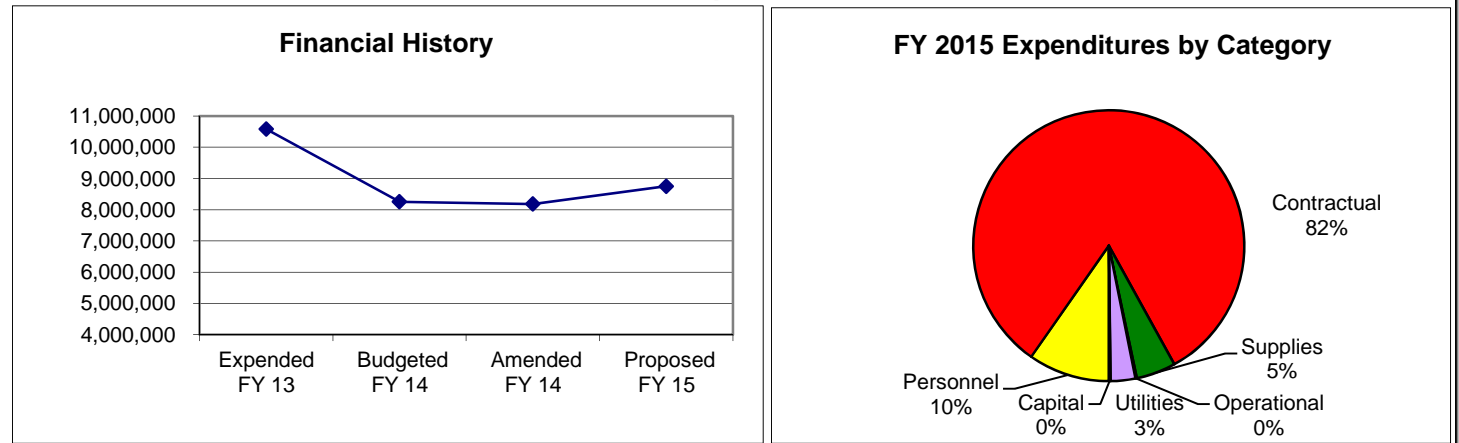
Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	812,907	840,500	843,900	849,700
Contractual	5,766,696	6,673,700	6,640,700	7,199,800
Supplies	275,247	404,400	406,900	412,650
Operational	11,425	19,000	14,800	13,300
Utilities	259,609	252,900	254,400	259,400
Capital	3,456,279	62,550	23,000	17,300
Total	10,582,162	8,253,050	8,183,700	8,752,150

Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Water/Wastewater Manager	28	1	1
Water - Field Supervisor	21	1	1
Senior Production Technician	15	0	1
Public Works Coordinator	14	1	1
Production Technician II	14	1	0
Crew Leader	14	1	1
Water Quality Technician	12	1	1
Equipment Operator II	11	1	1
Production Technician I	10	1	1
Fire Hydrant Technician	10	2	2
Maintenance Worker II	8	4	4

Activity Trends



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

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	152,810	158,900	159,800	165,100
0104	SALARIES & WAGES-CLERICAL	45,860	47,400	47,600	49,300
0107	SALARIES & WAGES-LABOR	415,065	433,700	408,700	430,700

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107 **Seasonal Maintenance Worker**

The water department is requesting one seasonal maintenance worker. The water department would utilize this employee to paint and trim the grass around fire hydrants. This would allow current fire hydrant techs to continue with the needed maintenance on the fire hydrants.

Salary & Wages \$5,300

CITY MANAGER'S COMMENTS: Disapproved

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0107 **Senior Production Technician**

The water department would like to move of one of the current Pump Tech II position to a new position of Senior Production Technician. This position would lead and participate in the work of staff responsible for maintaining the City’s water and wastewater pumping facilities. Other duties would include assisting the Pump Tech Field Supervisor with SCADA operations, record daily water demands, ensure safe working practices and procedures of employees under their direction. In the absence of the supervisor, this employee would fulfill the role of the supervisor under the direction of the Water/Wastewater Manager.

Salary and Benefits to upgrade to proposed grade 15: \$1,825

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	37,117	40,000	56,800	40,000
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Salaries & Wages TOTAL:	650,852	680,000	672,900	685,100
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	1,800	1,800	1,800
0114	LONGEVITY PAY	6,705	7,200	7,200	7,100
0120	FICA & MEDICARE EXPENSE	49,305	49,000	51,100	49,400
0122	T.M.R.S. RETIREMENT EXP.	105,445	102,500	110,900	106,300

Benefits TOTAL:	162,055	160,500	171,000	164,600
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

20 Contractual

0211	LEGAL	20,481	5,000	5,000	5,000
0213	CONSULTING FEES	70,426	40,000	10,000	20,000
0231	SERVICE-MAINT. CONTRACTS	29,547	42,300	42,300	49,200

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0231

Service Agreements

\$ 4,800 Air cards

600 DSL service Country Lane Water Tower for SCADA

5,403 Generator maintenance(Fixed)

1,700 Inspection and maintenance of water control valves

4,900 Equipment calibration of flow meters and water level transmitters

525 Country Lane Water Tower septic system inspections

1,600 Inspection and maintenance of cathodic corrosion protection equipment in water towers

960 Monitoring contract for water towers fire alarm systems at Springer and Country Lane

250 Water tower fire panel and detector yearly inspection Springer and Country Lane

3,520 Elevator Maintenance Contracts

12,423 Water Yard Maintenance Contracts - Secure Net

6,372 Mowing of Water Towers, Pump Stations, and Lift Stations (split with sewer)

840 XC2 Maintenance & Support renewal for backflow prevention software

Over the past year, the water department purchased the XC2 Backflow Prevention Software and is very pleased with the software. This year the water department would like to add the XC2 Hydrant Testing/Maintenance and the XC2 Valve Exercising/Maintenance Module.

2,300 Hydrant Testing/Maintenance Module – License Fee 3500 Hydrant Records

2,950 Valve Exercising/Maintenance Module – License Fee 8500 Valve Records

CITY MANAGER'S COMMENTS: Approved

0237	UNIFORM SERVICE	12,462	15,400	15,400	15,400
0240	EQUIPMENT REPAIR	9,553	10,000	10,000	10,000
0242	EQUIPMENT RENTAL	16,373	16,000	16,000	16,000
0244	BUILDING REPAIR	10,345	20,000	10,000	15,000
0246	VEHICLE REPAIRS	28,070	22,000	22,000	22,000
0270	WASTE DISPOSAL SERVICE	-	15,900	15,900	10,000
0280	STATE PERMITS	29,711	39,000	36,000	39,000
0281	METER REPAIR & REPLACEMENT	5,785	6,000	6,000	6,000
0287	WATER PURCHASES	5,439,725	6,298,850	6,298,850	6,851,950

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

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

0288 WATERLINE REPAIR & REPLACEMENT 16,054 20,000 30,000 70,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0288 Repair & Replacement

\$50,000 Install two 16-inch butterfly valves in the Southside Water Tower yard

These valves are essential in the event of a main break. Currently if a repair is required on the line, the only way to cut the system off is to shut off the water tower. This would leave a large area of the city without water or with very low water pressure.

\$20,000 Miscellaneous repairs or replacements

CITY MANAGER'S COMMENTS: Approved

0289 RESERVOIR MAINT. & REPAIR 78,165 123,250 123,250 70,250

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0289 Reservoir Maint. & Repair

Rebuild water pumps

\$17,000 Heath St. Pump Station

17,000 Eastside Pump Station

10,000 Miscellaneous repairs

4,170 Tank inspection, 6 tanks at \$695./tank

1,900 Minor tank cleaning, 2 at \$950./tank

3,600 Tank cleaning

The following items were approved in the 2013/2014 budget, but have been put on hold due to loss of revenue from drought restrictions.)

15,330 Install security cameras at Country Lane Tower

14,850 2 LP Generators for Southside and Springer Water Towers to ensure continuous water system operation during power failures.

13,350 Replace old motor starters at Heath St. Pumps 2 & 3

3,000 Contacts for Pumps 4 & 5 motor starters

27,050 Replace check valves EastSide 700 pump 4 and Heath St. Pump 2.

These are the last 2 pumps that don't have control valves. The seal surfaces in the valves are wearing and cannot be repaired. These valves will control the shock on the system each time the pumps turn on and off.

Total: \$127,250.

CITY MANAGER'S COMMENTS: Security cameras, generators and check valve replacement are disapproved, remaining items are approved.

Contractual TOTAL	5,766,696	6,673,700	6,640,700	7,199,800
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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30 Supplies

0301	OFFICE SUPPLIES	1,521	2,550	2,550	2,550
0310	PRINTING & BINDING	7,514	7,500	2,000	2,000
0323	SMALL TOOLS	9,734	9,750	9,750	8,500
0325	SAFETY SUPPLIES	7,004	8,000	8,000	8,000
0331	FUEL & LUBRICANTS	47,652	66,700	66,700	66,700
0333	CHEMICAL	4,421	8,400	8,400	8,400
0335	PROPANE	15,431	17,500	25,500	17,500
0341	CONSTRUCTION & REPAIR SUPPLY	49,259	70,000	70,000	70,000
0347	GENERAL MAINT. SUPPLY	13,299	18,000	18,000	18,000
0380	FIRE HYDRANT MAINT SUPPLY	10,574	11,000	11,000	11,000
0381	WATER PIPE FITTINGS	34,965	35,000	35,000	50,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0381

Water Pipe Fittings

With the purchase of rights to serve water from Aqua Texas, an additional \$15,000 will be required for repair supplies

CITY MANAGER'S COMMENTS: Approved

0382	METER SUPPLIES	73,873	150,000	150,000	150,000
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Supplies TOTAL :	275,247	404,400	406,900	412,650
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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40 Operational

0410 DUES & SUBSCRIPTIONS	1,849	2,100	2,100	2,100
0415 RECRUITING EXPENSES	127	200	200	200
0430 TUITION & TRAINING	7,752	11,700	7,500	6,000
0436 TRAVEL	1,697	5,000	5,000	5,000

Operational TOTAL:	11,425	19,000	14,800	13,300
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50 Utilities

0501 ELECTRICITY	251,820	245,000	245,000	250,000
0507 CELLULAR TELEPHONE	4,259	4,900	4,900	4,900
0508 TELEPHONE SERVICE	3,531	3,000	4,500	4,500

Utilities TOTAL:	259,609	252,900	254,400	259,400
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	63 Water Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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60 Capital

0621 FIELD MACHINERY & EQUIPMENT	-	25,550	23,000	17,300
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0621

Field Machinery & Equipment

\$ 6,700 Grundomat 3” Boring tool

2,600 Stihl TS 420 gas cut off saw (2)

8,000 Concrete Saw

12,000 ADS 2 R leak correlator

3,600 LD – 12 Leak detection equipment

3,220 Gas multi-purpose chain saw

1,575 24” Gannon, Pin-on backhoe bucket with bolt on teeth

4,000 Turbo Digger TD80-S2D and Insert tool Bundle

\$64,851 John Deere 50G Compact Excavator with 16-ft Tilt Trailer

Request a compact excavator to improve the utility crew’s ability to excavate water and sewer lines for repair or replacement in Lake Rockwall Estates. Large portions of the water and sewer lines are located in the rear of the property with no alleys or with narrow access. Over the past year, the water and sewer departments have rented compact excavators because the department’s backhoes are too large to access and work efficiently in these confined areas.

7,450 John Deere Hydraulic Hammer attachment for compact excavator to break concrete.

The wastewater and water departments will share use of the excavator.

CITY MANAGER'S COMMENTS: Boring tool, cutoff saws and concrete saw are approved. Remaining items are disapproved.

0623 VEHICLES	-	37,000	-	-
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DOCUMENTS FOR ACCOUNT . . . : 02-60-63-0623

Vehicles

One ton extended cab truck with utility bed and safety lights \$42,000

This truck will be used for fire hydrant maintenance. It will replace an existing 2008 ¾-ton truck with 98,302 miles, which is in need of repairs exceeding \$12,000

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

¾-ton truck with utility bed and safety lights \$37,000

This truck is taken home by the employee on call duty seven days a week for after hours emergencies. This vehicle will replace the existing 2007 F-150 truck that currently has 170,902 miles.

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

	2013	2014	2014	2015
	Actual	Adopted	Amended	City Manager
ACCOUNT	Expense	Budget	Budget	Approved

12 yard dump truck \$110,557.

Currently the water department has a 5-yard dump truck. When a main breaks, often the dirt removed from the hole cannot be stockpiled next to the trench because it would impede traffic. This requires the crew to remove the spoils from the job site quickly. Over the past few years, the city has expanded greatly, adding to the distance that the driver must travel to dump the load. When the dirt is wet, the truck cannot be loaded as heavy, requiring more trips to offload. When available, the water department uses the wastewater department’s 5-yard dump truck as well to speed up the process. The water department is requesting to purchase a 12-yard dump truck to improve efficiency and reduce the amount of time it takes to repair a main. The additional time taken with the smaller dump trucks can add additional time before water is restored to our customers. One 12-yard dump truck can carry over twice the amount of materials as one 5- yard truck.

Total: \$189,557

CITY MANAGER'S COMMENTS: Disapproved

0638	SYSTEM ACQUISITION	3,456,279	-	-	-
Capital TOTAL :		3,456,279	62,550	23,000	17,300
Water Operations TOTAL :		10,582,162	8,253,050	8,183,700	8,752,150

SEWER OPERATIONS

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

Expenditure Summary

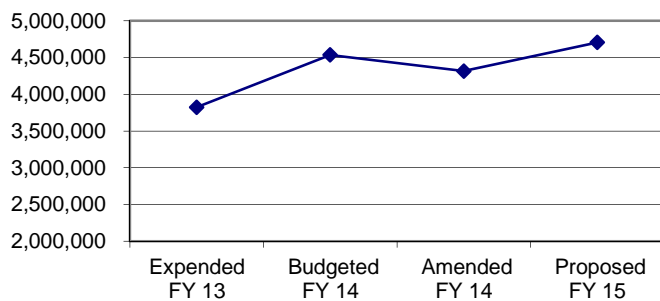
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	672,654	687,300	697,500	642,700
Contractual	2,892,548	3,481,100	3,263,750	3,762,250
Supplies	103,970	149,600	149,600	145,350
Operational	4,159	13,100	13,100	9,400
Utilities	146,359	123,450	123,450	143,450
Capital	2,603	80,700	68,250	-
Total	3,822,294	4,535,250	4,315,650	4,703,150

Personnel Schedule

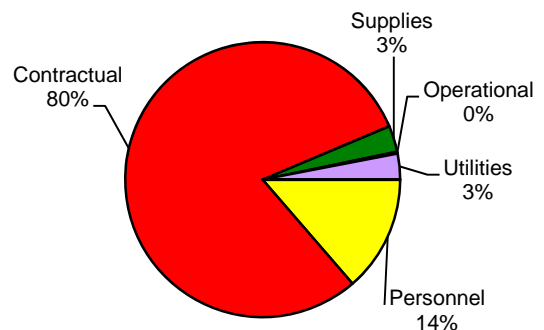
Position	Classification	FY 14 Approved	FY 15 Proposed
Wastewater - Field Supervisor	21	1	1
Production Technician - Field Supervis	21	1	1
Crew Leader	14	1	1
Production Technician II	14	1	1
Equipment Operator II	11	1	1
Production Technician I	10	1	1
Infiltration Technician	10	1	1
Maintenance Worker II	8	5	4

Activity Trends

Financial History



FY 2015 Expenditures by Category



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

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	119,924	131,100	130,500	133,800
0107	SALARIES & WAGES-LABOR	363,878	390,300	357,800	350,100
0109	SALARIES & WAGES-OVERTIME	54,678	35,000	69,000	35,000

Salaries & Wages TOTAL :	538,481	556,400	557,300	518,900
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	900	1,500	1,500	1,500
0114	LONGEVITY PAY	5,390	6,100	5,400	5,600
0120	FICA & MEDICARE EXPENSE	40,120	39,900	41,700	37,000
0122	T.M.R.S. RETIREMENT EXP.	87,764	83,400	91,600	79,700

Benefits TOTAL :	134,174	130,900	140,200	123,800
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20 Contractual

0213	CONSULTING FEES	35,615	35,000	20,000	20,000
0214	BUFFALO BASIN SSO	-	100,000	-	100,000
0216	SQUABBLE CREEK BASIN SSO	-	101,350	-	101,350
0231	SERVICE-MAINT. CONTRACTS	17,511	27,300	27,300	25,350

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0231

Service-Maint. Contracts

- \$4,110 Air cards
- 8,200 Generator Maintenance
- 6,500 SCADA licensing and Support
- 1,150 Bomgar remote SCADA system service
- 6,372 Mowing at lift stations

0237	UNIFORM SERVICE	10,156	14,700	14,700	14,700
0240	EQUIPMENT REPAIR	11,484	16,000	16,000	16,000
0242	EQUIPMENT RENTAL	2,393	2,600	5,600	13,200

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0242

Equipment Rental & Lease

- Crane rental for pulling pump motors \$3,800.
- Vac truck rental \$9,400.

CITY MANAGER'S COMMENTS: Approved

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

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

0246	VEHICLE REPAIRS	25,345	17,000	27,000	21,600
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0246 **Vehicle Repairs**

The cost of repairs has surpassed the budgeted amount for past two years. With the age of our vehicles this trend will continue.

Rear tires for Backhoe \$1,595.
 (This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

CITY MANAGER'S COMMENTS: Approved

0279	INDUSTRIAL PRE-TREATMENT	14,558	27,000	27,000	28,600
0282	LIFT STATION REPAIR & MAINT	93,795	59,000	59,000	50,000

DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0282 **LS Repair & Maintenance**

\$22,000 Lift station upgrades

19,800 Lift Station Control Panel Rain Shields

Provides protection for access to control panels during inclement weather. This should finish the Lift Stations.(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

3,500 Timber Creek LS replace stator on pump

12,505 FM 3097 # 1 LS Generator Pad Settlement Repairs

10,000 Quail Run LS Replace Rusted Pump Guide Rails with Stainless Steel

3,000 SCADA Wonderware Upgrade Installation and Maintenance

Conversions of dry well lift stations to wet well lift stations.

Chevy House \$250,000

Stonebridge \$283,000

The pumps and valves in these stations are in underground pits classified as confined spaces. Maintenance or emergency work on these lift stations, requires confined space entry. The additional labor and increase in hazard will be avoided if they are converted to submersible pumps. The proposal is to convert both this budget year.

Total: \$603,805.

CITY MANAGER'S COMMENTS: Conversion of wet wells will have to be a future CIP item rather than in an operating budget. Rain shields are disapproved. Remaining items are approved.

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

ACCOUNT	2013	2014	2014	2015
	Actual Expense	Adopted Budget	Amended Budget	City Manager Approved

0284 SWR LINE REPAIR & REPLACEMENT	8,980	35,000	35,000	35,000
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0284 Sewer Line Repair & Replacement

- Reline sewer mains downtown \$173,288.
- 6" Sewer line behind 101 to 111 N. Goliad
- 6" Sewer line behind 102 to 110 S. Goliad
- 6" Sewer line behind 102 to 116 E. Rusk

Install Sewer line on National Drive \$325,353.

This line is needed to service the businesses on National Dr. that are currently on septic systems.

CITY MANAGER'S COMMENTS: Disapproved - projects will have to be included in a future CIP program.

0285 TREATMENT PLANT-SQUABBLE	402,824	464,000	450,000	442,950
0286 TREATMENT PLANT-BUFFALO	562,082	735,150	735,150	992,750
0292 WASTEWATER TREATMENT	1,707,805	1,847,000	1,847,000	1,900,750

Contractual TOTAL :	2,892,548	3,481,100	3,263,750	3,762,250
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30 Supplies

0301 OFFICE SUPPLIES	947	1,500	1,500	1,500
0323 SMALL TOOLS	3,335	7,300	7,300	7,300
0325 SAFETY SUPPLIES	6,015	15,650	15,650	11,400
0331 FUEL & LUBRICANTS	50,317	48,000	48,000	48,000
0333 CHEMICAL	5,814	7,900	7,900	7,900
0341 CONSTRUCTION & REPAIR SUPPLY	22,352	51,000	51,000	51,000
0347 GENERAL MAINT. SUPPLY	5,955	8,000	8,000	8,000
0385 LIFT STATION SUPPLIES	9,236	10,250	10,250	10,250

Supplies TOTAL :	103,970	149,600	149,600	145,350
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40 Operational

0410 DUES & SUBSCRIPTIONS	1,252	1,500	1,500	1,500
0415 RECRUITING EXPENSES	138	200	200	200
0430 TUITION & TRAINING	2,559	10,200	10,200	6,500
0436 TRAVEL	211	1,200	1,200	1,200

Operational TOTAL :	4,159	13,100	13,100	9,400
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Fund	Department	Division
02 Water & Sewer	60 Utility Services	67 Sewer Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
50 Utilities				
0501 ELECTRICITY	142,917	120,000	120,000	140,000
0507 CELLULAR TELEPHONE	3,442	3,450	3,450	3,450
Utilities TOTAL:	146,359	123,450	123,450	143,450

60 Capital

0621 FIELD MACHINERY & EQUIPMENT	2,603	12,450	-	-
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0621

Field Machinery & Equip

Sewer push camera with monitor 200 ft.

\$8,011 Camera

4,415 Monitor

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

3,220 Gas multi-purpose chain saw

Total: \$15,600

CITY MANAGER'S COMMENTS: Disapproved

0623 VEHICLES	-	68,250	68,250	-
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DOCUMENTS FOR ACCOUNT . . . : 02-60-67-0623

Vehicles

F-550 Crew cab with utility bed \$38,500.

This truck will replace a 2003 F-450 Crew Cab that has 144,300 miles and is in need of a transmission overhaul.

Vacuum Truck (Vac-con 9 yard Combination Sewer Cleaner Unit)

Request a combination jet, vacuum and hydro truck to the wastewater equipment fleet. The current unit in service is a trailer-mounted vacuum unit purchased in 2001 and does not have hydro capabilities or a jet system needed for cleaning lift station pumps, hydro excavation and unclogging drains. Currently to complete these tasks, a second crew must arrive on the jobsite with a jet truck. Crews use the jet unit for hydro excavation in conjunction with the vacuum trailer with an attachment that was made in the shop. The pressure output is 1800 psi. The new unit's output is 3000 psi.

In 2001, the City of Rockwall covered 22.43 square miles with a population of 18,934 and 26 lift stations in operation. Currently, the City of Rockwall covers 29.77 square miles with a population of 40,500 and 39 lift stations in operation. The City's sewer system has substantially grown and so has the need for equipment to maintain a level of service that the City's customers expect.

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

	2013	2014	2014	2015
	Actual	Adopted	Amended	City Manager
ACCOUNT	Expense	Budget	Budget	Approved

The current machine is the only one in the City’s fleet that has the capability to vacuum sewer in the event of loss of power at lift stations, collapse of sewer lines or during repairs. It is also the only piece of equipment capable of vacuuming spills, mud, and debris from lift stations, manholes, and storm drains. The current unit is not capable of vacuuming solids and debris from the bottom of 16 of the City’s lift stations due to their depth.

When the current machine is in need of repair, the wastewater department must rely on aid from other cities in our surrounding area, a contractor, or rent the equipment. The machine, at times, is pushed beyond the limits of the manufacturer’s recommendations to get the job done. Working the machine that hard often requires repairs, leaving the department without a vacuum machine.

The new unit proposed is a Vac-con 9-yard combination truck. This combination unit is equipped to handle all of the current unit’s capabilities and more. Having all these features on one unit reduces the size of the crew needed to accomplish these tasks. The tank capacity is almost double the current unit thus reducing the number of trips to empty the tank during emergency repairs/outages. It can clean the bottom of all lift stations helping to extend the life of the lift station pumps. The pressure output is almost double the current unit, which will expedite the cleaning/excavation process.

Today, most utilities are underground making excavation of the water and sewer mains difficult. This machine is equipped to perform hydro-excavation around electrical, gas, telephone, and cable TV lines preventing damage that can occur when excavating with a backhoe when utilities are in close proximity. This unit will be part of daily preventative maintenance of cleaning sanitary sewer lines, lift stations and storm drains.

Vacuum Truck Purchase (Vac-con 9 yard Combination Sewer Cleaner Unit) \$321,000

Lease-purchase option \$ 68,250 per year for 5 years.

(This item was approved in the 2013/2014 budget, but has been put on hold due to loss of revenue from drought restrictions.)

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL :	2,603	80,700	68,250	-
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Sewer Operations TOTAL . . :	3,822,294	4,535,250	4,315,650	4,703,150
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City of Rockwall
The New Horizon

MEMORANDUM

TO: Rick Crowley, City Manager
FROM: Mary Smith, Assistant City Manager
DATE: August 17, 2014
SUBJECT: Ad Valorem Taxes

The certified assessed value is \$4,101,393,061 and includes senior values of \$336,142,622 and new improvements of \$195,688,232. The certified value reflects an increase of 12.12% over the prior year of which 5.96% is from new values.

A tax rate of 49.55 cents per hundred dollars of assessed value was used to prepare the 2014-15 Proposed Annual Budget.

The City's debt service rate is calculated to be 27.48 cents and the proposed operations rate would be 22.07 cents for a proposed combined rate of 49.55 cents per hundred dollars of assessed value. A penny on the tax rate generates \$368,142. Our Effective Tax Rate is 49.55 cents and the Rollback Rate is 56.36 cents.

Effective Rate – is the rate needed to collect the same tax dollars as FY14.

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

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

Debt Issuance

As presented, the proposed budget reflects the effect of the debt restructuring completed earlier in 2014. We expect to issue bonds in 2015 to commence engineering on the streets projects approved in the 2012 bond election. The first payment on the new debt would not be due until fiscal year 2016.

When the City has issued certificates of obligation for water and sewer projects, a pledge of both revenues and property taxes is made. The annual payments have historically been funded from system revenues. With the impact on sales of successful conservation by our customers necessitated by the ongoing drought, we will need to pay a portion of this debt service in fiscal year 2015 from property tax revenues. \$700,000 of interest payments on the 2007 and 2008 certificates of obligation used for water and sewer projects is funded with property taxes in this proposed budget.

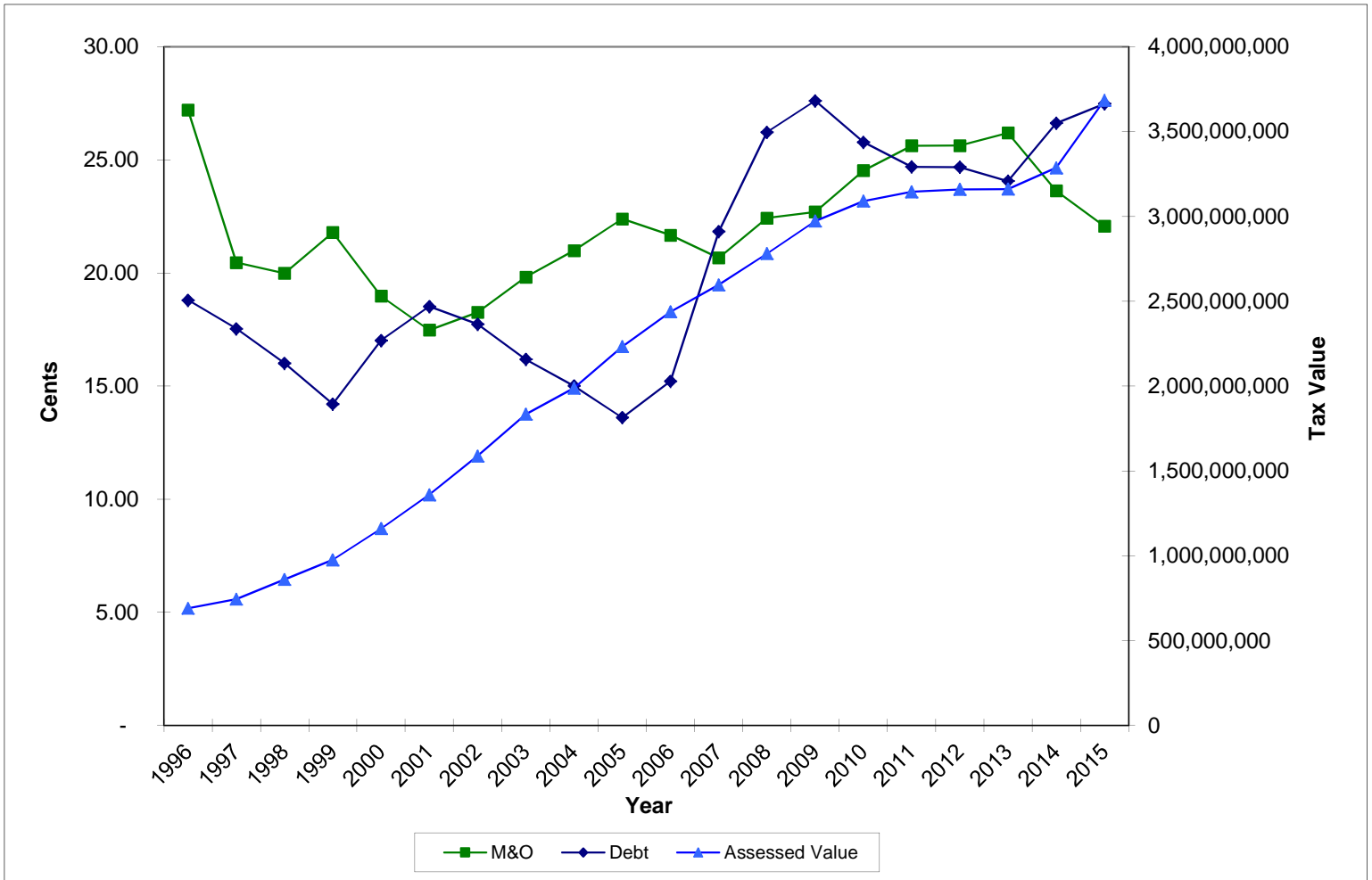
Public Hearings and Rate Adoption

The Truth in Taxation procedures require two public hearings if the tax rate increases revenue by any amount over the amount calculated as the Effective rate. The proposed tax rate of 49.55 cents does not cause the City to produce additional revenues and we would not be required to advertise and hold the state prescribed two public hearings on that rate. Following review of the budget, if the Council is interested in retaining the current tax rate, we would need to call the public hearings.

The City Charter requires a public hearing on the proposed budget, which can be conducted at the same meetings as the tax rate hearings. The public hearings, if needed, would be held on September 15th and September 22nd with adoption of the tax rate on September 29th.

Historical Tax Information

Fiscal Year	Assessed Value	% inc	M&O	Debt	Total	Collection Rate	Effective Rate	Rollback Rate
1995	622,316,737	4.86%	26.84	12.16	39.00			
1996	691,366,615	11.10%	27.20	18.80	46.00	98.39%		
1997	744,849,949	7.74%	20.46	17.54	38.00	97.93%		
1998	860,154,647	15.48%	19.99	16.01	36.00	98.27%		
1999	977,048,832	13.59%	21.79	14.21	36.00	97.40%	34.39	36.76
2000	1,160,717,737	18.80%	18.98	17.02	36.00	97.11%	33.60	39.35
2001	1,360,285,231	17.19%	17.48	18.52	36.00	98.98%	32.87	38.37
2002	1,589,000,910	16.81%	18.26	17.74	36.00	98.41%	34.16	36.12
2003	1,834,612,900	15.46%	19.82	16.18	36.00	98.01%	33.37	36.02
2004	1,988,933,070	8.41%	20.99	15.01	36.00	99.32%	35.22	37.79
2005	2,232,983,948	12.27%	22.39	13.61	36.00	99.48%	34.18	36.05
2006	2,437,997,400	9.18%	21.67	15.22	36.89	98.48%	35.05	40.18
2007	2,597,228,959	6.53%	20.67	21.83	42.50	99.30%	34.72	44.18
2008	2,781,217,425	7.08%	22.43	26.22	48.65	99.60%	40.59	48.72
2009	2,972,551,814	6.88%	22.70	27.61	50.31	99.49%	47.88	52.32
2010	3,090,336,508	3.96%	24.53	25.78	50.31	99.45%	51.36	51.22
2011	3,144,632,618	1.76%	25.62	24.69	50.31	100.94%	51.86	52.64
2012	3,159,425,094	0.47%	25.63	24.68	50.31	99.72%	51.28	53.14
2013	3,161,088,138	0.05%	26.19	24.06	50.25	99.58%	50.25	52.64
2014	3,286,196,578	3.96%	23.63	26.62	50.25	proj 99.00%	51.37	55.02
2015	3,684,358,438	12.12%	22.07	27.48	49.55	proj 98.00%	49.55	56.36



**CITY OF ROCKWALL
DEBT SERVICE REQUIREMENTS
2014-2015**

General Long Term Debt

	<u>Principal</u>	<u>Interest</u>
2003 G.O. Refunding Bonds	339,632	13,585
2005 G.O. Refunding Bonds	1,240,000	243,919
2006 G.O. Bonds	1,175,000	1,310,616
2007 G.O. Bonds	600,000	844,738
2008 G.O. Bonds	385,000	357,550
2009 G.O. Bonds	630,000	268,500
2011 G.O. Refunding Bonds	265,000	262,175
2013 G.O. Bonds	305,000	303,019
2014 G.O. Refunding Bonds	50,000	67,830
2006 Certificates of Obligation	205,000	12,113
2007 Certificates of Obligation W/S	-	84,625
2008 Certificates of Obligation W/S		615,375
2009 Certificates of Obligation	435,000	104,540
2011 Certificates of Obligation A	100,000	3,000
2011 Certificates of Obligation B	50,000	56,703
2012 Tax Notes-equipment	205,000	5,044
2013 Certificates of Obligation	365,000	72,100
2006 ES Corp -Gun Range	<u>113,262</u>	<u>4,787</u>
Total	6,462,894	4,630,218

TIF Zone #1

2005 Certificates of Obligation	350,000	122,350
2006 Certificates of Obligation	100,000	111,593
2011 G.O. Refunding Bonds	-	79,500
2011 Certificates of Obligation A	190,000	163,825
2013 GO Refunding Bonds	<u>35,000</u>	<u>152,418</u>
	675,000	629,686

Water & Sewer

2003 Refunding Bonds	25,368	1,015
2005 Revenue Bonds	260,000	147,294
2007 Certificates of Obligation	440,000	248,295
2008 Certificates of Obligation	680,000	-
2011 G.O. Refunding Bonds	435,000	125,700
2013 Certificates of Obligation	125,000	129,656
NTMWD	<u>443,338</u>	<u>268,966</u>
Total	2,408,706	920,926

SUMMARY OF OPERATIONS

Fund

04 Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	8,677,698	9,758,050	9,864,500	11,134,400
Total Expenditures	9,100,714	10,035,850	10,100,700	11,105,150
Excess Revenues Over (Under) Expenditures	(423,016)	(277,800)	(236,200)	29,250
Net Other Financing Sources (Uses)	(26,141)	-	-	-
Net Gain (Loss)	(449,156)	(277,800)	(236,200)	29,250
Fund Balance - Beginning	1,221,201	656,251	772,045	535,845
Fund Balance - Ending	772,045	378,451	535,845	565,095

SUMMARY OF REVENUES

Fund

04 Debt Service

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	(110)	1,000	250	250
4100	Current Taxes	8,134,270	9,297,050	9,403,000	10,674,150
4105	Delinquent Taxes	61,395	70,000	70,000	70,000
4110	Penalty & Interest	47,520	50,000	50,000	50,000
4460	Building Lease	15,000	15,000	16,250	15,000
4674	Roadway Impact Fees	419,622	325,000	325,000	325,000
Total Revenues		8,677,698	9,758,050	9,864,500	11,134,400

SUMMARY OF OPERATING TRANSFERS

Fund

04 Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Issue Cost Refund	9,659	-	-	-
Total Other Financing Sources	9,659	-	-	-
Other Financing Uses				
To Harbor Debt Service	35,800	-	-	-
Total Other Financing Uses	35,800	-	-	-
Net Other Financing Sources (Uses)	(26,141)	-	-	-

SUMMARY OF EXPENDITURES

Fund

04 Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Debt Service	9,100,714	10,035,850	10,100,700	11,105,150
Total Expenditures	9,100,714	10,035,850	10,100,700	11,105,150

LONG TERM DEBT

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

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
208	E.S. Corp Contract	112,645	112,300	116,000	118,050
750	Admin. Fees	10,500	10,000	10,000	12,000
752	Bonds - Principal	4,018,038	4,638,000	4,688,000	4,989,650
754	Bonds - Interest	3,755,006	3,626,950	3,638,100	3,671,950
768	Certificates - Principal	980,000	1,365,000	1,365,000	1,360,000
770	Certificates - Interest	224,525	283,600	283,600	953,500
Total Debt Service		9,100,714	10,035,850	10,100,700	11,105,150



City of Rockwall
The New Horizon

MEMORANDUM

TO: Rick Crowley, City Manager
FROM: Mary Smith, Assistant City Manager
DATE: August 18, 2014
SUBJECT: Harbor Debt Analysis

The Appraisal District has reported the certified assessed values in the Harbor TIF Zone. Valuations totaled \$92,058,346, resulting in a captured value of \$73,890,240. This is a valuation increase of 14.1%. Taxes on the captured value are revenues to the Zone.

The City has committed 100% of taxes on the captured value to the TIF. Rockwall County has committed 100% of property taxes on the Harbor Tracts and 50% of the taxes on properties in the remainder of the Zone through fiscal year 2016. Property taxes to the zone should total \$661,500. The REDC commitment to debt service on the Harbor Heights project continues for the life of the debt service repayment.

Sales taxes have been estimated for fiscal year 2015 at \$320,000. This would reflect a flat year in order to remain very conservative in our budget projections in light of ongoing vacancies in the retail center. The Comptroller's Office provides a monthly report to the City with the combined sales tax for all businesses in the TIF.

SUMMARY OF OPERATIONS

Fund

05 Harbor Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	972,754	1,035,850	1,083,450	1,091,650
Total Expenditures	904,256	1,266,300	1,254,300	1,304,900
Excess Revenues Over (Under) Expenditures	68,497	(230,450)	(170,850)	(213,250)
Net Other Financing Sources (Uses)	35,800	-	-	192,850
Net Gain (Loss)	104,297	(230,450)	(170,850)	(20,400)
Fund Balance - Beginning	97,518	245,668	201,816	30,966
Fund Balance - Ending	201,816	15,218	30,966	10,566

SUMMARY OF REVENUES

Fund

05 Harbor Debt Service

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4100	Current Taxes	538,881	532,350	532,350	661,500
4105	Delinquent Taxes	120,352	10,000	1,000	-
4150	Sales Taxes	313,520	320,000	320,000	320,000
4680	Developers Contribution	-	173,500	230,100	110,150
Total Revenues		972,754	1,035,850	1,083,450	1,091,650

Developers Contribution:

Harbor Heights: Amended FY14 \$160,000; Proposed FY 15 \$34,620

Whittle Development: Amended FY14\$70,100; Proposed FY15 \$75,550

SUMMARY OF OPERATING TRANSFERS

Fund

05 Harbor Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In:				
Net Effect of restructuring	-	-	-	-
From Economic Development	-	-	-	192,850
From Debt Service Fund	35,800	-	-	-
Total Other Financing Sources	35,800	-	-	192,850
Other Financing Uses				
To Economic Development	-	-	-	-
Total Other Financing Uses	-	-	-	-
Net Other Financing Sources (Uses)	35,800	-	-	192,850

SUMMARY OF EXPENDITURES

Fund

05 Harbor Debt Service

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Debt Service	904,256	1,266,300	1,254,300	1,304,900
Total Expenditures	904,256	1,266,300	1,254,300	1,304,900

LONG TERM DEBT

Fund

05 Harbor Debt Service

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
768	Certificates - Principal	270,000	600,000	600,000	675,000
770	Certificates - Interest	634,256	666,300	654,300	629,900
Total Debt Service		904,256	1,266,300	1,254,300	1,304,900

SUMMARY OF OPERATIONS

Fund

01 General

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	28,311,800	27,232,450	27,814,300	28,864,250
Total Operating Expenditures	23,304,628	25,488,450	25,959,500	26,279,750
Capital Reserve Expenditures	681,550	1,673,450	1,323,950	595,100
Excess Revenues Over (Under) Expenditures	4,325,622	70,550	530,850	1,989,400
Net Other Financing Sources (Uses)	(2,967,600)	(1,541,000)	(2,718,000)	(2,584,500)
Net Gain (Loss)	1,358,022	(1,470,450)	(2,187,150)	(595,100)
Fund Balance - Beginning	9,917,961	10,004,811	11,275,984	9,088,834
Fund Balance - Ending	11,275,984	8,534,361	9,088,834	8,493,734

SUMMARY OF REVENUES

Fund

01 General

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4100	Current Taxes	8,905,256	8,267,100	8,343,000	8,580,100
4105	Delinquent Taxes	32,394	60,000	50,000	60,000
4110	Penalty & Interest	50,365	60,000	50,000	60,000
Total Property Taxes		8,988,015	8,387,100	8,443,000	8,700,100
4150	Sales Taxes	13,271,760	12,998,000	13,232,000	13,617,300
4155	Beverage Taxes	167,328	160,000	180,000	210,000
Total Sales Taxes		13,439,088	13,158,000	13,412,000	13,827,300
4201	Electrical Franchise	1,555,490	1,620,000	1,640,000	1,680,000
4203	Telephone Franchise	149,743	150,000	150,000	150,000
4205	Gas Franchise	313,625	325,000	372,600	388,000
4207	Cable TV Franchise	498,025	470,000	500,000	500,000
4209	Garbage Franchise	231,824	190,000	200,000	208,000
Total Franchise		2,748,707	2,755,000	2,862,600	2,926,000
4250	Park & Recreation Fees	35,826	35,000	35,000	35,000
4251	Municipal Pool Fees	17,620	-	12,000	17,000
4253	Center Rentals	36,074	32,000	38,000	38,000
4255	Harbor Rentals	1,350	10,000	3,000	10,000
4260	Tax Certificate Fees	380	100	100	250
4270	Code Enforcement Fees	26,407	5,000	40,500	5,000
4280	Zoning Request Fees	39,507	35,000	35,000	35,000
4283	Construction Inspection	162,374	140,000	140,000	280,000
4295	Fire - Plans	24,845	10,000	20,000	20,000
Total Fees		344,382	267,100	323,600	440,250

Summary of Revenues, Cont'd.

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4300	Building Permits	832,904	670,000	682,000	710,000
4302	Fence Permits	18,810	20,000	20,000	20,000
4304	Electrical Permits	23,352	20,000	30,000	30,000
4306	Plumbing Permits	35,920	30,000	38,000	38,000
4308	Mechanical Permits	42,421	35,000	35,000	35,000
4310	Daycare Center Permits	2,520	2,000	2,000	2,000
4312	Health Permits	81,782	80,000	80,000	86,000
4314	Sign Permits	23,155	22,000	26,000	26,000
4288	Beverage Permits	11,220	10,000	10,000	10,000
4320	Miscellaneous Permits	47,354	50,000	41,000	41,000
Total Permits		1,119,439	939,000	964,000	998,000
4400	Court Fines	471,784	500,000	500,000	500,000
4402	Court Fees	168,291	165,000	165,000	165,000
4404	Warrant Fees	71,457	65,000	70,000	70,000
4406	Court Deferral Fees	284,935	260,000	275,000	285,000
4408	Animal Registration Fees	7,709	7,000	7,000	7,000
4414	Alarm Fees and Fines	46,779	45,000	45,000	45,000
Total Municipal Court		1,050,956	1,042,000	1,062,000	1,072,000
4001	Interest Earnings	73,220	40,000	20,000	20,000
4007	Sale of Supplies	377	500	800	500
4010	Auction/Scrap Proceeds	27,745	20,000	50,000	20,000
4019	Other	72,882	75,000	40,000	58,000
4480	Tower Leases	47,100	-	60,000	70,000
Total Miscellaneous		221,323	135,500	170,800	168,500
4500	Grant Proceeds	3,140	-	-	106,000
4510	School Patrol	209,872	289,350	306,100	306,100
4520	County Contracts	1,880	3,000	1,000	1,000
4530	City Contracts	184,998	256,400	269,200	319,000
Total Intergovernmental		399,890	548,750	576,300	732,100
Total Revenues		28,311,800	27,232,450	27,814,300	28,864,250

SUMMARY OF OPERATING TRANSFERS

Fund

01 General

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In:				
From Water & Sewer	602,100	602,100	-	-
From Recreational Development	50,000	110,000	110,000	60,000
From Court Security/Tech Fees	29,000	25,000	25,000	30,500
From Bond Proceeds	-	324,900	-	-
Total Other Financing Sources	681,100	1,062,000	135,000	90,500
Other Financing Uses				
Operating Transfers Out:				
To Airport Fund	25,000	11,000	11,000	15,000
To Rec. Dev. Fund	-	-	40,500	-
To Radio Fund	150,000	175,000	185,000	160,000
To Employee Benefit Fund (Ins.)	2,100,000	2,300,000	2,500,000	2,300,000
To Workers Compensation Fund	-	-	-	50,000
To Capital Projects Fund	-	350,000	-	-
To Tech. Replacement Fund	129,700	157,000	157,000	150,000
To Harbor Project	1,244,000	-	-	-
Total Other Financing Uses	3,648,700	2,993,000	2,893,500	2,675,000
Less Capital Reserve	-	390,000	40,500	-
Net Other Financing Sources (Uses)	(2,967,600)	(1,541,000)	(2,718,000)	(2,584,500)

SUMMARY OF EXPENDITURES

Fund

01 General

Dept.	Div.		Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
10	01	Mayor/Council	102,994	115,750	98,750	112,250
10	05	Administration	1,626,132	1,551,500	1,678,200	1,734,900
10	06	Administrative Services	532,909	534,800	523,100	532,150
10	09	Internal Operations	1,555,526	1,910,400	1,954,500	1,670,250
15	11	Finance	621,638	688,950	697,750	699,650
15	15	Municipal Court	349,536	364,550	429,050	436,350
20	25	Fire Operations	1,986,625	2,597,150	2,481,650	2,578,450
20	29	Fire Marshal	453,716	527,150	519,650	534,400
30	31	Police Administration	1,023,471	1,084,900	1,110,400	1,102,350
30	32	Communications	846,257	966,950	1,001,950	1,057,600
30	33	Patrol	4,779,077	5,412,050	5,650,150	5,097,050
30	34	CID	983,720	980,000	1,007,000	1,090,000
30	35	Community Services	572,492	729,000	796,500	810,450
30	36	Warrants	176,571	185,750	182,450	198,750
30	37	Records	313,415	321,850	325,850	338,950
40	41	Planning	604,478	671,550	588,650	595,450
40	42	Neighborhood Improv.	535,381	524,250	482,750	462,350
40	43	Building Inspections	612,591	666,200	681,000	687,950
45	45	Parks	1,677,985	1,803,900	1,775,200	1,855,600
45	46	Harbor O&M	438,331	473,150	458,050	374,150
45	47	Recreation	671,818	719,300	785,150	835,750
45	48	Animal Services	599,842	624,950	627,550	625,650
50	53	Engineering	940,994	1,072,550	1,095,750	1,105,000
50	59	Streets	1,980,678	2,245,300	2,291,900	2,339,400
			23,986,178	26,771,900	27,242,950	26,874,850
Less Capital Reserve			681,550	1,283,450	1,283,450	595,100
Total Operating Expenditures			23,304,628	25,488,450	25,959,500	26,279,750

DIVISION SUMMARY

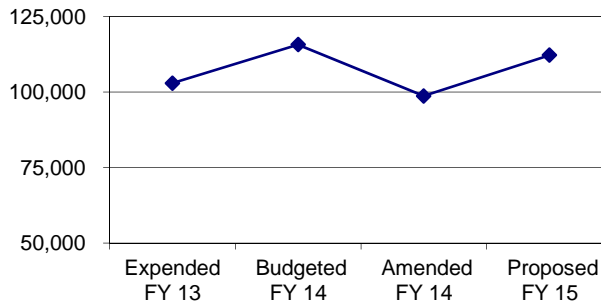
Fund	Department	Division
01 General	10 General Government	01 Mayor/Council

Expenditure Summary

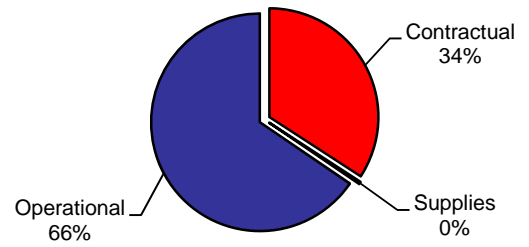
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	40,225	43,350	35,350	38,350
Supplies	258	400	400	400
Operational	62,511	72,000	63,000	73,500
Total	102,994	115,750	98,750	112,250

Activity Trends

Financial History



FY 2015 Expenditures by Category



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

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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20 Contractual

0221	INSURANCE-PUBLIC OFFICIAL	36,602	39,000	32,000	35,000
0231	SERVICE-MAINT. CONTRACTS	3,623	4,350	3,350	3,350

Contractual TOTAL :	40,225	43,350	35,350	38,350
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30 Supplies

0310	PRINTING & BINDING	204	300	300	300
0347	GENERAL MAINT. SUPPLY	54	100	100	100

Supplies TOTAL :	258	400	400	400
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40 Operational

0401	COUNCIL COMPENSATION	22,250	22,500	22,500	22,500
0402	YOUTH ADVISORY COUNCIL	1,568	3,000	3,000	3,000
0404	ELECTION EXPENSES	-	9,000	-	9,000
0410	DUES & SUBSCRIPTIONS	8,066	9,000	9,000	9,000
0420	AWARDS	7,994	8,500	8,500	10,000
0428	MEETING EXPENSES	5,194	3,000	3,000	3,000
0430	TUITION & TRAINING	3,635	5,000	5,000	3,000
0436	TRAVEL	13,804	12,000	12,000	14,000

Operational TOTAL :	62,511	72,000	63,000	73,500
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MAYOR/COUNCIL TOTAL :	102,994	115,750	98,750	112,250
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DIVISION SUMMARY

Fund	Department	Division
01 General	10 General Government	05 Administration

Expenditure Summary

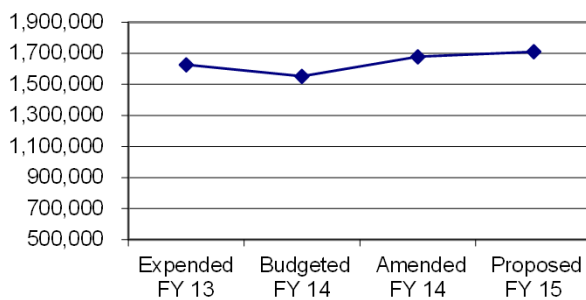
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	768,758	801,800	883,100	917,000
Contractual	661,716	676,000	715,700	712,500
Supplies	20,732	16,850	18,050	18,050
Operational	58,141	51,750	55,750	56,750
Utilities	4,022	5,100	5,600	5,600
Capital	112,763	-	-	-
Total	1,626,132	1,551,500	1,678,200	1,709,900

Personnel Schedule

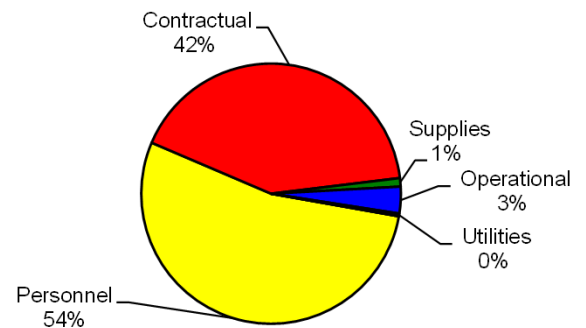
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
City Manager	-	1	1
Assistant City Manager	-	2	2
City Secretary / Assistant to the City Manager	23	1	1
Main Street / Community Relations Manager	22	1	1
Executive Secretary	15	1	1
Assistant to the City Secretary	14	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	454,517	477,500	481,300	496,600
0104	SALARIES & WAGES-CLERICAL	155,797	163,000	221,900	234,500
0109	SALARIES & WAGES-OVERTIME	-	300	300	300

Salaries & Wages TOTAL:	610,314	640,800	703,500	731,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	600	900	600
0114	LONGEVITY PAY	4,190	4,600	4,600	5,300
0120	FICA & MEDICARE EXPENSE	44,381	40,500	46,900	46,900
0122	T.M.R.S. RETIREMENT EXP.	109,274	115,300	127,200	132,800

Benefits TOTAL:	158,444	161,000	179,600	185,600
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20 Contractual

0207	APPRAISAL & COLLECTION	166,305	213,700	207,700	224,000
0208	E.S. CORP CONTRACT	219,905	211,000	201,000	207,800

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

ES Corporation Budgets

Ambulance \$150,923
 Emergency Management 45,417
 Administration 1,000
 Firing Range Operating 10,535

Total \$207,875

0211	LEGAL	126,646	130,000	183,000	140,000
0213	CONSULTING FEES	63,250	42,700	42,700	42,700
0231	SERVICE-MAINT. CONTRACTS	25,801	22,100	19,100	19,500
0233	ADVERTISING	5,903	6,000	6,000	6,000

Fund	Department	Division
01 General Fund	10 Administration	05 Administration

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0236 COMMUNITY SERVICES 46,000 32,000 32,000 32,000

DOCUMENTS FOR ACCOUNT . . . : 01-10-05-0236 Organization Funding

Meals on Wheels \$30,000

Parades \$1,500

Sheriff's Posse Insurance \$500

0240 EQUIPMENT REPAIRS 2,578 500 500 500

0242 COPIER LEASE 5,326 5,000 5,000 5,000

0243 BUILDING LEASE - 13,000 18,700 35,000

Contractual TOTAL :	661,716	676,000	715,700	712,500
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30 Supplies

0301 OFFICE SUPPLIES 1,824 1,850 3,050 3,050

0310 PRINTING & BINDING 18,437 14,500 14,500 14,500

0347 GENERAL MAINT. SUPPLY 471 500 500 500

Supplies TOTAL :	20,732	16,850	18,050	18,050
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40 Operational

0254 RECORDING FEES 4,383 4,000 4,000 4,000

0410 DUES & SUBSCRIPTIONS 12,546 13,000 13,000 13,000

0428 MEETING EXPENSES 10,537 8,500 9,500 9,500

0430 TUITION & TRAINING 8,779 6,950 8,450 8,450

0436 TRAVEL 21,896 19,300 20,800 21,800

Operational TOTAL :	58,141	51,750	55,750	56,750
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50 Utilities

0507 CELLULAR TELEPHONE 4,022 5,100 5,600 5,600

Utilities TOTAL :	4,022	5,100	5,600	5,600
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60 Capital

0633 INFRASTRUCTURE IMPROVEMENT 112,763 - - -

Capital TOTAL :	112,763	-	-	-
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Administration TOTAL . . . :	1,626,132	1,551,500	1,678,200	1,709,900
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DIVISION SUMMARY

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

Expenditure Summary

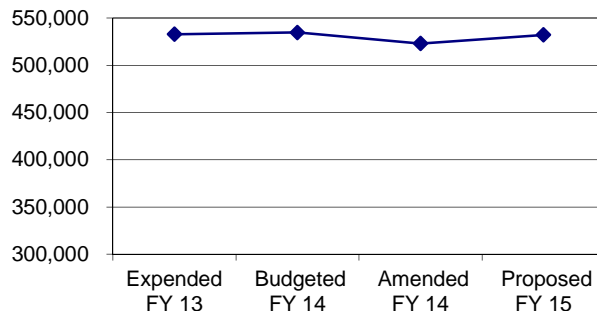
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	463,668	468,600	459,900	468,950
Contractual	20,000	9,000	6,000	6,000
Supplies	2,022	2,500	2,500	2,500
Operational	44,880	52,600	52,600	52,600
Utilities	2,339	2,100	2,100	2,100
Total	532,909	534,800	523,100	532,150

Personnel Schedule

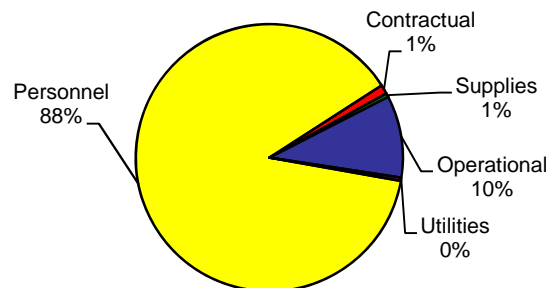
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Administrative Services Director	-	1	1
HR Supervisor	22	1	1
HR Analyst	17	1	1
HR Generalist	14	1	1
Administrative Secretary	11	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division		
01 General Fund	10 Administration	06 Admin. Services		
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
10 Salaries & Wages				
0101 SALARIES & WAGES-SUPERVISOR	129,275	130,000	130,500	135,250
0104 SALARIES & WAGES-CLERICAL	212,465	221,100	220,600	227,200
0112 INCENTIVE PAY	6,966	20,000	10,000	10,000
Salaries & Wages TOTAL:	348,707	371,100	361,100	372,450
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	1,500	1,800	1,800	1,800
0114 LONGEVITY PAY	2,835	3,100	3,100	3,400
0120 FICA & MEDICARE EXPENSE	24,385	25,900	26,100	26,600
0122 T.M.R.S. RETIREMENT EXP.	55,196	56,700	57,800	59,700
0128 UNEMPLOYMENT INS.	31,046	10,000	10,000	5,000
Benefits TOTAL:	114,962	97,500	98,800	96,500
20 Contractual				
0211 LEGAL	-	5,000	-	-
0213 CONSULTING FEES	20,000	-	2,000	2,000
0231 SERVICE-MAINT. CONTRACTS	-	4,000	4,000	4,000
Contractual TOTAL:	20,000	9,000	6,000	6,000
30 Supplies				
0301 OFFICE SUPPLIES	928	1,000	1,000	1,000
0310 PRINTING & BINDING	1,093	1,000	1,000	1,000
0347 GENERAL MAINT. SUPPLY	-	500	500	500
Supplies TOTAL:	2,022	2,500	2,500	2,500
40 Operational				
0410 DUES & SUBSCRIPTIONS	4,112	2,600	2,600	2,600
0420 AWARDS	5,916	6,500	6,500	6,500
0422 EMPLOYEE ACTIVITIES	13,723	14,000	14,000	14,000
0430 TUITION & TRAINING	3,593	3,500	3,500	3,500
0432 EDUCATION REIMBURSEMENT	-	3,800	3,800	3,800
0435 EMPLOYEE DEVELOPMENT	13,123	14,200	14,200	14,200
0436 TRAVEL	4,413	8,000	8,000	8,000
Operational TOTAL:	44,880	52,600	52,600	52,600

Fund	Department	Division		
01 General Fund	10 Administration	06 Admin. Services		
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
50 Utilities				
0507 CELLULAR TELEPHONE	2,339	2,100	2,100	2,100
Utilities TOTAL :	2,339	2,100	2,100	2,100
Administrative Services TOTAL :	532,909	534,800	523,100	532,150

DIVISION SUMMARY

Fund	Department	Division
01 General	10 Administration	09 Internal Operations

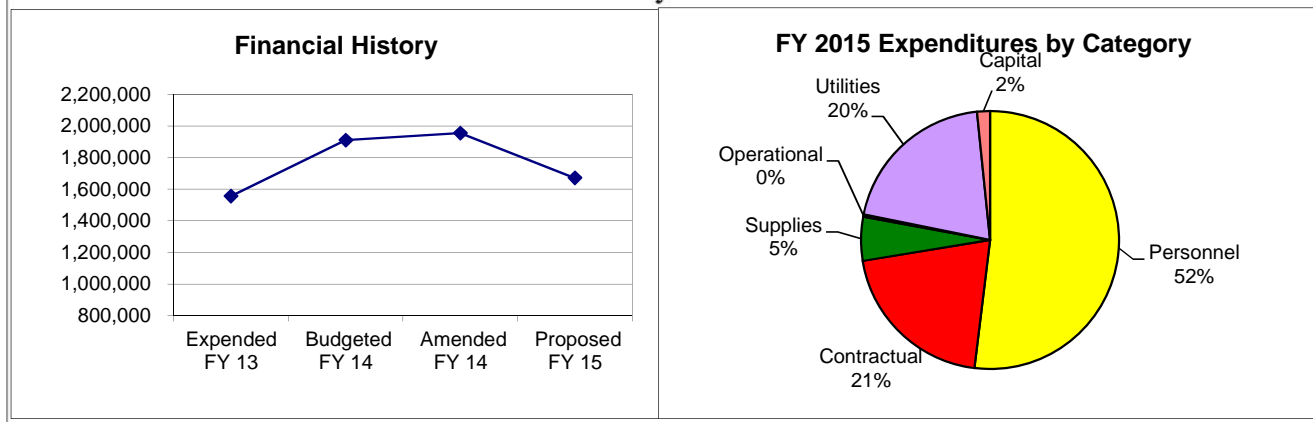
Expenditure Summary

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	823,202	842,400	852,700	867,300
Contractual	264,032	300,350	305,650	342,250
Supplies	84,520	88,700	88,700	91,700
Operational	1,419	3,550	3,550	5,000
Utilities	325,312	320,700	338,700	337,200
Capital	57,042	354,700	365,200	26,800
Total	1,555,526	1,910,400	1,954,500	1,670,250

Personnel Schedule

<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Director of Internal Operations	-	1	1
Facilities Superintendent	24	1	1
Network Administrator	22	1	1
Network Technician	18	1	1
Internal Operations Coordinator	14	1	1
Bldg. Maintenance Technician	10	3	3
Lead Custodian	8	1	1
Custodian	5	5	5

Activity Trends



Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	135,688	166,700	167,400	173,400
0104	SALARIES & WAGES-CLERICAL	199,390	185,700	186,600	190,100
0107	SALARIES & WAGES-LABOR	316,081	313,700	317,400	320,200

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

New IT Network Technician

A new position is requested in the Internal Operations Department to help with desktop support and IT network administration. While most requests are resolved within 30 minutes or less, many can take hours to resolve. This new position would provide valuable backup and provide knowledge about the network beyond more than one person in the department. The City’s 2-member IT Network Team is currently responsible for desktop support and maintenance for the following:

- 157 - Desktops
- 78 - Laptops
- 40 - iPads
- 45 - Printers
- 15 - Physical Servers
- 58 - Virtual Machines (this includes both servers and workstations)
- 04 - NAS Units (used for backups and additional network storage space)
- 18 - Network Switches
- 303 – Network Computer Customers

Additionally, these two employees are also responsible for maintaining 3 websites and a multitude of specialized software applications. They are on track to working almost 1,500 IT ticket requests for this budget year.

In order to provide the best customer service to both our internal and external customers, it is proposed to add a new team member. It has been 11 years since the addition of the last IT staff member.

Proposed Grade: 18 Salary & Benefits \$56,600

- Uniforms \$400
- Computer 1,800
- Cell Phone 1,100
- Misc. Tools 500

CITY MANAGER'S COMMENTS: Disapproved

0109	SALARIES & WAGES-OVERTIME	5,724	7,500	7,500	7,500
Salaries & Wages TOTAL:		656,883	673,600	678,900	691,200

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	600	600	600	600
0114 LONGEVITY PAY	8,895	9,700	9,700	10,600
0120 FICA & MEDICARE EXPENSE	50,024	50,900	51,500	52,300
0122 T.M.R.S. RETIREMENT EXP.	106,800	107,600	112,000	112,600
Benefits TOTAL:	166,318	168,800	173,800	176,100

20 Contractual

0217 IT SERVICE	65,925	86,350	86,350	80,600
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DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0217 **IT Service**

\$42,500 Datamax – network consultant

17,000 Software licenses for backup exec, spam filters, IT projects, PDF software upgrades, etc.

21,100 Internet service to all locations -including redundant backup service

Information Technology Audit and 3-Year Technology Plan

This request is to engage Datamax to conduct an investigation into technology initiatives that should be considered for implementation within the City. The previous Technology Plan was completed in 2007. The plan will involve interviews with City management personnel, individual departments, and specific user groups. The findings of study will be provided in the form of an Implementation Roadmap and projected technology initiatives to be considered for approximately the next three years. The roadmap will identify the suggested chronology of those recommendations. The study would specifically focus on the overall network, GIS, hardware and software needs, network security, redundancy, and disaster recovery.

Total: \$16,350

IT Service Total: \$92,850

CITY MANAGER'S COMMENTS: Technology audit is disapproved.

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0231 SERVICE-MAINT. CONTRACTS	108,579	105,850	105,850	143,750
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0231				Service Maint Contracts
\$ 5,300 Fire Alarms / Extinguishers				
4,080 Fire Alarm Monitoring				
10,800 Pest Control				
9,385 Outdoor Warning Sirens (2 new sites expiring warranty)				
6,560 Emergency Generators				
17,500 Coffee Service and Supplies				
3,200 Air Cards				
2,500 Bottled Water				
8,830 Elevators (4 inspections)				
30,113 Access Control and Security				
5,244 Access Control and Security at Court				
12,066 Telephone / Voicemail System				
27,743 Security Camera System – Tyco (expiring warranty)				
\$143,771 Total				

Note: Increase in Security Camera and warning siren maintenance due to expiration of initial warranty period. General fund transfers includes funds from Court security citation fee to cover the cost of access control at that facility.

CITY MANAGER'S COMMENTS: Approved

0237 UNIFORM SERVICE	1,886	2,400	2,400	2,400
0240 EQUIPMENT REPAIRS	6,220	8,000	8,000	8,000
0242 EQUIPMENT RENTAL & LEASE	-	500	500	500
0244 BUILDING REPAIRS	63,094	80,250	80,250	90,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0244				Building Repairs

The City provides the Internal Operations Department a budget of \$50,000 to maintain the facilities. In the last 4 years, the City has added over 40,000 square feet of new facilities. The requested increase in this line item is to address specific needs identified over time that are needed throughout our facilities.

Service Center Roof Repairs

Roof repair to prevent leaks and protect interior equipment and other assets.

Building A - \$10,500

Building B - 3,500

Building C - 6,500

Total: \$20,500

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

	2013	2014	2014	2015
ACCOUNT	Actual	Adopted	Amended	City Manager
	Expense	Budget	Budget	Approved

AC Repair at Rockwall Police Department

The coils (original to the unit installed in the mid-1980s) need to be replaced. The coils have been weathered and worn over time. The proposal will include guards to protect the City’s investment and to prolong the life of the roof top unit. Not replacing the coils will sooner (rather than later) result in catastrophic failure of one or both compressors due to increased pressures. The coil fins are seriously damaged. Manually “straightening” them is no longer possible. This prevents air flow resulting in higher than normal pressures and costs to operate and maintain. Budget Request: \$19,500

Painting Projects

Repaint the exterior of Fire Station 1 – the building was built in the 1980’s and needs to be repainted for maintenance of the stairs, doors, and trim around the bay doors and for general overall appearance. Budget Request: \$9,350

Resurface the walkways at City Hall – the bridges at City Hall were surfaced with a non-slip surface when the building opened in May 2002. Over this period of time, the weather has worn the surface down and needs to be replaced. Budget Request: \$16,000

Repainting Interior of The Center and HMCC – \$3,000

Police Department Exterior Sound Reduction

The PD is requesting that sound proofing panels be install on the south door to the training room to reduce the level of road noise being heard from inside the building during briefings and training. The City Engineer estimates the cost to be \$5,000 based on previous pricing related to other road projects. Budget Request: \$5,000

Police Department Interior Sound Reduction

Sound reduction in the Dispatch Center lobby between Patrol report writing room. \$8,600

Municipal Service Center – new storefront and glass.

The existing windows are not energy efficient and make the office area cold in the winter and very hot in the summer. The proposal is to replace the storefront with new UV rated and energy efficient windows. Request: \$9,600

CITY MANAGER'S COMMENTS: Roof repairs at the Service Center and AC repairs at the Police department are approved from General Reserves. Remaining items are disapproved.

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0246 VEHICLE REPAIRS	8,145	5,000	10,300	5,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0246				Revised Budget
Increase of \$3,000 to cover unexpected repairs such as front end and transmission rebuild for unit 180, the 2005 Ford Expedition that came from Fire Marshal.				
0272 JANITORIAL SERVICES	10,184	12,000	12,000	12,000
Contractual TOTAL :	264,032	300,350	305,650	342,250

30 Supplies

0301 OFFICE SUPPLIES	381	400	400	400
0303 COMPUTER SUPPLIES	18,755	17,000	17,000	20,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0303				Computer Supplies
Adding \$3,000 for security badging supplies (cards, ribbons, accessories).				

CITY MANAGER'S COMMENTS: Approved

0323 SMALL TOOLS	1,428	1,500	1,500	1,500
0331 FUEL & LUBRICANTS	15,357	16,800	16,800	16,800
0345 CLEANING SUPPLIES	18,141	23,000	23,000	23,000
0347 GENERAL MAINT. SUPPLY	30,457	30,000	30,000	30,000
Supplies TOTAL :	84,520	88,700	88,700	91,700

40 Operational

0415 RECRUITING EXPENSES	43	-	-	-
0430 TUITION & TRAINING	375	550	550	2,000
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0430				Microsoft Training

Increase training budget - when IT staff was moved from the Finance to IO budget, training dollars were not transferred.

In addition, request to send two team members to get their Microsoft Office certifications. One class is online and one is in class at the education center in Dallas. The certifications are A+ and Security + with certification tests included in the tuition.

Total - \$7,200.

CITY MANAGER'S COMMENTS: Microsoft training is disapproved

0436 TRAVEL	1,001	3,000	3,000	3,000
Operational TOTAL :	1,419	3,550	3,550	5,000

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
50 Utilities				
0501 ELECTRICITY	191,892	190,000	202,000	202,000
0507 CELLULAR TELEPHONE	5,207	5,700	5,700	5,700
0508 TELEPHONE SERVICE	85,948	85,000	85,000	85,000
0510 NATURAL GAS SERVICE	10,601	13,000	19,000	17,500
DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0510				Natural Gas Service
Increase due to colder winter and more usage at Fire Stations.				
0513 WATER	31,664	27,000	27,000	27,000
Utilities TOTAL :	325,312	320,700	338,700	337,200

60 Capital

0603 BUILDINGS	7,142	-	-	-
0610 FURNITURE & FIXTURES	-	-	-	26,800

DOCUMENTS FOR ACCOUNT . . . : 01-10-09-0610 **New Furniture**

New Chairs for Council Chambers and Council Conference Room

These chairs were purchased when City Hall was originally opened in May 2002. Over the years, they have been repaired, but are worn and the mechanical pieces don't work on many of the units. The Council Chamber chairs have held up very well for the length of time they have been in service. The request is to replace the following:

- 7 leather high back council chairs \$ 9,690.
- 12 low back conference room chairs \$11,582.
- Total \$21,289.

The Center & HMCC – Replace broken tables

There are eight - 60 inch tables that need to be replaced. The primary issue is the edges on these tables are cracked from constant wear and tear. The Center 60 inch round tables are \$2,234.72

There are nine - 6 foot tables that need to be replaced. They range from having waves or hot spots on the tables from rental wear and tear. The Center/HMCC 6 ft rectangle tables are \$1,392.75

New Dispatch Lockers

The Police Department Communications Center had individual lockers built for each Dispatcher during the remodel last year. Since then, 2 Dispatchers have been added as part of the agreement to Dispatch for the City of Fate. This request is to add another 3 unit cabinet. Budget Request: \$1,000.

Sunport Shade Structure at the PD

Fund	Department	Division
01 General Fund	10 Administration	09 Internal Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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The Police Department is requesting a shade structure on the south Washington Street parking lot to protect both SWAT vehicles from weather. 35x35 foot, 4 post structure - \$21,000.

CITY MANAGER'S COMMENTS: Shade Structure at PD is disapproved, remaining items are approved.

0612	COMPUTER EQUIPMENT	-	184,700	184,700	-
0621	FIELD MACHINERY & EQUIPMENT	49,900	3,000	3,000	-
0626	SECURITY EQUIPMENT	-	167,000	177,500	-
Capital TOTAL :		57,042	354,700	365,200	26,800
Internal Operations TOTAL :		1,555,526	1,910,400	1,954,500	1,670,250

DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	11 Fiscal Services

Expenditure Summary

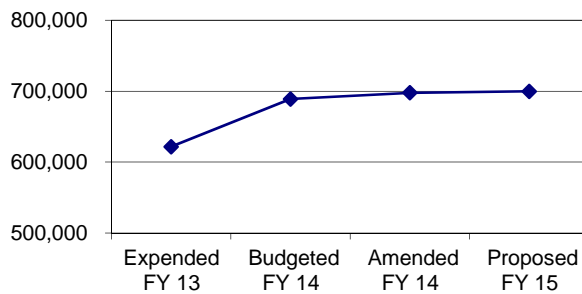
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	365,735	374,700	363,400	366,900
Contractual	181,719	231,500	251,500	241,000
Supplies	67,279	73,750	73,750	82,750
Operational	6,904	9,000	9,100	9,000
Total	621,638	688,950	697,750	699,650

Personnel Schedule

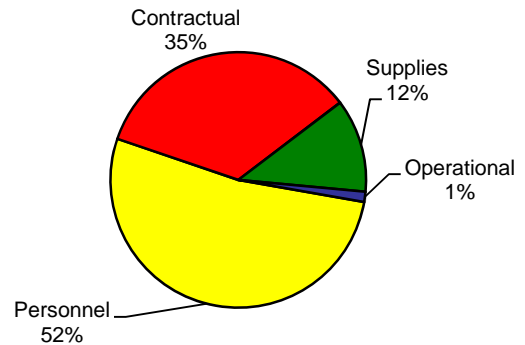
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Capital Projects Accountant	22	1	1
Purchasing Agent	22	1	1
Finance Clerk - Payroll	14	1	1
Finance Clerk - A/P	13	1	1
Inventory Clerk	13	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	15 Finance	11 Fiscal Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0104	SALARIES & WAGES-CLERICAL	293,408	298,400	288,000	291,300
0109	SALARIES & WAGES-OVERTIME	-	300	300	300

Salaries & Wages TOTAL :	293,408	298,700	288,300	291,600
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	900	1,200	1,200	1,200
0114	LONGEVITY PAY	3,470	3,800	3,800	3,800
0120	FICA & MEDICARE EXPENSE	20,418	22,800	22,400	22,300
0122	T.M.R.S. RETIREMENT EXP.	47,540	48,200	47,700	48,000

Benefits TOTAL :	72,327	76,000	75,100	75,300
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20 Contractual

0210	AUDITING	23,550	31,000	31,000	31,000
0223	INSURANCE-SURETY BONDS	446	400	400	400
0225	INSURANCE-AUTOMOBILES	31,517	35,000	35,000	35,000
0227	INSURANCE-REAL PROPERTY	37,808	45,000	45,000	45,000
0228	INSURANCE-CLAIMS & DED.	21,277	20,000	40,000	30,000
0229	INSURANCE-LIABILITY	14,486	35,000	35,000	35,000
0231	SERVICE-MAINT. CONTRACTS	48,950	60,900	60,900	60,900
0233	ADVERTISING	553	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	-	500	500	-
0242	COPIER RENTAL	3,133	2,700	2,700	2,700

Contractual TOTAL :	181,719	231,500	251,500	241,000
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Fund	Department	Division
01 General Fund	15 Finance	11 Fiscal Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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30 Supplies

0301	OFFICE SUPPLIES	2,101	2,000	2,000	2,000
0305	COPY MACHINE SUPPLY	31,741	33,000	33,000	33,000
0307	POSTAGE	31,394	36,000	36,000	45,000
0310	PRINTING & BINDING	1,787	2,000	2,000	2,000
0347	GENERAL MAINT. SUPPLY	256	750	750	750

Supplies TOTAL :	67,279	73,750	73,750	82,750
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40 Operational

0410	DUES & SUBSCRIPTIONS	3,103	2,500	2,500	2,500
0415	RECRUITING EXPENSES	-	-	100	-
0430	TUITION & TRAINING	1,402	3,500	3,500	2,500
0436	TRAVEL	2,399	3,000	3,000	4,000

Operational TOTAL :	6,904	9,000	9,100	9,000
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FINANCE TOTAL . . :	621,638	688,950	697,750	699,650
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DIVISION SUMMARY

Fund	Department	Division
01 General	15 Finance	15 Municipal Court

Expenditure Summary

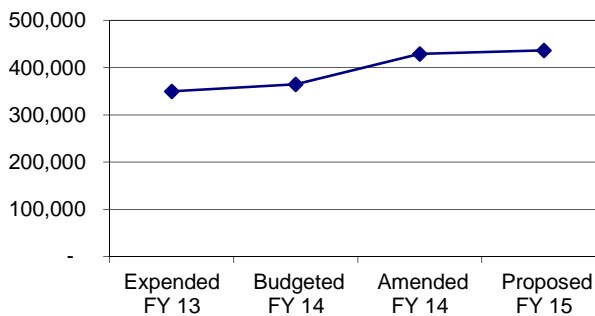
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	268,316	272,600	337,100	334,400
Contractual	68,853	77,700	77,700	87,700
Supplies	9,258	9,250	9,250	9,250
Operational	3,109	5,000	5,000	5,000
Total	349,536	364,550	429,050	436,350

Personnel Schedule

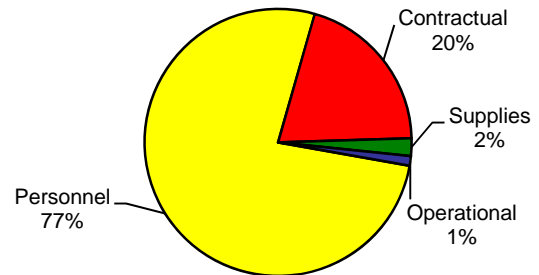
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Municipal Court Clerk Supervisor	20	1	1
Deputy Municipal Court Clerk II	12	3	3
Court - A/P Clerk	12	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	15 Finance	15 Municipal Court

ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manger Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	77,052	76,900	79,000	76,900
0104	SALARIES & WAGES-CLERICAL	133,192	137,200	183,500	185,700
0109	SALARIES & WAGES-OVERTIME	3,222	3,000	5,100	3,000

Salaries & Wages TOTAL :	213,467	217,100	267,600	265,600
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	600	900	900	900
0114	LONGEVITY PAY	3,410	3,700	3,700	4,500
0120	FICA & MEDICARE EXPENSE	16,168	16,400	20,400	20,100
0122	T.M.R.S. RETIREMENT EXP.	34,671	34,500	44,500	43,300

Benefits TOTAL :	54,849	55,500	69,500	68,800
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20 Contractual

0211	LEGAL	49,977	55,000	55,000	65,000
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DOCUMENTS FOR ACCOUNT . . . : 01-15-15-0211 **Judge's Docket**

Increase legal line item to allow funds for Judge Penn to handle two additional docket settings per month.

CITY MANAGER'S COMMENTS: Approved

0231	SERVICE-MAINT. CONTRACTS	12,855	16,800	16,800	16,800
0240	EQUIPMENT REPAIRS	445	500	500	500
0242	COPIER RENTAL	5,577	5,400	5,400	5,400

Contractual TOTAL :	68,853	77,700	77,700	87,700
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30 Supplies

0301	OFFICE SUPPLIES	1,528	1,500	1,500	1,500
0310	PRINTING & BINDING	6,921	7,000	7,000	7,000
0347	GENERAL MAINT. SUPPLY	808	750	750	750

Supplies TOTAL :	9,258	9,250	9,250	9,250
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Fund	Department	Division		
01 General Fund	15 Finance	15 Municipal Court		
ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manger Approved
40 Operational				
0407 JURY EXPENSE	840	1,500	1,500	1,500
0410 DUES & SUBSCRIPTIONS	286	500	500	500
0430 TUITION & TRAINING	420	1,000	1,000	1,000
0436 TRAVEL	1,563	2,000	2,000	2,000
Operational TOTAL :	3,109	5,000	5,000	5,000
Municipal Court TOTAL . . . :	349,536	364,550	429,050	436,350

DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	25 Fire Operations

Expenditure Summary

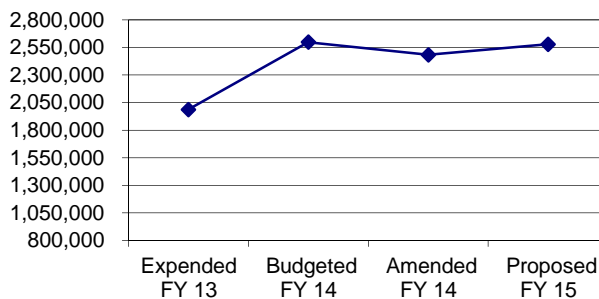
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	1,673,541	2,148,500	2,064,000	2,242,150
Contractual	153,485	186,300	184,300	211,100
Supplies	65,549	101,400	97,900	90,400
Operational	40,361	57,500	32,000	32,000
Utilities	2,427	2,800	2,800	2,800
Capital	51,263	100,650	100,650	-
Total	1,986,625	2,597,150	2,481,650	2,578,450

Personnel Schedule

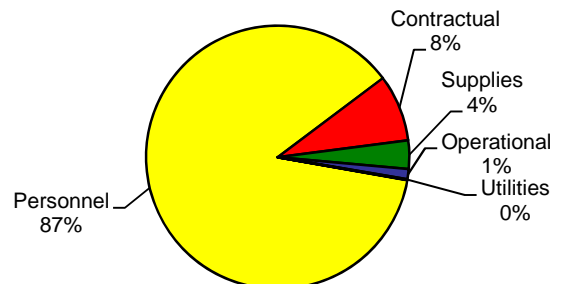
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Fire Chief	-	1	1
Battalion Chief	F8	1	1
Captain/Drivers	F7	3	3
Firefighter/Driver/Operator	F6	12	12
Administrative Assistant	15	1	1
Administrative Technician	11	1	1
Volunteer Firemen	N/A	49	49
Drivers (P/T)	N/A		

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	137,411	143,800	144,300	142,600
0104	SALARIES & WAGES-CLERICAL	98,906	98,500	98,900	98,500
0107	SALARIES & WAGES-LABOR	917,188	1,279,100	1,195,200	1,358,400

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0107 PT Pay Increase and New Driver Positions

This 3 new full time drivers would aid in maintaining acceptable fire department response times and manpower.

In years 2009 - 2013 we fell short of our goal of having 24 firefighters on structure fires. We averaged 15.16 firefighters in 2012 and 15.86 firefighters in 2013. By hiring these firefighters, it also increases safety at the station and during response to calls. When the firemen are doing the daily checks on apparatus, they have to climb on top of the apparatus where the possibility of injury is higher if one man does this alone. When responding to calls they are driving, operating the radio, looking at maps and watching out for other drivers, who are not being safe. Fire trucks have a large area of blind spots that make it difficult to see to the right when one person is operating the apparatus. Also with only one person on the apparatus, they have no spotter to back them up. A second person would eliminate all of these issues. When arriving on a structure fire, the firemen cannot go in until they have four people on scene because of the Texas Commission on Fire Protection (two in and two out) regulations. As it stands today, we must have three stations arrive on scene before we can make entry on a structure fire. If we had two men per engine then we could make entry as soon as two stations arrived.

With the hiring of three new drivers, we will place one full time driver at station #3 along with one part-time driver. With the hiring of these three new drivers, this will give us a total of 18 full time twenty-four shift employees. This will give us two persons at three of the four stations. 3 of our stations would have 2 drivers on duty at all times with Station 4 remaining with 1 driver on duty per shift.

Total cost for new drivers

\$195,900 salary and benefits

15,900 shift coverage for time off

12,000 overtime

3,000 certification and degree pay

1,832 uniform cleaning service

1,500 uniforms

615 dues

1,000 recruiting

3,000 training

2,000 travel

1,800 pagers

8,500 radios

15,750 bunker gear, PASS devices, gate opener

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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\$262,797 Total for 3 new drivers (\$87,600 each)

Part time Driver Increase Rate of Pay from \$20 to \$22.50 per hour and increase the overtime rate from \$30.00 per hour to \$33.75 per hour for holiday shifts. The current rate has been in effect since 2006. \$23,900 for Station 3 shifts

CITY MANAGER'S COMMENTS: New full time drivers are disapproved. Increase to part time rate of pay is approved.

0109 SALARIES & WAGES-OVERTIME	72,973	90,000	92,800	94,500
Salaries & Wages TOTAL:	1,226,478	1,611,400	1,531,200	1,694,000

15 Benefits

0113 EDUCATION/CERTIFICATE PAY	33,541	44,050	34,650	36,000
0114 LONGEVITY PAY	34,395	37,300	36,800	37,500
0115 FIREMEN-INCENTIVE PAY	75,497	85,000	85,000	85,000
0120 FICA & MEDICARE EXPENSE	92,448	113,000	118,300	126,900
0122 T.M.R.S. RETIREMENT EXP.	161,020	199,300	212,900	210,600
0125 FIREMEN WATER DISCOUNT	3,360	4,850	4,150	4,150

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0126 RETIREMENT-FIREMEN'S PENSION	46,800	53,600	41,000	48,000
DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0126			Increase Retirement	

The volunteers have a retirement (TESRS) system under a Senate Bill 411. The City currently pays \$100 per month per firefighter and there is not a maximum funding level. The volunteers have asked for an increase in the contribution amount. We propose to increase the contribution to \$125 per month. This increase would cost the City \$300 per year per volunteer firefighter. The increased cost for 24 volunteers would be \$7,200 per year.

\$4,000 Retired Firefighters Widows

The department has 5 retired firemen widows at \$ 66.67 per month each, who still receive a pension under the old retirement (TLFFRA) system House Bill 258 plan.

In addition, mandated changes in actuarial calculations will add 15% to our rates to address unfunded liabilities.

CITY MANAGER'S COMMENTS: Approved

Benefits TOTAL :	447,062	537,100	532,800	548,150
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20 Contractual

0213 CONSULTING FEES	-	-	-	-
0222 DISABILITY INSURANCE	32,299	41,000	34,000	41,000
0231 SERVICE-MAINT. CONTRACTS	27,028	41,950	35,000	45,800

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0231			Service Contracts	
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- \$ 600 Copier Maintenance Station
- 600 Direct TV for Mobile Command Unit
- 4,275 Charter Cable for 4 Fire Stations
- 780 Active 911 Subscription
- 3,750 QRAE NOS/Gas Detector & PID Detector service and calibration
- 11,000 SCBA Fill System Maint
- 6,700 Air Cards for 10 MDT's
- 4,200 Ladder Truck and Ground Ladder Testing
- 7,000 Hose Testing
- 3,000 Fire Pump Testing
- 2,240 Mask Fit Testing
- 1,100 Truck Air Compressor Maint
- 180 Vie Vu Unit Maintenance and upgrades

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0237	UNIFORM SERVICE	715	5,300	2,500	2,500
0238	TRAINING REIMBURSEMENT	1,650	8,250	5,000	5,000
0240	EQUIPMENT REPAIRS	14,718	14,500	14,500	16,500

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0240 **Equipment Repairs**

\$14,000 - Loose Equipment Repairs

This is for any repairs to all the loose equipment on the engines, small engines, pagers and station equipment. The fire equipment must be maintained and tested under NFPA requirements, ISO requirements and under Texas Commission on Fire Protection for regulatory purposes.

\$2,500 - General Repairs

This is for general repair to portable radios which are not covered under warranty. So far we have had three repairs which were not covered. Two were water damaged and one was a broken display because it was dropped out of coat pocket.

CITY MANAGER'S COMMENTS: Approved

0242	COPIER LEASE	5,044	5,300	5,300	5,300
0246	VEHICLE REPAIRS	72,031	70,000	88,000	95,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-25-0246 **Vehicle Repairs**

General Repairs This line item is increasing because in the past preventive maintenance program, we have only had an annual preventive maintenance done on the equipment and now we need to move toward biannual checks because of the age of the equipment.

CITY MANAGER'S COMMENTS: Approved

Contractual TOTAL :	153,485	186,300	184,300	211,100
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30 Supplies

0301	OFFICE SUPPLIES	1,056	1,500	1,500	1,500
0310	PRINTING & BINDING	-	500	500	500
0321	UNIFORMS	3,697	18,500	15,000	8,500
0323	SMALL TOOLS	481	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	36,361	34,000	39,000	38,000
0347	GENERAL MAINT. SUPPLY	8,067	9,900	9,900	9,900
0378	FIRE PREVENTION SUPPLIES	784	1,000	1,000	1,000
0379	FIRE FIGHTING SUPPLIES	15,102	35,000	30,000	30,000

Supplies TOTAL :	65,549	101,400	97,900	90,400
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Fund	Department	Division
01 General Fund	20 Fire	25 Fire Operations

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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40 Operational

0410	DUES & SUBSCRIPTIONS	3,405	7,500	5,000	5,000
0415	RECRUITING EXPENSES	5,596	7,000	3,000	3,000
0430	TUITION & TRAINING	18,940	24,000	12,000	12,000
0436	TRAVEL	12,420	19,000	12,000	12,000

Operational TOTAL:	40,361	57,500	32,000	32,000
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50 Utilities

0507	CELLULAR TELEPHONE	2,427	2,800	2,800	2,800
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Utilities TOTAL:	2,427	2,800	2,800	2,800
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60 Capital

0603	BUILDINGS	31,662	-	-	-
0612	COMPUTER EQUIPMENT	15,929	-	-	-
0617	RADIO EQUIPMENT	3,673	14,650	14,650	-
0621	FIELD MACHINERY & EQUIPMENT	-	21,000	21,000	-
0623	VEHICLES	-	65,000	65,000	-

Capital TOTAL:	51,263	100,650	100,650	-
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Fire Operations TOTAL :	1,986,625	2,597,150	2,481,650	2,578,450
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DIVISION SUMMARY

Fund	Department	Division
01 General	20 Fire	29 Fire Marshal

Expenditure Summary

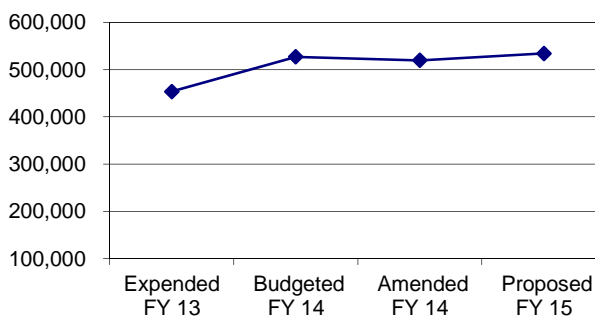
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	360,946	354,700	342,000	358,700
Contractual	27,519	12,400	16,400	15,500
Supplies	39,862	43,000	43,000	45,000
Operational	9,702	18,500	19,700	16,500
Utilities	3,070	3,800	3,800	3,800
Capital	12,617	94,750	94,750	94,900
Total	453,716	527,150	519,650	534,400

Personnel Schedule

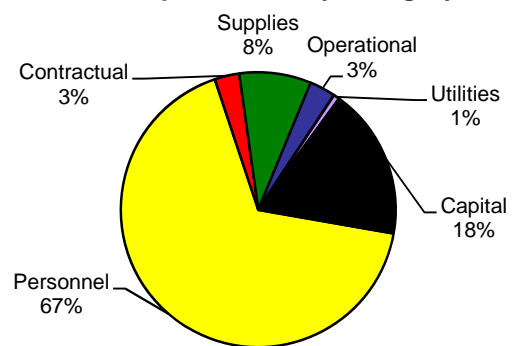
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Fire Marshal	28	1	1
Fire Inspector/Investigator	20	2	2
Fire Inspector/Educator	20	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	89,661	93,800	94,200	97,700
0107	SALARIES & WAGES-LABOR	185,009	182,100	172,200	182,200
0109	SALARIES & WAGES-OVERTIME	12,065	7,000	6,000	7,000

Salaries & Wages TOTAL:	286,735	282,900	272,400	286,900
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	2,561	3,600	2,800	2,800
0114	LONGEVITY PAY	3,127	2,600	1,300	1,500
0120	FICA & MEDICARE EXPENSE	21,502	21,100	20,800	21,400
0122	T.M.R.S. RETIREMENT EXP.	47,021	44,500	44,700	46,100

Benefits TOTAL:	74,211	71,800	69,600	71,800
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20 Contractual

0213	CONSULTING FEES	15,467	2,000	2,000	2,000
0231	SERVICE-MAINT. CONTRACTS	3,804	2,400	2,400	3,000
0237	UNIFORM SERVICE	4,114	2,000	2,000	2,000
0240	EQUIPMENT REPAIRS	29	500	500	500
0246	VEHICLE REPAIRS	4,105	5,000	9,000	7,500
0261	CRIME SCENE SERVICES	-	500	500	500

Contractual TOTAL:	27,519	12,400	16,400	15,500
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30 Supplies

0301	OFFICE SUPPLIES	1,035	1,500	1,500	1,500
0310	PRINTING & BINDING	2,020	2,000	2,000	2,000
0321	UNIFORMS	3,198	3,300	3,300	3,300
0331	FUEL & LUBRICANTS	14,937	14,500	14,500	14,500
0347	GENERAL MAINT. SUPPLY	3	500	500	500
0373	INVESTIGATION SUPPLIES	2,874	3,000	3,000	3,000
0378	FIRE PREVENTION SUPPLIES	13,933	14,000	14,000	16,000

DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0378

Fire Prevention Supplies

\$ 3,000 This is for hosting a Citizen Fire Academy. Cost includes the fees for taking class to Garland FD for their burn day events now that our burn facility is no longer safe for use.

\$ 2,500 For support and promotion of our Risk Watch Program.

Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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\$ 5,000 For promotional items and giveaways to promote public education fire and life safety programs including Fire Prevention Month, Senior Safety, Family Emergency Preparedness, Weather Preparedness, fire safety, and others.

\$ 4,500 This is to host our annual fire department open house. This event attracted nearly 5,000 Rockwall area citizens last year to participate in fire and life safety education, fire department activities demonstrations, and other areas of community safety. This event will give the citizens of Rockwall an opportunity to get to know their volunteer fire department and the services offered.

\$ 1,000 For back packs and training related expenses for hands-on disaster preparedness training throughout the year for CERT teams.

CITY MANAGER'S COMMENTS: Approved

0379	FIRE FIGHTING SUPPLIES	1,863	4,200	4,200	4,200
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Supplies TOTAL :	39,862	43,000	43,000	45,000
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40 Operational

0410	DUES & SUBSCRIPTIONS	3,463	2,500	2,500	2,500
0415	RECRUITING EXPENSES	85	-	200	-
0430	TUITION & TRAINING	1,734	8,000	8,000	5,000
0436	TRAVEL	4,420	8,000	9,000	9,000

Operational TOTAL :	9,702	18,500	19,700	16,500
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50 Utilities

0507	CELLULAR TELEPHONE	3,070	3,800	3,800	3,800
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Utilities TOTAL :	3,070	3,800	3,800	3,800
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60 Capital

0621	FIELD MACHINERY & EQUIPMENT	12,617	-	-	-
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Fund	Department	Division
01 General Fund	20 Fire	29 Fire Marshal

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0623 VEHICLES	-	94,750	94,750	94,900
DOCUMENTS FOR ACCOUNT . . . : 01-20-29-0623				New Vehicles

One older vehicles would leave the fleet (unit 841), one vehicle would be repurposed (unit 842), and 2 new vehicles will replace them.

Unit 841 is classified as a Mission Critical vehicle per the City Vehicle Replacement Policy and meets all of the criteria for replacement. It is over 10 years old (2004 Expedition) and will have over 100,000 miles by the end of this year. Over the past 4 years, this vehicle has had repairs costing over \$1,986 to keep it running. It is currently in need of repairs to extend the service life of the unit including emergency lighting and radio equipment electrical wiring, needs belts replaced, needs rear pinion seal replaced and lubed. Repairs that have been indicated to be needed in the next 12 months include, front and rear suspension and upper and lower ball joints.

Unit 842 is classified as a Mission Critical vehicle. It is over 14 years old (2000 Ford F250) and will have almost 100,000 miles by the end of this year. It is currently in good condition. This vehicle meets both lifecycle benchmarks for over 5 years of service and over 100,000 miles at years end. Over the past 5 years, this vehicle has had several major repairs costing over \$6,850 to keep it running, with \$3,850 being spent on repairs in the last year. The vehicle is not practical for the daily use of the position it is currently assigned to. This vehicle does not have adequate space needed for an evidence locker. An evidence locker is required to meet federal and state Rules of Evidence to secure arson/fire evidence.

We will reassign this vehicle to Fire Operations where it is needed as a utility vehicle. Currently, fire operations does not have a vehicle that is capable of performing functions such as hauling the Haz-mat trailer for response deployment, hauling the public education trailer to events, hauling Marine 1, large equipment relocation duties, and emergency response with the mobile air trailer. This vehicle can also be used by operations to carry large amounts of fire hose varying in size and length for hose testing.

Sport utility vehicles will be purchased to accommodate the firefighting equipment/gear and fire investigation equipment that these positions must carry with them and will have the capability to navigate unimproved terrain during inspection, investigation, and firefighting operations. Equipment for outfitting the above vehicles with emergency response equipment including safety lights, console, decals, wiring and install costs.

2 - 2015 Chev Tahoe 4 wheel drive \$36,441 each
 Equipment \$22,000
 Total expense \$ 94,882

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

Capital TOTAL :	12,617	94,750	94750	94,900
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Fire Marshal TOTAL :	453,716	527,150	519,650	534,400
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	31 Administration

Expenditure Summary

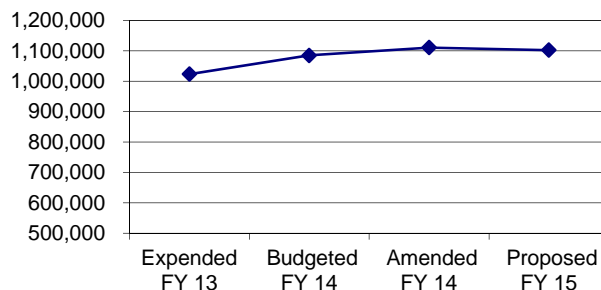
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	917,428	962,500	998,100	987,800
Contractual	66,198	81,350	70,250	70,500
Supplies	13,420	14,600	14,600	16,600
Operational	16,818	19,650	20,650	20,650
Utilities	6,378	6,800	6,800	6,800
Capital	3,229	-	-	-
Total	1,023,471	1,084,900	1,110,400	1,102,350

Personnel Schedule

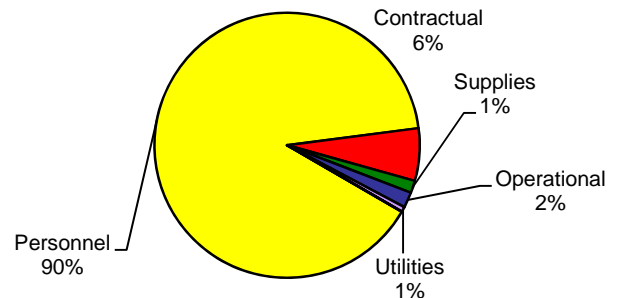
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Police Chief	-	1	1
Assistant Police Chief	30	1	1
Lieutenant	-	4	4
Personnel Sergeant	-	1	1
Executive Secretary	15	1	1

Activity Trends

Financial History



FY 2015 Expenditure by Category



Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	147,083	143,800	144,300	142,600
0104	SALARIES & WAGES-CLERICAL	51,588	54,000	54,400	54,000
0107	SALARIES & WAGES-LABOR	532,978	549,600	557,000	559,800
0109	SALARIES & WAGES-OVERTIME	1,864	26,000	40,000	36,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0109 **Overtime - Amended**

The Police Department had originally requested \$36,000 in this account, estimating \$7,300 per supervisor who averages about 30 special events each year. This group includes four Lieutenants and an Administrative Sergeant. Projecting to the end of the year we are requesting this account be adjusted to \$40,000.

Salaries & Wages TOTAL:	733,512	773,400	795,700	792,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	5,803	5,700	6,500	6,600
0114	LONGEVITY PAY	6,940	7,400	7,400	7,900
0120	FICA & MEDICARE EXPENSE	52,947	55,300	58,400	56,300
0122	T.M.R.S. RETIREMENT EXP.	118,226	120,700	130,100	124,600

Benefits TOTAL:	183,916	189,100	202,400	195,400
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20 Contractual

0226	INSURANCE-LAW ENFORCEMENT	29,707	32,000	32,000	32,000
0237	UNIFORM SERVICE	1,200	1,250	1,250	1,500
0240	EQUIPMENT REPAIRS	24	500	500	500
0246	VEHICLE REPAIRS	1,439	1,000	1,000	1,000
0263	COUNTY JAIL CONTRACT	33,828	46,100	35,000	35,000
0265	MEDICAL SERVICE-PRISONER	-	500	500	500

Contractual TOTAL:	66,198	81,350	70,250	70,500
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Fund	Department	Division
01 General Fund	30 Police	31 Administration

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
30 Supplies				
0301 OFFICE SUPPLIES	911	1,000	1,000	1,000
0310 PRINTING & BINDING	1,320	1,500	1,500	1,500
0321 UNIFORMS	782	1,600	1,600	1,600
0331 FUEL & LUBRICANTS	9,146	9,000	9,000	11,000
0347 GENERAL MAINT. SUPPLY	1,262	1,500	1,500	1,500
Supplies TOTAL :	13,420	14,600	14,600	16,600

40 Operational

0410 DUES & SUBSCRIPTIONS	2,815	3,400	4,400	4,400
DOCUMENTS FOR ACCOUNT . . . : 01-30-31-0410			TCOLE Renewal Fee	

An increase of \$1,000 is requested to pay for the police department’s training agreement renewal fee with the Texas Commission on Law Enforcement (TCOLE).

CITY MANAGER'S COMMENTS: Approved

0420 AWARDS	1,550	3,500	3,500	3,500
0430 TUITION & TRAINING	3,755	4,000	4,000	4,000
0436 TRAVEL	8,698	8,750	8,750	8,750
Operational TOTAL :	16,818	19,650	20,650	20,650

50 Utilities

0507 CELLULAR TELEPHONE	6,378	6,800	6,800	6,800
Utilities TOTAL :	6,378	6,800	6,800	6,800

60 Capital

0612 COMPUTER EQUIPMENT	3,229	-	-	-
Capital TOTAL :	3,229	-	-	-

Police Administration TOTAL :	1,023,471	1,084,900	1,110,400	1,102,350
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	32 Communications

Expenditure Summary

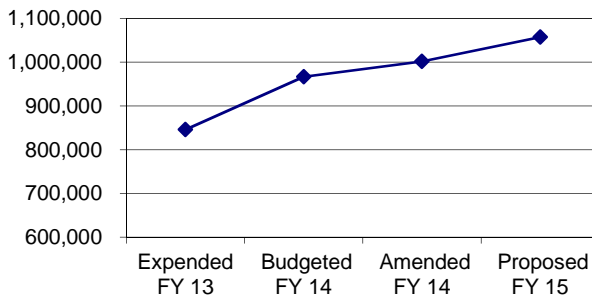
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	667,859	793,500	828,500	862,600
Contractual	169,234	156,950	156,950	178,500
Supplies	3,669	5,700	5,700	5,700
Operational	4,504	9,800	9,800	9,800
Utilities	990	1,000	1,000	1,000
Total	846,257	966,950	1,001,950	1,057,600

Personnel Schedule

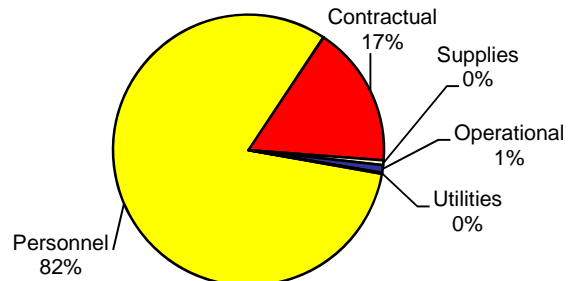
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Communications Manager	22	1	1
Communications Supervisor	17	0	2
Communications Specialist	14	13	11

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101 SALARIES & WAGES-SUPERVISOR	74,728	76,000	76,400	182,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0101 **Telecommunications Supervisors**

The Communications Division currently coordinates police and fire dispatch operations for the City of Rockwall, City of Fate and City of Heath. The Communications Division has an authorized staffing level of 13 Telecommunication Operators, who work 24 hours a day, 7 days a week and are currently supervised by a single Communications Manager. A single supervisor was capable of providing the needed support while overseeing daily operations when this division had fewer personnel. However, it has since grown to a size that the Communications Manager’s span of control and effectiveness has become limited. We are requesting two midlevel Telecommunication Supervisory Positions to provide the necessary supervision to effectively manage our growing 911 call center. Some of their job duties will include: scheduling, training, preparing evaluations, counseling and addressing critical equipment or computer repairs in a timely manner. These positions will only require two current Telecommunication Operators to be upgraded to the Telecommunication’s Supervisor Pay Grade of 17. The total impact to upgrade two existing Telecommunication Operators’ salary and benefits is projected at \$5,000 per position and a total cost of \$10,000.

CITY MANAGER'S COMMENTS: Approved

0104 SALARIES & WAGES-CLERICAL	424,276	543,000	485,500	456,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0104 **Shift Differential Pay**

Employees are required to work in critical positions on shifts outside of normal business hours. These assignments can be very stressful and many times these work hours cause additional hardships on families. We recommend that employees assigned to the Evening Shift (4p-12a) receive a 2.5% salary increase. We also recommend that employees assigned to the Late Night Shift (12a-8a) receive a 5% salary increase. This pay rate increase would only apply if most of their assigned shift fell within those respective times and only as long as they are assigned to that shift.

There are currently 3 Evening and 5 Late Night shifts eligible for this program. We figured a mid-range salary for those positions since most of the junior employees would fill those shifts. Total impact to this budget item for 8 employees is slightly less than \$15,500 for the fiscal year.

CITY MANAGER'S COMMENTS: Disapproved

Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0109 SALARIES & WAGES-OVERTIME	40,083	26,000	104,000	60,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0109			2014 Amended Overtime	

Amended Budget:

The Police Department is requesting an increase of \$78,000 to the Communication’s overtime budget. In the current fiscal year, the center has been challenged with several open positions, required staffing of a third console for the City of Fate, and illnesses. Though June of 2014, FMLA and illnesses have accounted for an estimated man-hour loss of 420 hours. There have been three open positions, one in which a new hire resigned after completing the TCO Training Program, which equated to a total man-hour loss of 3,960 hours. These lost shifts had to be staffed by dispatchers and officers, sometimes at an overtime rate to ensue appropriate staffing levels.

Fiscal year 2015 budget:

The Police Department is requesting an increase of \$34,000 to the Communication’s overtime budget. The five year trend for this line item indicates that overtime will exceed the current budgeted amount and an increase is necessary. Manpower shortages, open positions, required training days, FMLA, sick time, and Holiday Pay have had a direct impact on total overtime. Further, dispatching for Fate Department of Public Safety has increased staffing requirements that at times have been met by paying overtime. A total amount of \$60,000 is requested.

CITY MANAGER'S COMMENTS: Approved

Salaries & Wages TOTAL:	539,087	645,000	665,900	699,000
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15 Benefits

0113 EDUCATION/CERTIFICATION PAY	600	1,200	1,200	1,200
DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0113			Education & Certificate Pay	

A recent evaluation of our recruiting strategy and hiring practice for dispatchers included pay and incentives compared to our 8 survey cities. This survey indicates that 4 of the 8 surveyed cities offer certificate and education pay as a benefit to their Telecommunication Operators, while we currently do not offer this as an incentive. We’ve recently found that it is a struggle to attract and retain qualified candidates for the position and adding certificate pay would provide an incentive for recruiting and retaining qualified employees. In addition, providing certificate pay and educational pay will help provide a morale boost and a career path within the Communications Division while bringing them more in line with the sworn employees who already receive these incentives. An increase of \$7,200 is requested to provide education and certificate pay to those who meet the qualifications.

CITY MANAGER'S COMMENTS: Disapproved

Fund	Department	Division
01 General Fund	30 Police	32 Communications

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0114 LONGEVITY PAY	3,175	3,600	3,800	4,400
0120 FICA & MEDICARE EXPENSE	40,192	47,300	50,200	50,100
0122 T.M.R.S. RETIREMENT EXP.	84,805	96,400	107,400	107,900
Benefits TOTAL	128,772	148,500	162,600	163,600

20 Contractual

0231 SERVICE-MAINT. CONTRACTS	169,234	156,950	156,950	178,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231

Maintenance Agreements

\$116,840 New World Systems \$62,940 + 53,900 (year 6 of 7)

5,000 Voice recorder

24,700 Air Cards includes Netmotion license

8,000 E-Ticket SSMA

2,400 Crime Report Subscription

9,500 Coban Mobile Video (warranty period is ending)

1,000 Charter cable service

CITY MANAGER'S COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 01-30-32-0231

Smart 911 System

The Smart911 System is a unique technology that allows citizens to build their Safety Profile on a secure and private data repository, registering the life-saving information they want to make available to 9-1-1 in the case of an emergency. When the user initiates a 9-1-1 call from a registered phone number, the data automatically displays on the dispatch work station, helping them respond more quickly and effectively. This information may include safety or caution alerts, medical and allergy profiles, defined hazards (e.g. vicious dog, suicidal persons, volatile chemicals, etc.) or victim and offender information. In addition, the system allows the dispatcher to locate or “ping” a phone to an area within 3 feet of its actual location, which is critical when attempting to locate missing/endanger persons with debilitating conditions such as Alzheimer’s, suicidal parties or kidnapped victims. Smart911 will provide call takers, dispatchers and first responders with critical data about subscribed callers, which will speed response times, improve response effectiveness and help ensure officer safety. The Police Department is requesting \$11,000 for the implementation of the Smart911 System. The system will require an annual reoccurring maintenance fee of \$9,000.

CITYMANAGER'S COMMENTS: Approved

Contractual TOTAL	169,234	156,950	156,950	178,500
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Fund	Department	Division		
01 General Fund	30 Police	32 Communications		
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
30 Supplies				
0301 OFFICE SUPPLIES	879	900	900	900
0310 PRINTING & BINDING	82	100	100	100
0321 UNIFORMS	2,529	3,000	3,000	3,000
0347 GENERAL MAINT. SUPPLY	179	1,700	1,700	1,700
Supplies TOTAL :	3,669	5,700	5,700	5,700
40 Operational				
0410 DUES & SUBSCRIPTIONS	877	2,000	2,000	2,000
0415 RECRUITING EXPENSES	1,192	3,300	3,300	3,300
0430 TUITION & TRAINING	1,614	2,500	2,500	2,500
0436 TRAVEL	821	2,000	2,000	2,000
Operational TOTAL :	4,504	9,800	9,800	9,800
50 Utilities				
0507 CELLULAR TELEPHONE	990	1,000	1,000	1,000
Utilities TOTAL :	990	1,000	1,000	1,000
60 Capital				
0612 COMPUTER EQUIPMENT	-	-	-	-
Capital TOTAL :	-	-	-	-
Communications TOTAL . . . :	846,257	966,950	1,001,950	1,057,600

DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	33 Patrol

Expenditure Summary

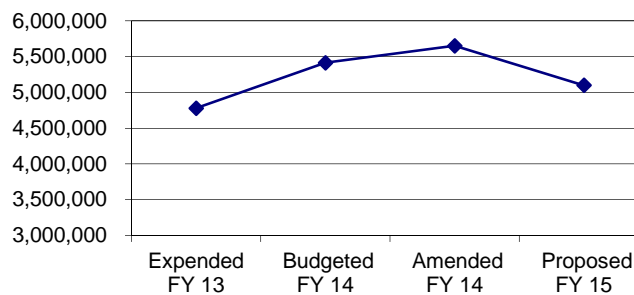
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	4,350,170	4,413,300	4,641,700	4,644,200
Contractual	87,643	78,800	78,800	73,600
Supplies	301,349	328,550	328,550	336,950
Operational	25,632	30,050	30,050	36,800
Utilities	5,301	5,100	5,500	5,500
Capital	8,981	556,250	565,550	-
Total	4,779,077	5,412,050	5,650,150	5,097,050

Personnel Schedule

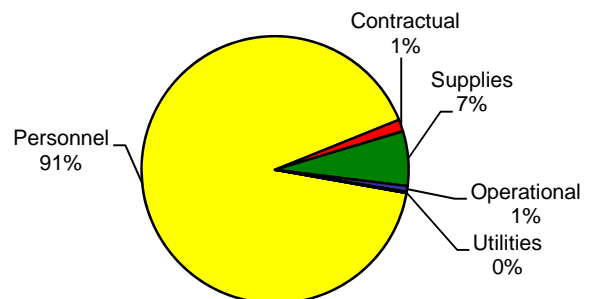
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Patrol Sergeant	-	6	6
Traffic Sergeant		-	1
Patrol Officer	-	46	45

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101 SALARIES & WAGES-SUPERVISOR	426,006	463,100	463,300	538,400
DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0101				Traffic Sergeant

The Traffic Unit was originally formed in 1997 and staffed by two officers and a sergeant who handled the traffic enforcement needs for the city. In 2002, the supervisor of the Traffic Unit laterally transferred into CID and the department's other supervisory needs did not allow this position to be filled leaving the unit with two officers. In 2005 and 2009 a third and fourth officer were transferred to the Traffic Unit bringing the total unit members to four. When the Traffic Unit was formed the city was 15 square miles and at the time had a population of 14,500. The city has now grown to 30 square miles and has a population over 40,000. This growth has had a significant increase in the number of traffic complaints, citations, and motor vehicle accidents investigated. Currently, the Traffic Unit is part of the Patrol Division and has the primary duties of traffic enforcement and accident investigations, while still performing patrol duties. The Traffic Unit was originally assigned a sergeant to manage all scheduling, training, investigations, vehicle maintenance, escorts and ensuring quality control and efficiency in their daily operations. We request a Traffic Sergeant's position to provide us with the necessary supervision to continue to effectively address the numerous complaints from citizens regarding traffic enforcement, and ensuring quality control while allowing patrol officers to spend more time patrolling business districts, neighborhoods and responding to patrol calls more efficiently.

Salary & Benefits \$6,900

CITY MANAGER'S COMMENTS: Approved

0107 SALARIES & WAGES-LABOR	2,552,997	2,767,400	2,739,400	2,819,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0107				Shift Differential

Employees are required to work in critical positions on shifts outside normal business hours. These assignments can be very stressful and many times these work hours cause additional hardships on families. We are recommending that employees assigned to the evening shift (4p-12a) receive a 2.5% salary increase. We are also recommending that employees assigned to the Late Night shift (12a-8a) receive a 5% salary increase. This pay rate increase would only apply if most of their assigned shift fell within those respective times and only as long as they are assigned to that shift. There are currently 14 officers and 2 sergeants on evenings and 14 officers and 2 sergeants on late nights. Most of these positions are filled by junior officers; however we utilized a mid-range salary since officers have the option to rotate shifts every six months. Impact to this budget item: \$22,739 for evenings; \$45,477 for late nights; plus benefits Total \$85,300.

CITY MANAGER'S COMMENTS: Disapproved

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0108 OVERTIME-STEP	88,108	80,000	80,000	80,000
0109 SALARIES & WAGES-OVERTIME	399,669	275,000	410,000	333,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0109				Overtime 2015

Amended Budget:

The Police Department is requesting an increase of \$135,000 to our overtime budget; due to long term injuries, FMLA and open shifts that have affected minimum staffing levels. Through June 2014, Injuries have accounted for an estimated man-hours loss of 2200, FMLA an additional 1080, and a new hire resigning after completing the PTO program another 600 hours, for a total man hour loss of 4200. These 420 shifts had to be worked by other officers, sometimes at an overtime rate

Proposed Budget:

The Police Department is requesting an increase of \$58,000 to the Patrol overtime budget. The five year trend for this line item indicates that overtime will exceed the current budgeted amount and an increase is necessary. Manpower shortages due to injuries, FMLA, open positions, required training days, and Holiday pay have had a direct impact on overtime. A total amount of \$333,000 is requested.

CITY MANAGER'S COMMENTS: Approved

Salaries & Wages TOTAL:	3,466,780	3,585,500	3,692,700	3,770,400
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	35,079	34,400	35,800	39,000
0114 LONGEVITY PAY	22,396	24,500	21,800	24,500
0120 FICA & MEDICARE EXPENSE	260,778	247,300	281,300	256,900
0122 T.M.R.S. RETIREMENT EXP.	565,137	521,600	610,100	553,400
Benefits TOTAL:	883,390	827,800	949,000	873,800
20 Contractual				
0231 COPIER MAINTENANCE	1,200	-	-	-
0240 EQUIPMENT REPAIRS	7,322	6,000	6,000	6,000
0242 EQUIPMENT RENTAL & LEASE	7,101	7,800	7,800	2,600
0246 VEHICLE REPAIRS	72,020	65,000	65,000	65,000
Contractual TOTAL:	87,643	78,800	78,800	73,600

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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30 Supplies

0301	OFFICE SUPPLIES	975	1,000	1,000	1,000
0310	PRINTING & BINDING	1,323	1,500	1,500	3,900

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0310 **Increase Printing & Binding**

An increase of \$2,400 will provide funds to supply 35 Patrol Officers with Business Cards.

CITY MANAGER'S COMMENTS: Approved

0315	TRAINING SUPPLIES	21,244	24,000	24,000	30,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0315 **Training Supplies**

The Police Department is requesting an increase in the training supplies budget of \$6,000. The increase will bring the budgeted amount in the account to \$30,000. The department plans on increasing firearms training in the next year to include more low light shooting and active shooter training. This additional training will require the department to purchase an additional 20,000 rounds of ammo.

CITY MANAGER'S COMMENTS: Approved

0321	UNIFORMS	64,692	62,650	62,650	62,650
0331	FUEL & LUBRICANTS	193,442	220,000	220,000	220,000
0347	GENERAL MAINT. SUPPLY	13,614	13,400	13,400	13,400
0376	POLICE CANINE EXPENSE	6,060	6,000	6,000	6,000

Supplies TOTAL :	301,349	328,550	328,550	336,950
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40 Operational

0410	DUES & SUBSCRIPTIONS	350	400	400	400
0415	RECRUITING EXPENSES	4,546	10,400	10,400	10,400
0430	TUITION & TRAINING	16,108	14,750	14,750	20,000

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

The Police department is requesting an increase in the patrol tuition and training budget of \$5,250 This will bring the budgeted amount to \$20,000 for the division. The increase will allow officers to attend State mandated training and give them an opportunity to seek out other specialized training to enhance their work knowledge and experience. The patrol division currently has 52 officers assigned to the division and the amount requested would mean that each officer would have an average of \$385 allotted to them for training throughout the budget year.

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0436 TRAVEL	4,628	4,500	4,500	6,000
DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0436				Patrol Travel

The Police Department is requesting an increase of \$1,500 to the patrol travel budget. The increase will cover the additional travel expenses if the training budget is increased. Many of the specialized training courses for police officers are outside the Metroplex area and will require additional travel costs.

CITY MANAGER'S COMMENTS: Approved

Operational TOTAL :	25,632	30,050	30,050	36,800
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50 Utilities

0507 CELLULAR TELEPHONE	5,301	5,100	5,500	5,500
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Utilities TOTAL :	5,301	5,100	5,500	5,500
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60 Capital

0612 COMPUTER EQUIPMENT	-	87,000	87,000	-
0617 RADIO EQUIPMENT	8,981	13,350	13,350	-
0623 VEHICLES	-	444,700	454,000	-

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0623 **Traffic Supervisor Vehicle**

Amended budget: purchase of Chief's vehicle approved after budget adoption.

The Police Department is requesting \$26,000 to purchase a vehicle for the new Traffic Supervisor position. The vehicle will be used to carry all required equipment and support the daily operations of the Traffic Supervisor, which include traffic enforcement, accident investigation and response to critical or high risk incidents.

CITY MANAGER'S COMMENTS: Disapproved

0624 POLICE EQUIPMENT	-	11,200	11,200	-
DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624				2015 Request - Equipment

Purchase an 8ft X 20ft Storage container with garage or double lock doors.

Price \$ 3500 delivered.

This storage container, like the one used by the City Service Center would allow the Police Department to store items such as new tires and older but useable police vehicle equipment. It can be placed in the back parking lot next to the cemetery.

CITY MANAGER'S COMMENTS: Approved, funded through seized funds.

Fund	Department	Division
01 General Fund	30 Police	33 Patrol

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 **Police Equipment**

The Police Department is requesting \$14,000 for the purchase of four automatic electronic defibrillator and eight Tasers.

The department currently has four automatic electronic defibrillators units that are over ten years old. The units are deployed in the field daily and have successfully been used in life saving emergencies in the past but are in need of replacement. The cost of four new units would be \$6,000.

This year the department started issuing Tasers to each patrol officer and we need eight more units to ensure that each officer and sergeant in the patrol division have a Taser available to them. The Taser gives the officers a less lethal option when faced with violently resisting subjects. The cost for eight new Tasers would be \$8,000.

CITY MANAGER'S COMMENTS: Approved, funded through seized funds

DOCUMENTS FOR ACCOUNT . . . : 01-30-33-0624 **Traffic Vehicle Equipment**

The Police Department is requesting \$27,500 for equipment to outfit the new Traffic Supervisor’s vehicle. The equipment includes the purchase and installation of a lighting package, cage, radio, computer, audio and video system and required wiring to support all electronics. The price requested includes labor and additional materials.

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL:	8,981	556,250	565,550	-
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Patrol TOTAL . . .:	4,779,077	5,412,050	5,650,150	5,097,050
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	34 CID

Expenditure Summary

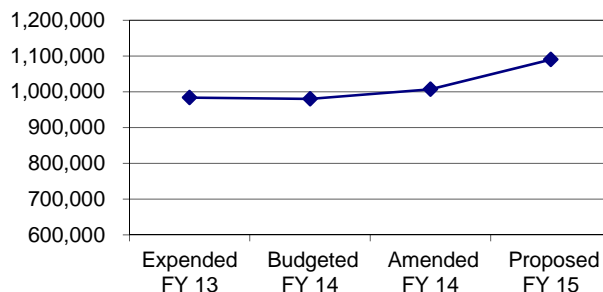
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	910,908	907,000	933,600	980,500
Contractual	15,084	13,300	13,300	16,100
Supplies	41,815	42,000	42,400	41,600
Operational	6,425	9,200	9,200	9,200
Utilities	9,488	8,500	8,500	9,300
Capital	-	-	-	33,300
Total	983,720	980,000	1,007,000	1,090,000

Personnel Schedule

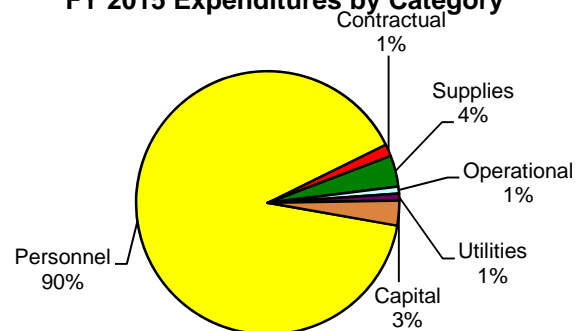
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Sergeant	-	2	2
Investigator	-	5	6
Investigator - Narcotics	-	2	2
Public Safety Officer/Crime Scene Tech.	14	1	1
Property and Evidence Technician	13	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	158,003	158,300	161,000	158,300
0104	SALARIES & WAGES-CLERICAL	39,799	40,900	41,000	42,500
0107	SALARIES & WAGES-LABOR	509,431	510,800	517,300	560,900

DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0107

New Detective

On average, the Rockwall Police Department handles 200 family violence cases a year. Currently, these cases are mostly handled by the Patrol Division without follow up from the detectives. Due the severity of this type of crime and the impact it has on the community, the Rockwall District Attorney's Office has recently placed a greater emphasis on prosecuting family violence cases. The Rockwall District Attorney's Office has requested an additional Assistant DA who will specialize in family violence and the DA is now requesting additional follow up to be done on all family violence cases. This change will require a detective be assigned to all family violence cases in the future to gather evidence and prepare the case for prosecution. We are requesting an additional detective be added to the Criminal Investigation Division to handle these duties. The detective will primarily be assigned family violence cases and will obtain specialized training in this area.

- \$ 64,400 Salary and Benefits
 - 600 Uniform allowance
 - 3,000 fuel
 - 800 phone and data package
 - 1,800 computer
 - 28,000 car
 - 3,500 mobile radio
- \$102,100 First year cost

CITY MANAGER'S COMMENTS: Approved, contingent on grant award.

0109	SALARIES & WAGES-OVERTIME	15,574	11,000	18,000	18,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0109

Overtime

The average cost from 2010 to 2013 for overtime expenses has been \$15,600. As of May 2014, the expenses are at \$15,250. We request that the overtime budget be increased to \$18,000 in the amended and proposed budgets.

CITY MANAGER'S COMMENTS: Approved

Salaries & Wages TOTAL:	722,807	721,000	737,300	779,700
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Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	8,410	9,000	8,400	8,400
0114 LONGEVITY PAY	7,445	8,100	8,300	8,600
0120 FICA & MEDICARE EXPENSE	54,445	54,300	56,700	58,300
0122 T.M.R.S. RETIREMENT EXP.	117,802	114,600	122,900	125,500
Benefits TOTAL:	188,101	186,000	196,300	200,800

20 Contractual

0231 SERVICE-MAINT. CONTRACTS	800	800	800	3,600
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DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0231

Software/Web Tools

The Last One Investigation tool (TLO) is a web based tool that has been used by CID these past several years at NO cost to the department. However, the free trial has ended and the company is now charging for this service. In order to maintain the same quality service in years past; we request an addition of \$,1200 for 10 licenses.

Texas Workforce data exchange is a web based tool that searches state wide law enforcement agencies in Texas. Having the ability to run a Social Security number would provide detectives with the capability to track an individual in the case of being a wanted person, suspect or victim of identity theft, verify employment and validate required information for sex offender registration requirements and compliance. In addition, this would eliminate the necessity to rely on outside agencies to check social security numbers on persons of interest. The cost for this service is \$1,500 for 10 licenses.

NCITE Mobile Detective is an investigative tool that has been demoed by the department this past year free of charge. NCITE Mobile Detective is an application designed for law enforcement officials to access information from NCIC and NLETS from smart phone or iPad devices while out in the field. The cost is \$700 for 2 licenses.

CITY MANAGER'S COMMENTS: Approved

0240 EQUIPMENT REPAIRS	429	500	500	500
0246 VEHICLE REPAIRS	7,433	6,000	6,000	6,000
0261 CRIME SCENE SERVICES	6,422	6,000	6,000	6,000
Contractual TOTAL:	15,084	13,300	13,300	16,100

Fund	Department	Division
01 General Fund	30 Police	34 CID

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
30 Supplies				
0301 OFFICE SUPPLIES	1801	2,000	2,000	2,000
0310 PRINTING & BINDING	136	500	500	500
0321 UNIFORMS	4,329	4,500	4,900	5,100
0331 FUEL & LUBRICANTS	25,351	21,500	21,500	24,500
0347 GENERAL MAINT. SUPPLY	494	500	500	500
0373 INVESTIGATION SUPPLIES	9,704	13,000	13,000	9,000
Supplies TOTAL :	41,815	42,000	42,400	41,600

40 Operational				
0410 DUES & SUBSCRIPTIONS	-	200	200	200
0430 TUITION & TRAINING	2,425	3,500	3,500	3,500
0436 TRAVEL	4,000	5,000	5,000	5,000
0447 DRUG TESTING	-	500	500	500
Operational TOTAL :	6,425	9,200	9,200	9,200

50 Utilities				
0507 CELLULAR TELEPHONE	9,488	8,500	8,500	9,300
Utilities TOTAL :	9,488	8,500	8,500	9,300

60 Capital				
0612 COMPUTER EQUIPMENT	-	-	-	1,800
0623 VEHICLES	-	-	-	28,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0623 **Detective Vehicle**

With the new detective add \$28,000 to the vehicle account to purchase a vehicle.

CITY MANAGER'S COMMENTS: Approved, contingent on grant award for position, vehicle and equipment funded from General Reserves.

0624 POLICE EQUIPMENT	-	-	-	3,500
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DOCUMENTS FOR ACCOUNT . . . : 01-30-34-0624 **Mobile Radio**

With the new detective add \$3,500 to the equipment account to purchase mobile radio.

Capital TOTAL :	-	-	-	33,300
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CID TOTAL . . . :	983,720	980,000	1,007,000	1,090,000
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	35 Community Services

Expenditure Summary

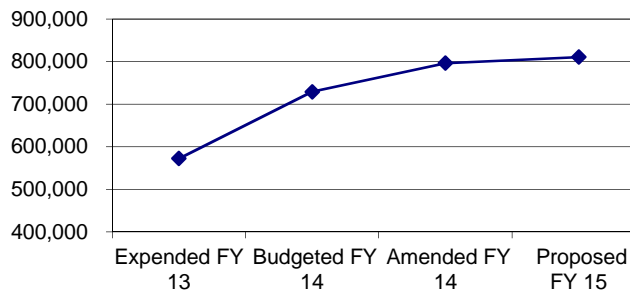
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	522,949	645,100	711,000	695,800
Contractual	23,774	25,750	27,350	25,750
Supplies	19,394	29,900	29,900	31,600
Operational	5,535	10,400	10,400	10,400
Utilities	840	1,950	1,950	1,000
Capital	-	15,900	15,900	45,900
Total	572,492	729,000	796,500	810,450

Personnel Schedule

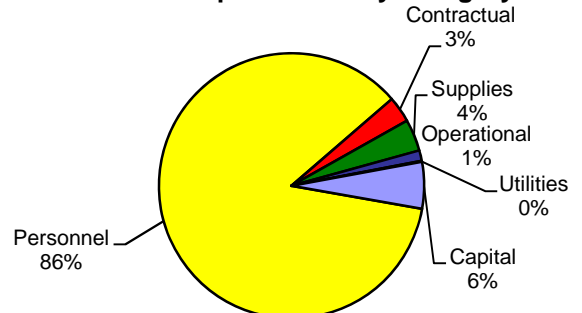
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Sergeant - Juvenile/Crime Prevention	-	1	1
School Resource Officer	-	6	6
Community Services Officer	-	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	79,405	79,200	79,500	79,200
0107	SALARIES & WAGES-LABOR	324,303	426,200	455,000	459,100
0109	SALARIES & WAGES-OVERTIME	11,145	10,000	27,000	15,000

DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0109

Overtime

An increase of \$5,000 is requested to pay for the overtime costs for associated with extra assignments for community services officers. These include, but are not limited to Harbor Security, Concert on the Lake, parades, festivals, late reports, etc. Further, two additional SROs were added to the Community Service’s Unit and the overtime for all 7 officer is paid from this budget.

CITY MANAGER'S COMMENTS: Approved

Salaries & Wages TOTAL :	414,852	515,400	561,500	553,300
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	5,087	5,100	6,500	6,600
0114	LONGEVITY PAY	3,950	4,300	5,500	6,000
0120	FICA & MEDICARE EXPENSE	31,420	38,700	42,800	41,200
0122	T.M.R.S. RETIREMENT EXP.	67,640	81,600	94,700	88,700

Benefits TOTAL :	108,097	129,700	149,500	142,500
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20 Contractual

0231	COPIER MAINTENANCE	500	-	-	-
0240	EQUIPMENT REPAIRS	467	500	500	500
0242	EQUIPMENT RENTAL & LEASE	109	150	150	150
0243	BUILDING LEASE	18,939	20,100	21,700	20,100
0246	VEHICLE REPAIRS	3,759	5,000	5,000	5,000

Contractual TOTAL :	23,774	25,750	27,350	25,750
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30 Supplies

0301	OFFICE SUPPLIES	757	1,000	1,000	1,000
0310	PRINTING & BINDING	438	600	600	600
0321	UNIFORMS	3,483	5,000	5,000	5,000
0331	FUEL & LUBRICANTS	9,077	10,000	10,000	10,000
0347	GENERAL MAINT. SUPPLY	532	2,800	2,800	2,800
0370	COP PROGRAM SUPPLIES	930	4,500	4,500	4,500

Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0371 CRIME PREV. SUPPLIES	4,176	6,000	6,000	7,700

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

Crime Prevention Pop Up Tent

An increase of \$1,700 is requested to purchase a heavy duty pop up tent with full rear wall and side panels. The tent will be used by the Community Service’s Unit during the various events they host and attend throughout the city and surrounding communities. The tent will provide a location for the officers to stage materials and promote the police department while meeting with citizens in the community. In addition, the tent will provide the officers with a level of protection from the heat and other elements they often encounter.

CITY MANAGER'S COMMENTS: Approved

Supplies TOTAL :	19,394	29,900	29,900	31,600
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40 Operational

0372 CPA PROGRAM SUPPLIES	449	500	500	500
0410 DUES & SUBSCRIPTIONS	330	900	900	900
0430 TUITION & TRAINING	1,858	4,000	4,000	4,000
0436 TRAVEL	2,898	5,000	5,000	5,000

Operational TOTAL :	5,535	10,400	10,400	10,400
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50 Utilities

0507 CELLULAR TELEPHONE	840	1,950	1,950	1,000
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Utilities TOTAL :	840	1,950	1,950	1,000
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60 Capital

0612 FURNITURE & FIXTURES	-	-	-	14,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0612

Furniture

The Police Department is requesting \$14,000 be added to this line item for the purpose of replacing furniture that is over 30 year old and is currently being utilized at the John Fitzwater Sr. Community Service Center. The storefront is where volunteers, citizens, RISD representatives and community leaders meet on a regular basis to discuss a variety of topics. This request will provide this unit with a more appealing and professional looking area.

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

Fund	Department	Division
01 General Fund	30 Police	35 Community Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0624 POLICE EQUIPMENT	-	15,900	15,900	31,900
DOCUMENTS FOR ACCOUNT . . . : 01-30-35-0624				Police Fleet Equipment

An increase of \$46,000 is requested to equip all existing School Resource Officer (SRO) vehicles with all the needed equipment to be utilized as a Patrol vehicle. The current change in the City’s vehicle rotation policy has the potential for additional vehicle down time due to wear and tear and increased maintenance. A fully equipped pool car fleet will be essential to ensure that officers have completely equipped and functional vehicles 24 hours a day, 7 days a week. The funds will provide each SRO vehicle with a Coban computer and video system, radar system, shotgun, less than lethal bean bag shotgun and will cover the cost of installation.

Also, the community services unit currently has two vehicles that are not equipped with mobile radios. The mobile radio allows officers to remain in contact with each other and dispatch while in transit or during emergency operations. An additional amount of \$8,900 is requested to purchase two mobile radio systems.

CITY MANAGER'S COMMENTS: Radios and equipment for one vehicle are approved from General Reserves

Capital TOTAL:	-	15,900	15,900	45,900
Community Services TOTAL :	572,492	729,000	796,500	810,450

DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	36 Warrants

Expenditure Summary

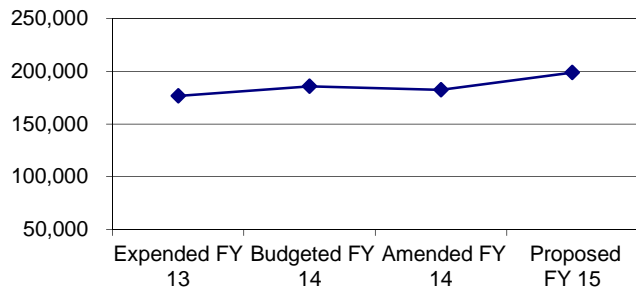
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	170,775	178,800	175,500	175,300
Contractual	2,088	2,600	2,600	2,600
Supplies	3,367	3,450	3,450	3,950
Utilities	341	900	900	900
Capital	-	-	-	16,000
Total	176,571	185,750	182,450	198,750

Personnel Schedule

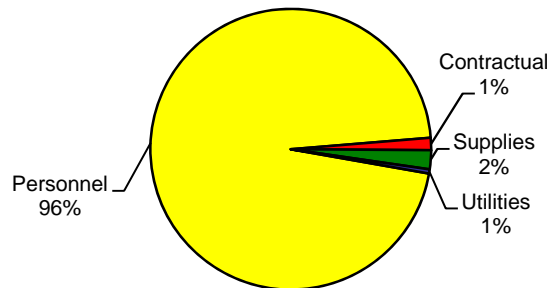
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Warrant Officer	-	1	1
Warrant Clerk	10	1	1
Bailiff	-	0.5	0.5

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0104	SALARIES & WAGES-CLERICAL	41,657	42,500	42,500	42,500
0107	SALARIES & WAGES-LABOR	96,529	98,400	99,100	99,400
0109	SALARIES & WAGES-OVERTIME	1,564	1,500	1,500	1,500

Salaries & Wages TOTAL :	139,749	142,400	143,100	143,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	946	900	1,200	1,200
0114	LONGEVITY PAY	1,840	2,000	1,900	2,000
0120	FICA & MEDICARE EXPENSE	10,498	10,800	10,900	10,800
0122	T.M.R.S. RETIREMENT EXP.	17,742	22,700	18,400	17,900

Benefits TOTAL :	31,026	36,400	32,400	31,900
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	904	900	900	900
0240	EQUIPMENT REPAIRS	-	200	200	200
0246	VEHICLE REPAIRS	1,184	1,500	1,500	1,500

Contractual TOTAL :	2,088	2,600	2,600	2,600
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30 Supplies

0301	OFFICE SUPPLIES	42	150	150	150
0310	PRINTING & BINDING	-	300	300	300
0321	UNIFORMS	563	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	2,762	2,000	2,000	2,500

Supplies TOTAL :	3,367	3,450	3,450	3,950
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50 Utilities

0507	CELLULAR TELEPHONE	341	900	900	900
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Utilities TOTAL :	341	900	900	900
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Fund	Department	Division
01 General Fund	30 Police	36 Warrants

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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60 Capital

0624 POLICE EQUIPMENT	-	-	-	16,000
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DOCUMENTS FOR ACCOUNT . . . : 01-30-36-0624 **Police Equipment**

The police department is requesting an increase in the police equipment budget to \$16,000. The increase will permit the department to completely outfit the patrol vehicle assigned to the warrant officer. The increase will allow the department to purchase a Coban video system, Stalker radar system, shotgun and less lethal shotgun along with installation.

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

Capital TOTAL :	-	-	-	16,000
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Warrants TOTAL . . :	176,571	185,750	182,450	198,750
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DIVISION SUMMARY

Fund	Department	Division
01 General	30 Police	37 Records

Expenditure Summary

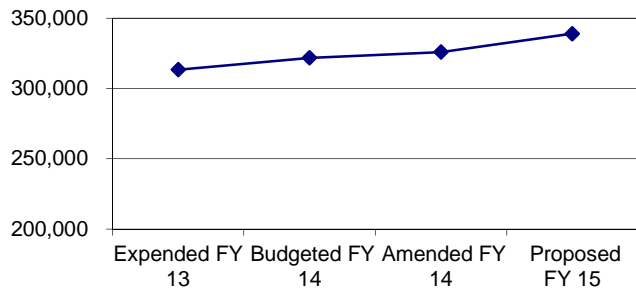
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	306,221	313,400	316,200	325,700
Contractual	1,585	750	1,950	5,550
Supplies	1,356	1,700	1,700	1,700
Operational	3,137	4,900	4,900	4,900
Utilities	1,116	1,100	1,100	1,100
Total	313,415	321,850	325,850	338,950

Personnel Schedule

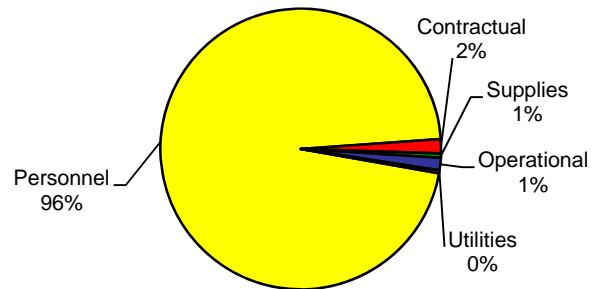
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Public Safety Computer Manager	24	1	1
Crime Analyst	16	1	1
Records Clerk	11	3	3

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	30 Police	37 Records

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	76,317	80,600	80,600	83,800
0104	SALARIES & WAGES-CLERICAL	166,834	168,100	169,200	173,700

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

Network Technician

The Network Technician position would provide software and hardware support for our current demands and the needs of the other area departments we support.

This past year we expanded our multijurisdictional coverage Records Management System (RMS) to include; the City of Fate Department of Public Safety, the City of Heath Department of Public Safety and the District Attorney’s Office. These additions created a considerable amount of additional work and technical support for our two current Information and Technology personnel. Both of these employees have other responsibilities; one is the supervisor of the Records Unit, which requires a great deal of his time, the other is our Crime Analyst which also limits his time assisting in technology issues.

Some of the duties that would be performed by the new position would include:

- Troubleshoot software issues with New World, Coban and Brazos.
- Serve as another point of contact for the agencies we currently support.
- Install software upgrades, fix hardware issues and assist with solving day to day computer issues at the Police Department.
- Provide training on technology issues related to all public safety software systems.

We are recommending the Police Network Technician be classified at a Grade 18 similar to the other Network Technicians in the City.

Salary & Benefits:	\$56,600
Training	2,800
Cell phone	800
Computer	1,800
First year costs	\$62,000

CITY MANAGER'S COMMENTS: Disapproved

0109	SALARIES & WAGES-OVERTIME	301	500	500	500
Salaries & Wages TOTAL:		243,453	249,200	250,300	258,000

Fund	Department	Division
01 General Fund	30 Police	37 Records

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	900	900	900	900
0114 LONGEVITY PAY	4,157	4,100	4,100	4,700
0120 FICA & MEDICARE EXPENSE	18,037	19,000	19,200	19,700
0122 T.M.R.S. RETIREMENT EXP.	39,675	40,200	41,700	42,400
Benefits TOTAL :	62,768	64,200	65,900	67,700

20 Contractual				
0231 SERVICE-MAINT. CONTRACTS	1,300	-	1,200	4,800
DOCUMENTS FOR ACCOUNT . . . : 01-30-37-0231				
New Solicitor Permits				
Cost of record checks for the new solicitor's permits The City Ordinance requires this expense and the fee charged offsets it.				
0240 EQUIPMENT REPAIRS	285	500	500	500
0246 VEHICLE REPAIRS	-	250	250	250
Contractual TOTAL :	1,585	750	1,950	5,550

30 Supplies				
0301 OFFICE SUPPLIES	707	750	750	750
0310 PRINTING & BINDING	-	200	200	200
0331 FUEL & LUBRICANTS	650	750	750	750
Supplies TOTAL :	1,356	1,700	1,700	1,700

40 Operational				
0410 DUES & SUBSCRIPTIONS	71	100	100	100
0430 TUITION & TRAINING	1,042	2,300	2,300	2,300
0436 TRAVEL	2,024	2,500	2,500	2,500
Operational TOTAL :	3,137	4,900	4,900	4,900

50 Utilities				
0507 CELLULAR TELEPHONE	1,116	1,100	1,100	1,100
Utilities TOTAL :	1,116	1,100	1,100	1,100

Records TOTAL . . :	313,415	321,850	325,850	338,950
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DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	41 Planning

Expenditure Summary

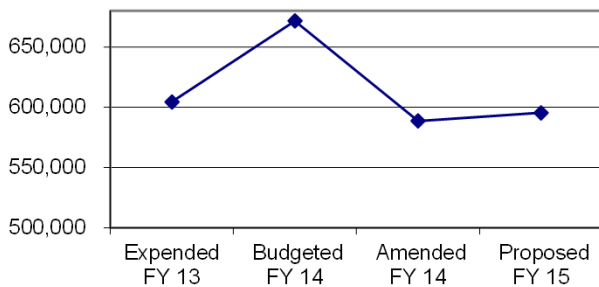
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	564,227	597,500	520,700	548,850
Contractual	20,694	50,600	50,600	26,000
Supplies	1,948	2,950	1,750	1,600
Operational	16,293	19,250	14,850	18,000
Utilities	1,316	1,250	750	1,000
Total	604,478	671,550	588,650	595,450

Personnel Schedule

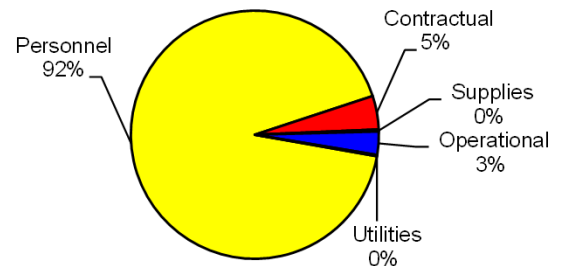
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Planning and Zoning Director	-	1	1
Planning and Zoning Manager	23	1	1
GIS Supervisor	22	1	1
Senior Planner	22	1	1
GIS Technician	15	1	1
Planning Technician	15	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	127,901	130,000	130,500	135,250
0104	SALARIES & WAGES-CLERICAL	325,912	350,100	285,800	303,500
0109	SALARIES & WAGES-OVERTIME	-	500	500	500

Salaries & Wages TOTAL:	453,813	480,600	416,800	439,250
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	1,800	1,200	2,400	2,400
0114	LONGEVITY PAY	2,130	2,500	2,200	2,500
0120	FICA & MEDICARE EXPENSE	33,469	35,700	30,800	32,400
0122	T.M.R.S. RETIREMENT EXP.	73,016	77,500	68,500	72,300

Benefits TOTAL:	110,415	116,900	103,900	109,600
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20 Contractual

0213	CONSULTING FEES	500	5,000	5,000	-
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DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0213

Historic Survey/ Medallions

Historic Preservation Advisory Board (HPAB) Budget Requests:

Survey of the Historic District \$5,000

The last Historic Resource Survey of properties within the Original Town Rockwall (OTR) Historic District was completed in the summer of 1999 and is more than a decade old. It is the objective of the Historic Preservation Advisory Board (HPAB) to update this survey to account for changes within the district and to document properties that have become eligible for historic preservation. Staff estimates the cost of hiring a consultant to perform a Historic Resource Survey is around \$10,000. As a member of the Certified Local Government (CLG) program our municipality is eligible for matching funds that would subsidize the cost of hiring a consultant to perform this study. Staff will be preparing an application to request this funding later this year, but needs to secure the matching funding prior to submitting a request for CLG grants.

Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

	2013	2014	2014	2015
	Actual	Adopted	Amended	City Manager
ACCOUNT	Expense	Budget	Budget	Approved

Medallion Program \$2,500

In an attempt to increase the visibility of the City’s Historic Landmarks and increase awareness of the City’s historical past the HPAB has approved a medallion that can be displayed on Landmarked and Contributing Properties. The medallions, similar to what other cities use to mark historical places, are bronze colored, oval shaped placards that indicate the year the structure was constructed, the property number (which will relate to the Historical Tour of Rockwall that the HPAB will be working on later this year), the words “Historic Property”, and the “City of Rockwall”. The \$2,500 will be used to purchase the first eight (8) medallions that will be displayed on the cities eight (8) historical landmarks. It is the boards intent, after the original eight (8) medallions are purchased, to award a set amount of medallions each year to Contributing Properties within the district. Currently, Contributing Property owners are able to purchase medallions through the city for display on their properties.

Small Matching Grants \$2,500

Purpose

The purpose of this program would be to offer small annual grants to property owners within the Original Town Rockwall (OTR) Historic District to help with the cost of certain exterior renovation/restoration projects. These grants provide financial assistance to both Contributing and Non-Contributing Properties within the district and will help create equity and reinvestment in the community much like the building façade grants offered in the downtown area.

Eligibility

Grants could be awarded to any property owner owning property within the Original Town Rockwall (OTR) Historic District that is proposing a renovation or restoration project.

Grant Amounts

The small grants will match the amount pledged by the owner of the property to complete the proposed work. The maximum amount of assistance that can be offered to a Contributing Property would be \$1,000 and \$500 to a Non-Contributing Property. The grant would not be awarded to a property owner until after all work has been completed, the project has been inspected and the applicant has provided sufficient documentation of the overall cost of the project.

Submittal Criteria

All applicants shall be required to submit an application and sufficient pictures, plans and material samples required to clarify the request.

Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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Review Process

Once all applications have been collected the Historic Preservation Advisory Board (HPAB) will evaluate each request at a public meeting (to be held at a regularly scheduled HPAB meeting). Each application will be evaluated based on their conformance to Appendix D, Historic Preservation Guidelines, of the UDC and on factors that include the projects historic significance, appropriateness to the district, impact on the overall neighborhood, the applicant’s adequacy of financial resources, and the potential public good that could result from the approval of the grant.

NOTE: If approved, it is staff’s intent to request matching funding for the Small Matching Grants Program through the Certified Local Government (CLG) program later this year. We may be eligible for up to \$5,000.

CITY MANAGER'S COMMENTS: Disapproved

0231 SERVICE-MAINT. CONTRACTS 11,737 36,600 36,600 21,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0231 Maintenance Contracts

Air Card \$ 500

ESRI Maint 17,900

Copier/plotter (new) 1,400

Adobe Cloud subscription \$1,200

0233 ADVERTISING 3,822 4,000 4,000 5,000

0293-01 GRANT PROGRAM - MAIN STREET 4,635 5,000 5,000 -

Contractual TOTAL :	20,694	50,600	50,600	26,000
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30 Supplies

0301 OFFICE SUPPLIES 596 600 600 600

0301-01 OFFICE SUPPLIES - MAIN ST 555 1,200 - -

0310 PRINTING & BINDING 356 650 650 500

0347 GENERAL MAINT. SUPPLY 442 500 500 500

Supplies TOTAL :	1,948	2,950	1,750	1,600
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Fund	Department	Division
01 General Fund	40 Community Development	41 Planning

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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40 Operational

0410	DUES & SUBSCRIPTIONS	1,390	1,750	3,250	2,500
0415	RECRUITING EXPENSES	165	-	100	-
0428-01	OTHER - MAIN ST	960	1,000	-	-
0430	TUITION & TRAINING	3,535	5,000	5,000	7,000

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

Training

This budget item indicates the training cost for the planner's continuing certification requirements in additional training for the GIS staff on Adobe products.

CITY MANAGER'S COMMENTS: Approved

0430-01	TUITION & TRAINING - MAIN ST	434	1,500	-	-
0436	TRAVEL	5,972	6,500	6,500	8,500

DOCUMENTS FOR ACCOUNT . . . : 01-40-41-0436

Travel

Travel expenses include the following:

- National APA Conference - Seattle
- TML - Texas
- Texas APA - Frisco
- ESRI Conference - San Diego

0436-01	TRAVEL - MAIN ST	940	1,500	-	-
0469-01	PROMOTION - MAIN ST	2,898	2,000	-	-

Operational TOTAL:	16,293	19,250	14,850	18,000
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50 Utilities

0507	CELLULAR TELEPHONE	943	750	750	1,000
0507-01	CELLULAR TELEPHONE - MAIN ST	373	500	-	-

Utilities TOTAL:	1,316	1,250	750	1,000
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Planning TOTAL . .:	604,478	671,550	588,650	595,450
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DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	42 Neighborhood Improvement

Expenditure Summary

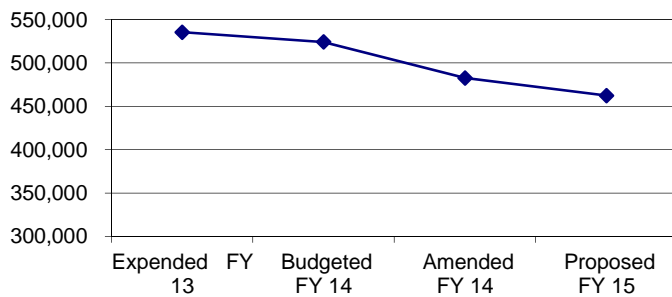
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	361,460	375,400	327,400	308,800
Contractual	126,735	112,350	118,850	117,350
Supplies	31,725	24,050	24,050	24,050
Operational	12,225	9,650	9,650	9,650
Utilities	3,236	2,800	2,800	2,500
Total	535,381	524,250	482,750	462,350

Personnel Schedule

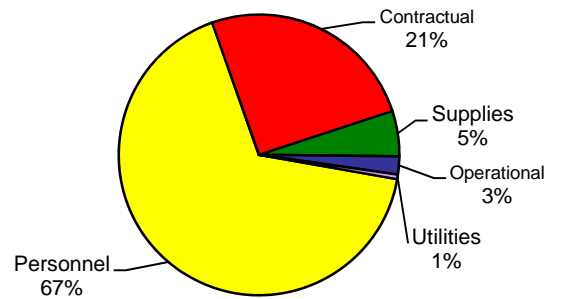
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Neighborhood Improv. Serv. Supv.	20	1	1
Neighborhood Improv. Serv. Rep.	15	3	3
Neighborhood Improv. Serv. Coord.	12	1	1

Activity Trends

Financial History



FY 2015 Expenditure by Category



Fund	Department	Division
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	71,131	69,000	75,600	53,800
0104	SALARIES & WAGES-CLERICAL	28,432	46,700	51,200	49,900
0107	SALARIES & WAGES-LABOR	190,676	182,100	133,800	139,700
0109	SALARIES & WAGES-OVERTIME	1,059	3,000	1,000	3,000

Salaries & Wages TOTAL :	291,298	300,800	261,600	246,400
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	1,200	1,200	1,500	2,400
0114	LONGEVITY PAY	1,980	2,500	2,800	1,300
0120	FICA & MEDICARE EXPENSE	21,764	22,800	19,800	18,600
0122	T.M.R.S. RETIREMENT EXP.	45,218	48,100	41,700	40,100

Benefits TOTAL :	70,162	74,600	65,800	62,400
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20 Contractual

0213	CONSULTING FEES	-	3,000	3,000	3,000
0231	SERVICE-MAINT. CONTRACTS	4,754	2,900	2,900	2,900
0240	EQUIPMENT REPAIRS	180	250	250	250
0242	EQUIPMENT RENTAL & LEASE	3,706	5,200	5,200	5,200
0246	VEHICLE REPAIRS	9,255	5,000	6,500	5,000
0255	CODE ENFORCEMENT CONTRACT	29,135	25,000	25,000	25,000
0256	HEALTH INSPECTION SERVICE	57,615	51,000	56,000	56,000
0257	DEMOLITION SERVICES	22,091	20,000	20,000	20,000

Contractual TOTAL :	126,735	112,350	118,850	117,350
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30 Supplies

0301	OFFICE SUPPLIES	2,505	2,550	2,550	2,550
0310	PRINTING & BINDING	10,002	6,000	6,000	6,000
0321	UNIFORMS	2,381	1,750	1,750	1,750
0323	SMALL TOOLS	1,343	750	750	750
0325	SAFETY SUPPLIES	1,207	1,500	1,500	1,500
0331	FUEL & LUBRICANTS	14,275	11,000	11,000	11,000
0347	GENERAL MAINT. SUPPLY	11	500	500	500

Supplies TOTAL :	31,725	24,050	24,050	24,050
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Fund	Department	Division
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
40 Operational				
0410 DUES & SUBSCRIPTIONS	5,180	3,250	3,250	3,250
0415 RECRUITING EXPENSES	155	-	-	-
0430 TUITION & TRAINING	4,147	3,200	3,200	3,200
0436 TRAVEL	2,744	3,200	3,200	3,200
Operational TOTAL:	12,225	9,650	9,650	9,650
50 Utilities				
0507 CELLULAR TELEPHONE	3,236	2,800	2,800	2,500
Utilities TOTAL:	3,236	2,800	2,800	2,500

60 Capital

0612 COMPUTER EQUIPMENT	-	-	-	-
DOCUMENTS FOR ACCOUNT . . . : 01-40-42-0612				Computer Software

Our Building Inspections and Neighborhood Improvement Services Departments utilize mobile data equipment, to access our database while in the field. Staff currently logs into our software package (CRW TRAKiT) through the use of iPads, a wireless connection and a server located at City Hall. While this configuration is somewhat functional, its capabilities are not sufficient for our field employees to perform their jobs in an efficient manner. Current challenges include, but are not limited to, a lack of connectivity within certain areas of the City, not being able to attach photos of either code violations or building code violations and too often, a slow connection which causes very slow data entry and wasted time for our staff.

CRW has a fairly new product, which they have designed specifically for TRAKiT and iPad users. The product is called iTRAKiT and offers many excellent enhancements to our current mobile technology capabilities. Some of the best features of iTRAKiT are that it will not require any City I.T. support efforts because the product is web based. iTRAKiT is an Apple App and CRW handles all hosting and tech support services to the end user. This will eliminate the need for our I.T. to handle any challenges with the program or provide technical support. Also, a very important benefit of the program is that if our field employees lose their wireless connection while working in the field, the program allows them to continue to work offline and automatically updates their data entries once they resume their connection.

Fund	Department	Division
01 General Fund	40 Community Development	Neighborhood Improvement

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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One other very important feature this program will offer to us is that it will greatly enhance the simplicity and speed for attaching photos to the code cases and building permit records. Because the program is built for the iPad and is an Apple app product, the field employees will simply snap their photos with the iPads and the photos are instantly attached to our TRAKiT software records. Photos are a very important part of our records and our staff currently spends a fair amount of time performing this task. Currently, the NIS Reps and Building Inspectors have to take a pic with their iPad, email it to themselves, save it to a folder in TermServ and then access the folder through TRAK-iT and attach the picture. This program would alleviate all those steps and allow staff to take the picture and have it immediately attached to the case file. We want to have pictures for every code case file, so this would greatly decrease the amount of office time required to manage our pictures. In addition, we have to do the same process in order to attach notices and documents to the case files instead of being able to attach them directly. This is too tedious of a process to allow staff to maintain maximum productivity while out in the field. If approved, this will necessitate adding \$3000 to 0231 Service-Maint. Contracts for iTRAKiT annual maintenance contract.

iTRAKiT software license \$15,000
 Installation and configuration \$2,500

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL :	-	-	-	-
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Code Enforcement TOTAL :	535,381	524,250	482,750	462,350
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DIVISION SUMMARY

Fund	Department	Division
01 General	40 Community Development	43 Inspections

Expenditure Summary

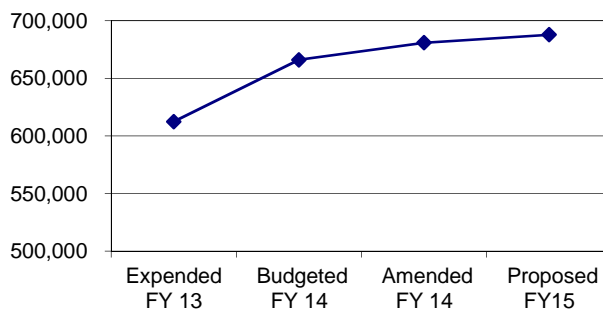
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	560,045	596,700	609,400	617,350
Contractual	30,783	41,800	43,800	43,600
Supplies	9,722	13,450	13,450	13,450
Operational	8,982	9,750	9,850	9,750
Utilities	3,059	4,500	4,500	3,800
Total	612,591	666,200	681,000	687,950

Personnel Schedule

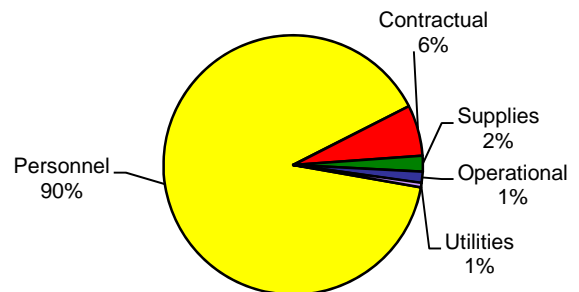
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Building Official	30	1	1
Building Inspections Supervisor	20	0	1
Senior Building Inspector	19	1	0
Plans Examiner	17	1	1
Building Inspector	16	3	3
Permit Technician	12	2	2

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	127,901	115,900	116,400	115,900
0104	SALARIES & WAGES-CLERICAL	93,499	93,400	93,700	93,400
0107	SALARIES & WAGES-LABOR	227,166	266,900	274,600	281,400

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

Pay Grade Adjustment

Propose to reclassify our existing Senior Building Inspectors position to a Building Inspections Supervisor position and adjust the pay grade accordingly.

Our current Senior Building Inspector's duties are equal to that of our Neighborhood Improvement Services Supervisor position; however, our Senior Building Inspector position is currently at a grade 19, while our Neighborhood Improvement Services position is at a grade 20.

The purpose for this proposed change is to bring equality to both positions by acknowledging the similarities in them and to provide equal compensation to for both positions.

Both positions have the following responsibilities:

1. Supervision of their respective staff personnel, with our Senior Building Inspector responsible for three Building Inspectors and our Neighborhood Improvement Services Supervisor responsible for three N.I.S. Rep's and one N.I.S. Coordinator position.
2. Conducting performance evaluations of their employee's.
3. Representing the City at various boards, commissions and outside meeting. Our Senior Building Inspector represents the City at Board of Adjustment, Building and Standards and Construction Advisory and Appeals Board meetings when necessary. Our Neighborhood Improvement Services Supervisor represents the City at Building and Standards Commission meetings.
4. Participation in the development, planning, and implementation of department goals and objectives; recommends and administers policies and procedures for their departments.
5. Assists the Building Official with planning, developing and implementing the departments operating budget and monitoring cost/expenditures to ensure adherence to such.

The financial impact for making the proposed change is minimal, due to the fact that our current Senior Building Inspector is topped out within his grade 19 range and is currently receiving the annual lump sum benefit. The difference in the two respective pay grades is \$3284.

CITY MANAGER'S COMMENTS: Approved

0109	SALARIES & WAGES-OVERTIME	437	1,000	500	1,000
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Salaries & Wages TOTAL:	449,003	477,200	485,200	491,700
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Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	900	1,500	2,700	3,000
0114 LONGEVITY PAY	4,430	4,900	4,900	4,350
0120 FICA & MEDICARE EXPENSE	33,214	36,300	36,600	37,500
0122 T.M.R.S. RETIREMENT EXP.	72,498	76,800	80,000	80,800
Benefits TOTAL:	111,042	119,500	124,200	125,650

20 Contractual

0213 CONSULTING FEES	-	-	-	-
0231 SERVICE-MAINT. CONTRACTS	25,591	33,600	33,600	35,400

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

Online Permit Software Upgrade

The City currently utilizes a software program called eTRAKit, which we purchased from CRW a few years ago. eTRAKiT is an online web access for our customers, including the public, contractors and developers. The program is located on our Building Inspections, Planning and Neighborhood Improvement Services web pages and allows our customers access into our records for items such as building permits, planning and zoning cases and also code case activities.

CRW has recently produced a new and upgraded version of this software, which offers tremendous improvements for our customers. The upgraded program is a great deal more user friendly and will allow our customers more access into our record base. Our current version does not allow a customer to access our software and records through an iPad or smart phone device. The upgraded version will allow them to do so. This should facilitate a far greater number of customers utilizing this tool for their benefit and for the City's as well.

By upgrading this software, we also have a tremendous opportunity to begin to offer an online permit feature to our customers. Several cities within the DFW area have begun to offer online permits and this upgrade would give us the same capabilities. The permits we would primarily target would be those that do not require extensive plan reviews such as roof, water heater and HVAC replacement permits. Our customers would begin to save time, because they could simply complete and submit their permit application online and once approved, they would then be able to pay their permit fee and print their permit out, to keep in their possession for the required inspection. This would eliminate the need for them to come to the Building Inspections Department to submit or pick up their permit. Another great advantage with the upgrade is the fact that as customers complete their permit applications online, the data instantly goes into our permit software program and eliminates the necessity for a permit tech to perform that data entry, therefore saving staff time as well as the customer's time.

\$5,000 one time cost.

CITY MANAGER'S COMMENTS: Approved

Fund	Department	Division
01 General Fund	40 Community Development	43 Inspections

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0240	EQUIPMENT REPAIRS	414	500	500	500
0242	COPIER LEASE	2,929	2,700	2,700	2,700
0246	VEHICLE REPAIRS	1,849	5,000	7,000	5,000

DOCUMENTS FOR ACCOUNT . . . : 01-40-43-0246 **Engine Replacement**
 Amended budget: the additional expense was to replace an engine in one of our units

Contractual TOTAL :	30,783	41,800	43,800	43,600
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30 Supplies

0301	OFFICE SUPPLIES	750	1,250	1,250	1,250
0310	PRINTING & BINDING	400	1,250	1,250	1,250
0321	UNIFORMS	797	1,250	1,250	1,250
0323	SMALL TOOLS	1,035	1,000	1,000	1,000
0331	FUEL & LUBRICANTS	6,479	8,200	8,200	8,200
0347	GENERAL MAINT. SUPPLY	260	500	500	500

Supplies TOTAL :	9,722	13,450	13,450	13,450
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40 Operational

0410	DUES & SUBSCRIPTIONS	1,944	2,500	2,500	2,500
0415	RECRUITING EXPENSES	73	-	100	-
0430	TUITION & TRAINING	4,960	4,000	4,000	4,000
0436	TRAVEL	2,006	3,250	3,250	3,250

Operational TOTAL :	8,982	9,750	9,850	9,750
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50 Utilities

0507	CELLULAR TELEPHONE	3,059	4,500	4,500	3,800
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Utilities TOTAL :	3,059	4,500	4,500	3,800
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Building Inspections TOTAL :	612,591	666,200	681,000	687,950
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DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	45 Parks

Expenditure Summary

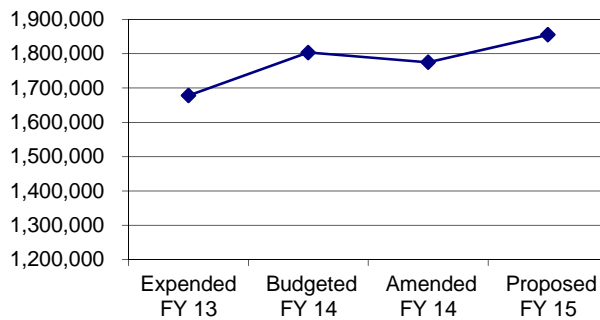
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	895,640	939,100	948,900	913,400
Contractual	367,098	360,750	368,750	363,450
Supplies	232,509	217,050	220,050	358,450
Operational	4,313	11,500	12,000	11,500
Utilities	178,425	191,900	141,900	191,900
Total	1,677,985	1,803,900	1,775,200	1,855,600

Personnel Schedule

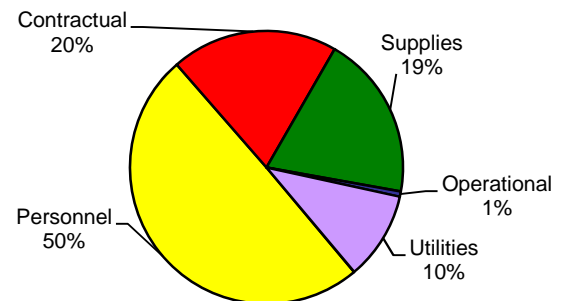
Position	Classification	FY 14 Approved	FY 15 Proposed
Parks Superintendent	23	1	1
Crew Leader	14	3	3
Irrigation/Pesticide Technician	13	1	1
Equipment Operator I	10	4	4
Maintenance Worker II	8	9	10
Maintenance Worker (PT/Temporary)	-	6	6

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	77,918	79,800	79,800	79,800
0107	SALARIES & WAGES-LABOR	624,179	659,600	659,600	638,700

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0107 **Parks Maint. Worker - Downtown**

This position would be responsible for the maintenance and care of the Downtown Square area. Duties to include: landscape maintenance, flower bed installation and maintenance, irrigation management and repair, litter control, lighting and special events. This person would work weekends to provide support for special events such as: 20 farmers markets, Rib Rub, holiday events and any other proposed events on the square. Position requested at a Grade 8.

Salary & Benefits	\$37,200
Uniforms	1,000
Tools	1,000
Fuel	2,500
Equipment	9,850
Pickup Truck	<u>29,500</u>
First Year cost	\$81,050

CITY MANAGER'S COMMENTS: Approved - funded beginning August 1. The downtown improvements are slated to be completed in summer 2015. The vehicle for this position is disapproved.

0109	SALARIES & WAGES-OVERTIME	15,400	16,000	20,000	16,000
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Salaries & Wages TOTAL :	717,497	755,400	759,400	734,500
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	900	1,800	1,800	1,800
0114	LONGEVITY PAY	9,410	10,200	10,300	8,100
0120	FICA & MEDICARE EXPENSE	53,803	56,700	57,200	55,000
0122	T.M.R.S. RETIREMENT EXP.	114,029	115,000	120,200	114,000

Benefits TOTAL :	178,143	183,700	189,500	178,900
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Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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20 Contractual

0237	UNIFORM SERVICE	12,278	11,000	11,000	11,200
0240	EQUIPMENT REPAIRS	28,372	19,500	25,500	19,500
0242	EQUIPMENT RENTAL & LEASE	5,891	17,000	17,000	17,000
0244	BUILDING REPAIRS	3,640	8,000	8,000	3,000
0246	VEHICLE REPAIRS	9,678	10,500	12,500	10,500
0247	GROUNDS MAINTENANCE	307,239	293,250	293,250	300,750

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0247

Grounds Maint. Contracts

Grounds Maintenance Contract: \$189,250

The City contracts with a private company to maintain City facilities, medians and rights-of-way during the growing season. The service includes mowing, edging, weedeating, shrub and tree trimming and litter abatement. The facilities maintained are: City Hall, The Center, Police Dept. four fire stations, Animal Adoption Center, Fire arms Training Facility, and The Municipal Court building.

Medians and ROW include: Yellowjacket Lane, N. Lakeshore, Ralph Hall Parkway, Clark St., FM 740 medians, SH 205 medians, IH-30 and John King intersection, IH-30 and FM 740 intersection, SH 205 and FM 740 intersection, Summer Lee Dr., TL Townsend, John King Blvd. medians, Caruth Lane.

Contract Mowing Services Total: \$89,000

The City contracts with a private company to tractor mow large areas such as two closed landfill sites, John King Blvd. medians, Sids Rd., Mims Rd. Tubbs Rd., Clem Rd. County Line Rd and Lofland Circle, Brockaway Branch Drainage ROW, and several other drainage easements. An additional \$7,500 is requested to add the mowing of the Corporate Crossing Blvd. medians. This includes 12 bi-weekly cycles of mowing and trimming from March to September.

Park Pond Maintenance Total: \$24,000

The City contracts with a company to perform lake vegetation and pest management in the lakes with neighborhood parks and Myers Park.

CITY MANAGER'S COMMENTS: Approved

0270	WASTE DISPOSAL SERVICE	-	1,500	1,500	1,500
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Contractual TOTAL	367,098	360,750	368,750	363,450
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Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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30 Supplies

0301	OFFICE SUPPLIES	142	150	150	150
0310	PRINTING & BINDING	-	200	200	200
0323	SMALL TOOLS	14,526	12,500	12,500	13,500
0325	SAFETY SUPPLIES	1,758	2,000	2,000	2,000
0331	FUEL & LUBRICANTS	45,786	44,000	44,000	44,400
0333	CHEMICAL	33,102	31,500	31,500	31,500
0341	CONSTRUCTION & REPAIR SUPPLY	50,086	48,800	48,800	188,800

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0341

2015 Projects

The base budget for this line item is \$48,800 to cover major repairs, minor projects and service requests throughout the parks and trail system.

New projects:

Aerial Fountain \$9,000

This request is for an aerial fountain in the large pond at Myers Park. We have fountains in most of our park ponds to improve oxygen levels and circulation as well as provide an attractive water feature.

Tuttle Parking Lot Rehab \$140,000

The asphalt parking lot at Tuttle Sports Complex is in crumbling and failing. Each year the street department patches the worst areas when possible.

CITY MANAGER'S COMMENTS: Tuttle parking lot improvements are approved - funded with General Reserves. Fountain is disapproved.

0347	GENERAL MAINT. SUPPLY	37,365	33,000	33,000	33,000
0349	AGRICULTURAL SUPPLIES	36,101	36,900	36,900	36,900
0350	IRRIGATION SYS SUPPLIES	13,641	8,000	11,000	8,000

Supplies TOTAL :	232,509	217,050	220,050	358,450
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40 Operational

0415	RECRUITING EXPENSES	1,102	500	1,000	500
0430	TUITION & TRAINING	2,646	3,500	3,500	3,500
0436	TRAVEL	566	2,500	2,500	2,500
0480	VOLUNTEER PROGRAM	-	5,000	5,000	5,000

Operational TOTAL :	4,313	11,500	12,000	11,500
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Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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50 Utilities

0507 CELLULAR TELEPHONE	2,082	1,900	1,900	1,900
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0507 Crewleader Smartphones

This request is to provide three Parks Crew Leaders monthly reimbursement for smart phone usage. The Crew Leaders need mobile access to emails, calendar appointments, and internet and would be required to carry them after hours. The request is for an additional \$3,480 and includes monthly service and phone replacement costs.

CITY MANAGER'S COMMENTS: Disapproved

0513 WATER	176,342	190,000	140,000	190,000
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Utilities TOTAL :	178,425	191,900	141,900	191,900
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60 Capital

0621 FIELD MACHINERY & EQUIPMENT	-	23,850	23,850	16,900
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DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621 Downtown Maintenance Equipment

Contingent upon approval of downtown maintenance worker, this request is for:

- Billy Goat Vacuum - \$3,000
- Tommy Lift Tailgate - \$3,350
- Generator and air compressor - \$3,500

Total request: \$9,850

CITY MANAGER'S COMMENTS: Billy Goat Vacuum is approved - remaining items are disapproved.

DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0621 Zero Turn Mower

Zero Turn Mower Replacement: \$13,900

This mower would replace the Toro Z-Turn mower that was originally purchased in 2003 for cemetery maintenance. The motor and deck was replaced in 2012. It currently needs approximately \$1,500 in repairs for the hydraulic pump and other parts. This mower has significant downtime for repairs. The requested mower has a 61” deck. The current Toro mower is a 48” deck.

CITY MANAGER'S COMMENTS: Approved, funded with General Reserves.

Fund	Department	Division
01 General Fund	45 Parks	45 Park Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0623 VEHICLES	-	59,750	59,750	-
DOCUMENTS FOR ACCOUNT . . . : 01-45-45-0623				Truck
One ¾ Ton Extended Cab Truck with Utility Bed: \$29,500				

Contingent upon approval of the downtown maintenance worker, this position will also need a truck to perform their duties on the square to transport tools, supplies, and trash between the square and the Service Center. This vehicle request includes a utility bed and roof racks that would go to the Beautification Crew Leader. The crew leader’s current truck, Unit 173, is a standard cab and standard bed. Unit 173 would be transferred to the downtown maintenance worker and outfitted with a Tommy Lift Gate. The truck with utility bed is more suitable to the Crew Leader’s duties, who is responsible for pool maintenance, ball field maintenance, playground maintenance and program/special event support.

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL :	-	83,600	83,600	16,900
Parks TOTAL . . . :	1,677,985	1,803,900	1,775,200	1,855,600

DIVISION SUMMARY

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

Expenditure Summary

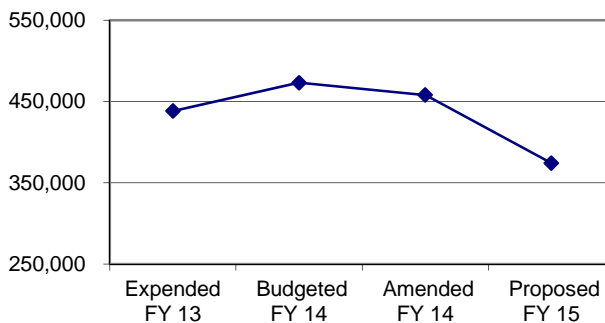
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	94,437	99,800	102,400	104,050
Contractual	201,661	164,000	167,800	92,800
Supplies	38,504	46,800	42,800	41,800
Operational	563	5,500	3,000	4,000
Utilities	103,167	146,500	131,500	131,500
Capital	-	10,550	10,550	-
Total	438,331	473,150	458,050	374,150

Personnel Schedule

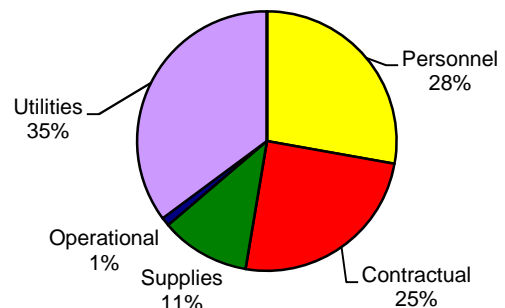
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Harbor Technician	14	1	1
Maintenance Worker II	8	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



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

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0107	SALARIES & WAGES-LABOR	72,423	77,000	77,900	80,100
0109	SALARIES & WAGES-OVERTIME	3,354	4,000	4,000	4,000

Salaries & Wages TOTAL :	75,777	81,000	81,900	84,100
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15 Benefits

0114	LONGEVITY PAY	960	500	500	650
0120	FICA & MEDICARE EXPENSE	5,468	5,900	6,700	6,100
0122	T.M.R.S. RETIREMENT EXP.	12,232	12,400	13,300	13,200

Benefits TOTAL :	18,661	18,800	20,500	19,950
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20 Contractual

0237	UNIFORM SERVICE	392	1,000	1,000	1,000
0240	EQUIPMENT REPAIRS	6,365	7,500	7,500	7,500
0242	EQUIPMENT RENTAL & LEASE	389	1,000	1,000	1,000
0244	BUILDING REPAIRS	117,284	65,000	80,000	5,000
0245	POOL REPAIR & MAINT	18,246	4,500	4,500	4,500
0246	VEHICLE REPAIRS	259	1,500	1,500	1,500
0247	GROUNDS MAINTENANCE	35,429	60,000	48,800	48,800
0258	SECURITY SERVICES	23,296	23,500	23,500	23,500

Contractual TOTAL :	201,661	164,000	167,800	92,800
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30 Supplies

0323	SMALL TOOLS	2,362	2,000	3,000	2,000
0325	SAFETY SUPPLIES	10	500	500	500
0331	FUEL & LUBRICANTS	4,420	4,000	4,000	4,000
0333	CHEMICAL	19,118	25,000	20,000	20,000
0347	GENERAL MAINT. SUPPLY	6,381	7,000	7,000	7,000
0349	AGRICULTURAL SUPPLIES	5,841	7,500	7,500	7,500
0350	IRRIGATION SYS SUPPLIES	373	800	800	800

Supplies TOTAL :	38,504	46,800	42,800	41,800
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40 Operational

0469	PROMOTION EXPENSE	-	2,000	2,000	500
0489	HARBOR RENTAL SUPPLIES	563	3,500	1,000	3,500

Operational TOTAL :	563	5,500	3,000	4,000
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Fund	Department	Division
01 General Fund	45 Parks	46 Harbor O & M

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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50 Utilities

0501	ELECTRICITY	81,580	105,000	90,000	90,000
0507	CELLULAR TELEPHONE	1,087	1,500	1,500	1,500
0513	WATER	20,500	40,000	40,000	40,000

Utilities TOTAL :	103,167	146,500	131,500	131,500
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60 Capital

0621	FIELD MACHINERY & EQUIPMENT	-	10,550	10,550	-
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Capital TOTAL :	-	10,550	10,550	-
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HARBOR O&M TOTAL :	438,331	473,150	458,050	374,150
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DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	47 Recreation

Expenditure Summary

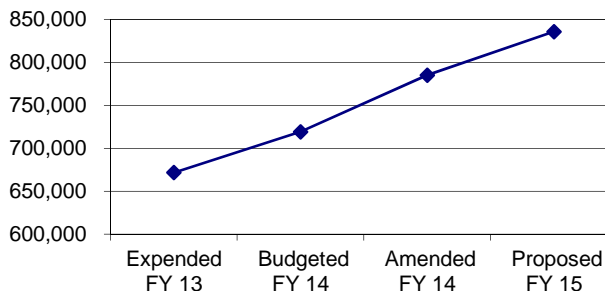
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	468,847	508,100	573,300	586,000
Contractual	17,639	21,750	21,900	20,250
Supplies	52,296	55,100	55,600	55,150
Operational	60,946	58,650	58,650	98,650
Utilities	72,089	75,700	75,700	75,700
Capital	-	-	-	-
Total	671,819	719,300	785,150	835,750

Personnel Schedule

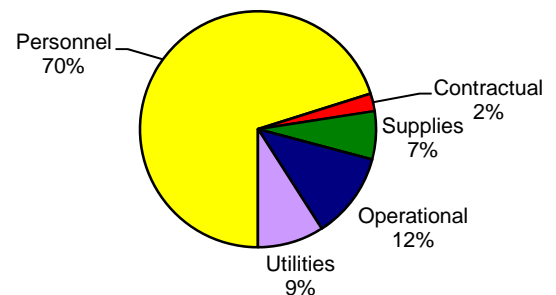
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Parks & Recreation Manager	28	1	1
Recreation Superintendent	24	1	1
Athletics & Aquatics Supervisor	18	1	1
Recreation Coordinator	16	1	1
Administrative Secretary	12	1	1
Recreation Assistant	9	1	1
Temporary Part - Time (Seasonal)	N/A		

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	155,876	163,600	218,200	221,100
0104	SALARIES & WAGES-CLERICAL	119,790	125,400	115,400	121,600
0107	SALARIES & WAGES-LABOR	120,036	130,100	146,000	146,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0107

Myers Pool Lifeguards

Amended budget:

At the March 6th meeting, City Council authorized the reinstatement of the funding for lifeguard staff for Myers Pool in the amount of \$46,000.

0109	SALARIES & WAGES-OVERTIME	172	1,500	1,000	1,500
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Salaries & Wages TOTAL :	395,874	420,600	480,600	490,200
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15 Benefits

0113	EDUCATION/CERTIFICATE PAY	-	-	600	600
0114	LONGEVITY PAY	1,090	1,400	1,300	1,300
0120	FICA & MEDICARE EXPENSE	27,802	32,100	36,200	37,400
0122	T.M.R.S. RETIREMENT EXP.	44,082	54,000	54,600	56,500

Benefits TOTAL :	72,974	87,500	92,700	95,800
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20 Contractual

0231	SERVICE-MAINT. CONTRACTS	6,455	4,450	4,450	4,450
0242	EQUIPMENT RENTAL & LEASE	7,523	9,300	9,300	9,300
0245	POOL REPAIR & MAINT	3,015	6,500	6,500	6,500
0246	VEHICLE REPAIRS	647	1,500	1,650	-

Contractual TOTAL :	17,639	21,750	21,900	20,250
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30 Supplies

0301	OFFICE SUPPLIES	1,971	1,950	2,450	2,000
0307	POSTAGE	803	2,000	2,000	2,000
0310	PRINTING & BINDING	16,813	16,500	16,500	16,500
0321	UNIFORMS	2,356	2,100	2,100	2,100
0331	FUEL & LUBRICANTS	2,451	2,600	2,600	2,600
0333	CHEMICAL	5,648	10,000	10,000	10,000
0347	GENERAL MAINT. SUPPLY	7,916	6,450	6,450	6,450
0390	SWIMMING POOL SUPPLIES	2,326	2,500	2,500	2,500
0391	RECREATION PROG. SUPPLY	12,013	11,000	11,000	11,000

Supplies TOTAL :	52,296	55,100	55,600	55,150
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Fund	Department	Division
01 General Fund	45 Parks	47 Recreation

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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40 Operational

0406	SPECIAL EVENTS	42,019	42,000	42,000	42,000
0410	DUES & SUBSCRIPTIONS	2,770	2,500	2,500	2,500
0415	RECRUITING EXPENSES	3,808	2,000	2,000	2,000
0428	OTHER	1,129	1,000	1,000	1,000
0429	ROCK GRANT PROGRAM	-	-	-	40,000

DOCUMENTS FOR ACCOUNT . . . : 01-45-47-0429

Co-op Grant Reimbursement

For 2015, a certain amount of funding has been restored to the Texas Parks and Wildlife Department Grants-in-Aid Division. This request is to apply for the Co-Op grant which is a 100% reimbursement grant for outdoor programs. The grant application will request funds to purchase equipment to create and offer outdoor education programs such as: kayaking, fishing, outdoor digital photography, archery, camping, outdoor cooking and GPS orienteering. Rockwall was a recipient for this grant originally in 2004. A Council resolution for a funding commitment is due with the application by February of 2015.

Project Total: \$40,000

CITY MANAGER'S COMMENTS: Approved, contingent on grant award.

0430	TUITION & TRAINING	3,736	4,000	4,000	4,000
0436	TRAVEL	7,486	7,150	7,150	7,150

Operational TOTAL :	60,946	58,650	58,650	98,650
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50 Utilities

0501	ELECTRICITY	68,397	72,000	72,000	72,000
0507	CELLULAR TELEPHONE	3,693	3,700	3,700	3,700

Utilities TOTAL :	72,089	75,700	75,700	75,700
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Recreation TOTAL :	671,819	719,300	785,150	835,750
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DIVISION SUMMARY

Fund	Department	Division
01 General	45 Parks & Recreation	48 Animal Services

Expenditure Summary

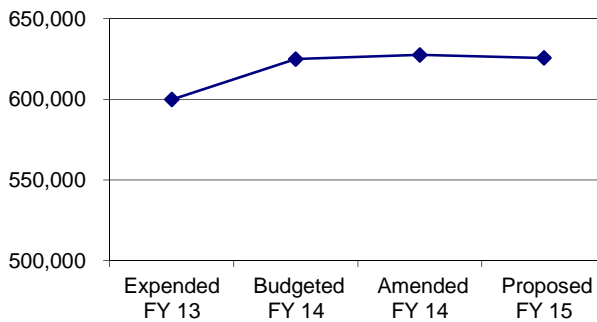
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	181,069	185,400	188,000	186,100
Contractual	400,721	414,500	414,500	414,500
Supplies	13,271	18,500	18,500	18,500
Operational	1,554	2,550	2,550	2,550
Utilities	3,228	4,000	4,000	4,000
Total	599,842	624,950	627,550	625,650

Personnel Schedule

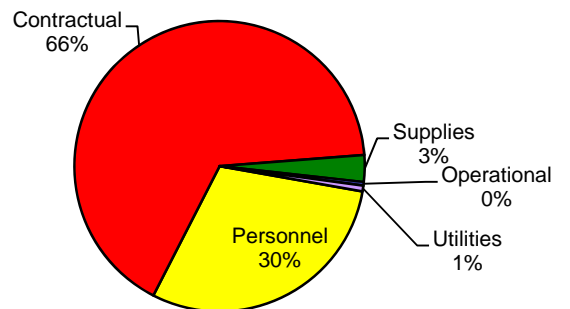
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Animal Services Crewleader	14	1	1
Animal Services Officer	12	2	2

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	45 Parks	48 Animal Services

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0107	SALARIES & WAGES-LABOR	142,448	144,800	145,400	144,800
0109	SALARIES & WAGES-OVERTIME	1,444	3,000	3,000	3,000

Salaries & Wages TOTAL :	143,892	147,800	148,400	147,800
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15 Benefits

0114	LONGEVITY PAY	2,945	3,100	3,100	3,300
0120	FICA & MEDICARE EXPENSE	10,813	11,100	11,400	11,100
0122	T.M.R.S. RETIREMENT EXP.	23,419	23,400	25,100	23,900

Benefits TOTAL :	37,176	37,600	39,600	38,300
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20 Contractual

0213	CONSULTING FEES	395,606	410,000	410,000	410,000
0240	EQUIPMENT REPAIRS	535	750	750	750
0246	VEHICLE REPAIRS	4,580	3,500	3,500	3,500
0270	WASTE DISPOSAL SERVICE	-	250	250	250

Contractual TOTAL :	400,721	414,500	414,500	414,500
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30 Supplies

0301	OFFICE SUPPLIES	97	500	500	500
0310	PRINTING & BINDING	302	1,000	1,000	1,000
0321	UNIFORMS	932	1,000	1,000	1,000
0325	SAFETY SUPPLIES	730	750	750	750
0331	FUEL & LUBRICANTS	11,211	14,500	14,500	14,500
0347	GENERAL MAINT. SUPPLY	-	750	750	750

Supplies TOTAL :	13,271	18,500	18,500	18,500
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40 Operational

0410	DUES & SUBSCRIPTIONS	221	500	500	500
0430	TUITION & TRAINING	1,120	1,750	1,750	1,000
0436	TRAVEL	213	300	300	1,050

Operational TOTAL :	1,554	2,550	2,550	2,550
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Fund	Department	Division		
01 General Fund	45 Parks	48 Animal Services		
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
50 Utilities				
0507 CELLULAR TELEPHONE	3,228	4,000	4,000	4,000
Utilities TOTAL :	3,228	4,000	4,000	4,000
Animal Services TOTAL :	599,842	624,950	627,550	625,650

DIVISION SUMMARY

Fund	Department	Division
01 General	50 Public Works	53 Engineering

Expenditure Summary

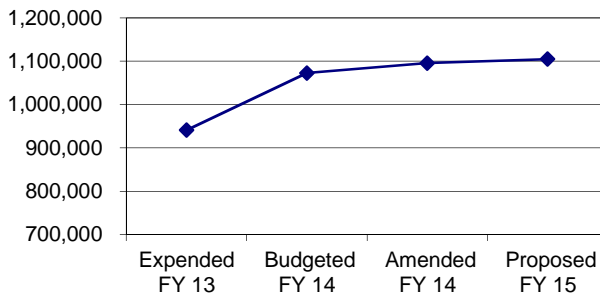
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	795,101	907,400	920,600	930,500
Contractual	108,856	84,700	94,700	115,100
Supplies	17,396	20,150	20,150	25,500
Operational	13,266	24,900	24,900	24,900
Utilities	6,375	8,000	8,000	9,000
Total	940,994	1,072,550	1,095,750	1,105,000

Personnel Schedule

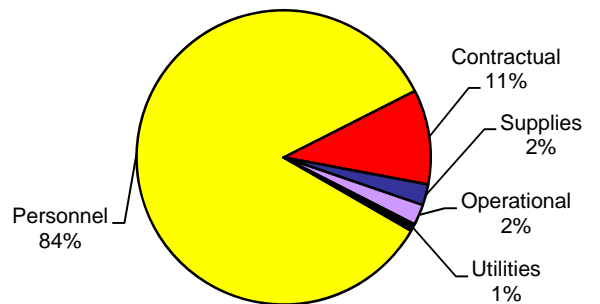
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Public Works Director/City Engineer	-	1	1
Assistant City Engineer	28	1	1
Civil Engineer	25	1	1
Senior Engineering Technician	22	1	1
Senior Construction Inspector	19	1	1
Construction Inspector	16	4	4
Customer Service Coordinator	12	1	1

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
10 Salaries & Wages				
0101 SALARIES & WAGES-SUPERVISOR	58,186	130,000	130,500	135,250
0104 SALARIES & WAGES-CLERICAL	291,458	303,300	304,300	309,000
0107 SALARIES & WAGES-LABOR	277,662	286,400	287,900	291,500
0109 SALARIES & WAGES-OVERTIME	11,906	12,000	16,500	12,000
Salaries & Wages TOTAL:	639,212	731,700	739,200	747,750

15 Benefits

0113 EDUCATION/CERTIFICATE PAY	-	-	-	300
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0113 **Increased Amount**

Added certification pay for Construction Inspector for completing the Stormwater Inspection Training.

CITY MANAGER'S COMMENTS: Approved

0114 LONGEVITY PAY	4,965	5,500	5,500	6,150
0120 FICA & MEDICARE EXPENSE	47,991	54,000	55,500	55,100
0122 T.M.R.S. RETIREMENT EXP.	102,933	116,200	120,400	121,200
Benefits TOTAL:	155,888	175,700	181,400	182,750

20 Contractual

0213 CONSULTING FEES	93,819	53,500	63,500	87,200
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0213 **Aerials and Contours**

Aerials 2015

16 County Cooperative Imagery Acquisition - NCTCOG Ortho Imagery Program. Provides for map digitization of ground features, city planning, engineering design and aids emergency response. Historically, aerial images are purchased on odd years and the next scheduled fly-over is February 2015. Cost is \$5,800

LiDAR Contours 2015

NCTCOG 16 County Cooperative Light Detection and Ranging (LiDAR) acquisition. The last ground contours for Rockwall were in 2001. This new technology provides a 3-D model of ground surface contours that GIS and Engineering will use for design, floodplain and FAA building height determination. Cost is \$27,900

CITY MANAGER'S COMMENTS: Approved, contours project will be funded from General Reserves.

Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0231	SERVICE-MAINT. CONTRACTS	11,019	22,600	22,600	15,100
DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0231				Service Contracts	

New Copier/Plotter maint \$1,900

New Copier/Plotter install \$1,000

CAD SSMA \$4,500

Traffic Signal Maint \$4,320

Air Cards \$3,360 (five new devices)

CITY MANAGER'S COMMENTS: Approved

0240	EQUIPMENT REPAIRS	478	600	600	600
0242	EQUIPMENT RENTAL & LEASE	60	500	500	6,200

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0242				New Plotter Printer Copier	
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\$475/month lease

A combined leased unit will take the place of the existing plotter and wide format printer that have both become obsolete.

CITY MANAGER'S COMMENTS: Approved

0246	VEHICLE REPAIRS	3,481	7,500	7,500	6,000
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Contractual TOTAL :	108,856	84,700	94,700	115,100
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30 Supplies

0301	OFFICE SUPPLIES	1,326	1,800	1,800	1,800
0310	PRINTING & BINDING	1,495	1,500	1,500	1,500
0321	UNIFORMS	726	1,000	1,000	1,050
0323	SMALL TOOLS	224	250	250	5,550

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0323				Storm Sewer Markers	
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Per the TCEQ Stormwater Permit requirements, this line item will allow staff to install storm markers on 1000 storm sewer inlets. Total cost is \$5,300.

CITY MANAGER'S COMMENTS: Approved

0325	SAFETY SUPPLIES	48	500	500	500
0331	FUEL & LUBRICANTS	12,598	14,000	14,000	14,000
0341	CONSTRUCTION & REPAIR SUPPLY	450	600	600	600
0347	GENERAL MAINT. SUPPLY	529	500	500	500

Supplies TOTAL :	17,396	20,150	20,150	25,500
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Fund	Department	Division
01 General Fund	50 Public Works	53 Engineering

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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40 Operational

0410	DUES & SUBSCRIPTIONS	9,947	13,400	13,400	13,400
0430	TUITION & TRAINING	2,452	6,000	6,000	6,000
0436	TRAVEL	867	5,500	5,500	5,500

Operational TOTAL:	13,266	24,900	24,900	24,900
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50 Utilities

0507	CELLULAR TELEPHONE	6,375	8,000	8,000	9,000
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DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0507 **Increased Amount**

Increase the Senior Construction Inspector's cell phone plan to unlimited minutes/text/data.

CITY MANAGER'S COMMENTS: Approved

Utilities TOTAL:	6,375	8,000	8,000	9,000
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60 Capital

0610	FURNITURE & FIXTURES	-	8,400	8,400	-
0612	COMPUTER EQUIPMENT	-	-	-	-

DOCUMENTS FOR ACCOUNT . . . : 01-50-53-0612 **GPS Unit**

Replace an existing GPS Tremble unit \$8,500

CITY MANAGER'S COMMENTS: Disapproved

0623	VEHICLES	-	19,000	19,000	-
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Capital TOTAL:	-	27,400	27,400.00	-
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Engineering TOTAL:	940,994	1,072,550	1,095,750	1,105,000
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**Asphalt Overlay/Reconstruction Projects
6-Year Plan
FY 2012/13 thru FY 2016/17**

FY2012/13 --- (Year 1)

1. Lake Rockwall Estates
 - Lakeside Drive – Horizon Drive (FM 3097) to Bass Road
 - Texas Avenue – Tubbs Road to Lakeside Drive
 - Bass Road – Lakeside Drive to End of Street Barricade
 - Sunfish Road – Lakeside Drive to Bass Road
 - Bream Drive – Lakeside Drive to Bass Road
2. Glenn Avenue
 - South Alamo to Ridge Road (FM 740)
3. N. Country Lane
 - Existing Overlay to FM 549
4. Clem Road
 - Existing Overlay to FM 1141
5. E. Washington St.
 - Clark Street to East side of City Park near Hammock Lane

FY2013/14 --- (Year 2)

1. Lake Rockwall Estates
 - Perch Road – Lakeside Drive to Althea Road
 - Althea Drive – Lakeside Drive to End of Street
 - Trout Road – Althea Road to Lakeside Drive
2. W. Quail Run Road
 - SH 205 to End of Road Turnaround
3. Davey Crockett Street
 - Bourn Avenue to Boydston Avenue
4. Clem Road
 - Existing Jeff Boyd Road to FM 1141

FY2014/15 --- (Year 3)

1. Anna Cade Road
 - County Maintenance to County Maintenance
2. Tyler Street
 - Washington Street to Storrs Street
3. Valley Drive
 - Highland Drive to the end
4. Dowell Road
 - SH 276 to just north of Equestrian Drive
5. Breezy Hill Lane
 - SH 276 to just north of Equestrian Drive
6. H. Wallace Lane
 - Horizon Road to Lofland Circle
7. W. Cullins Road
 - Horizon Road to Lofland Circle
8. National Drive
 - Mims Road to Mims Road (Road Loop)

FY2015/16 --- (Year 4)

1. Lake Rockwall Estates
 - Blanche Drive – County Line Road to Evans Road
 - Evans Road – Renee Drive to Eva Place
 - Donald Drive – Eva Place to Blanche Drive
 - Diana Drive – Eva Place to Blanche Drive
 - Chris Drive – County Line Road to Evans Road
 - Yvonne Drive – County Line Road to Evans Road
2. Green Circle
 - SH 276 to SH 276 – (Circle Loop)
3. Heath Street
 - SH 66 to SH 205

FY2016/17 --- (Year 5)

1. Lake Rockwall Estates
 - Eva Drive – Evans Road to County Line Road
 - Rene Drive – County Line Road to Eva Drive
 - Wayne Drive – County Line Road to Eva Drive
2. Elm Drive
 - Valley Drive to Highland Drive
3. Munson Street
 - County Line Road to Eva Drive
4. Star Street
 - Storrs Street to Denison Street
5. Aluminum Plant Road
 - Washington Street to Renfro Street
6. Renfro Street
 - Aluminum Plant Road to Boydstun Avenue

FY2017/18 --- (Year 6)

1. Lake Rockwall Estates
 - Nicole Drive – County Line Road to Russell Drive
 - Russell Drive - County Line Road to Russell Drive
2. N. First Street
 - Valley Drive to Highland Drive
3. Zollener Road
 - Green Circle to Private Road

DIVISION SUMMARY

Fund	Department	Division
01 General	50 Public Works	59 Streets

Expenditure Summary

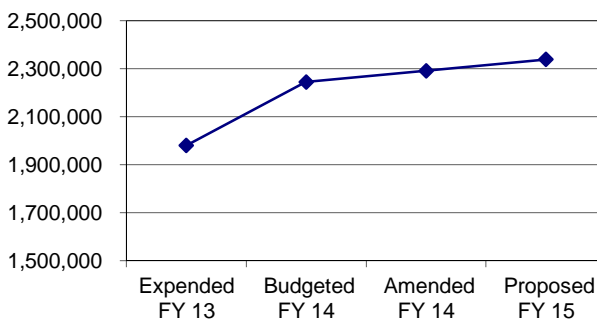
	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Personnel	596,114	611,000	603,100	596,500
Contractual	82,389	102,000	156,500	129,800
Supplies	851,274	1,095,400	1,095,400	1,147,400
Operational	1,647	2,500	2,500	5,800
Utilities	434,750	418,900	418,900	459,900
Capital	14,504	15,500	15,500	-
Total	1,980,678	2,245,300	2,291,900	2,339,400

Personnel Schedule

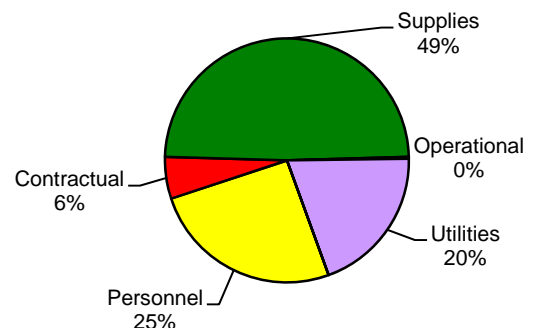
<u>Position</u>	<u>Classification</u>	<u>FY 14 Approved</u>	<u>FY 15 Proposed</u>
Superintendent	24	1	1
Crew Leader	14	2	2
Equipment Operator II	11	2	2
Equipment Operator I	10	1	1
Sign Technician	10	2	2
Maintenance Worker II	8	3	3

Activity Trends

Financial History



FY 2015 Expenditures by Category



Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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10 Salaries & Wages

0101	SALARIES & WAGES-SUPERVISOR	84,134	84,100	84,100	84,100
0107	SALARIES & WAGES-LABOR	383,323	395,100	377,400	382,350

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0107

Field Supervisor Position

We request a Field Supervisor Position be added to the Street Department. This position would enable our department to more effectively manage its field operations. This position would play a critical role in the overall operations of the department. This employee would take a lead role in addressing issues that arise in the field along with providing field guidance and direction to the crew leaders as necessary. This position would assist with project planning, daily scheduling, quality control and customer service. The Field Supervisor would coordinate with the crew leaders to make sure that service request along with regular maintenance responsibilities are addressed in a timely professional manner. The Field Supervisor would evaluate the daily performance of the various field crews; respond to after hour emergencies and assist personnel under charge as well as directing personnel functions and activities such as assignment selection and scheduling. The Field Supervisor would also meet and coordinate with the various street department contractors, perform inspections and quality control. Monitor contract quantities and pay estimates along with monitoring safety procedures and policies of the department and its contractors. The Field Supervisor would also play an active role in employee development and training. The tremendous growth in Rockwall’s population along with annexation has placed an ever increasing demand for our services. The addition of this position would allow our field operations to be better coordinated which would improve staff efficiency. Currently three like positions already exist in Public Works. Water, Wastewater and the Pump Technician Division each have a Field Supervisor position to manage and oversee the field operations of their respective operations.

Salary & Benefits:	\$67,200
Uniforms	1,000
Cell Phone	1,300
Portable radio	1,800
1/2 ton pickup	<u>23,200</u>
1st year total	\$94,500

CITY MANAGER'S COMMENTS: Disapproved

0109	SALARIES & WAGES-OVERTIME	6,846	10,000	18,400	10,000
Salaries & Wages TOTAL:		474,303	489,200	479,900	476,450

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
15 Benefits				
0113 EDUCATION/CERTIFICATE PAY	1,200	900	900	900
0114 LONGEVITY PAY	7,495	6,900	6,700	6,600
0120 FICA & MEDICARE EXPENSE	36,039	36,700	36,600	35,650
0122 T.M.R.S. RETIREMENT EXP.	77,077	77,300	79,000	76,900
Benefits TOTAL :	121,811	121,800	123,200	120,050

20 Contractual

0213 CONSULTING FEES	-	-	54,500	5,000
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DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0213 Consulting Fees

Amended Budget:

Design of creek bank erosion repairs near Lake Forest approved by Council from General Reserves.

Geo Tech design \$5,000

Request to establish consulting funds for miscellaneous geotechnical and pavement design services. The consultant fees will provide us with the resources to have a consulting firm perform sample borings and establish the soil data necessary to develop cost effective yet durable pavement designs. The periodic use of an engineering consulting firm will enable us to make sound engineering decisions related to the pavement design of certain street reclamation projects. Soil characteristics are critical to the performance of pavement structures. The soils analysis performed by the consultant will establish the soil classifications along with identifying its characteristics and properties. Based on these factors a more durable pavement design can be developed. One example of where information of this type is beneficial would be National Drive. This road is in poor condition. The current pavement consists of a chip seal road surface with a non stabilized road base. This roadway services a commercial business area and supports moderate to heavy traffic loads. The geotechnical information gathered by the consulting firm along with the recommended pavement design will allow us to perform full depth pavement reclamation on this road and reconstruct it to the newly established design standards developed by the consultant.

Pavement Management – Network Level PCI Survey \$108,490.

Request to conduct a complete survey of our pavement network to include the following:

- 166 miles of roadway surveyed and rated
- 52miles of alleys surveyed and rated
- Condition scores of entire network
- Formal engineering report
- 5-year network level work plan

CITY MANAGER'S COMMENTS: Pavement management study is disapproved, geo tech is approved.

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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0231 SERVICE-MAINT. CONTRACTS 2,651 7,000 7,000 28,800
DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0231 **Software Maint Contracts**

Scada SWMA \$5,000
 Cartegraph SWMA \$2,000
 Air Cards \$1,800

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0231 **Street Sweeping**
 Street Sweeping \$20,000

Request to have funds available for miscellaneous street sweeping. Miscellaneous street sweeping is necessary and provides many benefits to the City. This account will provide the street department with the necessary funds to remove some of the concentrated sand that is typically placed on the roadways during winter weather events. Some of the more obvious benefits would be the removal of paper, leafs and other debris that collect in the gutters. Street sweeping is a critical component of an effective storm water management program. Storm water that flows over impervious street and alley pavements picks up pollutants left on the ground such as oils, trash and waste as it flows into the City’s Municipal Separate Storm Sewer System (MS4). A street sweeping program is designated as a “Best Management Practice” and is required under (MS4) Permitting. The initial phase of our street sweeping program will require escalated budget phasing in the future to meet permitting requirements.

CITY MANAGER'S COMMENTS: Approved

0237 UNIFORM SERVICE 7,488 7,500 7,500 7,500
 0240 EQUIPMENT REPAIRS 25,289 30,300 30,300 30,300
 0242 EQUIPMENT RENTAL & LEASE 3,834 4,000 4,000 5,000

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0242 **Equipment Rental & Lease**

Request a 25% increase in the equipment rental budget. This increase would elevate the previously approved budget amount from \$4,000 approved in the 2013/2014 budget to \$5,000 for the 2014/2015 budget. The rental equipment budget is primarily used for renting small excavation equipment used to address various drainage issues; however, we also must rent other types of equipment on occasion such as small vibratory compactors, dump trailers etc. The ability to rent this equipment as necessary provides much needed flexibility for the street department and allows us to address some of the drainage issues that we currently do not have the equipment to address.

CITY MANAGER'S COMMENTS: Approved

0246 VEHICLE REPAIRS 21,318 25,000 25,000 25,000
 0270 WASTE DISPOSAL SERVICE 21,796 28,000 28,000 28,000
 0271 LANDFILL MAINTENANCE 13 200 200 200

Contractual TOTAL:	82,389	102,000	156,500	129,800
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Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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30 Supplies

0301	OFFICE SUPPLIES	439	500	500	500
0310	PRINTING & BINDING	-	100	100	100
0323	SMALL TOOLS	6,213	6,100	6,100	6,100
0325	SAFETY SUPPLIES	6,036	6,000	6,000	6,000
0331	FUEL & LUBRICANTS	35,183	33,000	33,000	35,000
0333	CHEMICAL	22	200	200	200
0341	CONSTRUCTION & REPAIR SUPPLY	712,451	1,000,000	1,000,000	865,000
0347	GENERAL MAINT. SUPPLY	6,471	7,500	7,500	7,500
0384	DRAIN. SYS. REPAIR SUPP	18,200	20,000	20,000	20,000
0392	SIGNS AND SIGNALS	66,258	22,000	22,000	207,000

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0392

New Traffic Signal

Request additional funds of \$185,000 for the installation of a traffic signal at the intersection of Mims Road & Ralph Hall Parkway. A warrant study was conducted and the intersection showed a need for traffic signal control.

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

Supplies TOTAL :	851,274	1,095,400	1,095,400	1,147,400
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40 Operational

0415	RECRUITING EXPENSE	255	-	-	-
0430	TUITION & TRAINING	1,108	1,500	1,500	2,500

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0430

Tuition & Training

Tuition for crew training \$1,500

TPWA Supervisor/Manager Training Session (2) \$500. – October 2014

TPWA Supervisor/Manager Training Session (3) \$500. – April 2015

CITY MANAGER'S COMMENTS: Approved

0436	TRAVEL	284	1,000	1,000	3,300
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DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0436

Travel

Miscellaneous Travel \$2,000

TPWA Supervisor/Manager Training Mario Aguilar Session 2 \$650 - October 2014

TPWA Supervisor/Manager Training Mario Aguilar Session 3 \$650 - April 2015

CITY MANAGER'S COMMENTS: Approved

Operational TOTAL :	1,647	2,500	2,500	5,800
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Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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50 Utilities

0504 STREET LIGHTING	431,227	415,000	415,000	456,000
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DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0504 **Street Lighting**

Request an increase of 10% in the street lighting budget to cover the cost of expanded service. The approved budget amount for the 2013/2014 street lighting budget was \$415,000

New light projects have included:

Capital Improvement Projects:

John King Blvd – South end at S.H. 205

John King Blvd – From I-30 to S.H. 276

Corporate Drive

Lake Rockwall Estates (32) Street Lights

List of Subdivisions that have been approved or will be approved by Oct. 2015 with 153 new street lights:

Breezy Hill Phase 1, 2A, 2B, 3 & 4

Caruth 7C, 7D & 8B

Eagle Point Estates

Stonecreek Phase 5 & 6

Rockwall Downs Phase 1 & 2

Lakes of Somerset

Castle Ridge Estates Phase 3

Caruth Lakes Phase 7B & 8A

Stonecreek Phase 3

CITY MANAGER'S COMMENTS: Approved

0507 CELLULAR TELEPHONE	3,523	3,900	3,900	3,900
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Utilities TOTAL:	434,750	418,900	418,900	459,900
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Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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60 Capital

0617	RADIO EQUIPMENT	-	-	-	-
0621	FIELD MACHINERY & EQUIPMENT	14,504	15,500	15,500	-

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0621 Asphalt Program Equipment

Zantis Road Hog - Asphalt Pulverizer - \$115,000.

Request the purchase of a Zantis Road Hog for a 524 John Deere Loader. The Pulverizer is equipped with JRB female coupler that will allow it to quick connect to the street departments existing 524 John Deere Loader. The price also includes the base unit along with an 80 gallon pressurized water tank. The asphalt Pulverizer would dramatically impact our asphalt maintenance operations along with expediting the pavement process by allowing us to pulverize the existing asphalt and re-use the existing asphalt as base material. It also eliminates the need to saw, remove, transport and dispose of the existing asphalt material. Typically we would need to saw the asphalt that is to be removed, bring in a backhoe to break it up, bring in a dump truck to haul it off to our temporary stockpile and then pay a trucking company to dispose of the excess asphalt materials. The asphalt pulverizer would allow us to recycle most of the existing asphalt as base material and provide us the ability to build a much better road base, without importing new base material to the site.

3-Ton Vibratory Asphalt Compactor - \$41,024.

Request the purchase of a small 3-ton vibratory asphalt compactor. The compactor is necessary and performs a critical role in the asphalt laying process. The smaller 3-ton vibratory compactor is small enough to be easily transported from site to site while being large enough to ensure proper asphalt compaction.

Mini-Asphalt Track Paver - \$36,324.

Request the purchase of a small asphalt paving machine for daily asphalt maintenance operations. The small paver would be used for asphalt pavement repairs. In order to effectively maintain our existing asphalt street network we frequently must remove and replace sections of asphalt, sometimes these sections can be fairly large. Various asphalt distresses such as rutting, shoving, raveling, alligator cracking and dead asphalt must be removed and replaced. Most of the work is currently done spreading the asphalt with a skid loader and raking the material by hand. This process is very time consuming, labor intensive and inefficient.

Fund	Department	Division
01 General Fund	50 Public Works	59 Street Maintenance

	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
ACCOUNT				

10-Ton Asphalt Equipment Transport Trailer (20 ft. Deck with 8ft Dovetail) – \$11,500.

Request the purchase of 10-ton capacity equipment transport trailer for the proposed asphalt equipment package. This trailer would allow us to transport several pieces of equipment at the same time. The mini asphalt paver, vibratory asphalt compactor, skid loader and asphalt pulverizer, could be easily transported on this trailer and moved to from location to location providing us with the ability to dramatically increase our street maintenance capabilities and production.

CITY MANAGER'S COMMENTS: Disapproved

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0621

Dump Truck

12 –Yard Dump Truck - \$110,557. (Equipped with Sand Spreader)

Recommend the purchase of a 12 yard dump truck with a 13.5 ft. bed. A function of the street department is to make frequent repairs to asphalt streets and roadways. The repairs vary from small utility pavement repairs to larger pavement sections that consist of the removal and replacement of dead or damaged asphalt. The hot mix used for the repairs is produced by APAC at their Sunnyvale plant location. On larger repairs we use 3-dump trucks to shuttle hot mix from the plant to the repair site. The dump trucks are small 5-yard dump trucks. The 12-yard truck would allow us to transport much more asphalt with less manpower. Currently, if crews of 6 employees are working on a large asphalt repair, then 3 of the 6 workers would be required to haul material from the plant to the jobsite. This greatly reduces manpower for the asphalt laying process. The 12-yard dump truck would improve staff efficiency and allow for more asphalt pavement repairs to be made by staff. The larger truck would make a positive impact on many other essential functions performed by our department especially related to winter weather and sanding.

CITY MANAGER'S COMMENTS: Disapproved

0623 VEHICLES - - - -

DOCUMENTS FOR ACCOUNT . . . : 01-50-59-0623

Vehicles

1/2 ton Extended Cab Pick Up Truck - \$21,000

The addition of a Field Supervisor would require the purchase of another vehicle. The proposed vehicle would consist of a 1/2 ton pickup with a standard 8 ft. bed. This amount will also cover the cost of installing all City logos, emergency safety lighting and toolbox.

Safety Lighting - \$1,200

Tool Box - \$800

City Decals - \$200

CITY MANAGER'S COMMENTS: Disapproved

Capital TOTAL	14,504	15,500	15,500	-
Streets TOTAL . . :	1,980,678	2,245,300	2,291,900	2,339,400



City of Rockwall

CITY OF ROCKWALL, TEXAS MEMORANDUM

TO: Rick Crowley, City Manager

FROM: Cheryl Dunlop
Director, Administrative Services

DATE: August 13, 2014

SUBJECT: City's Health & Welfare Programs

General Overview

The City of Rockwall continues to partner with Holmes Murphy to ensure the City stays informed on the latest issues related to Healthcare Reform and other legal and legislative topics that impact the City's health plan. Representatives from Holmes Murphy meet with Administrative team members on an ongoing basis to assist with budgeting and plan design. In 2015, the City will be faced with additional fees and plan changes as a result of Health Care Reform (HCR).

Healthcare Reform

Fees

In 2015, the City will be required to pay the following fees:

- *Patient Centered Outcomes Research Institute (PCORI) Fee - \$2 Per Plan Participate – Due by July 31, 2015. Approximate cost is \$1,230.*
- *Transitional Reinsurance Fee - \$63 Fee Per Plan Participant - Due by January 15, 2015. Approximate cost is \$38,745. In January 2016, this fee will decrease to \$44 Per Plan Participant.*

Health Care Cost Summary

The City experienced a 21% decrease in claims cost for medical, dental and vision in 2013.

History of claims cost:

Cal Year	Claims Cost	Annual Cost PEPY	# of EEs @ YR End
2010	\$2,290,656	\$9054	253
2011	\$2,251,503	\$9006	253
2012	\$2,402,215	\$9053	245
2013	\$1,901,422	\$7989	238
2014	\$1,137,349 (as of 6/30/14)	\$4478	254

Note: Claims cost does not include Admin Fees.

Prescription Benefits Plan

As of July 1, 2014, the City excluded covering prescriptions that contain Bulk Powder. As a result, the City should see a significant decrease in prescription claims.

PLAN YEAR	RX EXPENSE PAID	% INCREASE/DECREASE
2010	\$385,422	22.2%
2011	\$389,761	1.1%
2012	\$491,122	26.0%
2013	\$513,652	4.6%
2014	\$338,435 (as of 6/30/14)	

Plan Review

Nurse Navigator was implemented on January 1, 2014. Based upon the feedback from several employees, this program has been valuable in assisting them with their healthcare needs and has saved several of them \$100s of dollars. Nurse Navigator assists the City's members with services such as locating In Network Providers, searching lower cost facilities for diagnostic testing and other services such as transferring medical records and bill review.

Other additional factors of the healthcare reform, if actually implemented, that may impact the City going forward include:

1. **The Cadillac Tax (2018).** In its simplest form, the government is mandating what the funding rate (Employee and Employer paid portion of medical/Rx) should be for healthcare. The funding rate is the amount is being captured on the employee's W2 form as of 1/1/2013.

Pre 65 Retiree Health Benefits

The mandated "retiree health care" program was implemented in January 1, 2011 and is administered through TML. Currently, we have two participants.

Wellness Exams

The City maintains a proactive Wellness Incentive Program to encourage employees to obtain their wellness exams each year. On September 19, 2014, the Employee Health, Benefits and Safety Fair will take place. Each year, employees and their covered spouses are invited to attend the health fair where they can obtain lab, stroke and other health screenings for free.

Chronic conditions, such as *diabetes*, *hypertension* and even *clogged arteries* have been detected by the services that are performed at the health fair. In 2013, as a result of the lab work, one employee was diagnosed at an early stage of prostate cancer and is now cancer free.

In addition, the City's Parks and Recreation Department provides wellness program activities, such as, Zumba and other fitness classes, for City employees throughout the year.

SUMMARY OF OPERATIONS

Fund

31 Employee Benefits

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	983,548	626,000	753,200	715,000
Total Expenditures	3,441,641	3,519,000	3,700,500	3,854,000
Operating Income (Loss)	(2,458,093)	(2,893,000)	(2,947,300)	(3,139,000)
Non-Operating Revenues	(221)	-	-	-
Non-Operating Income (Loss)	(221)	-	-	-
Net Income (Loss) Before Transfers	(2,458,314)	(2,893,000)	(2,947,300)	(3,139,000)
Net Transfers In (Out)	3,125,000	3,395,000	3,550,000	3,200,000
Net Income (Loss)	666,686	502,000	602,700	61,000
Retained Earnings - Beginning	(604,726)	(37,927)	61,960	664,660
Retained Earnings - Ending	61,960	464,073	664,660	725,660

SUMMARY OF REVENUES

Fund

31 Employee Benefits

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Approved 14-15
Operating Revenues					
4019	Miscellaneous	24,095	26,000	26,000	20,000
4850	Employee Contributions	573,391	570,000	658,000	675,000
4855	Pharmacy Rebates	13,032	10,000	1,000	-
4860	Stop Loss Reimbursements	373,030	20,000	68,200	20,000
Total Operating Revenues		983,548	626,000	753,200	715,000
Non-Operating Revenues					
4001	Interest Earnings	(221)	-	-	-
Total Non-Operating Revenues		(221)	-	-	-
Total Revenues		983,327	626,000	753,200	715,000

SUMMARY OF OPERATING TRANSFERS

Fund

31 Employee Benefits

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers In				
From General Fund	2,100,000	2,300,000	2,500,000	2,300,000
From Water & Sewer Fund	1,025,000	1,095,000	1,050,000	900,000
Total Transfers In	3,125,000	3,395,000	3,550,000	3,200,000
Net Operating Transfers In (Out)	3,125,000	3,395,000	3,550,000	3,200,000

SUMMARY OF EXPENSES

Fund

31 Employee Benefits

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Expenses				
Operations	3,441,641	3,519,000	3,700,500	3,854,000
Total Expenditures	3,441,641	3,519,000	3,700,500	3,854,000



City of Rockwall
The New Horizon

MEMORANDUM

TO: Rick Crowley, City Manager

FROM: Cheryl Dunlop
Director, Administrative Services

DATE: August 13, 2014

SUBJECT: Employee Safety Program

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

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

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

The last two fiscal years have resulted in a significant decrease in the *number of incidents, claims costs, and lost days of work*. The chart below reflects the most current claims and claims cost for the last three fiscal years to-date. Based upon the trends below, staff recommends the *safety incentive award* be funded for FY 2014-2015.

Workers' Compensation Claims Activity

Fiscal Year	Total # of EEs paid	Total Incident Reports	Reportable	Non Reportable	Cost per EE	Total Claims Cost ***	Total Days Away From Work	Cost of Total Days Away From Work	Total Days Restricted Duty	Total Aggregate (claims cost plus cost of days away)
11/12	328	90	42	48	\$563	\$184,713	199	\$47,708	278	\$232,421
12/13	321	40	16	24	\$51	\$16,493	3	\$426	50	\$16,919
13/14	342	34	17	17	\$34	\$11,501	6	\$1,541	44	\$13,042

*** Total Claims Cost is updated w/current data provided by TML. The claims cost for FY 11/12 and 12/13 carry over into the fiscal year 13/14 budget. (Data is current as of 7/31/14)

The City, on an annual basis looks at claims history and offers a safety incentive to its employees for safe work habits. After reviewing claims data for this year, staff finds that claims have been significantly better this year compared to the last several years. We carry workers compensation on both our paid staff as well as our volunteer firefighters. It is recommended that the City fund an incentive to employees for their safe work practices this year. The City should also continue to fund safety training, site assessments, and random drug testing to ensure a continued safe working environment for our employees and volunteers.

The City has achieved great results over the majority of the past 23 years in managing claim costs though the last few years have presented some challenges. With each year's claims and administration, the fund balance has been declining. We have had a good year this year but with even a reasonable claims level next year we expect the fund balance to be depleted. For many years, we have transferred an amount from the water and sewer fund for their employee's coverage. We will need to begin to do the same for the bulk of our employees who are paid in the General Fund. That transfer for 2015 is projected at \$50,000. We will have to monitor claims activity closely and adjust the transfer as necessary.

SUMMARY OF OPERATIONS

Fund

32 Worker's Compensation

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Revenues	-	-	-	-
Operating Expenses	218,764	205,000	165,000	187,000
Operating Income (Loss)	(218,764)	(205,000)	(165,000)	(187,000)
Non-Operating Revenues	268	1,000	500	500
Non-Operating Expenses	-	-	-	-
Non-Operating Income (Loss)	268	1,000	500	500
Net Income (Loss) Before Transfers	(218,496)	(204,000)	(164,500)	(186,500)
Net Transfers In (Out)	30,000	30,000	30,000	80,000
Net Income (Loss)	(188,496)	(174,000)	(134,500)	(106,500)
Retained Earnings - Beginning	491,945	392,946	303,449	168,949
Retained Earnings - Ending	303,449	218,946	168,949	62,449

SUMMARY OF REVENUES

Fund

32 Worker's Compensation

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Non-Operating Revenues					
4001	Interest Earnings	(232)	500	-	-
4019	Misc. Revenues	500	500	500	500
Total Non-Operating Revenues		268	1,000	500	500
Total Revenues		268	1,000	500	500

SUMMARY OF OPERATING TRANSFERS

Fund

32 Worker's Compensation

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers In				
From General Fund	-	-	-	50,000
From Water/Sewer Fund	30,000	30,000	30,000	30,000
Total Transfers In	30,000	30,000	30,000	80,000
Net Operating Transfers In (Out)	30,000	30,000	30,000	80,000

SUMMARY OF EXPENSES

Fund

32 Worker's Compensation

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operational	218,764	205,000	165,000	187,000
Total Operating Expenses	218,764	205,000	165,000	187,000
Total Expenditures	218,764	205,000	165,000	187,000

Fund
32 Worker's Compensation

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
40 Operational				
0431 SAFETY TRAINING	1,189	5,000	1,000	1,000
0440 ADMINISTRATION FEES	36,840	40,000	26,500	31,000
0444 PAID LOSSES	79,428	75,000	60,000	75,000
0445 INCURRED (ESTIMATED) LOSSES	99,148	-	-	-
0446 SAFETY INCENTIVES	-	75,000	72,500	75,000
0447 DRUG TESTING	2,160	10,000	5,000	5,000
Operational TOTAL:	218,764	205,000	165,000	187,000
Worker's Compensation TOTAL:	218,764	205,000	165,000	187,000

SUMMARY OF OPERATIONS

Fund

10 Cemetery

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	2,797	2,500	2,500	2,400
Total Expenditures	1,656	6,000	6,000	6,000
Excess Revenues Over (Under) Expenditures	1,140	(3,500)	(3,500)	(3,600)
Fund Balance - Beginning	100,433	95,333	101,574	98,074
Fund Balance - Ending	101,574	91,833	98,074	94,474

SUMMARY OF REVENUES

Fund

10 Cemetery

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4019	Misc. Revenue	47	-	-	-
4720	Cemetery Receipts	2,200	2,000	2,000	2,000
4722	Registration & Permit Fees	550	500	500	400
Total Revenues		2,797	2,500	2,500	2,400

SUMMARY OF EXPENDITURES

Fund

10 Cemetery

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	-	6,000	6,000	6,000
Capital	1,656	-	-	-
Total	1,656	6,000	6,000	6,000

Fund				
10 Cemetery				
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
20 Contractual				
0247 GROUNDS MAINTENANCE	-	6,000	6,000	6,000
Contractual TOTAL :	-	6,000	6,000	6,000
60 Capital				
0633 INFRASTRUCTURE IMPROVEMENT	1,656	-	-	-
Capital TOTAL :	1,656	-	-	-
Cemetery Fund TOTAL. :	1,656	6,000	6,000	6,000

SUMMARY OF OPERATIONS

Fund

11 Public Safety Funds

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	267,902	102,750	102,300	107,300
Total Expenditures	189,131	46,750	75,150	51,750
Excess Revenues Over (Under) Expenditures	78,771	56,000	27,150	55,550
Net Other Financing Sources (Uses)	(29,000)	(25,000)	(25,000)	(30,500)
Net Gain (Loss)	49,771	31,000	2,150	25,050
Fund Balance - Beginning	131,074	257,223	180,844	182,994
Fund Balance - Ending	180,844	288,223	182,994	208,044

SUMMARY OF REVENUES

Fund

11 Public Safety Funds

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	-	500	50	50
4054	Donations - Police Activities	(1,187)	1,000	1,000	1,000
4415	Court Security Fee	23,526	24,000	24,000	24,000
4420	Technology Fee	31,367	32,000	32,000	32,000
4425	Child Safety Fines	8,800	8,500	8,500	8,500
4520	Gun Range M&O	31,741	36,750	36,750	41,750
4550	Police Seizures	173,656	-	-	-
Total Revenues		267,902	102,750	102,300	107,300

SUMMARY OF OPERATING TRANSFERS

Fund

11 Public Safety Funds

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operating Transfers Out To General Fund	29,000	25,000	25,000	30,500
Total Other Financing Uses	29,000	25,000	25,000	30,500
Net Other Financing Sources (Uses)	(29,000)	(25,000)	(25,000)	(30,500)

SUMMARY OF EXPENDITURES

Fund

11 Public Safety Funds

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	32,481	46,750	70,950	51,750
Supplies	-	-	-	-
Operational	16,739	-	-	-
Capital Outlay	139,911	-	4,200	-
Total Expenditures	189,131	46,750	75,150	51,750

Fund				
11 Public Safety Funds				
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
20 Contractual				
0208 E.S. CORP CONTRACT	32,481	46,750	41,750	41,750
0231 SERVICE-MAINT. CONTRACTS	-	-	29,200	10,000
Contractual TOTAL :	32,481	46,750	70,950	51,750
40 Operational				
0430 TUITION & TRAINING	9,239	-	-	-
0451 CONFIDENTIAL FUNDS	7,500	-	-	-
Operational TOTAL :	16,739	-	-	-
60 Capital				
0612 COMPUTER EQUIPMENT	27,134	-	1,350	-
0617 RADIO EQUIPMENT	24,112	-	-	-
0621 FIELD MACHINERY & EQUIPMENT	-	-	2,850	-
0624 POLICE EQUIPMENT	73,414	-	-	-
0626 COURT SECURITY EQUIPMENT	15,251	-	-	-
Capital TOTAL :	139,911	-	4,200	-
Public Safety Fund TOTAL :	189,131	46,750	75,150	51,750

SUMMARY OF OPERATIONS

Fund

12 Recreational Development

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	360,429	427,200	620,200	699,000
Total Expenditures	189,998	258,200	439,200	703,750
Excess Revenues Over (Under) Expenditures	170,431	169,000	181,000	(4,750)
Net Other Financing Sources (Uses)	(50,000)	(110,000)	(69,500)	(60,000)
Net Gain (Loss)	120,431	59,000	111,500	(64,750)
Fund Balance - Beginning	83,357	168,357	203,787	315,287
Fund Balance - Ending	203,787	227,357	315,287	250,537

SUMMARY OF REVENUES

Fund

12 Recreational Development

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	(3)	-	-	-
4050	Donations	32,500	-	26,000	30,000
4250	Recreation Program Fees	150,173	120,000	281,000	285,000
4680	Developer Contributions	-	147,200	147,200	218,000
4700	Takeline Concessions	150,709	140,000	140,000	140,000
4750	Land Lease Revenues	27,050	20,000	26,000	26,000
Total Revenues		360,429	427,200	620,200	699,000

First year revenues & expenditures for RBSL are recognized in this fund, however staff is working to create a fund to track the Baseball and Softball Program separately.

SUMMARY OF OPERATING TRANSFERS

Fund

12 Recreational Development

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In	-	-	40,500	-
Total Other Financing Sources	-	-	40,500	-
Operating Transfers Out				
To General Fund	50,000	110,000	110,000	60,000
Total Other Financing Uses	50,000	110,000	110,000	60,000
Net Other Financing Sources (Uses)	(50,000)	(110,000)	(69,500)	(60,000)

SUMMARY OF EXPENDITURES

Fund

12 Recreational Development

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	92,667	95,000	225,000	243,400
Supplies	22,782	16,000	21,000	33,500
Operations	25,176	-	30,000	30,000
Capital Outlay	49,374	147,200	163,200	396,850
Total Expenditures	189,998	258,200	439,200	703,750

Fund
12 Recreational Development

ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manager Approved
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20 Contractual

0213	CONSULTING FEES	1,595	15,000	15,000	15,000
0239	RECREATION CONTRACT	91,072	80,000	120,000	80,000
0245	POOL REPAIR & MAINTENANCE	-	-	-	21,000

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0245 **Sprayground Repairs**

Sprayground Repairs \$21,000

The sprayground in Myers Park was constructed in 2004. The original surfacing was a layer of poured in place rubber. In 2013 the rubber surfacing was removed because it had out lived its useful life and had become a slip hazard. The surface needs to be replaced with a "cool deck" type of colored cement coating to improve footing and appearance.

CITY MANAGER'S COMMENTS: Approved

0260	ATHLETIC PROGRAM	-	-	90,000	127,400
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Contractual TOTAL :	92,667	95,000	225,000	243,400
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30 Supplies

0341	CONSTRUCTION & REPAIR SUPPLY	17,702	-	5,000	-
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DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0341 **Lofland Parking Lot**

Asphalt resurfacing of Lofland Park parking lot approved by Council mid-year.

0360	ATHLETIC PROGRAM SUPPLIES	-	10,000	10,000	2,500
0391	RECREATION PROGRAM SUPPLY	5,080	6,000	6,000	31,000

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0391 **Computer Lab**

This request is to replace outdated computer equipment located in the computer classroom of The Center. The original computers were purchased in 2003 or 2004. The equipment purchased will be used to continue to offer traditional basic computer skills classes for our 55 and Better customers, as well as offer new programs such as: social media and photo sharing for seniors, movie making and video editing for teens, tablet skills, photo editing, internet privacy and security for seniors. Equipment request include: 6 tablets, 6 laptops, 6 external monitors, classroom projector, desktop for public use, and miscellaneous hardware.

Project Cost Total: \$25,000

CITY MANAGER'S COMMENTS: Approved

Supplies TOTAL :	22,782	16,000	21,000	33,500
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40 Operational

0406	SPECIAL EVENTS	25,176	-	30,000	30,000
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Operational TOTAL :	25,176	-	30,000	30,000
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Fund
12 Recreational Development

ACCOUNT	2012 Actual Expense	2013 Adopted Budget	2013 Amended Budget	2014 City Manager Approved
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60 Capital

0633	INFRASTRUCTURE IMPROVEMENT	48,294	147,200	163,200	396,850
DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633					Restroom

Additional Restroom Facility \$135,000

We have received many customer requests from baseball and softball participants to add a permanent restroom facility on the east end of the Tuttle Sports Complex. It is currently served by portable restrooms behind a screened fence. The proposed restroom will be a prefabricated concrete facility similar to existing units in Myers Park. Installation would be done by park maintenance staff. The cost includes electrical service performed by licensed electrician and materials for water, sewer and foundation.

Scoreboard \$4,000

This request is for adding a new scoreboard to Field #6 at Tuttle Sports Complex. It is the only remaining field that does not currently have a scoreboard on it. Installation to be done by park maintenance staff.

Tuttle Fencing \$39,850

Approximately 3,400 linear feet of chain link fence at Tuttle Athletic Complex needs to be replaced. The current fence material is over 20 years old and is warped, leaning and not able to be repaired. This request is for a heavier gauge fence fabric and posts for the entire perimeter of the complex as well as the back stops and outfield fences for fields 1, 2, 4, 5 and 6. Fields 3 and 5 have partial new fences and fields 7 and 8 are all new fences as a result of the 2012 renovations.

CITY MANAGER'S COMMENTS: Approved

DOCUMENTS FOR ACCOUNT . . . : 12-45-45-0633

Stonecreek Park Improvements

This project is for development of the proposed neighborhood park at Stone Creek located in park district #5. The developer has contributed approximately \$218,000 for the first six phases into the pro-rata equipment fees escrow account in accordance with the Mandatory Park Land Dedication Ordinance. This request transfers the fees from the escrow account to the recreation development account. MHS Planning and Design has completed a site plan for this park land.

CITY MANAGER'S COMMENTS: Approved

0643	PLAYGROUND EQUIPMENT	1,080	-	-	-
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Capital TOTAL :	49,374	147,200	163,200	396,850
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Recreation Development TOTAL . . . :	189,998	258,200	439,200	703,750
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SUMMARY OF OPERATIONS				
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Fund				
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13 Radio System				
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	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	39,239	47,500	41,800	39,300
Total Expenditures	188,240	239,600	241,200	198,500
Excess Revenues Over (Under) Expenditures	(149,001)	(192,100)	(199,400)	(159,200)
Net Other Financing Sources (Uses)	150,000	175,000	185,000	160,000
Net Gain (Loss)	999	(17,100)	(14,400)	800
Fund Balance - Beginning	15,163	20,263	16,162	1,762
Fund Balance - Ending	16,162	3,163	1,762	2,562

SUMMARY OF REVENUES

Fund

13 Radio System

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4530	City Contracts	39,239	47,500	41,800	39,300
Total Revenues		39,239	47,500	41,800	39,300

SUMMARY OF OPERATING TRANSFERS

Fund

13 Radio System

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In				
From General Fund	150,000	175,000	185,000	160,000
*Expended in General Fund	67,200	72,000	72,000	75,200
Operating Transfers Out				
*Expended in General Fund	67,200	72,000	72,000	75,200
Net Other Financing Sources (Uses)	150,000	175,000	185,000	160,000

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

SUMMARY OF EXPENDITURES

Fund

13 Radio System

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	182,363	178,950	178,950	193,500
Supplies	5,876	2,500	2,500	5,000
Capital	-	58,150	59,750	-
Total Expenditures	188,240	239,600	241,200	198,500

Fund
13 Radio System

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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20 Contractual

0213 CONSULTING FEES	20,521	11,000	11,000	18,000
DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0213				Consulting Fees

Trott Communication – The City’s consultants are sometimes needed to advise on issues related to the radio system, such as interference issues with lease holders on the towers, in-building coverage testing for commercial developments as required in the Fire Code, etc. (\$5,000.00).

The City is currently involved in studying a County Radio System and Dispatch Center Needs Assessment. It is recommended to increase this existing line item by \$7,000.00 to cover consultant costs over the next year. The anticipated tasks covered by this line item are:

- Review of the RCC Report
- Meeting with RCC for Q&A
- Provide a report summary and comments to the City
- Meetings with City staff for discussion and follow-up
- Assist with the development of a City position regarding participation in the County project
- Development of a recommended path forward

Professional tower climbers are needed to inspect and assess any periodic damage, tighten equipment, and change light bulbs. \$2,000 x 3 towers for a total of (\$6,000.00)

Total Consulting Request: \$18,000.00

CITY MANAGER'S COMMENTS: Approved

0231 SERVICE-MAINT. CONTRACTS	161,843	167,950	167,950	175,500
DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0231				Service Maint. Contracts

There is an increase of \$7,558.00 (4.3%) in this line item from the previous year based on the consumer price index. The City’s contract with Harris Corporation is on a calendar year schedule.

This amount includes annual maintenance on the radio system, EOC Equipment, Interoperability, and the Mobile Command Vehicle, and the microwave system that connects the 3rd site at Fire Station #2 back to the control point at the Police Department.

Total Service Maintenance Contract Request: \$175,527.00

CITY MANAGER'S COMMENTS: Approved

Contractual TOTAL:	182,363	178,950	178,950	193,500
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Fund
13 Radio System

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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30 Supplies

0347 GENERAL MAINT. SUPPLY	5,876	2,500	2,500	5,000
DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0347			General Maint Supplies	

Most of the radios being used in the system are 7 to 8 years old. With age and use of the radios, small parts such as belt clips, antennas, and knobs break and must be replaced. The request is for funds to buy miscellaneous replacement parts and accessories as needed throughout the next budget year.

Miscellaneous Part and Accessories Request: \$2,000.00

Spare Batteries and Chargers – It is recommended that the City have a few extras inventoried. It is recommended that the City purchase 20 spare batteries and charger sets.

Spare Batteries and Chargers: \$3,000.00

Total Miscellaneous Parts and Accessories \$5,000.00

CITY MANAGER'S COMMENTS: Approved

Supplies TOTAL :	5,876	2,500	2,500	5,000
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60 Capital

0617 RADIO EQUIPMENT	-	58,150	59,750	-
DOCUMENTS FOR ACCOUNT . . . : 13-50-51-0617			2014 Amendment	

Increase by \$1,600.00

The City purchased a new VHF iCom Aviation Base Station for the Ralph M. Hall Municipal Airport terminal building in the amount of \$1,977.00

Capital TOTAL :	-	58,150	59,750	-
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Radio Fund TOTAL :	188,240	239,600	241,200	198,500
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SUMMARY OF OPERATIONS

Fund

14 Street Improvements

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	71,195	200	54,100	-
Total Expenditures	162,500	917,500	900,000	-
Excess Revenues Over (Under) Expenditures	(91,305)	(917,300)	(845,900)	-
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(91,305)	(917,300)	(845,900)	-
Fund Balance - Beginning	1,099,507	84,207	1,008,202	162,302
Fund Balance - Ending	1,008,202	(833,093)	162,302	162,302

SUMMARY OF REVENUES

Fund

14 Street Improvements

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	41	-	-	-
4800	Assessments	2,043	200	1,400	-
4810	Assessments - Bourn St.	-	-	500	-
4816	Pro-Rata - RH Pkwy.	64,244	-	-	-
4818	Pro-Rata - Road Projects	4,868	-	52,200	-
Total Revenues		71,195	200	54,100	-

SUMMARY OF EXPENDITURES

Fund

14 Street Improvements

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Capital Outlay	162,500	917,500	900,000	-
Total Expenditures	162,500	917,500	900,000	-

Fund				
14 Street Improvement Fund				
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
60 Capital				
0635 STREET CONSTRUCTION	162,500	917,500	900,000	-
Capital TOTAL :	162,500	917,500	900,000	-
Street Improvement Fund TOTAL :	162,500	917,500	900,000	-



CITY OF ROCKWALL, TEXAS MEMORANDUM

TO: Rick Crowley, City Manager
FROM: Mary Smith, Assistant City Manager
DATE: August 18, 2014
SUBJECT: Hotel / Motel Fund Budget

City staff sent information packets to area organizations. Applications were due July 7th. A complete set of applications is presented under separate cover. Staff will meet with the Hotel/Motel tax sub-committee and be prepared to present the proposed funding for consideration at the September 29th Council meeting.

SUMMARY OF OPERATIONS

Fund

16 Fire Equipment Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	174,101	50,250	58,300	58,300
Total Expenditures	42,420	323,000	243,000	126,850
Excess Revenues Over (Under) Expenditures	131,681	(272,750)	(184,700)	(68,550)
Fund Balance - Beginning	279,922	364,522	411,604	226,904
Fund Balance - Ending	411,604	91,772	226,904	158,354

SUMMARY OF REVENUES

Fund

16 Fire Equipment Fund

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4001	Interest Earnings	-	250	50	50
4010	Auction Proceeds	75,000	-	-	-
4019	Misc. Revenue	5,501	-	-	-
4535	County Fire Calls	93,600	50,000	58,250	58,250
Total Revenues		174,101	50,250	58,300	58,300

SUMMARY OF EXPENDITURES

Fund

16 Fire Equipment Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Supplies	7,371	11,000	4,000	8,000
Capital Outlay	35,049	312,000	239,000	118,850
Total Expenditures	42,420	323,000	243,000	126,850

Fund					
16 Fire Equipment Fund					
		2013	2014	2014	2015
ACCOUNT		Actual	Adopted	Amended	City Manager
		Expense	Budget	Budget	Approved
30 Supplies					
0377	VOLUNTEER EXPENSES	7,371	11,000	4,000	8,000
Supplies TOTAL :		7,371	11,000	4,000	8,000

60 Capital					
0603	BUILDINGS	-	169,000	141,000	-
0610	FURNITURE & FIXTURES	-	-	-	9,650

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0610 Furniture

\$3,900 Port-A-Cool for Bay area Fire Station 1.

During the summer when the temperatures outside are in the 100 degree range the temperature in the bay area at the station closely mirrors the outside temperature. Due to the fact that there are no rear bay doors in this station we are unable to get any air flow through the station. We know the Port-A-Cool will not keep the entire bay area cool but with it being mobile it can be moved around to the area where the firefighters are working and help move some cool air in that area. This Port-A-Cool could also be loaded on a trailer and transported to an incident scene for use in the rehab area in the event of an extended scene during the hot summer months.

\$2,000 Refrigerators for Fire Station 1.

We currently have 14 employees who work at Station 1 and the unit stays full. The full time drivers do not have the ability to store items to be cooked during their shifts.

\$3,750 Day Room Furniture

The furniture at Station 2 was purchased for the new building in 2001. Station 2 hosts departmental training, public education events and other meetings. The \$3,750 will purchase 2 recliners and 2 sofas and is commercial grade with extended warranties

CITY MANAGER'S COMMENTS: Approved

0612	COMPUTER EQUIPMENT	-	13,600	13,600	-
0617	RADIO EQUIPMENT	6,414	45,000	45,000	20,200

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0617 Portable Radios

\$6,000 New Pagers

\$14,200 Portable Radios

This request is for 5 new firefighters UHF portable radios and all required components at a cost of \$2,833.50 each. All of our current firefighters, paid and volunteer have portables. These portables along with the charger and lapel microphone will be used for new volunteer firefighters that may be added in the coming year.

CITY MANAGER'S COMMENTS: Approved

Fund				
16 Fire Equipment Fund				

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
0621 FIELD MACHINERY & EQUIPMENT	28,634	84,400	39,400	89,000
DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621				Field Equipment

\$42,000 - Bunker Gear (10 new or replacement)

17,000 - Opticom Equipment New Signals including SH 205 at Ridge Road West, and Ralph Hall at Mims Road).

6,000 - Opticom Equipment Moving on FM3097

10,500 - Opticom Labor

8,500 - Opticom Equipment - replacing older malfunctioning units as needed

5,000 - New PASS devices

CITY MANAGER'S COMMENTS: Approved

0623 VEHICLES

DOCUMENTS FOR ACCOUNT . . . : 16-20-27-0621

Restore 1959 Ford Fire Engine



The department's oldest fire engine is in poor condition but "Granny" is not ready for the scrap pile yet. Cost estimates are being sought from restoration companies to determine the feasibility of bringing the truck back to parade ready condition. Staff hopes to have the costs accumulated for exterior and interior restoration as well as mechanical overhaul including brakes and tires.



CITY MANAGER'S COMMENTS: Funding will be considered when estimates have been accumulated.

Capital TOTAL :	35,049	312,000	239,000	118,850
Fire Equipment TOTAL :	42,420	323,000	243,000	126,850

SUMMARY OF OPERATIONS

Fund

17 Airport Special Revenue

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	31,406	9,750	27,850	48,100
Total Expenditures	76,591	20,850	38,200	69,650
Excess Revenues Over (Under) Expenditures	(45,185)	(11,100)	(10,350)	(21,550)
Net Other Financing Sources (Uses)	25,000	11,000	11,000	15,000
Net Gain (Loss)	(20,185)	(100)	650	(6,550)
Fund Balance - Beginning	29,110	510	8,925	9,575
Fund Balance - Ending	8,925	410	9,575	3,025

SUMMARY OF REVENUES

Fund

17 Airport Special Revenue

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4500	Grant Proceeds	8,618	3,250	3,850	18,100
4750	Land Lease	8,953	6,500	15,000	24,000
4752	F.B.O. Lease	870	-	9,000	6,000
4758	Fuel Sales	12,964	-	-	-
Total Revenues		31,406	9,750	27,850	48,100

SUMMARY OF OPERATING TRANSFERS

Fund

17 Airport Special Revenue

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Other Financing Sources				
Operating Transfers In				
From General Fund	25,000	11,000	11,000	15,000
Total Other Financing Sources	25,000	11,000	11,000	15,000
Net Other Financing Sources (Uses)	25,000	11,000	11,000	15,000

SUMMARY OF EXPENDITURES

Fund

17 Airport Special Revenue

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	11,030	11,350	21,850	10,850
Supplies	20,220	750	750	750
Operational	43,155	6,500	6,500	55,800
Utilities	2,187	2,250	2,250	2,250
Capital	-	-	6,850	-
Total Expenditures	76,591	20,850	38,200	69,650

Fund
17 Airport Special Revenue

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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20 Contractual

0224 INSURANCE-WORKERS COMP	1,101	1,500	-	-
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0224 **Workers Comp**

The City no longer purchases WC for the FBO.

0227 INSURANCE-REAL PROPERTY	1,828	2,500	2,500	2,500
0229 INSURANCE-LIABILITY	397	1,800	1,800	1,800
0240 BANK CHARGES	874	-	-	-
0240 EQUIPMENT REPAIRS	4,655	-	2,000	-

DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0240 **Equipment Repairs**

Amended - Costs associated with purchasing Jet A truck. Funds were approved by Council from General Fund Reserves.

0242 EQUIPMENT RENTAL & LEASE	-	250	250	250
0244 BUILDING REPAIRS	2,094	5,000	5,000	5,000
0246 VEHICLE REPAIRS	-	-	10,000	1,000

DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0246 **Amended Budget**

Tires and misc engine and pump repairs - fuel truck \$10,000

DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0246 **Vehicle Repair**

\$1,000 for general repair for 2 city owned fuel trucks

CITY MANAGER'S COMMENTS: Approved

0280 STATE PERMITS	81	300	300	300
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Contractual TOTAL :	11,030	11,350	21,850	10,850
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30 Supplies

0331 FUEL & LUBRICANTS	10,306	-	-	-
0339 FUEL TANK REPAIRS	1,152	250	250	250
0341 CONSTRUCTION & REPAIR SUPPLY	8,761	500	500	500

Supplies TOTAL :	20,220	750	750	750
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Fund
17 Airport Special Revenue

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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40 Operational

0409 GRANT MATCHING	43,155	6,500	6,500	55,800
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409 Grant Fund Matching - RAMP

Routine Airport Maintenance Program

AWOS - Automated Weather Observation System. As an AWOS owner, the City is obligated to operate and maintain the system according to FAA AC No. 150/5220-16D.

The City will contract directly with Vaisala, Inc. to provide maintenance on the AWOS at the airport. Currently each airport contracts individually for the NADIN interface service connection that links the AWOS weather data with FAA Flight Services and the National Weather Service. The NADIN connection is also used for remote daily monitoring of the AWOS system to perform maintenance functions. Both items are reimbursable at 50% under the Routine Airport Maintenance Program.

1. AviMet Data Link / National Airspace Data Interchange Network (NADIN) – this is the data link from the AWOS at the Rockwall Municipal Airport to the National Weather Service - \$780.
2. AWOS Maintenance Agreement – 4 quarterly inspections required. Contract with Vaisala, Inc. and is eligible for a 50% reimbursement from RAMP Grant) – Cost after reimbursement: \$2,983.
3. Painting – Both box hangars used for airplane storage and maintenance need to be repainted on the interior to further prevent rust and to protect the overall structural integrity of the facility. 2 box hangars @ \$9,600 each. Total: \$19,200. Cost after reimbursement: \$9,600.
4. Hangar and maintenance shop lighting and electrical – demo the existing lighting in both box hangars / replace with new LED lighting, upgrade electrical panels as needed. Add GFCI receptacles on hangar columns for customers to charge batteries, vacuum, and for pre and post flight use. Total: \$9,470. Cost after reimbursement: \$4,735.

Total RAMP Grant Matching Request: \$18,100.

CITY MANAGER'S COMMENTS: Approved

Fund
17 Airport Special Revenue

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0409

Grant Fund Matching - NPE

Non-Primary Entitlement Grant Program

The City of Rockwall and the REDC are finalizing an Airport Development Plan at the Ralph M. Hall / Rockwall Municipal Airport. Actual reconstruction of the airport facilities could take 3-5 years depending on funding schedule and what is allowed with expansion and available land for acquisition. With the assistance of KSA Engineers, a 3-5 year maintenance plan has been developed for the airport using federal grant funds.

It is proposed that the City work with TXDOT Aviation to address asphalt repair to the runway, taxiways, parking area, as well as address ongoing hangar drainage issues. TXDOT’s grant program pays 90% and the City would pay 10%.

KSA Engineers can help the City prepare a Letter of Interest (LOI) and work with TXDOT Aviation for finalizing the scope of work and funding sources through the State and the FAA. It is proposed that the City fund the 10% matching funds for these projects.

The top priorities are:

1. Hangar drainage and parking surface. There are several T hangars that are unusable due to poor drainage and parking surface. Total estimated cost: \$498,031.
2. Drainage, apron overlay and seal coat. There are several large areas of asphalt failures that need to be addressed. This area was not upgraded in the last overlay project. Total estimated cost: \$398,664.
3. Runway repair and seal coat. There are several areas along the edge of the runway that need to be addressed. It is proposed to repair the sections in the worst condition and then seal coat the entire runway and restripe. Total estimated cost: \$234,237.

Total for Top 3 priorities: \$1,130,932.

Local grant matching (10%): \$113,093.

CITY MANAGER'S COMMENTS: Runway repair and seal coat is approved contingent on TxDOT funding. Remaining items will be considered as we proceed through the airport development plan process.

Operational TOTAL:	43,155	6,500	6,500	55,800
50 Utilities				
0501 ELECTRICITY	2,187	2,250	2,250	2,250
Utilities TOTAL:	2,187	2,250	2,250	2,250

Fund				
17 Airport Special Revenue				

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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60 Capital

0623 VEHICLES	-	-	6,850	-
DOCUMENTS FOR ACCOUNT . . . : 17-50-51-0623			Vehicle Purchase	

Amended - Purchase of Jet A Mobile Fuel Truck from Mineral Wells Airport.

Capital TOTAL :	-	-	6,850	-
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Airport Fund TOTAL :	76,591	20,850	38,200	69,650
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SUMMARY OF OPERATIONS

Fund

18 Recycling

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	25,456	30,000	30,000	30,000
Total Expenditures	12,162	14,000	9,000	14,000
Excess Revenues Over (Under) Expenditures	13,294	16,000	21,000	16,000
Fund Balance - Beginning	80,080	95,880	93,374	114,374
Fund Balance - Ending	93,374	111,880	114,374	130,374

SUMMARY OF REVENUES

Fund
18 Recycling

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4780	Recycling Revenue	25,456	30,000	30,000	30,000
Total Revenues		25,456	30,000	30,000	30,000

SUMMARY OF EXPENDITURES

Fund

18 Recycling

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Operational	12,162	14,000	9,000	14,000
Total Expenditures	12,162	14,000	9,000	14,000

Fund
18 Recycling

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
40 Operational				
0428 OTHER	9,200	10,000	5,000	10,000
0469 PROMOTION EXPENSE	2,962	4,000	4,000	4,000
Operationa TOTAL:	12,162	14,000	9,000	14,000
Recycling TOTAL:	12,162	14,000	9,000	14,000

SUMMARY OF OPERATIONS

Fund

24 Downtown Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	15,000	-	10,000	10,000
Total Expenditures	(2,476)	-	11,600	7,000
Excess Revenues Over (Under) Expenditures	17,476	-	(1,600)	3,000
Fund Balance - Beginning	40,244	-	57,721	56,121
Fund Balance - Ending	57,721	-	56,121	59,121

SUMMARY OF REVENUES

Fund

24 Downtown Fund

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4050	Donations	10,000	-	10,000	10,000
4460	Building Lease Revenue	5,000	-	-	-
Total Revenues		15,000	-	10,000	10,000

SUMMARY OF EXPENDITURES

Fund

24 Downtown Fund

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	-	-	1,000	5,000
Operational	(2,476)	-	10,600	2,000
Total Expenditures	(2,476)	-	11,600	7,000

Fund				
24 Downtown Fund				
ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
20 Contractual				
0293 GRANT PROGRAM - MAIN STREET	-	-	1,000	5,000
Contractual TOTAL:	-	-	1,000	5,000
40 Operational				
0469 PROMOTION EXPENSE	-2,476	-	10,600	2,000
Operationa TOTAL:	-2,476	-	10,600	2,000
Recycling TOTAL:	-2,476	-	11,600	7,000

SUMMARY OF OPERATIONS

Fund

26 Narcotics - Seizure Awards

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Total Revenues	(2,997)	-	35,600	-
Total Expenditures	-	75,400	128,400	43,500
Excess Revenues Over (Under) Expenditures	(2,997)	(75,400)	(92,800)	(43,500)
Net Other Financing Sources (Uses)	-	-	-	-
Net Gain (Loss)	(2,997)	(75,400)	(92,800)	(43,500)
Fund Balance - Beginning	685,180	685,562	682,183	589,383
Fund Balance - Ending	682,183	610,162	589,383	545,883

SUMMARY OF REVENUES

Fund

26 Narcotics - Seizure Awards

Account	Description	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
4550	Seizure Revenue	(2,997)	-	35,600	-
Total Revenues		(2,997)	-	35,600	-

SUMMARY OF EXPENDITURES

Fund

26 Narcotics - Seizure Awards

	Actual 12-13	Budgeted 13-14	Amended 13-14	Proposed 14-15
Contractual	-	-	5,500	6,000
Operational	-	20,000	10,000	20,000
Capital	-	55,400	112,900	17,500
Total Expenditures	-	75,400	128,400	43,500

Fund
26 Narcotics - Seizure Awards

ACCOUNT	2013 Actual Expense	2014 Adopted Budget	2014 Amended Budget	2015 City Manager Approved
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20 Contractual

0231 SERVICE-MAINT CONTRACTS	-	-	5,500	6,000
Contractual TOTAL :	-	-	5,500	6,000

40 Operational

0451 CONFIDENTIAL FUNDS	-	20,000	10,000	20,000
Operational TOTAL :	-	20,000	10,000	20,000

60 Capital

0612 COMPUTER EQUIPMENT	-	-	5,900	-
0624 POLICE EQUIPMENT	-	55,400	107,000	17,500
DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0624				Portable Storage Unit

Purchase an 8ft X 20ft Storage container with garage or double lock doors.

Price \$ 3,500 delivered.

This storage container, like the one used by the City Service Center would allow the Police Department to store items such as new tires and older but useable police vehicle equipment. It can be placed in the back parking lot next to the cemetery.

CITY MANAGER'S COMMENTS: Approved, funded through seized funds.

DOCUMENTS FOR ACCOUNT . . . : 26-30-31-0624 **Tasers and Defibrillators**

The Police Department is requesting \$14,000 for the purchase of four automatic electronic defibrillators and eight Tasers.

The department currently has four automatic electronic defibrillators units that are over ten years old. The units are deployed in the field daily and have successfully been used in life saving emergencies in the past but are in need of replacement. The cost of four new units would be \$6,000.

This year the department started issuing Tasers to each patrol officer and we need eight more units to ensure that each officer and sergeant in the patrol division have a Taser available to them. The Taser gives the officers a less lethal option when faced with violently resisting subjects. The cost for eight new Tasers would be \$8,000.

CITY MANAGER'S COMMENTS: Approved, funded through seized funds

Capital TOTAL :	-	55,400	112,900	17,500
Public Safety Fund TOTAL :	-	75,400	128,400	43,500



City of Rockwall
The New Horizon

MEMORANDUM

TO: Rick Crowley, City Manager
FROM: Mary Smith, Assistant City Manager
DATE: August 18, 2014
SUBJECT: REDC and RTPA Budget Process

The REDC staff is working on their budgets at this time and will meet shortly with the management committee. The proposed budgets will be presented to the Board of Directors at their meeting on September 11th. After the Board has completed their review and approval process, the budget document will be presented to City Council for consideration and adoption.

Budgetary Financial Policies

Amended 8/2012

Financial policies set forth the basic framework for the fiscal management of the City. Policies, which are reviewed and approved by the City Council, will be updated and implemented annually to ensure that the City maintains a sound financial position in each of the City's fund and account groups. These policies are developed within the parameters set forth in the City's Charter, Article VIII. The policies will provide guidelines for short and long term decision making.

Operating Funds Budget Policies

1. The City Manager prior to August first of each year shall prepare and submit to the City Council, the annual budget covering the next fiscal year. A budget message shall be prepared in accordance with City Charter requirements.
2. The budget of each fund should be balanced with appropriations not exceeding current year revenues, transfers-in, and available fund balance reserves.
3. Transfers between funds shall only be permitted to the extent that the basis and justification of the transfer can be quantified. Periodic transfers are made for administrative cost reimbursements to the General Fund or Internal Service Funds. In addition, fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses.
4. One-time revenues in operating funds will not be used for funding on going appropriations. One-time revenues shall only be used to fund capital improvements, capital equipment, or other one-time appropriations.

General Fund Revenue Policies

1. All new programs or service enhancements shall be implemented according to Council direction as part of the budget process. In the event additional revenues are required to implement a new program or service enhancement, a cost benefit analysis of the program change will be conducted by the staff to determine if a new revenue source or increase in existing revenue will be needed. The analysis shall include the applicability of user fees as a source of revenue to support the new or expanded program. The maintenance and operation portion of the General Fund ad valorem tax rate shall only be raised after thorough review of other revenue sources and proposed appropriation.
2. Through the proposed budget the City shall strive to develop a balance in major revenue sources to protect the financial stability of the City in the event of severe fluctuation in the national and/or local economy. This balance will maintain a diversified and stable revenue system. The major revenue sources of the General Fund are Sales Tax, Ad Valorem taxes and charges for services.
 - a. Property Taxes – the Rockwall Central Appraisal District prepares the calculation of the Effective and Rollback tax rates each year. Historically the City has experienced an approximate 98-99% collection factor during the fiscal year. The City Manager will present the budget to the Council employing a 98% collection factor for current year property taxes. This collection factor may be reduced if significant economic conditions warrant.
 - b. Sales Taxes – The City Manager will review historic trends and detailed sales tax data to determine appropriate levels for projecting sales tax revenue. National and regional economic cycles shall be considered and may cause staff to adjust projections downward from this level.

- c. Charges for services shall be reviewed and updated at least every three years. The review will consider the cost of providing the service and a review of similar charges in comparable cities in the region.
3. Other revenues shall be projected based on actual collections from the preceding year and estimated collections of the current fiscal year, while taking into account known circumstances that will impact revenues for the new fiscal year. Revenue projections will be made conservatively.

Utility Fund Revenue Policies

1. A cost of service rate study will be conducted to determine a benchmark rate necessary to fund the utility each 3 years. Updates to the study will be performed annually to ensure that the rates in effect will fund the utility budgets.
2. Capital improvements and participation in the oversizing of utility facilities during the development of the City required as a result of growth, should be paid in part through capital recovery fees that are reviewed and adjusted within the requirements of the statute allowing their utilization.
3. Utility Fund revenues are budgeted on the basis of a normal year, not on the basis of forecasted extreme wet or dry years. The City will make every reasonable effort to ensure accurate measurement of water purchased and sold.
4. The City shall consider the appropriateness of using contract revenue bonds issued through the NTMWD when considering the issuance of revenue bonds.

Debt Service Fund Revenue and Expenditure Policies

1. The City will issue only multi-year debt and the debt will be used only to fund capital projects that cannot be funded by current revenues except as may be otherwise required by an emergency or other unforeseen circumstance.

To minimize interest costs on issued debt, The City will structure debt with maturities not to exceed 20 years. Longer issues may be authorized in the unusual case of a substantially longer life or other extenuating circumstances. The final maturity date for any multi-year debt will not exceed the expected useful life of the capital improvement so financed.

2. An evaluation of existing and projected overlapping and direct debt shall be reviewed by the Council as well as any committee appointed by the Council to develop recommendations for proposed new debt for the City. Estimates of growth shall be conservative and consideration will be given as to the City's future ability to repay the debt and maintain an ability to issue additional unforeseen debt.
3. The city may utilize Contractual Obligations for large equipment and vehicle purchases after a review of available resources. The City recognizes Contractual Obligations as an appropriate tool for these acquisitions.

Special Revenue Funds Revenue and Expenditure Policies

1. Recreation Development Fund revenues are received from marina lease agreements and are to be used to fund expenditures for capital projects related to park and recreation improvements.
2. Street Assessment Funds revenue sources includes assessment payments from property owners, and payments in lieu of assessments from developers. These funds will only be used for like capital projects or to repay existing debt for constructed projects, as approved by the City

Council, unless otherwise addressed in the authorizing ordinance or agreement for such revenues.

3. Fire Equipment Fund revenue sources include donations and contract payments from Rockwall County for fire protection services. Funds received will be used for the purchase of capital equipment for the Fire Department.

Fund Balance Policies

1. The City shall strive to maintain a General Fund balance reserve of not less than 3 months of recurring operating appropriations. Should the audited fund balance at the end of a fiscal year exceed 3.5 months, the City Council may elect to transfer a portion of the fund balance to a capital projects fund to pay for future capital projects such as roads and fire stations, repairs extending the life of an asset, and capital project planning expenses.
2. Debt Service Funds shall not have a balance that exceeds 1% of the general obligation debt outstanding principal. Debt service fund balances in excess of this requirement may be drawn down to be used to reduce ad valorem tax revenue for bond principal and interest payments on existing or new debt. The fund balance must remain sufficient to protect against unexpected downturns in property tax collections included in the budget. Consideration will be given to the impact such use would have on future tax rate calculations.
3. All other fund balances shall be maintained at a level necessary to ensure stability in the event of a decline in revenues dedicated to that fund. Fund balance requirements shall always be in agreement with bond covenants.
4. Fund balances should not generally be used to fund ongoing operations.

Operating Fund Expenditures

1. Operating fund expenditures shall be accounted for and budgeted in the six major categories:
 - a. Personnel Services
 - b. Contractual
 - c. Supplies
 - d. Operational
 - e. Utilities
 - f. Capital Outlay
2. The proposed budget shall appropriate sufficient funds for operations to maintain existing quality and scope of City services and where appropriate include funds for expanded or new services.
3. The City will regularly examine programs and services in order to reduce operating cost or enhance service levels without cost increases.
4. Population estimates where employed in the budget shall be based on the North Central Texas Council of Governments (COG) population projections released April 1 of each year. The COG population will be projected forward by including actual housing starts data from January 1 to June 1 and projected housing starts from July 1 to December 31 of the current year. Housing start projections will be based on available data from the City's building permits and Builder interviews.
5. Personnel service expenditures will reflect the minimum staffing to provide approved quality and scope of City services. The City reasonably expects to experience a low staff turnover rate during any given year. In order to recognize periods of less than full employment and the

recruiting period, the City will recognize a vacancy savings factor of \$15,000 per new position in the proposed budget.

6. The City will provide a competitive compensation and benefit plan to attract and retain quality employees in order to provide high quality service
7. Supply expenditures shall be sufficient to ensure optimal productivity of City employees. Maintenance expenditures shall be sufficient to ensure a relatively stable level of maintenance expenditures each budget year and to enhance and prolong the life of capital equipment and property.
8. Expenditures for new capital equipment shall be made only to enhance employee productivity, improve quality of service, or expand scope of services. The City's Vehicle Replacement Policy guidelines will be considered when determining mobile equipment budgets.
9. The City will evaluate the methods for providing public services in order to reduce operating expenditures and/or enhance quality and scope of services without increased costs.

Capital Project Expenditures

1. The City will develop a multi-year plan for capital projects, which identifies all projects likely to be constructed within a five-year period. The multi-year plan will reflect for each project the likely funding source and timeframe for completion.
2. Capital projects will be constructed to:
 - a. Protect or improve the community's quality of life.
 - b. Protect or enhance the community's economic vitality.
 - c. Support and service new citizens and development.
 - d. Provide significant rehabilitation of City infrastructure for sustained service.

**CITY OF ROCKWALL, TEXAS
VEHICLE AND HEAVY EQUIPMENT
ACQUISITION AND REPLACEMENT POLICY**

*Adopted by City Council
October 16, 2006*

OBJECTIVE:

The purpose of this policy is to establish guidelines for the acquisition, retention and disposition of vehicles and equipment utilized by various departments. This Replacement Policy outlines the process and criteria used in determining replacement of vehicles and equipment. It also defines procedures regarding acquisition of vehicles and equipment.

REPLACEMENT CRITERIA:

The criteria below are used to determine if replacement of a unit is warranted:

1. Years of Service, number of years the unit is in service from date purchased.
(See Vehicle/Equipment Lifecycle Listings)
2. Accumulated Mileage/Hours Elapsed, number of miles or hours deemed excessive per each type of vehicle classification.
3. Overall appearance of the unit.
4. Operating Costs including fuel.
5. Maintenance Costs including preventative maintenance and repair costs.
6. Reliability / Down Time Experience, information derived from fleet records and driver reports.
7. Salvage Value, market value of unit.
8. Obsolescence, units can no longer accomplish the task for which they were originally purchased.
9. Usage History, information from user department.
10. Cost of Needed Repairs or Overhauls, major repairs needed to extend the service life of the unit.

Generally, when a unit reaches the end of the lifecycle, the unit should be replaced. The information is recorded on a "Vehicle/Equipment Evaluation Form" (see attachment), and used to support replacement recommendations during the budget process. When the replacement of the unit has been approved, the technical evaluation ensures that a unit, which has been identified for replacement is or is not recycled down to another department, depending on its condition.

The lifecycle listings are re-evaluated on an annual basis. Lifecycle listings do not mandate replacement of a unit based strictly upon years of service. All of the criteria listed above is used by the Department Director and taken into consideration when recommending a unit for replacement. Replacement recommendations are generated and passed along to the City Manager during the budget process. Once the budget is adopted, requisitions are generated and forwarded to the Purchasing Agent.

The Department Director or designee will provide specifications and/or ensure based upon his recommendation to purchase the replacement unit with cleanest emission friendly power-plant (engine) available. The recommendation is based upon available technologies and availability of fuel and infrastructure needed to support the vehicles/equipment being recommended for replacement.

ACQUISITION:

The Department Director or designee will complete a "Vehicle/Equipment Request Form" (see attachment) and forward it with their completed budget to the Finance Director. Once the determination has been made to purchase a new vehicle and it has been approved in the appropriate budget, the Purchasing Agent and the Department Director or designee will meet and discuss the acquisition of the vehicle. The Purchasing Agent and the department representative will determine whether to purchase the vehicle from various cooperative purchasing contracts or to procure the vehicle on the open market through the bidding process.

Once this determination has been made, the Department representative will forward to the Purchasing Agent an automated or written purchase requisition which will initiate the purchasing process. The requisition shall include the account number to be charged, the estimated budget amount, and a description of the unit to be purchased. The Department representative, via interoffice mail or email, shall forward written specifications or contract vendor information for the vehicle to be purchased to the Purchasing Agent. The Purchasing Agent will then proceed to procure the vehicle and/or equipment according to established purchasing policies and procedures.

DEFINITIONS:

City Vehicle – any City owned self-propelled motor vehicle having an initial value of \$1,000 which qualified that unit as an Asset under the Capitalization Policy.

Equipment – All equipment including but not limited to backhoes, dozers, tractors, loaders, trailers and large mowers which have a initial value of \$1,000 that qualifies that unit as an Asset under the Capitalization Policy.

Excellent Condition – the vehicle looks new, is in excellent mechanical condition and needs no reconditioning. The engine compartment is clean with no fluid leaks and is free of any wear or visible defects

Good Condition – the vehicle is free of any major defects. Body is in good shape with only minor blemishes and there are no major mechanical problems.

Fair Condition – the vehicle has some mechanical or cosmetic defects and needs servicing but is still in reasonable running condition.

Poor Condition – the vehicle has several mechanical and/or cosmetic defects and is in poor running condition. The vehicle may have problems that cannot be readily fixed such as frame damage.

CATEGORIES OF VEHICLE AND EQUIPMENT ASSETS:

1. Mission Critical – requires a new replacement on a regular basis.

This asset has a set life expectancy. The asset will be replaced when the life expectancy has been reached and/or the condition of the asset warrants replacement. The using department is responsible for routine vendor maintenance and repairs.

2. Mission Essential – **does not** require a new replacement on a regular basis.

This asset could be replaced whenever a newer more reliable unit becomes available. A one-time justification would be required for the asset as long as the function that the asset supports does not change. The using department is responsible for routine vendor maintenance and repairs.

3. Mission Supportive –

This asset could be a hold over from a previous replacement or acquired from other sources. The using department would be required to submit annual justification for the continued use of the asset in our fleet. Usage, vehicle condition and maintenance cost will be key factors in keeping this asset in the fleet. This asset would be replaced at the end of its useful life if another reliable unit is available. The using department is responsible for routine vendor maintenance and repairs.

4. Unique or One Time Purchase –

An asset that is not anticipated being replaced or replacement life is indefinite. The using department is responsible for routine vendor maintenance and repairs.

5. Pool Vehicle –

This asset is a hold over for use by any department on a temporary basis. The using department is responsible for routine vendor maintenance and repairs.

CHANGES TO REPLACEMENT SCHEDULE:

Any request for change, as an example; shorten or lengthen useful life, change in function or moving vehicles and equipment from one department to another requires completion of the “Vehicle/Equipment Request Form”.

The form must be completed by the using department and submitted with their annual proposed budget to the Finance Department.

VEHICLE AND EQUIPMENT DISPOSITION:

When a new vehicle or piece of equipment is placed in service, the replaced unit is either handed off to the designated using department or the unit is tagged as surplus property and scheduled for public auction. The last using department of the surplus property is responsible for completing the condition of the asset form for the auctioneer. The unit will not be auctioned without this completed form.

NEW VEHICLE AND EQUIPMENT DOCUMENTS:

All vendor paperwork for a new vehicle or equipment must be forwarded to the Purchasing Agent for processing. Paperwork includes Signed Receipt, Manufacturer’s Statement of Origin, Odometer Affidavit and Title Transfer papers.

CANNABALIZATION OF VEHICLES AND EQUIPMENT:

When a unit or asset is ready for disposal, it will be intact without cannibalization. Any item purchased with and/or accountable as part of the unit will remain with the unit. Any deviation from this policy will require submission of the “Vehicle/Equipment Request Form” and approval by the City Manager or designee.

VEHICLE/EQUIPMENT LIFECYCLE LISTINGS:

CLASSIFICATION TYPE	DESCRIPTION	ESTIMATED YEARS OF SERVICE
Automobiles	Public Safety Marked:	
	Patrol Unit - years or 80K Miles	2
	Community Services Unit – years or 100K miles	5
	Administrative – years or 100K miles	5
	Mid-Size Sedan - years or 100K miles	5
S.U.V.	Mid-Size – years or 100K miles	5
	Large – years or 100K miles	5
Light Truck (to 0.5k to 21,000 lbs.)	½ ton Compact Truck	8
	½ ton Truck Pickup	8
	¾ ton Truck Pickup	8
	1 ton Truck Pickup	8
	¾ ton Cab/Chassis w/ACU	8
	¾ ton Cab/Chassis w/Flatbed	8
	1 ton Cab/Chassis w/Flatbed	8
	1 ton Cab/Chassis w/Utility Body	8
	1 ton Cab/Chassis w/Dump Body	8
	Cab/Chassis w/Ambulance Body	5
	Cab/Chassis w/Specialty	8
Truck (21,001 lbs.- 33,000 lbs.)	Cab/Chassis w/Bucket	8
	Cab/Chassis w/Brush Body	8
	Cab/Chassis w/Dump Body	8
	Cab/Chassis w/Res. Refuse Body*	8
	Cab/Chassis w/Specialty	8
Truck (33,001 +)	Fire Apparatus/Pumper	8-10 or longer**
	Fire Apparatus/Ladder	8-10 or longer**
	Cab/Chassis w/12-14 yd. Dump Body	8
	Cab/Chassis w/Frontloader Body	8
	Cab/Chassis w/Rolloff Body	8
	Cab/Chassis w/Specialty	8
Trailers	Light & Medium Duty	10
	Heavy Duty	15
	Covered Cargo	15
Motorcycles	Traffic (Police)	3

* (Single Axle Chassis, specified w/Increased G.V.W./Wheelbase)

** Fire Apparatus are in active status for 8 – 10 years then in reserve status for up to 20 years for ISO.

VEHICLE/EQUIPMENT LIFECYCLE LISTINGS CONTINUED:

CLASSIFICATION TYPE	DESCRIPTION	ESTIMATED YEARS OF SERVICE
Mowers	15 Ft. Riding Tri-Wing Turf	5
	60 " Riding Turf	3
	Reel	5
	Flail	5
	15 Ft. Tri-Wing	5
	Brush Hog Attachments	2
Construction Equipment	Skid Loader	10
	Backhoe/Loader	10
	Articulated Wheel Loader	10
	Excavator, (Track, Wheeled)	10
	Asphalt Roller	10
	Air Compressor	10
	Concrete Saw	6
	Self-Propelled Concrete Breaker	10
Miscellaneous Equipment	Ball Field Stripping Machine	5
	Traffic Stripping Machine	5
	Truckster	5
	Forklift (Gas)	8
	Forklift (Propane)	8
	Forklift (Electric)	15
	Generator	10
	Sand Spreader	8
	Specialty	10

City of Rockwall
Vehicle and Heavy Equipment
Acquisition and Replacement Policy
Addendum

When a vehicle is requested to be replaced with a new vehicle through the budget process, the following procedure shall be used for any light duty vehicle purchase. This would include any sedan, SUV, light duty truck under a 1 ton payload or passenger cars. This procedure shall not apply to the replacement of fire suppression vehicles, heavy equipment or mowers/tractors.

The "Vehicle/Equipment Request Form as amended, shall be submitted with each vehicle request in the departmental budget request. The Department Director shall sign each vehicle request form. The form shall be completed in its entirety and all information shall be documented.

An "Independent Vehicle Evaluation Form" shall be completed for each vehicle being requested. The Independent Vehicle Evaluation Form shall be completed by an automotive repair facility selected annually by the City Manager's staff. By appointment, the independent evaluation will include a test drive of the vehicle, look for any potential maintenance/repair expenses to be considered in the next 12-15 month period, evaluate any current mechanical problems and list any estimated costs for the repairs to be completed. Vehicles being evaluated by the Independent Evaluator should be expected to be out of service for 24 hours. The cost for the evaluation shall be paid from the requesting department's vehicle maintenance account. The vehicle will be delivered to the automotive repair facility by a citizen employee in the Police Department. Vehicle evaluations can be scheduled by contacting John Krodel at extension 6483. Upon the completion of the vehicle evaluation, the form will be sent directly to the City Manager's Office.

April 30, 2014

CITY OF ROCKWALL VEHICLE REQUISITION FORM

Department: _____

Division: _____

New Vehicle: _____

Replacement Vehicle: _____

Vehicle to be Replaced:

Purchase Date: _____ Purchase Price: _____

Year: _____ Make: _____ Model: _____

VIN: _____ Vehicle #: _____

Previous Years Maintenance/Repair Cost: _____

Projected Maintenance/ Repair Cost: _____

Vehicle Mileage/Hours: _____ Fuel Type: ___ Gas ___ Diesel

Vehicle Condition: Poor Fair Good Excellent

Is this a take home vehicle? _____ # of Call backs with last 6 months _____

Proposed New Vehicle:

Make: _____ Model: _____

Number of Staff Assigned to Vehicle: _____ Fuel Type: ___ Gas ___ Diesel

Vehicle Purpose and Justification:

How often will the vehicle tow heavy equipment?

___ 25% ___ 50% ___ 75% ___ 100% ___ N/A

Average Towed Weight: _____ Max. Weight Towed: _____

Vehicle Payload: _____

Equipment to be added: ___ Yes ___ No

Equipment Transfer: ___ Yes ___ No New Equipment: ___ Yes ___ No

VEHICLE PURCHASE PRICE: _____ EQUIPMENT COST: _____

TOTAL COST: _____

Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Tax Rates	0.36	0.36	0.36	0.36	0.36	0.3689	0.4250	0.4865	0.5031	0.5031	0.5031	0.5031	0.5025	0.5025	0.4955
Taxable Value	1,360,285,231	1,589,000,910	1,834,621,900	1,988,933,070	2,232,983,948	2,433,421,962	2,597,228,959	2,781,217,425	2,972,551,814	3,090,336,508	3,144,632,618	3,159,425,094	3,161,088,138	3,286,196,578	3,684,358,438
General Fund Budget	10,451,050	12,058,880	12,685,840	14,279,830	15,564,200	17,406,765	19,027,500	20,468,100	21,246,900	21,875,300	22,157,700	22,910,450	24,348,250	25,959,500	26,279,750
Population Estimated	18,850	21,050	22,950	24,893	25,599	29,500	30,761	31,386	32,103	35,050	36,810	38,586	38,755	40,008	40,929
# Employees/Thousand	7.59	7.62	7.86	7.59	8.05	7.58	7.72	7.76	7.97	7.33	6.95	6.63	6.57	6.56	6.44
Employee Levels															
General Fund															
Administration															
City Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Asst.City Manager	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2
City Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Receptionist/Secretary	1	1	2	---	---	---	---	---	---	---	---	---	---	---	---
Executive Asst.	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Admin. Asst./Pers. Spec.	1	2	1	---	---	---	---	---	---	---	---	---	---	---	---
Assistant to the City Mgr.	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
AA II/Emerg Mgmt Coord	---	---	---	1	1	1	2	1	---	---	---	---	---	---	---
Management Analyst	---	---	---	---	---	---	---	1	1	1	---	---	---	---	---
Asst to City Secretary	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Main Street Manager	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
	6	7	7	5	5	5	6	6	6	6	5	5	6	7	7
Administrative Services															
Director of Admin Svcs	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR Supervisor	---	---	1	1	1	1	1	1	1	1	1	1	1	1	1
HR Specialist/Analyst	---	1	1	1	1	1	1	2	2	2	2	2	2	2	2
Administrative Secretary	---	---	---	1	1	1	1	---	---	---	---	---	---	---	---
Receptionist/Secretary	1	---	1	1	1	1	1	1	1	1	1	1	1	1	1
	2	2	4	5	5	5	5	5	5	5	5	5	5	5	5
Internal Operations															
Internal Operations Mgr.	1	1	1	1	1	---	---	---	---	---	---	---	1	1	1
Facilities Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Network Administrator	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Network Technician	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Fire Maint. Tech.	---	1	1	---	---	---	---	---	---	---	---	---	---	---	---
Building Maint. Technician	1	3	2	2	2	3	3	3	3	3	3	3	3	3	3
Secretary/Coordinator	---	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Custodian	2	2	5	6	6	6	6	6	6	6	6	6	6	6	6
	5	9	11	11	11	11	11	11	11	11	11	11	14	14	14
Finance															
Director	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
Capital Projects Acct	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Purchasing Agent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Accounting/Payroll	2	1.5	1.5	1.5	1.5	2	2	2	2	2	2	2	2	2	2
Inventory Control Clerk	---	---	---	1	1	1	1	1	1	1	1	1	1	1	1
Network Technology Analyst	---	---	---	1	1	1	1	1	1	1	1	1	---	---	---
Network Technician	---	---	---	---	1	1	1	1	1	1	1	1	---	---	---
	5	4.5	4.5	6.5	7.5	8	8	8	8	8	8	8	5	5	5
Court															
Court Administrator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Deputy Clerk	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4
	3	3	3	3	4	4	4	4	4	4	4	4	4	5	5

Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Fire															
Fire Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Fire Marshal	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Fire Inspector	---	1	2	2	3	3	3	3	3	3	3	3	3	3	3
Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Administrative Asst.	---	---	---	1	1	1	1	1	1	1	1	1	1	1	1
Lt. Fire Training Officer	---	---	---	1	1	1	1	1	---	---	---	---	---	---	---
Battalion Chief	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Captain	---	---	---	---	---	---	---	---	3	3	3	3	3	3	3
Driver/Operator	---	---	---	1	1	1	2	2	6	6	6	6	8	12	12
	3	4	5	8	9	9	10	10	17	17	17	17	19	23	23
Police															
Administration															
Chief	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Asst. Chief	---	---	---	---	---	1	1	1	1	1	1	1	1	1	1
Lieutenant	3	3	3	3	3	3	3	3	3	3	3	3	4	4	4
Personnel Sgt	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Computer Manager	---	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Clerical	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crime Analyst	---	---	---	---	1	1	---	---	---	---	---	---	---	---	---
	5	6	6	6	7	8	6	6	6	6	6	6	8	8	8
Dispatch															
Manager	---	---	---	---	---	---	---	---	---	---	---	1	1	1	1
Supervisor	1	1	1	1	1	1	1	1	1	1	1	---	---	---	2
Comm. Spec.	7	8	8	8	8	9	9	10	11	11	11	11	11.5	13	11
	8	9	9	9	9	10	10	11	12	12	12	12	12.5	14	14
Patrol															
Sergeant	4	5	5	5	6	6	6	6	6	6	6	6	6	6	7
Patrol	21	22	27	28	32	37	40	42	43	43	42	44	46	46	45
	25	27	32	33	38	43	46	48	49	49	48	50	52	52	52
CID															
Sergeant	---	1	1	1	1	1	1	1	1	1	2	2	2	2	2
Investigator	4	4	4	4	4	4	4.50	4.50	4.50	4.50	5	5	5	5	6
Investigator - SCU/Narcotic	---	---	---	---	---	---	---	---	1	1	2	2	2	2	2
Records/Property Mgr.	---	1	1	1	1	1	---	---	---	---	---	---	---	---	---
Records/Evid. Tech	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Records Clerk/Recep	1	1	2	2	2	2	---	---	---	---	---	---	---	---	---
PSO/Crime Scene Tech.	---	---	---	1	1	1	1	1	1	1	1	1	1	1	1
	6	8	9	10	10	10	7.50	7.50	8.50	8.50	11	11	11	11	12
Community Services															
Sergeant	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol Officer/Sch.Liaison	4	4	4	4	4	4	4	4	4	5	5	4	4	6	6
Patrol Officer/DARE	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol Officer/Comm.Liaison	1	1	---	---	---	---	---	---	---	---	---	---	---	---	---
	7	7	6	6	6	6	6	6	6	7	7	6	6	8	8
Warrants															
Warrant Officer	1	1	1	1	1	2	2	2	2	2	1.5	1.5	1.5	1.5	1.5
Warrants Clerk	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	2	2	2	2	2	3	3	3	3	3	2.5	2.5	2.5	2.5	2.5
Records															
(Transitioned from Pol-Admin and CID beginning FY 06-07)															
Computer Manager	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Crime Analyst	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Records/Property Mgr.	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Records Clerk	---	---	---	---	---	---	2	2	2	2	2	2	2	2	2
	---	---	---	---	---	---	5	5	5	5	5	5	5	5	5
POLICE DEPT TOTALS	57	63	68	70	72	80	83.50	86.50	89.50	90.50	91.50	92.50	97.00	100.50	101.50
Sworn	41.00	45.00	49.00	50.00	55.00	62.00	66.00	69.00	70.00	71.00	71.00	72.00	76.00	78.00	79.00

Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Planning															
Director	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Planner	1	1	1	1	1	1	1	1	1	1	1	2	2	1	1
P&Z Manager	1	1	1	1	1	1	1	1	1	1	1	1	---	1	1
GIS Coordinator/Supv	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Main Street Manager	---	---	---	---	---	---	---	---	1	1	1	1	1	---	---
Planning/Zoning Coord.	1	1	1	1	1	1	---	---	1	1	1	1	---	---	---
GIS Technician	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Planning Technician	---	---	---	---	---	1	2	2	1	1	1	---	1	1	1
	4	4	4	4	4	5	6	6	7	7	7	7	7	6	6
Neighborhood Improvement															
Code Enforcement Supv.	---	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Code Enforcement Officer	1	2.5	3	3.5	3.5	3.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	3	3
Code Enforcement Coord.	---	---	---	---	1	1	1	1	1	1	1	1	1	1	1
	1	4	4	5	5.5	5.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	5	5
Inspections															
Director Bldg Insp/Code En	1	1	1	1	1	1	1	1	1	1	1	1	1	---	---
Building Official	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
Building Inspection Supv.	---	1	1	1	1	1	1	---	---	---	---	---	---	---	1
Plans Examiner	---	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Building Inspector	3	4	4	4	5	6	5	5	4	4	4	4	4	4	3
Permit Technician	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2
	5	7	9	9	10	11	10	9	8	8	8	8	8	8	8
Parks															
Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	2	2	2	2	2	2	3	3	3	4	4	4	4	3	3
Equip. Operator	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4
Irrigaton Tech	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Maint. Worker	6	6	6	6	7	8	9	9	9	9	9	9	9	9	10
Landscape Beaut. Coord.	---	---	---	---	1	1	1	1	1	---	---	---	---	---	---
	12	12	12	12	15	16	18	18	18	18	18	18	18	18	19
Harbor															
Crew Leader	---	---	---	---	---	---	1	1	1	1	1	1	1	1	1
Maint. Worker	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
	---	---	---	---	---	---	1	1	2	2	2	2	2	2	2
Recreation															
Director	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
Recreation Superintendent	---	1	1	1	---	---	1	1	1	1	1	1	1	1	1
PARD Manager	---	---	---	---	1	1	1	1	1	1	1	1	1	1	1
Center Supervisor	---	1	1	1	1	1	1	---	---	---	---	---	---	---	---
Athletics & Special Program	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
Recreation Coordinator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Recreation Assistant	---	---	---	---	---	---	0.5	0.5	1	1	1	1	1	1	1
	3	5	5	5	5	5	6.5	5.5	6	6	6	6	5	6	6
Animal Services															
Supervisor	1	1	1	1	1	1	1	1	1	1	1	1	---	---	---
Crew Leader	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Officer	3	3	3	3	4	5	5	5	5	5	5	5	2	2	2
Shelter Attendant	---	---	---	---	1	1	1	2	2	2	2	2	---	---	---
	4	4	4	4	6	7	7	8	8	8	8	8	3	3	3

Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Streets															
Superintendent	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Equip. Operator II	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Equip. Operator I	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Maint. Worker	5	5	5	5	5	5	5	5	5	5	5	5	5	3	3
Sign Technician	---	---	---	---	---	---	---	---	---	---	---	---	---	2	2
	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11
Engineering															
Engineer/P.W. Director	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Assistant City Engineer	---	---	---	---	---	---	---	---	---	---	---	---	1	1	1
Civil Engineer	---	---	---	---	---	---	---	---	---	---	---	---	---	1	1
Engineer II	---	---	1	1	1	2	2	2	2	2	2	2	1	---	---
Technician/Designer	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Construction Coordinator	1	1	1	1	1	1	1	1	---	---	---	---	---	---	---
Dev. Serv. Coord.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Public Serv. Coord	1	1	1	1	1	1	1	1	---	---	---	---	---	---	---
Inspector	3	4	4	4	4	5	5	5	5	5	5	5	5	5	5
	8	9	10	10	10	12	12	12	10	10	10	10	10	10	10
Total General Fund	122	139	157.50	164	180	194.5	205.50	207.50	217	218	218	219	220.50	228.50	230.50

Budget History

	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Water and Sewer Fund															
Utility Billing															
Util. Billing Superv.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Billing Clerk/Cust.Serv.Rep.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Cashier/Cust.Serv.Rep.	1	1	1	1	1	1	1	1	1	1	1	1	1	2	2
Meter Reader	---	---	---	---	4	4	4	4	4	4	4	4	4	4	4
Cashier/AP Clerk	---	---	---	---	1	1	1	1	1	1	1	1	1	---	---
	3	3	3	3	8	8	8	8	8	8	8	8	8	8	8
Water Operations															
Water/WW Manager	---	---	---	---	---	---	---	1	1	1	1	1	1	1	1
Superintendent	1	1	1	1	1	1	1	1	1	1	1	---	---	---	---
Operations Mgr/Field Super	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sr. Production Technician	---	---	---	---	---	---	---	---	---	---	---	---	---	---	1
Production Technician II	1	1	1	1	1	1	1	1	1	1	1	1	1	1	---
Production Technician I	---	---	1	1	1	1	1	1	1	1	1	1	1	1	1
Equip.Operator	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Fire Hydration Tech	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2
Maint. Worker	2	2	2	2	2	3	4	4	5	5	5	5	4	4	4
Meter Technician	2	3	3	3	---	---	---	---	---	---	---	---	---	---	---
Backflow Prev. Coord.	1	1	1	1	---	---	---	---	---	---	---	---	---	---	---
Water Quality Tech	---	---	---	---	---	---	---	1	1	1	1	1	1	1	1
Public Serv. Coord	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Conservation Coord	---	---	---	---	---	---	---	---	1	1	1	1	---	---	---
	11	12	13	14	10	11	12	14	17	17	17	16	14	14	14
Sewer Operation															
Operations Mgr/Field Super	---	---	---	---	---	1	1	1	1	1	1	1	1	1	1
Production Tech Field Supe	---	---	---	---	---	---	---	---	1	1	1	1	1	1	1
Production Technician III	---	---	---	1	1	1	1	2	2	2	2	2	2	2	2
Production Technician	1	1	1	1	1	1	1	---	---	---	---	---	---	---	---
Equip. Operator II	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Maint. Worker	3	3	3	3	3	4	5	6	6	6	6	6	5	5	4
Infiltration Tech.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	7	7	7	8	8	10	11	12	13	13	13	13	12	12	11
Total Water/Sewer	21	22	23	25	26	29	31	34	38	38	38	37	34	34	33
Special Crimes Unit															
Sergeant	---	---	---	---	---	---	---	1	1	1	---	---	---	---	---
Patrol Officer	---	---	---	---	---	---	1	1	---	---	---	---	---	---	---
Total Special Crimes Unit	---	---	---	---	---	---	1	2	1	1	---	---	---	---	---
Total Employees	143.00	160.50	180.50	189.00	206.00	223.50	237.50	243.50	256.00	257.00	256.00	256.00	254.50	262.50	263.50